



Roger León
Superintendent

Newark Board of Education

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Where Passion Meets Progress

MEMO

TO: Vendor School Bus Companies

FROM: Quanika Dukes-Spruill, Executive Director, Transportation Services

A handwritten signature in black ink, appearing to be "Q. Dukes-Spruill", written over a horizontal line.

CC: Valerie V. Wilson, School Business Administrator/CFO
Gayle Hughes, Coordinator of School Transportation
Dottie Croner, Transportation Supervisor
Dr. Peggie Leuze, Director of Health Services

DATE: March 9, 2020

RE: Precautionary Actions for Safety of Newark Students – Novel Coronavirus (COVID – 19)

In partnership with the State of New Jersey and Newark City Hall, attached is guidance the Newark Board of Education (NBE) has provided the Newark School Community as a means to help prevent the spread of infection. Also outlined in this communique is the website to access updated guidance supplied by the Centers for Disease Control (CDC).

In addition to adhering to these preventative actions, effective immediately, the NBE strongly encourages implementing further cleaning precautions for all school vehicles that services Newark Board of Education students noted below:

- **At least 30 minutes before each transportation effort, wipe down your vehicles seats with a disinfected wipe or spray cleaner.**
- **As an added measure spray disinfected on the seats and surfaces**

Again, these sanitary methods should occur a minimum of 30 minutes before the students board your vehicle to give these cleaning agents an opportunity to thoroughly dry.

It is the goal and objective of the Newark Board of Education to provide safe, reliable and efficient transportation service to Newark students who are eligible. As it is an expectation that your company implements daily sanitation and cleaning strategies for all vehicles in your fleet, your cooperation and adherence to these additional actions are appreciated.

Should you have questions or require additional details, please reach me directly at qspruill@nps.k12.nj.us or at (973) 733-7290.