

# St. Rose School Return to School Plan 2020-2021

**98% of students have returned to the building full-time, five days per week for in-person instruction.**

A modified distance learning option is in place for those students who were not able to return to the building due to extenuating circumstances. Plans exist for pivoting back to Comprehensive Catholic Distance Learning, if needed.

## SECTION 1: OPERATIONAL VITALITY

STAGES AND TIMELINES	
Planning Team	<ul style="list-style-type: none"> <li>● Fr. Matt Libra, Pastor</li> <li>● Christine Penwell, Principal</li> <li>● Shelly Davidson, Marketing &amp; Communication Director</li> <li>● Megan Schuver, Development Coordinator</li> <li>● Kerri Lesh, 1st grade teacher</li> </ul>
Timeline for Planning and Roll-out of Plan	<ul style="list-style-type: none"> <li>● June- St. Rose Task Force created               <ul style="list-style-type: none"> <li>○ Worked on building audit</li> </ul> </li> <li>● July- St. Rose Task Force met weekly               <ul style="list-style-type: none"> <li>○ Communicated with parents via email mid-July</li> </ul> </li> <li>● August-               <ul style="list-style-type: none"> <li>○ Share plans &amp; got approval from Fr. Matt</li> <li>○ Aug. 5th shared plans with school community                   <ul style="list-style-type: none"> <li>■ Communicated plan to SR Staff and parent community</li> </ul> </li> <li>○ Week of August 10- Completed plan and submitted to DCS</li> </ul> </li> <li>● Distance Learning-               <ul style="list-style-type: none"> <li>○ September- February</li> </ul> </li> <li>● In-person roll out               <ul style="list-style-type: none"> <li>Feb. 8th: Kindergarten full days</li> <li>○ Feb. 22: Grades 1 &amp; 2 full days</li> <li>○ March 1: Grades 3, 4, &amp; 5 full days</li> <li>○ March 8: Grades 6, 7 &amp; 8 - two cohorts                   <ul style="list-style-type: none"> <li>■ Mon/Tues</li> <li>■ Thurs/Fri</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>■ Wed- Digital Learning</li> <li>○ April 12: second opportunity for students to return to in-person learning</li> <li>○ April 26: Grades 6, 7 &amp; 8 cohorts eliminated; return to school five days</li> </ul>

**FINANCIAL CONSIDERATIONS**

<p><b>Impact of Change in Enrollment (if applicable)</b></p>	<ul style="list-style-type: none"> <li>● Created two budgets: <ul style="list-style-type: none"> <li>○ Enrollment for 230</li> <li>○ Enrollment for 205</li> <li>○ Current enrollment numbers = 223</li> </ul> </li> <li>● Due to the requirement of Covid-19 and physical distancing, class sizes were initially reduced into cohorts and/or a class has been moved to a new space to fit students according to the above guidelines</li> <li>● Numerous parents are seeking an online learning component so St. Rose has devised a digital learning plan option if we have an in-person or hybrid model.</li> <li>● Some families have decided to withdraw from school until a vaccine is available.</li> <li>● Some families have decided to move to a new city or state due to the uncertainties with COVID and the flexibility of their professions being remote.</li> </ul>
<p><b>Staffing Considerations/ Changes</b></p>	<ul style="list-style-type: none"> <li>● Current staffing model is in place: <ul style="list-style-type: none"> <li>○ PreK-8 classroom teachers</li> <li>○ 3 aides, one in PreK and two helping in elementary grades</li> <li>○ Hiring a fourth aide (possibly fifth aide) <ul style="list-style-type: none"> <li>■ Feb. 2021</li> </ul> </li> <li>○ Library Media Teacher will become Digital Learning Coordinator- support teachers with tech, with online lessons and also parent/student tech support <ul style="list-style-type: none"> <li>■ Position no longer in place as of Jan. 22, 2021 due to staffing change</li> <li>■ Will reevaluate for Fall 2021</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Art and music teachers to provide instruction virtually until is it safe to visit classrooms</li> <li>○ PE teacher will teach health lessons for grades K-5 and do PE mainly outside</li> <li>○ Learning Specialist moved to 4th grade interim teacher due to 4th grade teacher resigning on Aug. 1st, 2020</li> <li>○ Counselor also resigned in summer 2020- needed to focus on her distance learning of young aged children and her private practice. St. Rose is working on how to replace this position</li> </ul>
<p><b>Building Protocol Expenses</b></p>	<p>Items purchased:</p> <ul style="list-style-type: none"> <li>● 6 bottle fillers</li> <li>● 5 Hand Sanitization Stands and Liquid</li> <li>● Cleaning supplies</li> <li>● Face Shields and masks for staff</li> <li>● Wall Mounted Hand sanitizer for Rooms</li> <li>● Electrostatic sprayers</li> <li>● Plexiglass window for front office</li> <li>● Plexiglass for each teacher</li> <li>● Restroom Signage</li> <li>● Adhesive floor signs <ul style="list-style-type: none"> <li>○ Outside of the bathrooms</li> <li>○ Near the bottle fillers</li> <li>○ Possibly some near the classroom entry</li> <li>○ Directional arrows near entry and exit pts</li> </ul> </li> </ul>
<p><b>Federal Funding Plan (i.e. Title IV, ESSER, PPP)</b></p>	<ul style="list-style-type: none"> <li>● PPP Loan: approved</li> <li>● Title IV-A <ul style="list-style-type: none"> <li>○ PD virtual workshop for faculty during in-service week on Google Classroom, online instruction &amp; assessment</li> <li>○ Will use for online subscriptions</li> </ul> </li> </ul>

