

# Geneva Area City Schools

Eric M. Kujala, Superintendent

Geneva, Ohio 44041

AN EQUAL OPPORTUNITY EMPLOYER

March 4, 2020

**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

Dear Geneva Parents, Students and Community Members,

While the State of Ohio does not have a confirmed case of COVID-19 caused by the Coronavirus, as a school district, we are aware of the concerns in the public. The well being of your child's health and safety is a priority and we are committed to doing our best to minimize the spread of any illnesses.

Geneva Area City Schools will closely monitor all of the recommendations being made by the United States Centers for Disease Control (CDC), the Ohio Department of Health and the Ashtabula County Health Department. If the district becomes aware of any students or staff members with a confirmed case of this virus, we will follow the guidelines of the Ohio Department of Health and we will notify our staff, parents and guardians.

Employees of the Geneva Area City School District will remain diligent in their efforts to reinforce proper precautions and procedures with students to limit the spread of germs. Attendance at all buildings will be reviewed daily to track potential issues. We will do our best to get detailed information from our families so we can properly account for the reason for a student's absence. We will work closely with our personnel to make certain that common areas and high traffic areas are properly cleaned.

The Ohio Department of Health has recommended the following to minimize illnesses of any kind including the flu and COVID-19 virus.

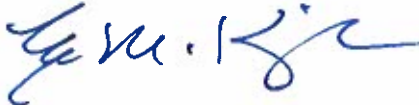
- Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer of at least 70% alcohol.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.
- Avoid shaking hands, especially with those that appear ill.

If you or a family member begin to show signs of any respiratory illness, please contact your healthcare provider and inform them of your symptoms. Your healthcare professional will provide recommendations on how you should care for yourself and others.

Thank you for your support during this stressful and difficult time in our community. The health of our students, staff and families is important and we will do all that we can to maintain a healthy environment. We will publish any updates on the district's website under

"District News" on the main page. You can also visit the CDC to find updated information at: <https://www.cdc.gov/coronavirus/2019-ncov/index.html> and at the Ohio Department of Health's website at: <https://odh.gov/wps/portal/gov/odh/home>.

Best wishes,

A handwritten signature in blue ink, appearing to read "Eric M. Kujala". The signature is fluid and cursive, with a prominent initial "E" and "M".

Eric M. Kujala  
Superintendent  
Geneva Area City Schools