



**MENARD ISD**  
**P.O. BOX 729**



325-396-2513 HS OFFICE  
325-396-2053 HS FAX  
325-396-2348 JH OFFICE  
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AMY BANNOWSKY, SUPERINTENDENT  
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JACOB HAND, HS PRINCIPAL  
FELICIA LAXSON, SCHOOL COUNSELOR

**NOTIFICATION OF CONFIRMED COVID-19 CASE ON A MISD CAMPUS**

November 3, 2020

Dear Parent/Guardian,

In keeping with Menard ISD's practices to respond to COVID-19, we are notifying all student families that a student who was lab-confirmed to have COVID-19 was present on the campus of Menard Elementary on November 2, 2020. Due to privacy requirements, we will not be releasing the name of the individual or details that may identify him or her.

We are working closely with the local health department on this matter. The local health department has begun a case investigation and will contact any individuals determined to be in close contact with the infected individual. All students and staff that came into close contact will be directly notified by the school no later than November 4th at 12:00 PM. Those that were in close contact will remain off campus for up to 10 days to ensure they do not have the virus, so that there will not be any further spread. We will keep you apprised of further updates.

While we do not have reason to believe that those who were not in close contact with the infected individual have reason to be concerned, we ask that you, as always, to watch for symptoms of COVID-19.

**Any of the following symptoms indicate a possible COVID-19 infection:**

Temperature of 100.4 degrees Fahrenheit or higher when taken by mouth;

Sore throat;

New uncontrolled cough that causes difficulty breathing (or, for students with a chronic allergic/asthmatic cough, a change in their cough from baseline);

Diarrhea, vomiting, or abdominal pain; or

New onset of severe headache, especially with a fever.

If you or any member of the Menard Elementary Community does begin experiencing any of these symptoms in a way that is not typical, we encourage you to contact your physician. We encourage anyone in the Menard ISD community who is lab-confirmed to have COVID-19 to please notify our school by contacting 325-396-2404.

[If you have any questions or concerns, please reach out to 325-396-2348, 325-396-2404, or visit our website at www.menardisd.net.](https://www.menardisd.net)

Sincerely,

*Amy Bannowsky*

Amy Bannowsky

Menard ISD Superintendent