<b>COMMUNICATION PLAN</b>	
<p><b>How will your school keep shareholders abreast of the plans for re-opening and</b></p>	<ul style="list-style-type: none"> <li>● Aug 4- Mtg with Fr. Matt to approve plan</li> <li>● Aug 4- Discussion with Staff on guidelines &amp; plans</li> <li>● Aug 5- Share the plan with school community</li> </ul>

<p><b>beyond?</b></p>	<ul style="list-style-type: none"> <li>● Aug 14- Email Comprehensive Catholic Distance Learning Plan to school community</li> <li>● August 18- SAC Meeting</li> <li>● Week of August 31st- September 4th updates &amp; trainings with the staff</li> <li>● Parent Q&amp;A Zoom sessions TBD</li> <li>● Marketing &amp; Communications Director is assisting principal</li> <li>● Main ways of communicating: <ul style="list-style-type: none"> <li>○ Emailing shareholders (often)</li> <li>○ Posting on our strosepx.org website</li> <li>○ Mailers to new families</li> <li>○ Posting on Schoolspeak</li> <li>○ Posting on Facebook and Instagram</li> </ul> </li> <li>● Weekly Friday email from principal will be sent every week starting Aug. 14 to keep families informed and updated</li> <li>● Q &amp; A Principal/Parent Zoom sessions</li> <li>● Return to school FAQ and Return to School Facts and Protocols Sheet created for each roll out phase.</li> </ul>
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<b>PROTOCOLS</b>	
<p><b>Cleaning and Hygiene</b></p>	<ul style="list-style-type: none"> <li>● Student and staff safety, health and happiness are of utmost importance</li> <li>● Daily cleaning and disinfection – especially of high-touch surfaces <ul style="list-style-type: none"> <li>Who's responsible: <ul style="list-style-type: none"> <li>○ Total Building Maintenance</li> <li>○ St. Rose Staff</li> </ul> </li> </ul> </li> <li>● Classrooms will be fully stocked with cleaning supplies</li> <li>● Hand sanitizer dispensers are mounted in every classroom</li> <li>● Standing hand sanitizers are at every entry/exit point</li> <li>● Daily class schedules will reflect hand washing and sanitizing</li> </ul>

- Regularly scheduled bathroom breaks (multiple times per day) will be scheduled for each grade level to ensure handwashing is occurring
  - Handwashing signs have been purchased and will be placed by each sink.
- Education and training for students and teachers on purpose and methods for handwashing and personal hygiene will be provided
- Water bottle filling stations have been added to our drinking fountains. Current drinking fountains will not be available to use. Students will bring a reusable water bottle to school each day
- Recess times will be scheduled, and classes will be assigned a zone of play to minimize mixing of students. Zones will rotate weekly
  - Diagram drawn with the markings of the 4 zones
  - Zone 1: play structure
  - Zone 2: covered structure
  - Zone 3: backstop
  - Zone 4: football area
    - Three adults on duty
  - PreK-2 recess group
  - Grades 3-5 recess group
  - Grades 6-8 recess group
- There will be an Isolation Room (downstairs staff lounge) for any students/staff who get sick during the day
  - Audio/video monitor in the Isolation Room and one in the office

*St. Rose School follows the Multnomah Communicable Disease Guidelines from the Oregon Department of Education and the Oregon Health Authority.*

- Thermometers purchased for daily screening
  - At front entry location (office)
  - At drive thru drop-off location

