

March 6, 2020

Dear Tomball ISD Family,

Tomball ISD is committed to the health and safety of our students and staff. As Spring Break approaches, please be assured Tomball ISD continues to actively monitor the ongoing news regarding the coronavirus and is taking guidance from the Center for Disease Control and Prevention (CDC) related to travel to countries where there is widespread community transmission.

The CDC recommends everyone examine their personal travel plans and make changes or take precautions where necessary. Because this situation is changing rapidly, before you travel, we encourage you to check the CDC website to find updated guidance for your destinations as well as for those countries you may travel through on the way to your destinations. The following is guidance from the CDC to consider before traveling:

- See CDC traveler's health notices at <https://wwwnc.cdc.gov/travel> for up-to-date guidance and recommendations relating to travel to specific countries.
- See information for travelers visiting countries where there are confirmed cases of COVID-19 at <https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>.

As of March 5, 2020, the CDC has identified four countries for which it has issued a Level 3 Travel Health Notice. A Level 3 Travel Health Notice is one that recommends that travelers avoid all non-essential travel to the particular country. Please know this list can grow and change at any time. The four countries currently on the CDC list are:

- China
- Iran
- Italy
- South Korea

A person who travels to or through those countries while a Level 3 Travel Health Notice is in effect is to stay home and monitor his or her health for 14 days after the person leaves that country. Level 3 Travel Health Notices may be posted for other countries at any time. Should TISD employees or students travel to or through any of the countries listed as a Level 3 Travel Health Notice, the District asks that you comply with the guidelines from the CDC.

Information for Tomball ISD employees who are traveling

Employees who travel to or through countries with a Level 3 Travel Health Notice must contact their supervisor to notify the supervisor which of the Level 3 Travel Health Notice countries the employee has traveled to or through and when the employee left the identified country. The supervisor will work with the employee to determine the 14-day monitoring period. The supervisor will be in periodic contact with the employee during the 14-day period. If the employee shows no sign of illness after the 14-day period, the employee will return to work.

The 14-day monitoring period will be considered paid leave and will not count against the employee's accumulated leave time. If the employee develops signs of illness, the supervisor will consult with the employee regarding the use of accumulated leave.

Information for Tomball ISD students who are traveling

Parents of students who travel to or through any of the countries identified with a Level 3 Travel Health Notice must contact the student's principal upon return to the United States so that the 14-day monitoring period can be determined. Student absences during this time will be excused. The campus will work with the student and parent to provide assignments and resources to help the student attempt to stay current with classroom instruction. The principal will be in periodic contact during the 14-day monitoring period. If the student shows no sign of illness, the student may return to the classroom at the completion of the 14-day monitoring period.

There are no Tomball ISD sanctioned trips scheduled for out of the country during Spring Break. This does not include trips organized with outside agencies involving Tomball ISD students.

State medical experts indicate that the best ways to prevent the spread of COVID-19 are the same recommendations for preventing the spread of the flu, such as avoiding close contact with those who are sick, proper handwashing, covering your cough or sneeze with a tissue and staying home when sick. As a reminder of our personal responsibility to keep our school community safe and healthy, please do not come to school or work if you are sick. To align our request with our District and campus practices, we are making the following changes to perfect attendance calculations and Spring 2020 semester exam exemptions:

- Tomball ISD will suspend perfect attendance rules for the remainder of the 2019-2020 school year. Instead, perfect attendance recognition will be for August 26, 2019 – March 5, 2020.
- Tomball ISD will suspend exam exemption criteria related to attendance for Spring 2020 exams. All other district criteria for exam exemptions still apply.

The safety of our students and staff is always our top priority and we will continue to monitor the COVID-19 outbreak. I will keep you informed as we receive additional information. It takes all of us working together to ensure healthy learning environments.

Have a safe and restful Spring Break!



Dr. Martha Salazar-Zamora
Superintendent of Schools