



October 6, 2021

Dear Balas Staff,

In accordance with the Michigan Department of Health and Human Services (MDHHS) guidelines for schools, I am communicating that there is a confirmed case of COVID-19 at the Balas Administration Building.

Please note that privacy regulations restrict us from sharing identifying/personal information about the individual(s) who have been diagnosed with COVID-19.

Our AAPS COVID-19 Response Team has conducted the district contact tracing protocol in consultation with the Washtenaw County Health Department. **They have determined that there are no close contacts to the case, and Balas office operations can continue as usual.** If something changes, we will notify you as soon as possible.

Please read and follow these requirements:

- All staff should monitor themselves closely for COVID-19 symptoms and review their exposure risk daily. The [CDC Coronavirus Self-Checker](#) is an excellent resource for staff.
- Any staff with even mild symptoms should stay home, get tested and quarantine until results come back. Mild symptoms include a runny nose/congestion combined with any symptom, a mild sore throat or a mild cough.
- Note that the [LynxDx testing sites](#) are available to all AAPS staff, and you can link your results to the confidential AAPS dashboard when creating a LynxDx account. There are many other [testing resources](#) available. Anyone with a positive test result should alert their supervisor immediately and isolate for 10 days at home.

This situation reinforces the importance of consistently following all COVID-19 mitigation strategies and protocols. These include vaccination for everyone ages 12 and up, consistent use of face coverings while in the office, maintaining social distance and hand sanitization.

If you are not yet vaccinated, please consider making this choice for your own health and to keep your coworkers and school communities safe. The WCHD is offering expanded drive-thru vaccination clinics this month - info [here](#).

Contact Jenna Bacolor (bacolor@aaps.k12.mi.us) for COVID-19 related questions. Contact HR with any HR questions.

Sincerely,

Jeanice K. Swift
Superintendent of Schools

Shonta Langford
Executive Director, Human Resources & Legal Services