

Saint Bernadette School 2020-2021 Reopening Proposal

The following is a synopsis of Saint Bernadette School's plan to begin the 2020-2021 school year by offering in-person instruction supported by distance learning.

If approved by the Archdiocese of Washington Catholic Schools Office, we intend to begin the school year with both in-person and distance instruction as scheduled on August 26 provided all requirements set forth by governing bodies have been met. Any shortfall in meeting these guidelines will result in beginning the year via distance learning only until all considerations are met.

OVERALL PLANNING

Our operations plan will meet all requirements set forth by the state and county and ADW. We can collect, store and report all necessary information at needed. We are in process of securing all necessary PPE and other supplies to accomplish this.

The principal worked with the teacher leadership team, Pastor, Business Manager, and SAB and HSA Chairs to finalize details. We are capable of following the information requirements and can purchase materials necessary for providing the safe environment according to the guidelines. Many items already are ordered and in hand.

We are proposing opening the school year by levels: first the elementary school (PK-2) on Aug. 26 for a full day, then the lower school (3-5) for a full day on Aug. 27, followed by the middle school (6-8) on Aug. 28. School would be closed to students on Monday, Aug. 31, so that teachers and staff can make initial changes to our plan based on observations during these orientation days.

All grades would report together beginning on Tuesday, Sept. 1, for full day instruction and we will be deploying support staff and specials teachers to coordinate distance learning for each homeroom and subject teacher.

To compensate for the increased demand this blended mode of instruction will put on our teachers, our schedule will be changed with the addition of teacher development and planning days usually bi-weekly on Mondays. Students would not be on campus during these days although teachers will have the opportunity to participate in virtual instruction as desired or necessary.

Our intent is that this proposal is to be revised each quarter. Upon approval or revision of the plan, we would require parents to select in-person or distance learning for the first quarter by August 12. Students would be permitted to revert to distance learning at any time, but distance learners can only change to in-person instruction as classroom space allows.

PROGRAM OPERATIONS AND FACILITY USAGE

All changes to operations are being addressed. Daily screening will be thorough, as required. Our handbook will have an addendum added to cover additional concerns related to Covid-19, including disciplinary action for violating social distance and safety protocols. We are amending our arrival and dismissal plans to utilize separate entrances/exits for each level (PK-2, 3-5 and 6-8). All employees will be screened at the main office each morning. Student screening will take place at the specified entrances.

The arrival schedule will be revised if screening at all entrances cannot be accomplished in a reasonable time. This will be determined by the fifth day of school.

Parents will only be able to use the main entrance and cannot access classrooms after the orientation days. Parents will be restricted from the classroom areas and the health office will be staffed full-time.

Our schedule will be revised to maintain each homeroom is self-contained and teachers will push into these classes as needed. This schedule will ensure the best use of space at school with social distancing requirements. We will follow all HR guidelines pertaining to staff issues

All our main classrooms measure over 800 square feet and can accommodate up to 23 people with social distancing in place. We are targeting 15 students as the maximum allowable to be present during the state of emergency. Our middle school classes may have as many as 18 students, but we expect enough to opt for distance learning so that we will meet any limitation of total number of students present.

Screening will take place at three entrances, and students will be restricted to their levels. The library, art room and chapel can be used as isolation areas as needed. Markings will be made to floors and walls by the opening of school.

Due to adding a Pre-K program and losing a second-grade classroom, which was to be consolidated into a single second-grade class, we will need to move a class into the music room for this year. Specials teachers will push into homerooms, but we will use the stage area and other spaces for music, and utilize the school hall and homerooms for P.E. when outdoor P.E. is not possible.

HEALTH AND SAFETY

Best practices for general health and awareness will be in place for the start of school. Desks will be spaced apart sufficiently and desk shields are being purchased to augment the distancing. Face shields have been ordered for teacher and staff use. By offering distance learning in tandem with in-person instruction, we are not subjecting higher risk students to unnecessary contact with classmates.

We are hiring a full-time nurse to oversee our response to Covid-19 situations. We will follow ADW and CDC guidelines to isolate and notify health officials in addition to all other required procedures.

We are retrofitting toilets and sinks to hands-free usage and will provide constant cleaning of restrooms and other areas. In addition, we will complete whole-school deep cleaning each afternoon, including using a misting sanitizer throughout the school.

Deliveries will be restricted to using the main entrance, and we will not be providing milk service this year so there will not be access to that area of the school. In addition, lunch will take place in the classroom. We intend to provide our hot lunch option with the vendor delivering pre-bagged lunches with students' names identified.

CATHOLIC IDENTITY

We are exploring ways to celebrate the Eucharist in both live and virtual methods. Friday mass will be limited to parts of the school on a rotating basis each week. Some students will be offered the opportunity to help stream mass to the rest of the school. While we currently have school-wide prayer each morning and afternoon, this might be revised based on time crunch/impact due to health screenings each morning.

ACADEMICS

We intend to provide in-person instruction solely to Pre-K students. For grades K to 8, we will offer distance learning support for students who cannot participate in person.

Distance instruction will include live streaming of some classes, recorded lessons, packets/worksheets, individual and group online contact and asynchronous online work.

For students without reliable devices for use at home, we will loan school devices to accommodate distance instruction.

Our preservice for teachers includes training on best practices for online instruction and this will continue into the fall months. I have scheduled five sessions for our teachers on Designing Engaging, Effective Lessons for Online Learning. Two sessions will take place in mid-August and the rest after school begins.

For students on campus, we will utilize several teachers in addition to our resource director to push in to classrooms or pull out as permitted for individual or small group instruction. Our counselor and all specials teachers support this effort.

We will administer Scantron in two to three blocks during September, testing all students in grades 2-5 on one morning in reading and one morning in math, then testing all students in middle school the same way. We expect to have enough devices in hand to accomplish that.

I have been explaining in all correspondence that we intend to have full-day, full-week instruction with distance learning support for those who cannot participate in person. I have told them of the July 31 deadline to submit our plan to ADW and the expected turnaround, and also have stated that if our plan is approved, we still must adhere to the mandates of the state or county decision-makers. I am planning a July 31 email to repeat this message and will take that opportunity to update our staffing changes. I will then email the ADW decision next week and set up parent listening sessions next Wednesday, Thursday and Friday as possible. AP Notify and PlusPortals will be used, but all our data has not been migrated correctly from TADS yet.

Respectfully submitted on July 31, 2020, by

A handwritten signature in green ink that reads "Theodore M. Ewanciw". The signature is written in a cursive style with a large, sweeping flourish at the end.

Theodore M. Ewanciw, Principal.

Saint Bernadette School