	<ul style="list-style-type: none"> <li>● Utilize hand sanitizer and hand washing every time students are in/out of classrooms and/or bathrooms and upon entering/exiting the classrooms and school building</li> <li>● Teachers will implement hand sanitizer breaks throughout the day and dispenses a portion of hand sanitizer into each student's hand</li> <li>● Wash hands before snack and lunch (can coordinate with bathroom breaks) and as needed throughout the day</li> <li>● Teachers will be disinfecting their classroom throughout the day. The school purchased Electrostatic backpack and hand held sprayers and disinfectant cleanser that will be used to disinfect all areas daily</li> <li>● Contracting with a cleaning service for evening cleaning</li> </ul>
<p><b>Social Distancing</b></p>	<ul style="list-style-type: none"> <li>● Student desks will be placed apart in the classrooms to allow for physical distancing.</li> <li>● PreK will be in one cohort of 15 with two adults</li> <li>● Kindergarten class will move to the library</li> <li>● Grade 2 will be split into two cohorts (one in the 2nd grade room and one in the Kinder room)</li> <li>● Grades 3 &amp; 4 will move if needed</li> <li>● Grades 1 &amp; 5 will stay in their rooms because they are safely distanced with the student numbers and square footage requirements.</li> <li>● Grades 6-8 will divide into two cohorts and be on a hybrid model (two days in person/three days remote) <ul style="list-style-type: none"> <li>○ Grades 6-8 will remain in their homerooms</li> <li>○ April 2021: revised physical distancing guidelines for schools allows grade-based cohorts to combine and attend school as a class</li> </ul> </li> <li>● Support physical distancing in all daily activities and instruction, maintaining at least six feet between individuals to the maximum extent possible.</li> <li>● Minimize time standing in lines and take steps to ensure that six feet of distance between students is maintained, including marking decals</li> </ul>

	<p>on the floor, one-way traffic flow in constrained spaces, etc</p> <ul style="list-style-type: none"> <li>● Employees and students will practice staying the recommended distance from others and eliminating contact with others whenever possible</li> <li>● Staff and students will follow the established traffic flow pattern (arrows will be on the floor) <ul style="list-style-type: none"> <li>○ Walk on the right</li> </ul> </li> <li>● Students will eat lunch at their desks in the classroom with the teacher/aide. Lunch will need to arrive with your child in the morning. On site food service will not be provided this spring, nor will we accept delivery of food (such as GrubHub, etc)</li> </ul>
<p><b>Screening Protocols</b></p>	<ul style="list-style-type: none"> <li>● School has purchased non-touch thermometers</li> <li>● Screen all students and staff for symptoms on entry to school every day. This will be done visually and/or with confirmation from a parent/guardian</li> <li>● At morning arrival on the playground, students will be screened by a designated staff member. They will take each student's temperature before students exit the car- do a visible symptom check and ask questions (to parents).</li> <li>● Teachers will document the attendance in their Contract Tracing Binder upon entry into the classroom. All screening information will be kept confidential</li> <li>● Both staff &amp; students will be required to take their temperature reading and complete a self-screening COVID-19 symptoms survey regarding: cough, shortness of breath or difficult breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, loss of taste or smell, diarrhea, feeling feverish or measured temperature of 100.4 degrees Fahrenheit or greater, known close contact with a person who is lab-confirmed to have COVID-19</li> <li>● Staff members will be responsible for taking their own temp upon entering school (use the office thermometer) and noting their symptoms (if any). Data will be documented in the staff</li> </ul>

	<p>Medical Binder.</p> <ul style="list-style-type: none"> <li>● In the event a staff member has a fever or shows signs of virus, the principal will be contacted immediately and alternate plans for classroom coverage will occur. <ul style="list-style-type: none"> <li>○ Actions will be taken using the CDC Covid-19 protocols</li> </ul> </li> </ul>
<p><b>Personal Protective Equipment (PPE) Protocols</b></p>	<ul style="list-style-type: none"> <li>● Face masks, gloves and shields are available on site for staff.</li> <li>● Available in these locations: <ul style="list-style-type: none"> <li>○ Office</li> <li>○ Classrooms</li> <li>○ Upstairs staff lounge</li> </ul> </li> <li>● Masks will be required for students and teachers in grades PreK-8.</li> <li>● PreK students will wear masks while in “common areas” such as drop off, pick up, while in the hallway, walking throughout the classroom or in times when social distancing may be compromised. They will follow ELD standards within the classroom.</li> <li>● 10 Plexiglass barriers were purchased for teachers to use when working 1-1 with students.</li> </ul>
<p><b>Student Protocols</b></p>	<ul style="list-style-type: none"> <li>● All students in grades PreK-8 required to wear a mask <ul style="list-style-type: none"> <li>○ <a href="#">Mask Requirements</a></li> </ul> </li> <li>● PreK students follow the Early Learning Division guidelines for mask wearing</li> <li>● Students have their own supplies</li> <li>● Emergency replacement masks are available for students on site if needed.</li> <li>● Students are encouraged to wash hands often with soap and water for at least 20 seconds and at least 3x per day</li> <li>● Students use hand sanitizer upon entry/exit from the building, classroom, bathroom and any other area they may be in</li> </ul>



