



**Otto-Eldred School District**  
143 R.L. Sweitzer Drive, Duke Center, PA 16729  
(814) 817-1380 opt. 3 Fax (814) 966-3911

Matthew D. Splain, Superintendent  
Jodi L. Flexman, Business Manager

**Otto-Eldred Elementary School**  
5 N. Bennett St, Eldred, PA 16731  
(814) 817-1380 opt. 1  
Fax (814) 225-4917  
Lindsay A. Burns, Principal  
Kim S. Alfieri, School Counselor

**Otto-Eldred Junior Senior High School**  
143 R.L. Sweitzer Dr, Duke Center, PA 16729  
(814) 817-1380 opt. 2  
Fax (814) 966-3911  
Kaci L. Daniels, Principal  
Colleen E. Storer, School Counselor

January 14, 2021

Dear Otto-Eldred Community,

Today, we received confirmation of a positive case of Coronavirus Disease 2019 (COVID-19) in a student at the Otto-Eldred Junior Senior High School. Cleaning and disinfecting of the exposed location have been completed and the individual is self-isolating at home.

**Any staff member or student that was identified as a close contact (defined as an individual who was within 6 feet of an infectious person for at least 15 minutes or who was directly exposed to respiratory secretions [e.g., cough or sneeze]), has been contacted by Otto-Eldred Administration. A representative of the Pennsylvania Department of Health or our local health department will provide further information and instructions. All close contacts are required to quarantine for 14 days from last date of contact of the probable positive case.**

Based on current information, Otto-Eldred Elementary and High School will remain normal operations. If additional cases are identified at the high school, a transition to full-remote learning may be necessary for a short period of time. We will continue to support students and families with remote learning options due to specific needs and quarantine requirements. Updated Health and Safety Plans as well as the required Attestation Form are available on our district website at [www.ottoeldred.org](http://www.ottoeldred.org). We have maintained normal operations due to the diligence of our staff, students, and families. Thank you for supporting our efforts.

As the Coronavirus situation in our country and our community is developing quickly, we urge you to take necessary precautions to limit the spread of COVID-19 in our school community.

- **Wear a mask and maintain a physical distance of at least 6 feet** from any person while outside the home and avoid sharing food, drinks, or utensils.
- **Stay home when you are sick.** Watch for symptoms of COVID-19 including cough, shortness of breath or difficulty breathing, fever, chills, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea.
- **Wash your hands often with soap and water for at least 20 seconds.** Sing the Happy Birthday song twice to help know when it has been 20 seconds. If soap and water are not available, use alcohol-based hand sanitizers that contain at least 60% alcohol.
- **Cover your coughs and sneezes with a tissue and then dispose of the tissue and clean your hands immediately.** If you do not have a tissue, use your sleeve, not your hands, to cover coughs and sneezes.
- **Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipes.**
- **If you are contacted by the Pennsylvania Department of Health or your local health department please cooperate with monitoring and follow all instructions so that other people do not become sick.**

If you or any members of your household develop symptoms of COVID-19 or have symptoms that worsen, notify your local health department or the Pennsylvania Department of Health immediately at 1-877-724-3258 and contact a health care provider. Additionally, please contact Mrs. Templin or either building office at (814)817-1380.

Please visit the [Pennsylvania Department of Health website](http://www.health.pa.gov) (www.health.pa.gov) for the latest and most accurate information about COVID-19.

Sincerely,  
**Matthew D. Splain**  
OESD Superintendent