



March 17, 2020

Governing Board

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Dear Staff:

Thank you for your understanding and patience as the ESC of Lake Erie West and our partner districts work to address the Coronavirus Pandemic. As Northwest Ohio Superintendents, we have been working together day and night to determine the best plan of action to address this serious threat. Please know information is being updated on an hourly basis through our state and local contacts.

On March 5th I sent you a memo outlining safety measures each one of us should implement immediately. On March 13th you received communication from my office sharing that all schools and our ESCLEW Alternate Learning Center and Early Childhood programs were closing effective March 16th. And in my March 13th communication, you were asked to touch base with your assigned districts and follow their plan.

Currently, instructional staff and related-services staff are working from home unless directed differently by your assigned districts. The ESCLEW Administrative Offices are working to implement strategies to keep face-to-face interaction at a minimum whenever possible. Social distancing (personal distancing) will be critical in face-to-face interactions. Starting Wednesday, March 18, we will be sending out updates to our staff through Constant Contact and via the ESCLEW website by clicking on News & PD.

This is an important time for us to pull together, stay safe and continue to stay connected to our students and families through the use of technology and written communication.

As we all work to do our part to mitigate the spread of COVID-19, we must believe every positive action we take now will matter. Let's work to support each other and others in need of help during this very difficult time.

If you have questions, please contact your immediate Director or Supervisor or my office (419-246-3078). **Payroll questions should be directed to Treasurer Rich Cox, 419-246-3075 or rcox@eslakeeriewest.org.**

Respectfully,

Superintendent Sandra C. Frisch