	<ul style="list-style-type: none"> <li>● Students encouraged to avoid touching eyes, nose and mouth</li> <li>● Student desks and tables will be placed at least 3 feet apart in all grades</li> <li>● The students will remain with their cohorts at all times including structured recess</li> <li>● Students are not to visit another classroom outside of their homeroom classroom</li> <li>● Students have a designated space, solely for their use in their classroom (desk and cubby)</li> <li>● Students use restrooms at designated times; the number of students admitted into a restroom at a time will be no more than the number of sinks in the restrooms</li> <li>● If a student becomes ill at school, he/she will be instructed to go home or to the nearest health center <ul style="list-style-type: none"> <li>○ If COVID-19 symptoms are present, the student will be isolated in the COVID-health room (downstairs staff lounge) until the parent, or their parent designee, arrives to pick them up</li> <li>○ It's recommended that students be picked up within half hour of notification of illness</li> </ul> </li> <li>● <b>Students diagnosed with COVID-19, may return to school when the following criteria are met:</b> <ul style="list-style-type: none"> <li>○ <b>At least 14 days have passed since onset of symptoms</b></li> <li>○ <b>At least 3 days fever-free (72 hours) without the use of fever-reducing medications;</b></li> <li>○ <b>And respiratory symptoms (cough, shortness of breath, etc) have improved;</b></li> </ul> </li> <li>● If a student exhibits symptoms that could be COVID-19 related, they should contact their medical professional and get tested</li> <li>● Administration is to work under the premise that the student has contracted COVID-19 and the student may not return to school until the criteria listed above has been met</li> </ul>
<p><b>Staff Protocols</b></p>	<ul style="list-style-type: none"> <li>● Staff are required to wear face masks at all times, with the exception of working alone in</li> </ul>

	<p>their classroom while students are offsite</p> <ul style="list-style-type: none"><li>● Staff are encouraged to wash hands often with soap and water for at least 20 seconds</li><li>● Staff use hand sanitizer upon entry/exit from building, classroom and while moving around building and classroom</li><li>● Staff are encouraged to avoid touching eyes, nose and mouth</li><li>● Staff that work with multiple stable cohorts must wash/sanitize their hands between each interaction/cohort</li><li>● When social distancing may be limited (ex. working 1 on 1 with a child), staff is required to wear their face mask (wearing additional face shields are optional)</li><li>● If an employee becomes ill at work and is exhibiting symptoms of COVID-19 at work, he/she will be instructed to go home or to the nearest health center</li><li>● Employees returning to work from an approved medical leave will contact the principal and submit a healthcare provider's note before returning to work</li><li>● Employees diagnosed with COVID-19, may return to school when the following criteria are met:<ul style="list-style-type: none"><li>○ <b>At least 14 days have passed since onset of symptoms</b></li><li>○ <b>At least 3 days fever-free (72 hours) without the use of fever-reducing medications;</b></li><li>○ <b>And respiratory symptoms (cough, shortness of breath, etc) have improved;</b></li></ul></li><li>● If an employee exhibits symptoms that could be COVID-19 related, they will be expected to contact their medical professional and get tested. Administration will work under the premise that the staff member has contracted COVID-19 and may not return to school until the criteria listed above have been met</li><li>● Employees disinfect their own workspace/classroom multiple times throughout the day, giving special attention to commonly touched surfaces</li></ul>
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	<ul style="list-style-type: none"> <li>○ Cleaning supplies are provided by the school</li> <li>● Administration has informed staff of capacity limits in shared space such as the copy room, office and faculty room. These capacity limits need to be adhered to at all times</li> <li>● Use of shared appliances such as coffee machines, refrigerators and microwaves is not recommended- should employees choose to use shared appliances, they need to disinfect the touched areas after use</li> </ul>
<p style="text-align: center;"><b>Students Showing Signs of Covid in the Classroom</b></p>	<ul style="list-style-type: none"> <li>● If a student displays signs of illness consistent with COVID-19, the teacher will notify the office and excuse the student from classroom.</li> <li>● Student will be taken to designated isolation room until transportation can be arranged to send student home.</li> <li>● The office will notify parent/guardian and request that they pick up the student within 30 minutes.</li> <li>● The student should consult with their healthcare provider for evaluation and determination if testing is recommended.</li> <li>● Teachers will have this guide posted in each classroom:  <a href="https://strosepdxschool.org/what-if-a-student-becomes-sick-at-school">https://strosepdxschool.org/what-if-a-student-becomes-sick-at-school</a> </li> </ul>
<p><b>Visitors and Deliveries</b></p>	<ul style="list-style-type: none"> <li>● In order to ensure the safety of the students and staff until further notice, only students and staff will be allowed to enter the building. Any non-essential visitors and volunteers will not be allowed in the building at this time.</li> <li>● At this time, parents are highly discouraged from dropping off anything for students- forgotten lunches, books, devices, etc.</li> <li>● Until further notice there will be no field trips and extracurricular activities (i.e. 3rd/4th grade play, middle school play, 4-H, etc.)</li> </ul>

