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March 12, 2020

The TBAISD Superintendent Association, which includes superintendents from school districts in Antrim, Benzie, Grand Traverse, Kalkaska and Leelanau counties, has been working closely with local health departments and monitoring Center for Disease Control and Prevention (CDC) guidance. We are taking all necessary precautions to prevent and limit the spread of COVID-19. To that end, the superintendents of the region have collectively agreed to take the following necessary action to prioritize the health and safety of students, staff, and community.

Effective immediately, the school districts in the TBAISD region will be following guidance regarding large gatherings (100 or more people in the audience) provided by the [Governor of the State of Michigan](#), [Michigan Department of Education](#), and the [Michigan High School Athletic Association](#). In response to the State of Emergency, all school district activities will adhere to the recommendation to limit spectators and/or audiences to less than 100 people with the intent to limit the spread of COVID-19. Each school district will advise on specific audience procedures.

The ever-changing nature of the COVID-19 outbreak has led us to this unprecedented situation. As we monitor new developments daily, we will continue to provide timely communication as critical factual information regarding the outbreak is updated by health authorities.

As a region of school leaders, we are taking these difficult but necessary precautionary measures even though we recognize that this may cause inconvenience for some. We must prioritize the health and safety of students, staff, and community.

Nicholas E. Ceglarek, Ed.D., Superintendent, Traverse Bay Area Intermediate School District
Richard Satterlee, Superintendent, Alba Public School
Mark Brenton, Superintendent, Bellaire Public Schools
Matthew Olson, Superintendent, Benzie County Central Schools
Jessica Harrand, Superintendent, Buckley Community Schools
Michael Hill, Superintendent, Excelsior Township, Crawford School
Tom Enslin, Superintendent, Elk Rapids Public Schools
Josh Rothwell, Superintendent, Forest Area Community Schools
Jeff Tousley, Superintendent, Frankfort-Elberta Area Schools
Jon Hoover, Superintendent, Glen Lake Community Schools
Lee Sandy, Superintendent, Kalkaska Public Schools
Keith Smith, Ph.D., Superintendent, Kingsley Area Schools
Mike Hartigan, Superintendent, Leland Public School
Jeff DiRosa, Superintendent, Mancelona Public Schools
Neil Wetherbee, Superintendent, Northport Public School
Casey Petz, Superintendent, Suttons Bay Public Schools
James Pavelka, Superintendent, Traverse City Area Public Schools
Jim Coneset, Superintendent, Grand Traverse Academy
Michael Buell, Superintendent, Grand Traverse Area Catholic Schools



Benzie County Central Schools

March 12, 2020

To our Benzie Central Families:

As the Coronavirus disease (COVID-19) outbreak expands in the United States, Benzie Central is working closely with local, state and federal health agencies to monitor the situation, and we are doing our best to prevent and mitigate infections from COVID-19. A regional task force has been activated to prepare and provide timely communication of critical information based on recommendations from local health departments, the State of Michigan, and Centers for Disease Control and Prevention (CDC).

At home, please consider how you can help prevent the spread of disease by exercising good hygiene practices as recommended by the Health Department:

- Stay home if you are sick and advise others to do the same.
- Always cover coughs or sneezes with a tissue or sleeve.
- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Wash your hands often with soap and warm water for at least 20 seconds. Use an alcohol-based hand sanitizer with at least 60% alcohol if soap and warm water are not available.
- Clean and disinfect frequently touched objects and surfaces (computers, keyboards, desks, etc.).
- It is also not too late to get a flu shot. Although the influenza vaccine does not protect against COVID-19, it can help keep you healthy during flu season.

As confirmed cases of COVID-19 occur in Michigan, health information and notifications will be updated frequently. We suggest monitoring the credible, factual information provided at the websites listed below:

Centers for Disease Control and Prevention (CDC) www.coronavirus.gov

Benzie – Leelanau Health Department – <http://www.bldhd.org/coronavirus-covid-19>

Further COVID-19 updates or notifications from Benzie Central will be communicated through our regular channels including email, School Messenger phone alerts, social media, and our website.

Thank you for your attention to this important matter. It is our priority to ensure that Benzie Central provides a safe and healthy environment for students, families and educators. To contact Benzie - Leelanau Health Department regarding COVID-19 concerns, please call (231) 882-4409.

Sincerely,

Matthew Olson
Superintendent