



# Ashby Public School

Preparing Students for Success

## ISD #261

**Ashby Public School**  
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## SUPERINTENDENT

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## SCHOOL BOARD

### Chairperson

Suzanne Wing

### Vice-Chairperson

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### Clerk

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### Director(s)

Ben Johnson

Kirby Spangler

Heidi Hoff

## WEBSITE

[www.ashby.k12.mn.us](http://www.ashby.k12.mn.us)

Oct 2nd, 2020

Good evening Ashby families:

Should this message get cut off or you would like a copy of the information presented, you can access it on our school website under COVID-19.

September has come and gone and we are already moving into October. A lot has happened in a short period of time and though at times it all seems chaotic, we wouldn't change it for the world. Through all the changes, different schedules, and learning models, we cannot help to think that we are just grateful to have students back in the building in whatever capacity that may be.

There are a couple of items we would like to address as we move into the weekend:

1. As a reminder, there is no school on Monday as this is a scheduled staff workshop day. Students will not have a requirement to check in throughout the day and meals will not be provided.
2. There have been a lot of questions regarding our procedures for handling positive COVID-19 cases, close contacts, and possible COVID-19 symptoms. Navigating all of this has been challenging, but essential to help keep our school open to having students in-person as much as possible. The following are some key points we want to address as we start to see cases rise in the counties around us and within our school.
  - a. When students are feeling ill, please call the office and describe the symptoms to our secretaries. We will use this information to determine the proper course of action using guidelines given to us from the Minnesota Department of Health. The office will then notify teachers of whether or not your child will be coming to class each day. By doing this, our response to families will be consistent, and we will be able to better track potential cases in our school.
  - b. If someone in a student's family has a positive case of COVID-19 in the home or has been exposed to someone who has, please call me, Jon Moore as I am the COVID coordinator. There are a series of steps that the district needs to take in coordination with the Minnesota Department of Health and the Minnesota Department of Education to properly document these cases in our school.
  - c. When the district hears of positive cases and close contacts within the school, it triggers a chain of events that include contact tracing, reporting information to MDE and MDH, and ensuring that the close contacts are notified and quarantined for the correct amount of time. At times cases are straight forward and the district is able to contact everyone relatively quickly. In other circumstances, the contact tracing may take more time.



depending on living situations and where they are in the building throughout the week.

- d. As a district, we will notify all people involved in each case. Due to data privacy, the district will not notify all families of active cases in the school. Know that through our investigative process we notify all families that are directly involved with each case.
  - e. Should a family have questions or concerns about a potential case and how it relates to them, please call the office and ask for myself or Mr. Niemann.
3. Specifically related to our hybrid model and our middle school and high school students, it is important that all students attend school on the days that they are scheduled and login to each class on days that they are distance learning. Students are not allowed to come on days they aren't scheduled unless it was approved by me and students who are to attend in-person are not allowed to stay home and log in as a distance learner unless a parent has called them in sick. Attendance is important for obvious reasons, but more so this year as we have students participating in different learning formats. Consistency is important and regular attendance is expected.
  4. Now that we are a month in, I encourage all parents to log into Synergy and check on their student's grades. As a reminder, students failing a class after MEA break will be required to come in on Fridays to work with their teacher.
  5. With fall sports starting up, we will be having a form of Homecoming with various virtual activities and dress-up days. This information will be given to students while they are at school and posted on our social media websites.

Each day brings on new successes and challenges. We will continue to celebrate our successes and work through the challenges. Thank you again for your continued support and hard work in keeping our kids safe, healthy, and well educated.

Until next time, be happy and be healthy.

Respectfully,

Jon Moore  
Principal  
Ashby Public School

Al Niemann  
Superintendent  
Ashby Public School