



St. Gregory the Great Academy

A Ministry of the Church of St. Gregory the Great

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Rev. Michael T. McClane, Pastor

Dr. Jason C. Briggs, Principal

Mrs. Michele L. Rivera, Assistant Principal

MEMORANDUM

DATE: March 11, 2020

TO: All Parents, Faculty, and Staff

FROM: Dr. Jason C. Briggs, Principal

RE: **COVID-19 Status Update #4**

Mrs. Sunshine (Preschool); Request for Washer/Dryer

Our Preschool 4B Teacher, Mrs. Cathy Sunshine, just returned from a long-scheduled trip to visit family in Washington state. During her time in Washington, she stayed with her family at Joint Base Lewis-McChord which is located near Tacoma, Washington. Unfortunately, during her stay at the base, a service member and his/her spouse were diagnosed with COVID-19. Given the nature of a multi-day visit and the logistics of life on a military base, there is no way to prove or disprove if Mrs. Sunshine came into contact with the affected service member or someone who works in close quarters with the affected service member.

After giving this situation a good deal of thought, I have made the decision to place Mrs. Sunshine on administrative leave through Friday, March 20, 2020. **To be absolutely clear, Mrs. Sunshine has not been diagnosed with COVID-19 and she is not displaying any symptoms of COVID-19. She has not been quarantined by any agency.** Based on limited data, I had to make a logical decision based on the data that we do have, blended with realistic options, mixed with an abundant amount of caution, and then baked into reality (with no dessert, mind you!) Thus, this is the decision that I have made and the responsibility for this decision rests with me alone. I am very grateful to Mrs. Sunshine for her understanding and graciousness in light of this situation, and I am very much looking forward to her anticipated return on Monday, March 23.

On another note, I am currently looking to procure a washer and dryer for the school to be used to wash stuffed animals and play clothes that are used in the primary hallway. If anyone has a working washer and/or dryer (must be electric) that they are willing to donate, please contact me. It matters not how pretty they are, as long as they function properly.

Thank you.



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