



## BRANDYWINE SCHOOL DISTRICT

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**LINCOLN HOHLER**  
*Interim Superintendent*

**RALPH ACKERMAN**  
*President, Board of Education*

**JOHN SKROBOT, III**  
*Vice President, Board of Education*

March 11, 2020

Dear BSD Families & Staff,

As the global outbreak of the Coronavirus (COVID-19) continues to evolve, the Brandywine School District, working with other districts in Delaware as well as the Division of Public Health, is taking steps to prepare for the possibility of transmission to our community. As part of our preparation, we have reviewed our emergency preparedness plans and devised a Communicable Disease Response Plan. We will move through the phases of this plan as advised by the Centers for Disease Control and Prevention (CDC) and the Delaware Division of Public Health (DPH).

We continue to monitor all presumed and positive cases in our surrounding area on a daily basis. With confirmed cases in neighboring states, we are currently in Phase II. At this time, we have not received communication from our local and state health agencies regarding the need to limit any BSD activities. However, if advised by local and state health agencies, or if deemed prudent by our administrative team, the district will begin to curtail activities. This could include limiting student and staff travel, including field trips, suspending events and activities hosted by outside groups in BSD facilities, and prohibiting audience attendance at BSD events and activities. Because this is a rapidly changing situation and many details remain unknown, we will continue to monitor and evaluate known facts while taking into account our number one responsibility – to keep students and staff safe.

If our local and state agencies determine that our area is infected due to a widespread number of confirmed cases, or if there is a confirmed case within our district, then we will transition into the last phase of the Response Plan and temporarily close appropriate district facilities, including suspending instructional activities. If that were to happen, we will work closely with the Governor and Secretary of Education regarding loss of instructional time. However, we are preparing for online learning opportunities and creating visible links on our website to assist students and families.

As you know, this is a rapidly changing situation. Please be assured that BSD will remain vigilant in our efforts to prevent the spread of COVID-19 and will communicate any changes to our Response Plan. We would like to reinforce best practices for helping to prevent the spread of COVID-19:

- Wash your hands often with soap and water for at least 20 seconds;
- Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available;
- 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 and throw the tissue in the trash immediately, or use the bend of the elbow; and
- Limit physical contact with others such as handshakes and high fives.

We will continue to keep BSD families and staff informed as this situation evolves, keeping in mind our commitment to educate, serve, and protect the Brandywine community.

Sincerely,

Lincoln Hohler  
Interim Superintendent