



Orange Township Public Schools

Glasshebra Jones, MPA, SHRM-CP
Executive Director for Human Resources



Gerald Fitzhugh, II, Ed.D.
Superintendent of Schools

MEMORANDUM

To: All Staff

From: Glasshebra Jones (Dismuke)

Date: August 9, 2021

Re: Mandatory Wearing of Facial Mask – Executive Order 251
Effective August 9, 2021

The Executive Order No. 251 effective August 9th requires all mandatory use of face masks by staff, students, and visitors in the indoor portion of the school district premises. Therefore, staff are not permitted to remove facial masks when in-doors, despite vaccination status except as follows:

- When doing so would inhibit the individual's health, such as when the individual is exposed to extreme heat indoors;
- When the individual has trouble breathing, is unconscious, incapacitated, or otherwise unable to remove a face covering without assistance;
- When a student's documented medical condition or disability, as reflected in an Individualized Education Program (IEP) or Educational Plan pursuant to Section 504 of the Rehabilitation Act of 1973, precludes use of a face mask;
- When the individual is under two (2) years of age;
- When an individual is engaged in an activity that cannot physically be performed while wearing a mask, such as eating and drinking or playing an instrument that would be obstructed by the face covering;
- When the individual is engaged in high-intensity aerobic or anaerobic activity;
- When a student is participating in high-intensity physical activities during a physical education class in a well ventilated location and able to maintain a physical distance of six feet from all other individuals; or
- When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task.

We have been diligent in our practice of remaining safe and must continue to do so. As a reminder, here are some of the most important steps you can take to mitigate the spread of any virus and protect your families, coworkers, and others:

- Cover your mouth and nose with an appropriate mask or face covering when around others.
- Maintain appropriate social distancing.
- Wash your hands often.
- Do not touch your face with unwashed hands.
- Avoid close contact with people who are sick.
- Cover coughs and sneezes.
- Clean frequently touched surfaces often.
- Monitor your health.
- If you are sick, stay home.

Thank you.

C: Gerald Fitzhugh, II, Ed.D.
Superintendent of Schools