



May 15, 2020

Dear School District of Janesville Families:

As we move through mid-May, thoughts of the end of the school year become louder. With the extraordinary circumstances we are working under due to the COVID-19 public health emergency, we have to adjust some of the traditional processes. This letter is being sent to parents with initial information regarding the end of the school year. More specific information as it relates to your child's respective school will be sent later by your school principal.

### **Instruction and the End of the School Year**

Online instruction for students continues through May 29, 2020. K-12 buildings will continue to provide new instruction and feedback during online instruction through May 29. During the week of June 1 - 5, 2020, students will receive optional enrichment and extension activities for the week from their schools. Students and families will also have the opportunity to return or collect materials from their school.

- Grades will be posted to Infinite Campus by June 5, 2020.
- Friday, May 22, 2020, and Monday, May 25, 2020 (Memorial Day), are non-instructional days.

### **End of School Year Returns/Close-outs**

Teachers and schools will use the week of June 1-5, 2020 to wrap up student grades for the year and collect items from families that need to be turned in. Each school will develop its site-specific processes to have students/families return textbooks, library media materials, school-owned musical instruments (for seniors, 8th-grade students, those who discontinue music study), uniforms, etc. This also includes, if applicable, the return to families of any student medications that remain in buildings since the Mid-March school closure. Again, school principals will provide specific details for their respective schools' plans.

### **End of Year Medication Pick Up (If Applicable)**

Per state law for businesses and institutions managing medications, school districts are required to turn over all leftover medications, both prescription and non-prescription, to law enforcement for proper disposal at the end of each school year when medication is not picked up from the school building. School districts are not allowed to store medications over the summer months for students. Parents are encouraged to pick up any prescription and non-prescription medications their students have at school on June 1-4, 2020. School principals will provide specific details for their respective schools' medication return plans. Any medication not picked up by the end of the day on June 4, 2020, will be manifested for pick up and disposal by the Janesville Police Department on Friday, June 5th.

### **Technology Devices**

Your son/daughter was provided either a Chromebook or an iPad at the start of the pandemic. You are allowed to keep this device over the summer months, unless (a) you are moving away from Janesville over the summer, or (b) you no longer need it. If you would like to return your Chromebook or iPad, you may return it to your school during the week of June 1-4, 2020. Your school principal will provide more specific information in the coming weeks.

Graduating seniors should return their Chromebook or MacBook to their school before graduation. High school principals will provide more specific information shortly.

### **Graduation**

We celebrate our Senior Class of 2020 by providing a video virtual graduation on June 6, 2020. Additionally, the SDJ reserved July 25, 2020, as a tentative date for in-person graduation, if allowed under recommendations from the Wisconsin Department of Health Services and Rock County Health Department. High school principals shared details with the seniors from their respective schools.

### **Meals**

Lunch and breakfast meals will continue to be available weekdays at no cost to any child 18 years old and younger through at least June 30, 2020. We will offer a meal program after June 30, 2020, but we are waiting for more information from the state of Wisconsin and the US Department of Agriculture to determine if our meal program will continue with the current set-up after June 30, 2020.

The meals, which consist of a lunch and a breakfast for the following day, are available for pick-up from 11:00 AM to 1:00 PM (Monday-Friday, excluding holidays) at 8 sites located around Janesville:

- Craig High School
- Parker High School
- Marshall Middle School
- Edison Middle School
- Wilson Elementary
- Van Buren Elementary
- Jefferson Elementary
- Madison Elementary

Families may also request home delivery of the meals by sending a text to 608-921-1874, and must include the following information:

- Their name, home address, and telephone number; and
- The number of meals requested for children 18 and younger in the household.

Text orders for meal delivery **MUST** be received by 1:00 PM the day before. Example: To receive a meal delivery on Thursday, you must send your text before 1:00 PM on Wednesday. Texts received after 1:00 PM will be added to the next day's requests. Example: Texts received at 5:00 PM Wednesday will be added to the list for Friday delivery. Deliveries begin at 9:00 AM until completed, and will be left at your front door/step/porch.

To request a full week's worth of meal delivery, submit your text order no later than 1:00 PM on the previous Friday.

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**Summer School**

Online virtual summer school is scheduled to run from Monday, June 8, 2020, to Thursday, July 2, 2020. Registration for courses begins on Monday, May 18, 2020. All SDJ Elementary and Middle School will have their own version of virtual summer school and each day, students in the following grades are provided fun and enriching activities in a variety of subjects:

- Kindergarten-2nd Grades: A total of approximately 1 hour of a lesson and activities.
- 3rd-5th Grades: A total of approximately 2 hours of lessons and activities.
- 6th-8th Grades: A total of approximately 3 hours of lessons and activities.

High School courses for credit recovery are also available virtually through our summer school program. Summer School account creation and course sign-up is available online via the Summer School Registration site: <https://www.registrationcenter.net/janesville/>

**NOTE:** At this time, we do not know if additional courses will be offered for summer school after July 2, 2020. Please watch for announcements as we learn more.

Again, thank you for your patience and understanding as we navigate through the difficult circumstances created by this public health emergency. Please be on the look-out for additional information coming from your child's school which will provide more specific details to help all of us finish the school year strong. As always, your school leaders and our district leadership team stand ready to answer your questions and provide more information as you need it. We are stronger together.

With Gratitude,



Steve Pophal, Superintendent