



Community Consolidated Schools District 168

21899 S. Torrence Avenue · Sauk Village, Illinois 60411-4497 · 708-758-1610 · FAX 708-758-5929

April 27, 2009

To: Dr. Rudy Williams, District Superintendent
From: Julie A. Iverson, District Crisis Manager
Re: Swine Flu

Dear Dr. Williams,

Attached please find documents relating to the outbreak of Swine Flu. As a result of this threat the district has taken the following proactive measures:

1. On April 28th a letter was sent home with all students in English and Spanish alerting parents to the possible Swine Flu outbreak and a list of symptoms associated with the virus.
2. Information on the Swine Flu and links to the CDC were posted on the district website.
3. Hand sanitizer and dispensers have been ordered for all district classrooms and offices and will be installed this week.
4. Secretaries and office clerks have been advised to ask parents calling in for sick students the nature of their child's illness.
5. All district faculty members have been briefed on recommended sanitary procedures.
6. Daily announcements are being made reminding students to wash hands, cover coughs, etc.
7. District nurse will track all students.

I hope that by taking these measures we can prevent this flu outbreak from spreading throughout our community.

Julie