



401 W. Chicago St. · Buchanan, MI 49107
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January 20, 2021

Dear Families and Staff,

Buchanan Community Schools learned today that *a staff member at Ottawa Elementary School* has tested positive for COVID-19. The staff member is in self-quarantine. Due to federal health privacy laws, information regarding the staff member's identity cannot be released. Please respect the staff member's privacy during this difficult time.

In working through the contact tracing process, the Health Department has confirmed that when we are tracing a person's contact that we look at anyone who has been within 6 feet of a confirmed, positive case for 15 minutes, even if that person is wearing a mask. Per the Berrien County Health Department, for the safety of all people, any student or staff member who falls into the above category is required to be quarantined for 10 days. All families directly impacted by this news have been contacted by either Buchanan Community Schools staff or the county health department.

The Centers for Disease Control and Prevention (CDC) recommends contacting your doctor if you believe you have been exposed to COVID-19 and develop a fever and other symptoms, such as coughing or difficulty breathing. More information can be found at Berrien County Health Department. In addition, please take social distancing seriously: avoid crowds, stay at home, and maintain at least a six-foot distance from other people.

We will continue to provide updates as needed. You can access all of the district's related communication by visiting our website at <https://www.buchananschools.com>. If you have questions, please contact your building administrator.

Thank you for your continued support. By working together, we will get through these challenging times. As you know, the well-being of our students, staff, and families, is our number one priority.

Please join me in sending healing thoughts to our staff member.

Sincerely,

A handwritten signature in black ink, appearing to read "Patricia Robinson".

Patricia Robinson
Superintendent