

# Geneva Area City Schools

Eric M. Kujala, Superintendent  
Geneva, Ohio 44041  
AN EQUAL OPPORTUNITY EMPLOYER

## Notification Letter for: STAFF MEMBERS

November 12, 2020

Dear Geneva Teachers, Staff and Community,

The Geneva Area City School District wishes to inform you that the Local Health Department is investigating a case of COVID-19 at Cork Elementary and Geneva High School. During the time that the cases were potentially infectious, the staff was in the following schools:

\*Cork Elementary - certified staff / teacher with a last day at Cork on Friday, November 6, 2020 at the end of the normal school day.

\*Geneva High School - non-certified staff with a last day of Monday, November 9, 2020 (leaving the building at 6:45 pm).

The staff members received positive test results as of today (11/12/20).

COVID-19 is a contagious respiratory disease that is thought to spread mainly from person-to-person from people who are in close contact. Generally, close contact is defined as being within 6 feet for 15 minutes or more. Symptoms of COVID-19 typically appear 2-14 days after exposure and may include fever/chills, cough, shortness of breath or difficult breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. For more information visit: [www.coronavirus.ohio.gov](http://www.coronavirus.ohio.gov).

The Local Health Department will be calling all close contacts in this matter. It is highly important that all contacts answer or return health department calls in this very important matter. If you have concerns, the Local Health Departments can be reached between 8:00 a.m. to 4:30 p.m. weekdays at:

- Ashtabula County Health Department, Jefferson, OH (440) 576-6010
- Ashtabula City Health Department, Ashtabula, OH (440) 992-7123
- Conneaut City Health Department, Conneaut, OH (440) 593-3087

The best way to prevent COVID-19 is to practice social distancing; wash your hands often; avoid touching your eyes, nose, and mouth; wear a facemask; cover cough and sneezes; don't leave your home when you are sick, clean and disinfect high-touch surfaces often, and monitor your health daily.

Sincerely,  
Eric M. Kujala  
Superintendent

**Board of Education**  
135 South Eagle Street  
(440) 466-4831, Ext. 1154

**High School**  
1301 South Ridge East  
(440) 466-4831, Ext. 4001

**Middle School**  
839 Sherman Street  
(440) 466-4831, Ext. 2001

**Austinburg Elementary**  
3030 Route 307 - Austinburg  
(440) 466-4831, Ext. 6001

**Cork Elementary**  
341 State Route 534  
(440) 466-4831, Ext. 5001

**Geneva Platt R. Spencer  
Elementary**  
755 Austin Rd.  
(440) 466-4831, Ext. 3001