

## COVID-19 Staff Memo #2

March 17, 2020

We are receiving several questions at CO. One common question asks for clarification regarding the work days beginning next week. I hope this information is helpful.

We plan to be in session, as usual, until the end of the day on Thursday, March 19. However, keep in mind that if the CDC or Audrain County Health Department guidance offers otherwise, this could also change. COVID-19 is a volatile event and this is an unprecedented moment in history.

At this time, all extra-curricular activities have been suspended until further notice.

Spring Break was already on the calendar for Friday, March 20 until Tuesday, March 24. At this time, the Board of Education meeting for Tuesday evening is still on at 7 p.m. at Central Office.

On Wednesday, March 25 until Friday, March 27, all employees will report to buildings. A schedule for these days is being determined and will be emailed to staff by Tuesday, March 24. If an employee chooses to be out on these days, you may use your paid time off or sick days.

The district is unsure of plans following March 27. News of COVID-19 and school districts continues to evolve on a weekly, daily, and hourly basis, and we are working to evolve with it.

You will have questions we can answer, and some we may not know yet. We encourage you to offer feedback in our staff Frequently Asked Questions survey; it will be a living document. We will answer what we can, when we can, and some answers may change from day to day.

Schools across the nation are in uncharted territory and learning together. Thanks for your patience during this time of uncertainty for all. We appreciate you!

*[Email Marci for survey]*