

## Cathedral School Return to School Plan 2020-2021

Review the following documents:

- 2020-2021 Return to School Framework
- Guidelines for Returning to the Workplace

Add a narrative for each area below to describe your school's plan.

Submit to [dcx@rchdpdx.org](mailto:dcx@rchdpdx.org) no later than August 15, 2020.

### SECTION 1: OPERATIONAL VITALITY

STAGES AND TIMELINES	
Planning Team	Amy Biggs, Principal Katy Muth, Teacher/Assistant Principal Holly Ficklin Teacher/Instructional Coach Kate Gobel Teacher Susan Hatley, Admin Assistant
Timeline for Planning and Roll-out of Plan	<ul style="list-style-type: none"> <li>● Week of August 10, 2020 Complete plan and submit to DCS</li> <li>● Communicate plan to Staff, SAC, and Parent Community</li> </ul>

FINANCIAL CONSIDERATIONS	
Impact of Change in Enrollment (if applicable)	<ul style="list-style-type: none"> <li>● 20/21 Enrollment is up and exceeds budget \$100,000 plus</li> <li>● Openings only in 3<sup>rd</sup> and 4<sup>th</sup> grade</li> </ul>
Staffing Considerations/Changes	<ul style="list-style-type: none"> <li>● PK class will have one additional Instructional Assistant providing the ability to meet early childhood licensing expectations. The PreK program has been approved as an Emergency Child Care Facility and with the addition of a second assistant and moving PreK to the cafeteria all requirements are met.</li> <li>● PK-5 Instructional Assistants hours have been revised to 7:30 to 4:00 until extended care is able to open. Normally two assistants work 7:00-3:30, one works 8:00-4:30, one works 8:30-5:00, two work 9:00-5:30 and one 8:00-3:30 in order to staff the before and after care program which normally is open 7:00-7:50 and 3:10-5:30(*See Daycare Section below for more detail)</li> <li>● K-5 assistants will remain in their designated classroom throughout the day assisting the teacher as normal and also supervising any student that arrives between 7:30-8:00 or needs to stay until 4:00</li> </ul>
Building Protocol Expenses	<p>Items Purchased:</p> <ul style="list-style-type: none"> <li>● Disposable Face Masks for each classroom (10 sets of 30 to be used as back up)</li> <li>● Auto Hand Sanitizer Stations and refills for each entry door, classroom and office</li> <li>● 500 Face Shields (3 styles) for staff and all students</li> <li>● Three sided Germ Guards fabricated for all student desks 1<sup>st</sup> – 8<sup>th</sup> grade (This is in addition to the meeting 35 sq ft per student)</li> </ul>

	<ul style="list-style-type: none"> <li>• Three sided Germ Guards mounted to all kidney tables PK through 5<sup>th</sup> grade. Configuration will allow up to 5 students and teacher to work at kidney tables for small group instruction</li> <li>• Acrylic 8 foot tall partition to separate in/out at office front door.</li> <li>• Pure tab Electrostatic cleaning tools and products, 4 handheld sprayers and two backpack sprayers</li> <li>• 10 Thermometers (1 per classroom)</li> <li>• 30 student desks for 8<sup>th</sup> grade students to replace tables</li> <li>• Red and Orange rolls of plastic tape and duct tape to use on floors or rope areas off</li> <li>• Adhesive floor signs and other signage from ARC.com</li> </ul>
Federal Funding Plan (i.e. Title IV, ESSER, PPP)	<ul style="list-style-type: none"> <li>• Due to a surplus in the 19/20 operating budget, all items above have been billed to the 19/20 operating budget</li> <li>• Additional expenses will be come from the 20/21 operating budget</li> </ul>

**COMMUNICATION PLAN**

How will your school keep shareholders abreast of the plans for re-opening and beyond?	<ul style="list-style-type: none"> <li>• June 11, 2020, communicate plans for fall re-opening to staff</li> <li>• June 26, 2020 communication to all parents regarding re-opening plan for fall</li> <li>• August 3, Zoom staff mtg., Communicate draft plan to all staff</li> <li>• August 4, 2020 (office opens) Communicate fall re-opening plan in more detail with staff and parent community</li> <li>• August 10, 2020 Zoom staff meeting to update draft plan to all teachers</li> <li>• Aug. 31, 2020 "All Staff" mtg. all aspects/details of re-opening plan and Covid Health training</li> <li>• Timely principal email updates to parents August 4<sup>th</sup> through September/or as long as necessary</li> <li>• School Advisory Council meetings (Zoom)</li> <li>• Parent Association Meetings (Zoom)</li> </ul>
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**PROTOCOLS**

