



## EAST LYME PUBLIC SCHOOLS

P.O. Box 220 • East Lyme, Connecticut 06333 • (860) 739-3966 • Fax (860) 739-1215

Jeffrey R. Newton  
*Superintendent of Schools*

Amy Drowne  
*Assistant Superintendent of  
Curriculum, Instruction and Assessment*

Kimberly Davis  
*Director of  
Student Services*

Maryanna Stevens, CPA  
*Director of Finance, Marketing,  
and Growth Management*

March 12, 2020

### **UPDATE REGARDING COVID-19 AND EAST LYME PUBLIC SCHOOLS**

Dear Parents/Guardians:

District administration has been receiving ongoing updates from the State Department of Education, CT Department of Public Health, Centers for Disease Control and Prevention and Ledge Light Health District. As the details surrounding COVID-19 change daily, the district will continue to work in conjunction with these local and state health officials to be as prepared as possible and keep everyone informed.

#### **At This Time The following Is In place:**

- Ongoing attention around cleaning, sanitizing and disinfection of all school and district facilities continues. Custodial staff will continue to clean surfaces that are frequently touched such as doorknobs, light switches, countertops, keyboards, desks and handrails. Additional hand soap and sanitizers have been ordered and will be distributed. Furthermore, our bus company, First Student, has also increased their cleaning methodologies.
- School closures in Connecticut have not been directed by Federal and/or State officials. Instead, the Governor and Commissioner have issued guidance, which can be found at <https://portal.ct.gov/Coronavirus>. Currently, the decision to close schools will be made by school district administration in coordination with and/or at the direction of local health officials.
- All non-essential enrichment activities/events, that are planned for groups of more than 100 people, are cancelled through April 30<sup>th</sup>. (evening school concerts, plays, family engagement events, etc.)
- As of yet, there is no word regarding the cancellations of any high school spring sports.

#### **If There Is A Confirmed Case Of COVID-19 Within Our School District:**

- Should there be a need to close our schools (due to a confirmed case of COVID-19), all school and district buildings will be closed for a two-week duration. Please begin to prepare alternative accommodations for your child in the event that a closure is warranted.
- Should the district need to close, the days missed will be made up between June 22<sup>nd</sup> and June 30<sup>th</sup> along with April Vacation. A waiver for not meeting the 180 student days will be requested if a closing beyond two weeks occurs.

*East Lyme Public Schools will inspire, engage and educate each student to become a contributing citizen and a responsible, independent, and critical thinker.*



## EAST LYME PUBLIC SCHOOLS

P.O. Box 220 • East Lyme, Connecticut 06333 • (860) 739-3966 • Fax (860) 739-1215

Jeffrey R. Newton  
*Superintendent of Schools*

Amy Drowne  
*Assistant Superintendent of  
Curriculum, Instruction and Assessment*

Kimberly Davis  
*Director of  
Student Services*

Maryanna Stevens, CPA  
*Director of Finance, Marketing,  
and Growth Management*

### **What You All Can Do To Assist:**

Please encourage your child and family members to:

- Wash hands thoroughly and often.
- Avoid close contact with people who are sick.
- Stay home when you are sick.
- Avoid touching your eyes, nose and mouth.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipes.

### **Please Communicate Health Concerns:**

- If students are experiencing illness symptoms (fever, cough, shortness of breath), please stay home and communicate these symptoms to your doctor/pediatrician and to the school nurse.
- If any students or family members get tested for COVID-19, please communicate this information to my Executive Assistant, Jaclyn Cerase @ [jaclyn.cerase@elpsk12.org](mailto:jaclyn.cerase@elpsk12.org). (All information will be kept in strict confidence.)
- If students/families are traveling out of the state or country over the next 7 weeks (effective today), please communicate this information to building principals.

We are hopeful that our school community is not affected by this illness. Unfortunately, all reports are indicating that this is a true reality. Thank you for your understanding and partnership as we work together through this challenge.

Sincerely,

Jeffrey R. Newton  
Superintendent of Schools

JN:jc