	<ul style="list-style-type: none"> <li>• All deliveries will be received in front of the school and school staff will bring into the building- the appropriate actions of disinfectant will then occur.</li> </ul>
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<b>PREVENTATIVE TRAINING</b>	
	<b>100% in Building or Hybrid Model to reflect Social Distancing Requirements set by Governor and Phasing</b>
<b>Staff Training Plan</b>	<ul style="list-style-type: none"> <li>• Contact Tracing: <ul style="list-style-type: none"> <li>○ There will be a system for maintaining daily logs for each student/cohort for the purposes of contact tracing.</li> <li>○ The required components of individual daily student/cohort logs include: <ul style="list-style-type: none"> <li>■ Child's first and last name</li> <li>■ Drop off/pick up time</li> <li>■ Parent/guardian name and emergency contact information (PreK Only)</li> <li>■ Staff names (including itinerant staff, substitutes, and guest teachers)</li> </ul> </li> </ul> </li> <li>• All employees received a copy of the Return to School Plan on August 31 and a revised copy on February 4.</li> <li>• Ongoing training: for staff in sanitation and hygiene instruction, social distancing and health practices for self and students, use of flow charts and signage, beginning of the day and end of the day procedures, restroom and recess routines, identifying COVID-19 related symptoms and proper temperature screening</li> <li>• Staff received training on our Comprehensive Catholic Distance Learning Plan during In-service week.</li> <li>• Staff was trained on various technology tools</li> </ul>

	<p>and systems for recording and uploading videos.</p> <ul style="list-style-type: none"> <li>● Staff completed OSHA COVID-19 Safety Training Requirements</li> </ul>
<b>Student Training Plan</b>	<ul style="list-style-type: none"> <li>● Teachers provided initial routine instruction in: <ul style="list-style-type: none"> <li>○ Social distancing and health practices during drop off, pick up, in the classroom and on the playground</li> <li>○ Use and storage of personal items</li> <li>○ Beginning of the day &amp; end of the day procedures</li> <li>○ Wearing of masks</li> <li>○ Handwashing</li> <li>○ Restroom, lunch and recess routines</li> <li>○ Passing and handing out of materials</li> </ul> </li> </ul>
<b>Parent Training Plan</b>	<ul style="list-style-type: none"> <li>● Parents were provided education on identifying COVID-19 related symptoms and proper temperature screening.</li> <li>● Parent communication included drop off/pick up procedures and new expectations.</li> <li>● Parents have been offered support and training on Google Classroom</li> <li>● Teachers will regularly communicate with parents.</li> <li>● Parents were given a Return to In-Person Facts and Protocols handout summarizing changes.</li> </ul>

<b>SCHOOL SCHEDULE AND ROUTINES</b>	
<b>Morning Drop-off Plan</b>	<ul style="list-style-type: none"> <li>● Arrival and dismissal plans: <ul style="list-style-type: none"> <li>○ Arrival time 7:40-8:00AM <ul style="list-style-type: none"> <li>■ Screeners (staff) will be outside</li> <li>■ PreK enters through the ramp</li> <li>■ Kinder uses courtyard through echo chamber- downstairs</li> <li>■ 1st enters through the ramp</li> <li>■ 2nd uses courtyard through echo chamber</li> <li>■ 3rd enters through the staff lounge</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>■ 4th enters through front door</li> <li>■ 5th enters through the ramp</li> <li>■ 6th enters through the ramp</li> <li>■ 7th uses courtyard through the staff lounge door</li> <li>■ 8th enters through front door</li> </ul> </li> <li>○ Before entering the school each child will go through a health screening including temperature check. This process will be completed before the child exits their vehicle or enters the building.</li> <li>○ All students are required to wear a face mask</li> <li>○ Use hand sanitizer upon entry of the building</li> <li>○ Once in the building students will go directly to their homeroom classroom</li> <li>● In order to make this process go smoothly, multiple staff members will be outside to aid this process</li> <li>● It's recommended that students not arrive late.</li> <li>● If a student does arrive late (the gates are closed on the playground): <ul style="list-style-type: none"> <li>○ Office staff will greet the student and guardian right outside the front door.</li> <li>○ Upon arrival the student will get a health screening</li> </ul> </li> </ul>
<p><b>After-School Pick-up Plan</b></p>	<ul style="list-style-type: none"> <li>● All students will be expected to be packed up and ready to go at 2:45pm (2:00PM on Wednesdays). Students will start to exit to the playground between 2:45-3:00pm and 2:00-2:15PM (Wed). <ul style="list-style-type: none"> <li>○ Dismissal <ul style="list-style-type: none"> <li>■ PreK exits through the ramp</li> <li>■ Kinder exits through echo chamber to courtyard</li> <li>■ 1st exits through the ramp</li> <li>■ 2nd exits through echo chamber to courtyard</li> <li>■ 3rd exits through the staff lounge door</li> <li>■ 4th exits through front door</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>■ 5th exits through the ramp</li> <li>■ 6th exits through the ramp</li> <li>■ 7th exits courtyard through the staff lounge door</li> <li>■ 8th exits through front door</li> </ul> <ul style="list-style-type: none"> <li>● Families will use the car line for pick up only - no one may access the building</li> <li>● Students will leave the building following the arrows for traffic flow and abide by social distancing protocols. Teachers/staff will monitor hallways to ensure that physical distancing is practiced</li> <li>● After 3:15pm any student that is not picked up will wait in the classroom with the teacher until parents arrive. Parents who arrive late must contact the school for their child to meet at the front door. <b>Late arrival to pick up your child/ren will not be encouraged</b></li> <li>● For the safety of our students and staff we encourage parents to schedule appointments outside of school hours.</li> <li>● Parents wishing to check a child out during the school day will call the office (or ring the front doorbell) and request their child. The parents will wait outside for the child. During this time only, the teachers will record the child leaving in their Contact Tracing binder (in place of the parent signing the child in or out)</li> </ul>
<p><b>Food Service Plan</b></p>	<ul style="list-style-type: none"> <li>● Students who can maintain 6 feet of distance in their classroom eat lunch at their desks in their classroom with the teacher/aide.</li> <li>● Students with less than 6 feet of distance in their classroom will eat in designated areas: <ul style="list-style-type: none"> <li>○ 6th grade: Conference Room</li> <li>○ 7th grade: Gym</li> <li>○ 8th grade: Cafeteria</li> </ul> </li> <li>● Students must bring their own cold lunch.</li> <li>● <i>Under no circumstances can food be delivered from restaurants or meal delivery services.</i></li> </ul>
<p><b>Afterschool Care Plan</b></p>	<p><b>Morning Care</b></p> <ul style="list-style-type: none"> <li>● Will not be offered at this time.</li> </ul> <p><b>After Care</b></p>

