

## **STAFF UPDATE FROM PRESIDENT PAUL CARLSEN – March 14, 2020**

Team LTC,

Yesterday afternoon the Governor announced all K-12 schools must be close from March 18<sup>th</sup> through April 3<sup>rd</sup>. If you are impacted by this and need flexibility, contact your supervisor to arrange for remote work (if job functions allow) or an adjusted work day. We are seeking guidance on whether this applies to child care centers, and will update you if it does.

We also learned yesterday of three new cases of COVID-19 in Sheboygan County. The Sheboygan County Division of Public health has confirmed all three individuals were exposed to the virus while traveling internationally and are currently isolated at home (see attached Press Release). With this development, I ask those who are most prepared to shift to on-line delivery and online student support through April 3<sup>rd</sup> to participate in next week's training remotely. This will minimize the number of people on campus, and we will still be able to provide face-to-face support (while practicing social distancing). It is still our expectation everyone participates in next week's training and planning, we are just providing greater flexibility.

These are stressful times. The situation is changing rapidly, and the emotional toll of the unknown can be heavy. Know we care about you. I have attached some useful resources to help with coping during these stressful times.

Thanks, Paul Carlsen