

GLEN ROCK PUBLIC SCHOOLS

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Superintendent of Schools
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November 21st, 2020

Dear Parents and Guardians:

This letter is to inform you that a staff member at the Coleman Elementary School tested positive for Coronavirus (COVID-19). The staff member informed the district today of the positive test and was last in the building on Thursday, November 19th, 2020. Immediately after being notified of this case, in compliance with guidance from the New Jersey Department of Health (NJDOH), the district conferred with the school doctor, the Borough Office of Emergency Management, the Glen Rock Board of Health and other school officials.

Individuals who came into close contact (meaning closer than 6 feet for a cumulative of 15 minutes or more within a 24-hour period) with the staff member have been identified and District Contact Tracers will complete notification by 9:30 pm tonight of affected individuals to provide quarantine instructions. If you do not receive a call from one of our District Contact Tracers by 9:30 pm tonight, your child was not in close contact.

In full accordance with the New Jersey Department of Health guidelines, only affected Coleman Elementary students and staff will operate **virtually** through Thursday, December 3rd, 2020 and return to in-person instruction on Friday, December 4th, 2020. All remaining Coleman Elementary students and classes will remain on their regular schedule. Should you have any questions about this situation, please feel free to contact your child's school nurse and/or principal.

Sincerely,

Brett Charleston, Ed.D.
Superintendent of Schools