



March 12, 2020

Dear students, staff, and families:

COVID-19 (Coronavirus) continues to be a concern across the country and beyond. In Missouri, the virus appears to be contained. No cases have been confirmed or reported to us from the health departments as of the time of this communication, 3/12/20 - 11:00 a.m. in Franklin County, Warren County, or St. Charles County. We will monitor this situation and ask that you continue to exercise proper preventative measures such as frequent hand washing, cough and sneezing in tissue or elbow sleeves, staying home when sick for the period required, be seen by a doctor, and sanitization procedures followed in all schools.

As you all know, the School District of Washington will be on Spring Break March 16-20. As a result, we want to take careful steps upon returning to school. Any student or district employee who visits a country or area identified as [Alert Level 2 or Warning Level 3 according to the \(CDC\) Center of Disease Control](#), is expected to stay home from school or work for 14 days after returning to the United States. During these 14 days, students will not be penalized and will receive make-up work. Staff members will use paid leave. Parents/guardians of students traveling to any countries mentioned are expected to inform the school principal of their travel plans right away. Any employee traveling to one of these locations should notify their supervisor right away as well. The administration will work to address make-up school work or ensure coverage for the

employees. During these 14 days, those impacted will not be allowed on school campuses or to participate in any extracurricular activities, programs or clubs, etc. Note: More information will be forwarded to employees and supervisors as it relates to work related issues. Human Resources will provide these updates as required.

Again, there are no cases of COVID-19 in our schools or community. Should the Health Department or School District decide it necessary to close schools for a period of time, a communication will go out in mass to staff and parents. We will also keep everyone informed on our website. Please go to www.washington.k12.mo.us, click the About Us tab to find the Coronavirus Update link/page. Due to the District's Spring Break, any such decisions regarding additional travel restrictions or school closures will be made next week and posted on the website. This situation changes daily, therefore with the expertise of our faculty and staff, we are putting in measures that may allow for Alternative Methods of Instruction (AMI), as directed by the superintendent, should it become recommended and necessary in terms of containing the virus. Alternative Methods of Instruction means learning activities will be accessed online or through accommodations via hard copy where applicable. More information regarding our AMI plan will be made available next week or upon which time it becomes necessary. As always, we appreciate your cooperation and support.

Click [here](#) for more travel information regarding alert and warning levels relative to the above instructions.

Sincerely,

A handwritten signature in black ink, reading "Lori VanLeer". The signature is written in a cursive, flowing style.

Dr. Lori VanLeer
Superintendent of Schools