

**Novel Coronavirus Update - Email #3**  
**Thursday, March 12 | 4 p.m.**

Dear Keystone Oaks Families,

As we continue to work with local, state, and federal health and education agencies to monitor the progress of the Novel Coronavirus (COVID-19), we wanted to keep you up-to-date on the steps that the District is currently taking to limit exposure to the Novel Coronavirus within our buildings. Please know that this situation is continually changing and the District may make changes at any time. At this time, there are no confirmed cases of Novel Coronavirus in Allegheny County.

We have been participating in regular updates with the Allegheny County Health Department, the Allegheny County Intermediate Unit, and the Pennsylvania Department of Education and have been adhering to their recommendations. The Department of Education is hosting a conference call for all superintendents tomorrow morning and I anticipate that I will be able to share more details after that time.

Effectively immediately -

- While the District will continue to track excessive absenteeism, we will not be strictly enforcing our truancy policy for students who miss school because they are ill. We ask that you e-mail the school principal or building secretary to let us know if your child is missing school because he/she is sick. We cannot understate the importance of keeping your child at home, especially if they have symptoms that are consistent with the flu or Novel Coronavirus.
- Any individual who has traveled outside of southwestern Pennsylvania is asked to notify their building principal immediately upon return so that the school nurse can monitor the student and/or staff member for illness.
- All school-day field trips are suspended at this time.
- All previously scheduled IEP, 504, and gifted meetings will now be held by phone. Families who were scheduled to attend in-person meetings will be contacted directly with further instructions.
- All assemblies involving outside groups and/or performers are cancelled until further notice.
- Outside groups are not permitted to use any of the buildings and all current permits will be cancelled. The Buildings & Grounds Department will be reaching out to all current permit holders directly.
- Keystone Oaks employees are prohibited from attending any out-of-district conferences and workshops, even those that are held locally.
- Indoor sporting events will only be open to athletes, essential personnel, and immediate families; the public will not be permitted to attend.
- The Keystone Oaks pool is closed for recreational swimming and also for swim lessons, lifeguard training, aerobics classes, and birthday parties until further notice.

A few items that are specific to the District's three elementary schools -

- Elementary tutoring is cancelled effective the week of March 16.
- The 5th grade basketball games, scheduled for March 17th, 18th, and 19th, have been postponed. Additionally, March Math Madness, scheduled for March 19th, is also being postponed.
- The maintenance staff will conduct additional cleaning, including cleaning elementary classrooms during the day when students are not in the room.
- Effectively immediately, the cafeteria staff will hand students their snack from their snack cart; students have always used (and will continue to use) hand sanitizer before receiving their snack.
- The elementary buildings will be looking at adjusting arrival and dismissal procedures to avoid having the majority of the students in one area at a given time.

The District is working with the necessary staff members, organizations, and companies in regards to the upcoming Marching Band trip and the High School Musical and will make a determination regarding those two events early next week.

The CDC continues to recommend disciplined hygiene practices as the most effective way to prevent the spread of Novel Coronavirus. Recommendations include:

- Washing hands often with soap and water for a minimum of 20 seconds, especially after bathroom use, before eating, and after blowing one's nose, coughing, or sneezing
- Avoiding touching eyes, nose, and mouth with unwashed hands
- Using proper etiquette when coughing or sneezing (coughing/sneezing into your elbow, as opposed to your hands)
- Avoiding close contact with people who are sick
- Staying home when sick
- Cleaning and disinfecting frequently touched objects and surfaces

[Please check the District's website for additional resources regarding the Novel Coronavirus \(COVID-19\).](#)

We thank you for your patience, cooperation, and support as we work together to protect the health and safety of our students and staff.

Sincerely,

William P. Stropkaj, Ed.D.  
Superintendent, Keystone Oaks School District