



# RED OAK

INDEPENDENT SCHOOL DISTRICT  
109 W. RED OAK ROAD, RED OAK, TEXAS 75154 972.617.2941  
BRENDA SANFORD, SUPERINTENDENT

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March 5, 2020

## TRAVEL ADVISORY

Dear Red Oak ISD Employees,

As a district, we are monitoring the changing situation with the novel coronavirus which causes what the Centers for Disease Control (CDC) calls the COVID-19 illness. While there are currently no confirmed cases of COVID-19 in North Texas, we are following the recommendations of the CDC and the Tarrant County Health Department (TCHD) to warn staff and families about travel restrictions to and from affected areas.

Employees should self-report to their supervisor any travel to current or added countries on the Level 2 and Level 3 CDC alert list. Currently, the countries under CDC restrictions for a 14-day self-quarantine upon return are China, Iran, Italy, and South Korea. To date, there have been no restrictions for domestic travel. We are working closely with health department officials to navigate this changing situation.

**NOTE:** *the countries or travel locations could change between now and the end of spring break. You can check which countries are affected at the following CDC link:*  
<https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>

Those employees/substitutes who choose to travel to CDC restricted locations *could* expect to face a possible 14-day self-quarantine if any symptoms exist – fever, cough, shortness of breath – or the CDC makes a change in protocol, which will prohibit your return to work in ROISD until the quarantine period has passed. Any employees subject to quarantine will be required to use any and all available personal leave time to cover the quarantine period.

If you have questions, please email us at [ROISDtravel@redoakisd.org](mailto:ROISDtravel@redoakisd.org) and we will work to respond to your questions as quickly as possible. Thank you for your cooperation in helping us prevent the spread of COVID-19 in the US. Keep in mind the simple healthy hygiene guidelines sent earlier this week to help prevent the spread of illness. We do hope you are able to enjoy your time off with family.

Thank you for your support of our district, our students, and our staff.

Sincerely,

Brenda Sanford, Superintendent  
Red Oak ISD