

October 23, 2020

Dear CTC School Community,

We were informed by the Grand Traverse County Health Department late on Friday, October 23, 2020 of a positive school associated case of COVID-19 at the TBAISD Career-Tech Center. This means the individual was on school property during an infectious period of time.

We have worked directly with the health department in the investigation of this case and individuals identified as close contacts have been notified by the health department to stay home and quarantine or take additional health measures. The health department does not recommend that the school take further action at this time. If you have not been contacted by the health department, that means you have not been in close contact with the person who is presumed positive. As always, we encourage everyone to continue to monitor for symptoms.

The Career-Tech Center and Transition Campus are located on the same grounds at 880 Parsons Road, yet they operate independently of each other. We wish to reassure our school families that though the school buildings are connected, we restrict entry between these wings of the building as a means to minimize the spread of the virus between each school community.

Cleaning and disinfecting of the exposed area will be completed. In addition, CTC will take additional precaution and conduct a thorough deep cleaning of the entire building prior to students returning to school on Monday. CTC will remain open at this time.

We recommend taking action to help limit the spread of COVID-19, even if staff members or students are not experiencing symptoms:

- **Wear a mask** (covering mouth and nose) while in public places or if people who do not live with you must visit your home.
- **Practice social distancing** by maintaining 6 feet away from others
- **Practice frequent handwashing** (using soap for 20 seconds or hand sanitizer with at least 60% alcohol).
- **Follow [capacity restrictions](#)** of social gatherings.
- **Cover coughs and sneezes** with a tissue or with the inside of your elbow and immediately wash your hands.
- **Stay home if you are sick**; you can also [get tested](#).

Thank you for understanding that, due to medical privacy laws, we are not able to release the names of the individual with COVID-19. With your participation, we believe we can maintain a safe environment while also providing quality education.

Please feel free to contact me directly if you have questions about this matter. We have included contact information to local health departments and encourage you to call them any time with your questions or concerns about COVID-19.

Grand Traverse County Health Department
Traverse City - 231-995-6111

Benzie-Leelanau District Health Department
Benzie Office - 231-882-4409
Leelanau Office - 231-256-0200
District Health Department #10 (serving Kalkaska county)
Kalkaska Office - 231-258-8669
Health Department of Northwest Michigan (serving Antrim county)
Bellaire Office - 231-533-8670
Michigan Department of Health and Human Services (MDHHS)
COVID-19 Hotline at 888-535-6136 or visit Michigan.gov/Coronavirus.

Communication about this case has been posted to the [TBAISD COVID-19 web page](#), as required by the Michigan Department of Health and Human Services (MDHHS).

We will continue to work to keep our school community safe and keep you informed every step of the way.

Sincerely,

Pat Lamb
Assistant Superintendent
Career & Technical Education and Community Outreach
231-922-6260