



# *Coffee County Board of Education*

KEVIN D. KILLINGSWORTH  
Superintendent

400 Reddoch Hill Road  
Elba, Alabama 36323-1661  
Phone: 334-897-5016  
Fax: 334-897-6207

March 13, 2020

Dear Coffee County School Parents:

The health, safety and well-being of our students and staff are the top priorities for Coffee County Schools. I am writing to update you about our efforts concerning coronavirus (COVID-19). The Coffee County Board of Education and I hold the safety and health of our students, staff, families, and community above all else. With that in mind, my team and I have been working in anticipation of the implementation of measures like those we have seen from other state governments and school systems from around the country.

### **Being Prepared**

Although the State of Alabama has not yet declared a state of emergency, in those states where such a declaration has occurred, school has not been canceled statewide. Instead, each district has made their own local decision based on the presence of coronavirus (COVID-19) in their community. We anticipate that a similar approach would be taken in Alabama. Given that we have not had a confirmed case in our community, we are not at this time planning to close schools. My team has developed contingency plans to serve our students while minimizing the risk of exposure to, and spread of the coronavirus (COVID-19), discussed below.

### **Instruction During An Extended School Closure**

Given the rapidly changing nature of this serious health concern, we must be prepared for the possibility of a short-notice closure of schools. To do this, my team is working with schools to ensure that students are able to continue their coursework at home in the event of a school closure. Our contingency plan calls primarily for the use of hard copy materials that would be sent home with your students.

### **Scheduled School Trips**

We are evaluating each trip on a case-by-case basis. We continue to monitor information shared by the World Health Organization, the National Centers for Disease Control and Prevention, the U.S. State Department, the Alabama State Department of Education, and the Alabama State Department of Public Health, and basing our decisions on what we believe to be in the best interest of student safety.

### *Board Members*

Brian McLeod, President      Galen McWaters, Vice President  
Mike Bailey      Brandi Carr      Larry Eddins      Wendy Massey      Eric Payne

### **Extracurricular Activities**

One of the main reasons for the measures in this letter is to limit the spread of the coronavirus (COVID-19) in order to protect our most vulnerable populations. Once a community has confirmed cases of the coronavirus (COVID-19), it is important to minimize the number of large gatherings. There are many normal spring school activities that lead to large gatherings including sporting events.

If we become aware of a risk of exposure, we will take steps to limit or temporarily cancel extracurricular activities. This may include total cancelation of events. As with other things discussed in this letter, *we will let you know as soon as possible of any cancelations.*

Regarding rescheduling of events, the AHSAA just released guidance for districts. That guidance included the rescheduling of games with playoff implications. Our schools have been informed of this guidance, and our athletic directors for each school will work with the District team to reschedule these games.

### **Preventative Measures**

We encourage our students, staff and families to be mindful of key preventative measures.

Good preventative measures should include:

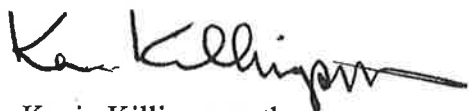
- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing or sneezing.
- Avoid touching your eyes, nose, and mouth with unwashed hands
- Avoid close contact with people who are sick
- Stay home if you are sick, except to get medical care.
- Cover your mouth and nose with a tissue when you cough or sneeze.
- Clean and disinfect frequently touched surfaces daily. This includes tables, desktops, light switches, countertops, handles, phones, keyboards, toilets, faucets and sinks.

In addition, please remember that if children are sick, they should not be at school. Students need to be fever-free for 24 hours without the use of Tylenol or Ibuprofen before returning to class after any illness.

### **Conclusion**

As always, thank you for your commitment to our schools, and thank you for working with us. We will do our best to update you as quickly as possible during this situation.

Sincerely,



Kevin Killingsworth  
Superintendent