

COVID-19 Staff Memo #1

March 17, 2020

Faculty and staff:

After much consideration, we have decided to cancel school beginning Wednesday, March 25 until Tuesday, April 14. Because our district is already scheduled out for Spring Break, the last day of in-class instruction with students will be this week on Thursday, March 19.

At this time, there are no positive cases of the coronavirus in Audrain County. However, to ensure the health, safety, and well-being of our students and staff, we will close for three weeks. All school activities, including athletic and extracurricular practices and competitions, will be cancelled during this time.

On Wednesday, March 25 faculty and classified staff will report back to work for the remainder of the week (until March 27). We will begin to develop a plan for **possible** alternate methods of instruction, food services for children, and special education services. This is an ever-changing situation and we are uncertain as to what our path will be. We are making the best arrangements with information available at this moment.

You may have questions about your position for physically reporting to work during this closure. Because the health and safety of our staff is a top priority, please contact Central Office so we can assist. We are working on a Google form that will be sent out to gather questions from staff; it will be sent soon.

An email is being sent to parents and guardians today; you will receive a copy. As always, thanks for your commitment to our children. We are stronger together, and I have complete faith and confidence we will navigate this difficult situation successfully.

Dr. T