



## NORTH EAST SCHOOL DISTRICT

50 EAST DIVISION STREET • NORTH EAST, PENNSYLVANIA 16428  
TELEPHONE (814) 725-8671 • FAX (814) 725-9380

[www.nesd1.org](http://www.nesd1.org)

Dr. Michele Spurgeon Hartzell, Superintendent

Mr. Jeffrey Fox, Business Manager

Mrs. Shelley Allen, Administrative Assistant

September 8, 2020

Dear North East Families:

Our first week of school went very well. Your children did an outstanding job this week with following all of the new procedures and guidelines.

We wanted to provide a brief overview of some additional procedures in the event that a doctor orders a student, staff member, or family member of a student or staff member to be tested for COVID -19 as well as a few safe school updates and meal services information

If a family member of a student or staff member needs to be tested for COVID-19, the entire family of the person being tested will have to be self-quarantined until the results come back. If the results are negative, the students/staff can return.

If the results are positive, then family members will be required to self-quarantine, from the date the person showed symptoms, for ten days plus an additional 14 days for a total of up to a total of 24 days. The Erie County Department of Health will provide the family with a release from isolation date which needs to be provided to the school.

In addition, the NESD will conduct a pre-COVID-19 screening of the student, family member, or staff member as a precaution. The district is also being proactive with disinfecting. As soon as the district is notified that a student or staff member is sick, being sent home, or needs to be tested, we immediately deep clean the room and space the staff/student has been in. This process also includes if it is a family member of a student/staff member that is being tested. This is why it is very important that everyone communicates with Dr. Karns, myself, (co-pandemic coordinators) or your building administrator/supervisor immediately.

As we have done previously, we will notify families of a positive student/staff. We will NOT notify of a positive COVID-19 family member of a student/staff member. ALL students, families, and staff members have a right by law to privacy and confidentiality; therefore, we also request that you do not try to guess or discuss, and respect the privacy laws. You will be contacted by the Department of Health and/or the school district if you need to self-monitor, self-quarantine, or isolate (definitions attached).

Our goal is to continue to follow our protocols to ensure the safety of our students and staff so we can keep our doors open for learning.

We have included our annual Emergency protocols as well. We ask that you review as well as check the Sapphire Student Information Management System to ensure that your contact information is correct, including family members that you authorize to receive phone calls and pick up your children. This is especially important for blended family members.



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We also wanted to make you aware that we have been authorized to provide free meals to students attending the North East School District until further notice. We are respectfully requesting families with a negative cafeteria balance that they contact the Food Service Department to clear up these negative balance accounts. We will also be providing a meal sign-up form for Live-Stream and North East Academy Students. Instructions will be posted on the district website at [nesd1.org](http://nesd1.org).

We value your input and strongly encourage our families to reach out to our building administration or your respective department supervisor with any questions you may have as we navigate these changes. We thank you again for all of your support and the outstanding job you have done with supporting our schools and changes.

Respectfully yours,

Dr. Michele S. Hartzell, Superintendent/Co-Pandemic Coordinator

and

Dr. Steven Karns, MS Co-Principal/Co-Pandemic Coordinator

Attachments: COVID-19 Chart, COVID-19 Definitions, Emergency Preparedness Procedures

If you need assistance, please reach out to our district administration:

- High School: Dr. William Renne, Principal – [wrenne@nesd1.org](mailto:wrenne@nesd1.org)  
Mr. Nathan Otis, Assistant Principal – [notis@nesd1.org](mailto:notis@nesd1.org)
- Middle School: Mr. Greg Beardsley, Principal – [beardsle@nesd1.org](mailto:beardsle@nesd1.org)  
Dr. Steve Karns, Co-Principal – [skarns@nesd1.org](mailto:skarns@nesd1.org)
- Intermediate Elementary: Mr. Brian Emick, Principal – [bemick@nesd1.org](mailto:bemick@nesd1.org)
- Davis Primary: Dr. Jennifer Ritter, Principal – [jritter@nesd1.org](mailto:jritter@nesd1.org)
- Special Education: Mrs. Brianne Hodges – [bhodges@nesd1.org](mailto:bhodges@nesd1.org)
- Transportation/Bus Mrs. Patty Schultz – [pschultz@nesd1.org](mailto:pschultz@nesd1.org)
- Food Service Mrs. Robin Hedlund – [rhedlund@nesd1.org](mailto:rhedlund@nesd1.org)
- Maintenance Mr. William Wingerter – [wwingerter@nesd1.org](mailto:wwingerter@nesd1.org)
- Technology: Mr. Tyler Wilson – [twilson@nesd1.org](mailto:twilson@nesd1.org)  
Mr. Peter Zielinski – [pzielinski@nesd1.org](mailto:pzielinski@nesd1.org)
- Superintendent: Dr. Michele S. Hartzell – [mhartzell@nesd1.org](mailto:mhartzell@nesd1.org)

PLEASE CONTINUE TO VIEW NEW INFORMATION ON THE OFFICIAL NORTH EAST SCHOOL DISTRICT WEBSITE AT [WWW.NESD1.ORG](http://WWW.NESD1.ORG) OR THE OFFICIAL NORTH EAST FACEBOOK PAGE AT <https://www.facebook.com/NorthEastSchoolDistrict/>. THESE ARE THE OFFICIAL NORTH EAST SCHOOL DISTRICT PAGES AND ARE MAINTAINED BY NORTH EAST SCHOOL DISTRICT STAFF. THE DISTRICT DOES NOT MONITOR, MAINTAIN, OR COMMENT ON ANY OTHER SITES.