Dr. Cynthia Porter, Principal 5407 First Avenue Pittsville, WI 54466 715-884-6412 FAX 715-884-2870 DISTRICT OFFICE Rodney Figueroa, Superintendent 5459 Elementary Avenue, Suite 2 Pittsville, WI 54466 715-884-6694 FAX 715-884-5218

ELEMENTARY SCHOOL Heather Friday, Principal 5459 Elementary Avenue, Suite 1 Pittsville, WI 54466 715-884-5217 FAX 715-884-5232

11/3/20

Dear Pittsville School District Families and Staff:

The Pittsville School District has been notified of 2 cases of COVID-19, one is a student attending the High School and the second is a staff member in the Elementary School.

The students and staff who interacted closely with the student during school or extra-curricular activities are in the process of being contacted by the High School Administration on behalf of the Wood County Health Department. It was determined the Elementary School Staff member did not have any close contacts with others at school. The individuals who tested positive will be excluded from school until it has been determined by the Wood County Health Department to be no longer infectious.

Close contacts (those who have been within 6 feet of the student for greater than 15 minutes a day) will be excluded from school for 14 days past the date of the last exposure and will need to be monitored for symptoms by their parents/guardians. Anyone not contacted by either the school and/or the Wood County Health Department are not considered close contacts and may attend school as normal.

COVID-19 is a virus that is spread even before individuals show symptoms. Thus, it is ever important for all students and family members to closely watch for symptoms that are outside of their "normal" and stay home if ill. If symptoms occur, please contact your medical provider to request testing. Please remember to slow the spread of COVID-19 by adhering to the following:

- Stay home when ill.
- Wear a face covering.
- Wash hands frequently with soap and water; use hand sanitizer if soap and water are unavailable.
- Clean frequently used surfaces such as doorknobs, tables, etc...
- Limit unnecessary travel.
- Maintain physical distances of 6 feet from others as much as possible.
- Avoid large crowds or gatherings.

Please contact your school principal or our school nurse for more information. You may also contact the Wood County Health Department (715-421-8911) with questions.

Sincerely,

Rodney Figueroa