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February 11, 2021

Dear Parents and Staff:

This letter is to inform you that an individual at Crossroads School was identified this afternoon as having a laboratory-confirmed case of COVID-19.

We are coordinating closely with public health officials and following CDC, State, and local guidance to assure the continued safety and wellness of our students and staff.

It was determined that the individual who tested positive was not present in our building since Thursday, February 4, 2021. Therefore, no precautionary measures nor close contact notifications are necessary based on advisement of the Westfield Regional Health Office.

While any illness involving a member of our learning community is cause for concern, it is important to note that no known instances of COVID-19 transmission between students nor staff have occurred at Crossroads School since September, 2020. I thank everyone for their strict adherence to the promoted health and safety protocols of the Centers for Disease Control & Prevention, such as:

- Staying home when you are sick;
- Washing hands often with soap for at least 20 seconds;
- Covering coughs and sneezes and properly disposing of tissues;
- Limiting close contact with people who are sick and not sharing food, drinks and utensils;
- Avoiding large public gatherings and practicing social distancing;
- Wearing a face covering while in public; and
- Continuing to monitor your health for symptoms of illness.

We appreciate the level of concern regarding COVID-19 and assure you that we will continue to monitor this situation closely and notify you of any relevant updates. You can assist us in our efforts by remaining vigilant yet sensible in your approach to dealing with this notification.

Should you have any questions, please feel free to contact the Principal of Crossroads School, Reed Leibfried, at [rleibfried@ucesc.org](mailto:rleibfried@ucesc.org) or 908-232-6655 x 2002.

Thank you for your continued support.

Sincerely,

Michael J. Kowalski  
Acting Superintendent