



Shelby Public Schools

Learning Today for a Successful Tomorrow

Central Office
525 N. State Street
Shelby, MI 49455
(231) 861-5211
(231) 861-5416 fax

Shelby High School
641 N. State Street
Shelby, MI 49455
(231) 861-4452
(231) 861-6867 fax

Shelby Middle School
525 N. State Street
Shelby, MI 49455
(231) 861-4521
(231) 861-0415 fax

New Era Elementary
2752 Hillcrest Drive
New Era, MI 49446
(231) 861-2662
(231) 861-2473 fax

Thomas Read
Elementary
155 Sixth Street
Shelby, MI 49455
(231) 861-5541
(231) 861-6764 fax

Early Childhood Center
155 Sixth Street
Shelby, MI 49455
(231) 861-6629
(231) 861-0601 fax

November 2, 2020

Dear Shelby Community:

As the Coronavirus continues to spread throughout our community, we are writing to notify you that two staff members in our High School tested positive for COVID-19. One of the staff members has not been in a school building since last week Tuesday, and the other staff member has not been in the building since last week Thursday. We also want to let you know the following: (1) the steps that have been taken relative to this incident; (2) to let you know what kind of information you can expect to receive from us during this time; and (3) to provide you information as to what steps you should take in the event you experience symptoms or are exposed to someone who tests positive or is being tested.

When the District is notified that a individual tests positive for COVID-19, the District and the Oceana County Health Department work together to identify any other students or staff with whom the affected individual has been in close contact, which is defined as within 6 feet of the affected student, or employee for longer than 15 minutes. Those individuals are notified separately, and protective measures, as directed by the county Health Department and the individuals' health care provider, are implemented.

Our goal is to employ best practices to minimize risks to our employees and students—and our actions and protective measures are guided by the advice of federal, state, and local public health agencies. Protective measures that may be implemented in these situations depend on a variety of factors and could include testing, self-isolation or self-monitoring and/or reporting of any symptoms. Some individuals who are exposed may be tested, some may not. The decision to be tested is a decision made with your health care provider and the Oceana County Health Department. The District will also identify any areas and equipment used by the student, or employee, and initiate a complete cleaning and disinfecting of the affected areas or equipment. We have done this in the areas affected, including our nightly COVID sanitization procedure.

What should you do in response to this information? First, monitor yourself and your student for symptoms of the virus, which includes the symptoms identified on the CDC website located here: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>. If you or your student feel symptomatic, contact your health care provider as well as contact Human Resources or the Building Principal.

Second, continue to do what the Oceana County Health Department and the CDC have been advising all along. Everyone should take health and safety precautions, including the following:

- Avoid close contact with people, especially those who are sick.
- Avoid touching your eyes, nose or mouth with unwashed hands.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom, blowing your nose, coughing, and before eating. (If soap and water is not available, use hand sanitizer with at least 60% alcohol.)
- Stay home if you are sick.

We will continue to keep you updated and share the latest guidance and information with you once available. If you have concerns or questions, please let us know.

Additionally, measures will continue to be taken to protect our students, staff, and community. Please know that staff is working to create and maintain a safe and healthy learning environment.

Thank you,

Tim Reeves

Superintendent