	<ul style="list-style-type: none"> <li>• Will not be offered at this time.</li> </ul>
<b>Recess/Playground Plan</b>	<ul style="list-style-type: none"> <li>• Masks required</li> <li>• The playground will be “broken up” into 4 play zones with one class per zone <ul style="list-style-type: none"> <li>○ The blacktop area will be used by 3 groups throughout the staggered recess schedule</li> <li>○ The play structure will be open to one group at a time and will be cleaned with the electrostatic cleaner before use.</li> </ul> </li> <li>• Each grade will have their own designated recess equipment which will be kept in baskets. Students will bring their basket with equipment to and from the playground. The equipment will be cleaned daily</li> <li>• Students will follow the specified traffic pattern and enter/exit through designated doors and will use hand sanitizer before entering and exiting the playground</li> <li>• There will be three recess cohorts to limit numbers on the playground <ul style="list-style-type: none"> <li>○ PreK-2nd (2 recesses per day)</li> <li>○ 3rd-5th (2 recesses per day)</li> <li>○ 6th-8th (1 recess per day)</li> </ul> </li> </ul>
<b>Assembly/Announcements Plan</b>	<ul style="list-style-type: none"> <li>• Our All School Friday Assembly will still occur and will take place on Google Meet</li> <li>• All motivational and recognition (SHOUT OUTS) awards will be announced through recorded/live video content during the Google Meet assembly.</li> <li>• All other assemblies will be eliminated until deemed safe or available via Zoom</li> </ul>

**SECTION 2: ACADEMIC EXCELLENCE**

**CURRICULUM AND INSTRUCTION**

St. Rose School applied for an emergency license for their PreK program. The school has been approved, therefore, the school will be allowed to offer full in person instruction starting Sept. 8th for the PreK students. The PreK will be in one cohort of 15 and will abide by the requirements of the ODE Early Learning



Division.	
<p style="text-align: center;"><b>Plan for Teacher Curriculum Development</b></p>	<ul style="list-style-type: none"> <li>● Resources/PD Opportunities will be provided to teachers throughout the summer.</li> <li>● Principal will attend ISTE Online Learning Academy</li> <li>● Principal &amp; Teacher will attend Virtual Google Classroom training</li> <li>● In-service Week</li> <li>● Scheduled school in-service dates throughout the school year</li> <li>● Weekly PLC time within school</li> <li>● Swivl Training</li> <li>● Staff meetings</li> </ul>
<p style="text-align: center;"><b>Beginning of Year Assessment Plan</b></p>	<ul style="list-style-type: none"> <li>● Summative and Formative student assessments will occur as normal and will be used to drive intentional grade level instruction</li> <li>● Kindergarten – 8<sup>th</sup> grade Renaissance STAR</li> <li>● DIBELS</li> <li>● Fountas and Pinnell Benchmark Assessment (1st-3rd grade)</li> <li>● Writing Assessments</li> <li>● Math Assessments</li> </ul>
<p style="text-align: center;"><b>Grading Expectations and/or Policies</b></p>	<ul style="list-style-type: none"> <li>● Based on our Student/Parent Handbook</li> <li>● Grading based on school grading norms</li> <li>● Core teachers (PreK-8th) will continue to provide a rigorous education based on the Archdiocesan standards. Each teacher will differentiate instruction based on student needs and provide assessments of student learning and growth</li> <li>● Continue to use Work/Late Work Expectations &amp; Policies</li> <li>● Specialist classes will provide engaging and rigorous instruction to promote well-rounded learning</li> </ul>

