

**January 28, 2018**

**Dear LCPS Employees,**

As always, thank you for the extraordinary job you do each and every day for the students, families, and community members of LCPS.

I wanted to take a moment and write to each of you regarding the recent flu, viral infections, strep, and other illnesses some of you have encountered. Please note the district has taken a proactive step of disinfecting school buildings by reviewing data of those buildings with the highest absences and starting in those locations. Our goal is to tailor the disinfecting procedures we utilize in each of these locations so that we minimize the spread of infection.

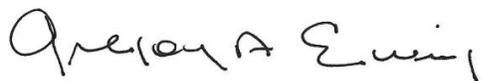
As for our students and employees, I encourage our administrators to work closely with nursing services and follow protocols on when to send students and staff home who appear to be ill, especially those with a body temperature above 100.4 indicating an infection is present.

I would like to take a moment and speak directly to our employees and say to those of you who are experiencing illnesses lately, I encourage you to seek medical care, remain home, and take care of yourself and family. The district will never punish an employee who takes leave due to illness, including our teaching force who have a State mandated evaluation instrument which factors attendance into the final formula. At the district level, we are all one: one school system, one unit, one family, and one that depends on the health of each other.

In closing, I am authorizing principals to secure substitutes, collapse classes, call for assistance from support positions including central office to assist in any location with a high number of teacher illnesses. Please remember to sanitize surfaces, wash hands frequently, cover coughs, and take preventive actions when ill.

Writing to you from my couch and as one recovering from the recent infection, I remind all of you to take care of yourselves and your families.

With Respect and Admiration for All,

A handwritten signature in black ink that reads "Gregory A. Ewing". The signature is written in a cursive, slightly slanted style.

Dr. Greg Ewing, Superintendent