



NEWARK UNIFIED SCHOOL DISTRICT

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Leticia Salinas

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**EXECUTIVE DIRECTOR OF HUMAN
RESOURCES**
Jessica Saavedra

March 2, 2020

Dear Newark USD Families and Staff,

As new cases of coronavirus (COVID-19) are announced in the U.S. every day, Newark USD wants to continue to communicate frequently with our community to provide facts and helpful guidance. We have information on our website where you can find resources and updated information. Please visit www.newarkunified.org for more information. To prevent the spread of respiratory diseases, it's important that we all follow these recommendations:

- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Avoid close contact with people who are sick
- Avoid touching your eyes, nose, and mouth
- Stay home when you are sick
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.

We are working closely with our Director of Maintenance and Operation and our Chief Business Official to ensure our classroom, restrooms are stocked with supplies, and our classrooms are cleaned.

Newark USD will continue to share updates with the community and will do so daily if needed. Maintaining a healthy learning environment will require that we all work together to prevent the spread of illness. Thank you for your cooperation.

Sincerely,

Leticia Salinas, Acting Superintendent