	<p>experiences. <i>These classes will be required and graded for effort and participation</i></p>
<p><b>Asynchronous and Synchronous Teaching Expectations</b></p>	<ul style="list-style-type: none"> <li>● Students received Comprehensive Catholic Distance Learning orientation: <ul style="list-style-type: none"> <li>○ Learned how to use digital platforms (Google Classroom/Seesaw)</li> <li>○ Tutorial videos shared</li> <li>○ Relationships built between teacher and students</li> <li>○ Procedures of online learning reviewed</li> </ul> </li> <li>● Various times during the day were scheduled for live synchronous learning while other lessons will be asynchronous</li> <li>● Clear deadlines and requirements were established for students</li> </ul>
<p><b>Plan to Mitigate Learning Loss</b></p>	<ul style="list-style-type: none"> <li>● Fall assessments have given all teachers the needed data to drive individual instruction and create goals per class and per student</li> <li>● Additional support will be given to students performing below grade level in order to perform at grade level</li> <li>● An elementary classroom aide will be available to provide assistance and one-on-one instruction or small group instruction to those students. Specialists might also be pulled to help with this</li> </ul>
<p><b>Systems of Support for Diverse Learners and/or English Language Learners</b></p>	<ul style="list-style-type: none"> <li>● Our Learning Specialist position got reallocated - will be the 4th grade interim for 2020-21 year.</li> <li>● Principal will work with the teachers and review the needs of students and offer support with their ILPs</li> <li>● Classroom aides will also provide</li> </ul>

	support
<b>Plan for Students Unable to Attend School</b>	<ul style="list-style-type: none"> <li>● K– 8<sup>th</sup> grades will use Google Classroom</li> <li>● Zoom conferences with classroom teacher are scheduled as needed</li> <li>● Work with the teacher during daily office hours or scheduled one-on-one time</li> </ul>
<b>Professional Development Plan for Teachers</b>	<ul style="list-style-type: none"> <li>● The Principal, IT specialist and teachers from the Distance Learning Committee will provide training on the topics prior to school (in-service week) and will be available to assist teachers when needed throughout the school year</li> <li>● Emma Pass, Empower Edu PD will provide online training the week of in-service</li> <li>● Swivl training</li> </ul>
<b>Plan for Specialists Classes (i.e. Art, Music, Language, etc.)</b>	<ul style="list-style-type: none"> <li>● Library will be postponed at the start of the year- the teacher will push out recordings of story time and help teachers with typing for grades 3 &amp; 4</li> <li>● Library teacher has taught all the digital citizenship lessons for grades K-8</li> <li>● In-person music will focus on music theory (no communal singing) and the teacher will rotate to each classroom for instruction</li> <li>● DL music will occur through live videos or recorded videos—posting on Google Classroom</li> <li>● Art and PE will rotate into the classrooms (virtually or in person) or post on Google Classroom.</li> <li>● PE teacher will be able to access the outdoor areas when applicable and otherwise students will have PE/Health in the classroom</li> </ul>

	<ul style="list-style-type: none"> <li>● If full DL- specialist classes (Music, Art and PE) will be evaluated and the teachers' roles might be placed elsewhere to help fill holes and support student instruction</li> </ul>
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**MENTAL HEALTH AND SOCIAL EMOTIONAL LEARNING (SEL)**

