

**Statewide Email**

**DATE:** September 17, 2020

**FROM:** Henry Mack, Chancellor, Career and Adult Education

**TO:** District Career and Technical Education Directors  
District Technical College Directors

**Via:** [Chancellor2@fldoe.org](mailto:Chancellor2@fldoe.org)

**SUBJECT:** FW: Update to FDOE Emergency Buddy Reporting for COVID-19

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Friends:

Please see the communication from Chancellor Oliva. I would invite you to listen to the recording and contact me if you have any questions.

Henry

**Henry Mack**

Chancellor

**Florida Department of Education**

Division of Career, Technical, and Adult Education

325 West Gaines Street Tallahassee, FL 32399

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*"Transforming Lives Through Workforce Education"*

**From:** Chancellor of Public Schools <[Chancellor.Oliva@fldoe.org](mailto:Chancellor.Oliva@fldoe.org)>

**Sent:** Thursday, September 17, 2020 8:57 AM

**Subject:** Update to FDOE Emergency Buddy Reporting for COVID-19

Dear Superintendents,

It was great speaking with you on yesterday's call. Here is a link to the recording: <https://attendee.gotowebinar.com/recording/4670332179302585602>. Today, I am following-up about the activation of our Emergency Buddies system.

As we noted on the call, we are no longer asking that you report all COVID-19 incidents to us. We greatly appreciate the information you have voluntarily sent us thus far, and your reporting has helped us better prepare to support you in this school year. As some school districts have been open for more than a month, we believe your reporting these incidents gave us great insights into your new rhythm of work for the school year.

**Henry Mack**

**Chancellor of Career and Adult Education**

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We now want to narrow the focus and only ask for proactive sharing of the following three types of COVID-19 incidents:

1. Let us know when the district needs to temporarily close an entire school (much like you would for a hurricane).
2. Let us know when the district needs to shut down an entire grade level at a school.
3. Let us know when the district needs to shut down an entire athletic team, extracurricular or co-curricular organization (football, volleyball, band, etc.).

We ask that you make Jacob Oliva, Chancellor of Public Schools at (386) 503-4193, your primary point of contact for this reporting. If you cannot reach Chancellor Oliva, please consider either Alex Kelly, Chief of Staff at (850) 443-8626, or Eric Hall, Senior Chancellor at (919) 215-8209, as alternative points of contact.

Of course, we will continue to stand ready to serve and provide guidance for any COVID-19 matter that arises. Herein we are just narrowing our request for proactive sharing of information to those three types of incidents listed above.

Again, we greatly appreciate your willingness to share in your experiences thus far, as we all transition into this truly unique school year. The incredible work Florida's district school superintendents have done to successfully open Florida's schools this year is second to none in the nation.

Sincerely,  
Jacob Oliva  
Chancellor of Public Schools