



Troy CCSD 30C

Dr. Todd J. Koehl
5800 West Theodore Street
Plainfield, IL 60586

Where the future begins!

Office: (815) 577-6760, X---
Fax: (815) 577-3795
<http://www.troy30c.org>
Twitter: @troy30c

The Troy CCSD 30-C learning community will achieve excellence and will conquer the challenges of the future.

March 12, 2020

Dear Troy Students, Staff and Families,

The fact that I am writing to you today after writing yesterday gives you an indication of how fast decisions are being made. Our purpose here is to again keep you up to date with decisions we are making.

This letter is again divided into the same parts, but I have added a new part at the top--**Update**. Here we will put new information. The rest of the parts will stay the same as long as the information remains relevant. In the end, we remain steadfast in our commitment to our students and their safety.

Update

The following are updates for our district.

1. Effective immediately, we are cancelling all large group activities that involve the public interacting with our students. In essence, this means that all sports and activities events where the public or students from other districts will attend will be cancelled. This includes events where we are attending and not at our home school. ***These cancellations do not include practices and local events that involve just our students and staff. For now, these activities will continue.***
2. While we have seen other states close schools and some school closures in our state, we remain open for normal business.
3. We are continuing our work on an e-learning plan as well as a plan on how to designate closure days if the Illinois Department of Public Health or the CDC requires us to close schools for a designated period. It is in our current plan to provide you with our school closure plan and the directions for the use of e-learning next week.
4. In the event of school closures, we will notify you with an all call on the School Messenger system. We believe that the closure directive will include some lead time. Please note this is a belief and not a fact. If we have been unable to notify you with our plan for the closure, the all call will be followed up with an email that will include directions.
5. Please take time to note this point in your personal history so that you can share the tales of the great COVID-19 spring of 2020. We share this time with you and your family. As always, we are here to serve. Be calm and stay healthy. We made it through another day.

The information that follows has already been shared but is still relevant

Information

These two resources are very comprehensive and are updated often. Please use them as a source of credible information.

1. Information on COVID-19 from the Center for Disease Control (CDC) [can be found here](#).
2. Information on COVID-19 from the Illinois Department of Public Health (IDPH) [can be found here](#).

Actions

While we may seem to not have any control in this virus environment, we actually have several proactive steps we can take to protect our students, ourselves, and our community.

The first step we can take is to communicate effectively about the climate created by this virus. Below are some ideas on how to communicate quietly and with compassion to our students as they begin to wonder about the virus and its effects on them, their families, and friends. These are only suggestions, and we realize that you will communicate to your children in the fashion that best suits your family. The proactive step here is simply to communicate and recognize that our children may need to communicate and may not know how to start the conversation on a topic so broad. The information below comes from the Canadian Public Health Agency. It resonates with all of us.

Listen to students

Students/children want to be heard. They do not need detailed information about events but they do need to talk about their feelings. Let them know they can ask questions. Answer questions honestly but make sure that the information is suitable for their age level. If you don't know the answers to their questions it's okay to say so and together look for resources that can answer their questions. Remember students/children are often listening when you talk to others about COVID-19. All adults who are with children should be mindful of how students/children share information in less supervised settings e.g. before and after school, relaxing time at home, getting ready for the day and going to bed. It may be in these settings where students/children can become misinformed. It will be important for adults to correct this misinformation when they are made aware of it.

A second key action that we can all take is to be proactive in teaching students to be proactive in their personal safety and health. These actions also apply to all adults as well.

Provide reassurance

Reassure students/children about their personal safety and health. Telling students/children that it is okay to be concerned is comforting. Reassure them they are safe and there are many things they can do to stay healthy:

- **Hand washing:** Wash hands often with soap and warm water for at least 20 seconds, or use an alcohol based hand sanitizer, especially after coughing or sneezing. Here is a link to a [video on handwashing](#).
- **Cough/sneeze etiquette:** Cough and sneeze into arm or tissue.
- **Stay home when sick:** Students/children should tell parents if they are not feeling well, and together, make a plan to stay home from school. This same advice is appropriate for all of us.
- **Keep clean:** Keep hands away from face and mouth.

- **Stay healthy:** Stay healthy by eating healthy foods, keeping physically active, getting enough sleep.

These actions provide some simple, yet powerful, ways to calm the anxiety associated with the current environment. We offer these as ways for you to be proactive and take control of the situation.

Looking ahead

Travel

Spring Break is upon us in eight days. Many will travel during this time. We encourage you to be safe. We will be deep cleaning and continuing to monitor this situation so that we are prepared to start school when you return. In light of the travel, we are compelled to provide this information from the Illinois State Board of Education regarding people returning from travel.

Per IDPH guidance, any student returning from a location with sustained widespread transmission (CDC Travel Warning of Level 3) should not attend school for 14 days after the return date. Absences for this purpose should be excused. Further, family members of these students should not attend work if they also traveled to one of the locations with a CDC Level 3 Travel Warning. Current information on travel warnings is available at www.cdc.gov/coronavirus/2019-ncov/travelers/index.html;

While it is not necessary to communicate your travel plans to us, it is critical that you report any illness that may come from exposure to COVID-19 to the Illinois Department of Public Health. We must all work together to keep us all safe. In this situation, we need one another more than ever.

School/District Closure

We will take our direction for any closures from the Center for Disease Control, the Illinois Department of Public Health, and the Will County Health Department.

With all of this being said, the Illinois State Board of Education has encouraged “every school district to immediately begin developing an approved e-learning plan in preparation for a potential school closure.” As noted above, we are finalizing an emergency e-learning plan that will give our district the capacity to provide learning opportunities in the event of a district closure. We will communicate more details on this in the days ahead.

This letter is long; however, we want to provide you with the tools to remain calm and in control of your life. We are here to serve you in any way we can as we work through this point in time. Be safe, stay healthy, and take a deep breath. We will prevail.

Yours in Service--



Todd J. Koehl, Superintendent
Troy Community Consolidated School District #30-C