



*25 High School Avenue
P.O. Box 31
Shelby, Ohio 44875
p: 419-342-3520
f: 419-347-3586*

March 10, 2020

Dear Shelby Families,

The Shelby City School District (SCSD) recently posted information on our website and sent a letter home to parents that detailed steps the SCSD is taking to keep our school buildings clean, safe and healthy. However, with the increasing number of novel Coronavirus (COVID-19) cases being reported, the SCSD wants to assure parents and the community of a few things.

First, our staff will continue to be diligent about cleaning and sanitizing our classrooms and buildings on a daily basis. Second, our staff is prepared to continue providing instruction and education to our students in the event of a school closure. Third, the safety of our students and staff is the top priority of the SCSD.

With that in mind, please be assured that if the SCSD suspects, or is aware of, a student or a staff member who may be infected with the Coronavirus, the SCSD will immediately contact the Shelby Health Department (SHD). The SHD works directly with the State Health Department and the Centers for Disease Control (CDC). The SHD would then assist the SCSD in taking the appropriate precautionary steps to help ensure the safety and health of the individual(s) infected, as well as our students and staff who may have been exposed to the virus. With the help of the agencies mentioned above, the immediate steps to be taken would include, but may not be limited to:

- ~ isolate and impose a self-quarantine for the suspected infected individual(s)
- ~ provide proper medical attention to the individual(s) possibly infected as well as to those who may have been exposed
- ~ continue to clean and sanitize the infected classroom(s) and building(s)
- ~ make every effort by the SCSD to communicate accurate, updated information to parents and community members in a timely manner; and,
- ~ closure of a school(s) until the situation is properly contained – a decision that will not be made lightly but which may be necessary after careful collaboration between health officials and SCSD administration

While there are no plans at this time to close school or cancel extracurricular events, the SCSD will continue to work closely with and follow the guidance and direction of local and State health experts. However, in case of a closure, having plans in place to continue educating our students is of critical importance and part of our evolving district safety plan. While each building and/or grade level may have its own unique plan, please know that our administration and staff are diligently working to ensure that courses and classwork will be made available to students via a variety of methods such as online Google classrooms or through sent-home packets, such as blizzard bags. Accommodations will be made for those students who do not have a 1-1 device or who do not have access to the internet.

Finally, the SCSD understands that this is a very unique and unprecedented situation for our district and community. Also, we recognize that this situation with COVID-19 is very fluid and information is changing daily. SCSD will be flexible with our plan and we will continue to proactively monitor the most recent, factual information available to guide us in future decisions. Again, our goal is to be prepared and to keep our students and staff safe while still delivering meaningful instruction throughout the duration of this school year. We will continue to share updates and information with you as we learn more. In the meantime, if you have questions or concerns, don't hesitate to call the Board office at your convenience.

Sincerely,

Tim Tarvin
Superintendent, Shelby City Schools