

Date: March 13, 2020

Dear Team and Family,

I hope this finds you well. As you know, New Orleans Public Schools announced that all Orleans Parish schools will be closed for the next four weeks due to confirmed cases of Coronavirus (COVID-19) in our city/state. The safety and health of our students and staff are our number one priority. We want to stress that this is being done out of an abundance of caution. We take this threat seriously and must do our part as a community to slow the spread of this virus.

We encourage you to take the following key steps to avoid infection:

- Frequently clean hands by using alcohol-based hand rub or soap and water (for at least 20 seconds);
- Avoid touching your eyes, nose, or mouth with unwashed hands;
- Avoid close contact with anyone who is sick

Anyone with virus-like symptoms should be checked out by a health provider immediately. Please visit [cdc.gov/coronavirus](https://www.cdc.gov/coronavirus) for more information about the virus.

IMPORTANT INFORMATION

- We will provide timely updates on the staff section of kippneworleans.org/coronavirusupdates.
- Please see the [information](#) provided to families.
- For a list of frequently asked questions, please [click here](#).
- Buildings will be open on Monday, March 16th and Tuesday, March 17th from 9:00am to 12:00pm. After this time, the building will be closed to non-essential staff members.
- K-8 families will be able to come to the school buildings on Monday, March 16th to pick up student work packets.
- On Tuesday, March 17, school-based teams will gather in an online setting so that School Leaders can discuss what the next four weeks will look like, align on staff expectations, and answer questions.
- Distance learning instruction and student communication will start on Wednesday, March 17th.

- As we get information, we will make it available to you. We will follow up to provide more information regarding testing, graduation and any other outstanding questions you have.
- Employees participating in the KNOS UHC health insurance plans can access Telehealth services on the UHC website [here](#).
- The City of New Orleans is providing text alerts related to the crisis. You can sign up for texts by texting COVIDNOLA to 888777.

We realize that with this moment comes fear and uncertainty. I am confident that we will weather this well and come out on the other side stronger. We will continue to work with NOLA Public Schools to ensure we are taking all the necessary precautionary steps.

If you have any questions, please reach out to your school or email coronavirus@kippneworleans.org.

Thank you for your attention, diligence and partnership, We look forward to staying closely connected over the coming weeks as we work to support our students and each other,

Rhonda Kalifey-Aluise
Chief Executive Officer