<p><b>Plan to Support SEL at the Start of the School Year</b></p>	<ul style="list-style-type: none"> <li>● Teachers will communicate with students on SEL aspects daily</li> <li>● Second Step curriculum</li> <li>● Parent communication regarding easing anxiety around returning to school, wearing masks, distancing protocols</li> <li>● Two professional counselors were brought in via Zoom to address St. Rose School parents' pre-submitted concerns about the impact of screens on kids and how to mitigate issues.</li> <li>● Student Check-ins (from the teacher)</li> <li>● Teachers will communicate with parents when a student is expressing concerns</li> <li>● Checking on and maintaining the wellbeing of the staff regularly is also of utmost importance</li> </ul>
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<p><b>Family Support and Training Plan</b></p>	<ul style="list-style-type: none"> <li>● First couple weeks of school the students/parents will be trained on the digital platforms - Google Classroom and Seesaw</li> <li>● Offer training to parents on how to use our digital platforms to allow for seamless transition if need be <ul style="list-style-type: none"> <li>○ Tutorials</li> </ul> </li> <li>● Consistent communication with families via email, newsletters, website, and social media</li> <li>● Zoom Back-to-School Night so the parents can meet the teacher, see</li> </ul>
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	<p>the classroom, learn about the expectations, etc</p> <ul style="list-style-type: none"> <li>● Release of the Return to School Plan so families can discuss with their child what school will be like</li> <li>● Parent/Teacher Conferences</li> </ul>
<b>Plan for Identifying and Supporting SEL Mental Health Concerns</b>	<ul style="list-style-type: none"> <li>● Look into establishing a teacher committee on SEL programs to support all learners</li> </ul>

**TECHNOLOGY**

	<b>Hybrid Model or 100% Distance Learning</b>
<b>Learning Management System or Platform used at each grade level</b>	<ul style="list-style-type: none"> <li>● PreK through 8th grades will use Google Classrooms</li> <li>● 1st and 2nd will use Seesaw as an additional resource</li> </ul>
<b>Acceptable Use/Safety Policies</b>	<ul style="list-style-type: none"> <li>● Digital Citizenship lessons have been taught to all grades by our Library Media Specialist</li> <li>● Updated our Technology &amp; Internet Use policies in our Student/Parent Handbook to include digital learning, permission for child to be part of synchronous and asynchronous recordings; consent form signed by both parent and student</li> </ul>
<b>Technology Purchase Plan and Related Costs</b>	<ul style="list-style-type: none"> <li>● Online Subscriptions: <ul style="list-style-type: none"> <li>○ Seesaw</li> <li>○ IXL</li> <li>○ Raz Kids Plus</li> <li>○ Spelling City</li> <li>○ Discovery Education</li> <li>○ Boom Cards</li> <li>○ Heggerty</li> </ul> </li> <li>● Update of internet</li> <li>● Google for Education</li> <li>● Purchasing of student Chrome books or iPads</li> </ul>

	<ul style="list-style-type: none"> <li>• Swivl</li> </ul>
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### SECTION 3: MISSION AND CATHOLIC IDENTITY

MISSION AND CATHOLIC IDENTITY	
	Hybrid Model or 100% Distance Learning
<b>Schoolwide Eucharistic Celebrations</b>	<ul style="list-style-type: none"> <li>• Weekly Wednesday Mass will be streamed from the church to all classrooms or at home via St. Rose Facebook page and YouTube channel.</li> <li>• Class that is in charge of the Mass will be in the church building               <ul style="list-style-type: none"> <li>○ Masks worn</li> </ul> </li> <li>• Other special prayer services will also be streamed via St. Rose Facebook page and YouTube channel.</li> </ul>
<b>Faith Life Activities</b>	<ul style="list-style-type: none"> <li>• Celebrate feast days virtually or physically distanced if applicable</li> </ul>
<b>Service Learning Plan</b>	<ul style="list-style-type: none"> <li>• Service projects will continue as normal as much as possible               <ul style="list-style-type: none"> <li>○ St. Francis Dining Hall</li> <li>○ Blanchet House</li> <li>○ Town Center Village</li> <li>○ Providence Child Care</li> <li>○ Juvenile Detention</li> <li>○ Loaves &amp; Fishes</li> <li>○ St. Vincent de Paul</li> <li>○ Rice Bowls                   <ul style="list-style-type: none"> <li>■ Drives</li> <li>■ Sending letters/cards</li> <li>■ Donations</li> <li>■ Field trips will be cancelled until deemed safe</li> </ul> </li> </ul> </li> </ul>
<b>Visibility Plan for Pastor</b>	<ul style="list-style-type: none"> <li>• Visits to classrooms while wearing a mask</li> </ul>

	<ul style="list-style-type: none"><li>● Pastor weekly video message to students via YouTube</li><li>● Weekly Wednesday Mass</li><li>● Visits to classroom Zooms</li></ul>
<b>Visibility Plan for Principal</b>	<ul style="list-style-type: none"><li>● Principal will wear a face mask, use hand sanitizer upon entry and exit of the classroom, remain physically distanced while in the classroom and visit classrooms as normal.</li><li>● Principal will be out on the playground directing traffic during morning drop off and afternoon pick up</li><li>● Principal emails the parent community every Friday</li><li>● Principal will have grade level group meetings with teachers throughout the week</li><li>● Principal will be visible during recess to help with maintaining distancing and to help with disinfection</li><li>● Principal will record Shout Out videos via YouTube<ul style="list-style-type: none"><li>○ Friday Assembly</li><li>○ Email to parent community</li></ul></li></ul>