

WESTERN SUFFOLK BOCES
Office of the Chief Operating Officer

March 22, 2020

Dear Western Suffolk BOCES Staff,

Today, we received confirmation from the Department of Health that one of our staff members employed at our Wheatley Heights facility has tested positive for the coronavirus (COVID-19). This is our first confirmed case at Western Suffolk BOCES. As you are aware, due to HIPAA privacy laws, Western Suffolk BOCES is prohibited from sharing any information about this individual staff member.

Please continue to follow the guidelines of the Department of Health and the CDC which include:

- Wash hands often with soap and water for at least 20 seconds
- Avoid touching your eyes, nose and mouth
- Cover your cough or sneeze with a tissue and then throw the tissue in the garbage
- Clean and disinfect frequently touched objects and surfaces
- Maintain social distancing by keeping at least six feet between you and others

I continue to be greatly appreciative and thankful for the efforts and cooperation of our staff as we confront this pandemic. We will keep our staff apprised of any developments throughout the period of school closure.

Please take care of yourselves and families during these challenging times.

Sincerely,

Michael Flynn
Chief Operating Officer