

Pandora-Gilboa Local Schools

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R. Todd Schmutz, Superintendent
Brad Deleruyelle, Treasurer

October 23, 2020

RE: School-Wide Notification of a Confirmed Case of COVID-19

Dear Parent, Guardians, Students and Staff,

This letter is to inform you that a student or staff member at Pandora-Gilboa School has been diagnosed with COVID-19. We are working with the Putnam County Health Department to prevent the spread of this disease. Those who have been identified as close contacts will be communicated with and provided guidance. **If you or your student has not been individually communicated with other than this letter, it is unlikely that you or your student were identified as a close contact.**

A close contact is generally defined as being within 6 feet of an infectious person for 15 minutes or more. However, other factors may play a role in determining if someone is a close contact.

If you were not identified as a close contact, please continue to monitor for symptoms associated with COVID-19. Symptoms include:

Fever or chills	New loss of taste or smell
Cough	Sore throat
Shortness of breath or difficulty breathing	Congestion or runny nose
Fatigue	Nausea or vomiting
Muscle or body aches	Diarrhea
Headache	

If you or your student have any of these symptoms or they develop, please do NOT go to school or work. Please contact your healthcare provider for evaluation. If you do not have a healthcare provide, please contact Putnam County Health Department at 419-523-5608.

Should you have any questions or concerns, please do not hesitate to contact Melanie Miller at 419-384-3125.

Thank you for your continued commitment to keep our community safe and healthy!

Sincerely,

R. Todd Schmutz
Superintendent

