



Union County Educational Services Commission

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November 30, 2020

Dear Parents and Staff Members:

I hope everyone safely enjoyed the Thanksgiving holiday with close family and friends.

This letter is to inform you that we received notification earlier today that an individual at the UCESC Administrative Offices tested positive for COVID-19.

We are coordinating closely with public health officials in the Westfield Regional Health Office and following CDC, State, and local guidance to assure the health and safety of our learning community.

It is important to note that the individual has not been in the building since November 19, 2020. There are currently no known instances of COVID-19 transmission between students nor staff. Contact tracing was completed and no additional precautionary measures are required at this time.

Cleaning and disinfection of the Commission Administrative Offices will continue in accordance with protocols outlined in our District Restart and Recovery Plan. You can access a copy of the plan on the district homepage at www.ucesc.org.

I appreciate the level of concern regarding COVID-19 and assure you that we will continue to monitor the situation closely and notify you immediately of any relevant updates.

In the meantime, we encourage students, parents and staff members to continue following the promoted safeguards of the Centers for Disease Control & Prevention, such as:

- Staying home when you are sick;
- Washing hands often with soap for at least 20 seconds;
- Covering coughs and sneezes and properly disposing of tissues;
- Limiting close contact with people who are sick and not sharing food, drinks and utensils;
- Practicing social distancing (staying at least 6 feet apart);
- Wearing a face covering while in school; and
- Continuing to monitor your health for symptoms of illness.

As always, we appreciate the flexibility and cooperation of students, parents, and faculty members. You can assist us by remaining vigilant but sensible in your approach to dealing with this concern.

Should you have any questions, please feel free to contact my office at (908) 233-9317 x 1001.

Thank you for your continued support.

Sincerely,

Michael J. Kowalski

Michael J. Kowalski
Acting Superintendent

HELPFUL RESOURCES

a. NJDOH COVID-19 Information for Communities and the General Public:

https://www.nj.gov/health/cd/topics/covid2019_community.shtml

b. Get the Facts about Coronavirus:

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

c. Symptoms of COVID-19:

<https://www.cdc.gov/coronavirus/2019-ncov/symptomstesting/symptoms.html>

d. Testing:

<https://covid19.nj.gov/pages/testing>

e. How to Protect Yourself:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-gettingsick/prevention.html>

f. What to Do if You Are Sick:

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/stepswhen-sick.html>