

# MILAN SPECIAL SCHOOL DISTRICT

---

Jonathan Criswell, Director of Schools

March 16, 2020

MSSD Families and Staff,

We understand the concern from our families and community around the COVID-19 or coronavirus. Based on recommendations from Governor Bill Lee, the Milan Special School District will not be in session March 17, 2020 through April 3, 2020.

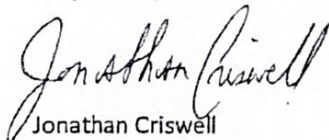
All school events are suspended effective March 17, 2020. We will reassess the current situation on April 3, 2020. It is our top priority that students stay healthy and safe. During this time, meals will be available to students from March 17, 2020 – April 3, 2020. Instructions on how to receive meal services were sent home with students today. In addition, any student absences from school today were excused. Parents may contact the school tomorrow if there is any student medication that needs to be picked up. There will be no Junior ACT testing tomorrow.

While we are out of school, we are asking our students and families to follow the recommended guidelines from the CDC. See additional information for parents provided below.

- **Stay home when you are sick.** If possible stay home from work, school, and errands when you are sick. You will help prevent others from catching an illness. Avoid close contact with people who are sick.
- **Avoid touching your eyes, nose or mouth.** Germs are spread this way.
- **Cover coughs and sneezes.** Use a tissue to cover coughs and sneezes, then dispose of the tissue. When a tissue is not available, cough or sneeze into your elbow.
- **Clean and disinfect surfaces or objects.** Clean and disinfect frequently touched surfaces at home, work or school, especially when someone is ill.
- **Wash hands for 20 seconds.** Washing hands often under clean, running water can help prevent the spread of germs. For more guidance see the CDC: When and How to Wash Your Hands guidelines. (<https://www.cdc.gov/handwashing/when-how-handwashing.html>) If you cannot wash your hands with soap and water, use alcohol-based hand sanitizer with at least 60% alcohol.
- **TN Coronavirus Public Information Hotline: 877-857-2945**

We will reassess the situation by April 3, 2020. If you have any questions, you can reach me at [criswellj@milanssd.org](mailto:criswellj@milanssd.org) or at 731-686-0844.

Respectfully,



Jonathan Criswell  
Director of Schools