Cleaning and Hygiene	<ul style="list-style-type: none"> <li>• Cathedral School follows the published Communicable Disease Guidelines from the Oregon Department of Education and the Oregon Health Authority.</li> <li>• Thermometers in each homeroom classroom and office</li> <li>• Utilize hand sanitizer each time students are in/out of classrooms and/or bathrooms</li> <li>• Teacher implements hand sanitizer breaks throughout the day and pumps a "shot" into each student hand</li> <li>• Wash hands before/after lunch (can coordinate with bathroom breaks)</li> <li>• Handwashing signs have been purchased and will be placed by each sink.</li> <li>• In addition to daily cleaning of the building by contracted janitorial service, Electrostatic handheld sprayers and backpack sprayers will be used to disinfect all areas daily.</li> </ul>
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<p>Social Distancing</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>• Additional adults will not be allowed in the building past the office or in classrooms.</li> <li>• Parents wishing to check a child in/out during the school day will call the office and request their child and then wait outside for the child. During this time only, the office staff will record the child arriving or leaving in place of the parent signing the child in or out.</li> <li>• Staff and students will follow the established traffic flow pattern (tape and signage with arrows will be on the floor and maps will be published and made available to all staff)</li> <li>• Students will eat lunch in the classroom until deemed safe to return to the cafeteria. All food will be brought from home. Cathedral School will only have milk available daily.</li> <li>• At dismissal, students will be dismissed to carline by family using two way radios to ensure social distancing occurs</li> <li>• Before and after care will be held in the individual classrooms from 7:30 to 8:00 and from 3:10 to 4:00. Classroom instructional assistants will supervise students PK-5. Specialists will supervise in individual classrooms 6-8. The regular extended care program will not be available until deemed safe. (*See Daycare Section below for more detail.) By staying in the classroom students will be able to stay in their same cohort and will not be mixed with other students.</li> <li>• PreK will use the cafeteria as a classroom in order to have more space and meet requirements.</li> </ul>
<p>Screening Protocols</p>	<ul style="list-style-type: none"> <li>• Before daily entry, faculty, staff and 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, traveled out of state or country.</li> <li>• Students: At drop off/pick up classroom teacher or other faculty/staff designee will take temperature before students enter the building, take a visible symptom check, and ask question and document the data in the Class Medical Binder that has been created for this purpose. All screening information will be kept confidential</li> <li>• An identified staff member will be outside the front door of the school every morning and will take the temperature of all staff before entering the building, do a visible symptom check and ask staff member the health and safety questions, data will be documented in the Staff Medical Binder that has been created for this purpose. (Binder is confidential and will be locked in the Admin. Assistant office) * 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.</li> </ul>
<p>Personal Protective Equipment (PPE) Protocols</p>	<ul style="list-style-type: none"> <li>• PPE will be provided for all faculty and staff (2 to 4 face shields and 2 masks)</li> <li>• Disposable masks will be available in each classroom</li> <li>• Disposable masks and gloves will be available in the school office</li> <li>• Face masks or face shields will be worn by K-8 students, while in “common areas” such as drop off, pick up and while in hallway</li> </ul>

	<ul style="list-style-type: none"> <li>• Germ Guard desk shields will be provided 1st – 8<sup>th</sup> grade</li> <li>• Face Shields provided for all PK- 8<sup>th</sup> grade students</li> </ul>
<p style="text-align: center;">Student Protocols</p>	<ul style="list-style-type: none"> <li>• Students are encouraged to wash hands often with soap and water for at least 30 seconds</li> <li>• Students will use hand sanitizer upon entry/exit from building, classroom, bathroom and any other area they may be in.</li> <li>• Avoid touching eyes, nose and mouth</li> <li>• Students will have a see-through protective barrier at their desk 1st – 8<sup>th</sup> grade.</li> <li>• Student desks and tables will be placed 6 feet apart PK-3<sup>rd</sup> grade. (These grades have lower enrollment and smaller desks than 4-8)</li> <li>• Students will wear a face shield and/or mask when social distancing may be limited (i.e.: working 1 on 1 with the teacher) Clear face shields have been purchased for PK-8<sup>th</sup> grade students.</li> <li>• Students will be grouped into cohorts of same grade/class and students and will remain with their classmates at all times including structured recess.</li> <li>• Students will not to visit another classroom outside of their homeroom classroom.</li> <li>• Students will have a designated space, solely for their use in their classroom.</li> <li>• Students will 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 may be instructed to go home or to the nearest health center</li> <li>• If COVID-19 symptoms are present, the student will be isolated in the principal's office until the parent, or their parent designee, arrives to pick them up</li> <li>• If another classmate is considered to have been exposed to COVID-19 at school, he/she may be instructed to go home or to the nearest health center</li> <li>• Students diagnosed with COVID-19, may return to school when the following criteria are met: At least 3 days (72 hours) have passed since recovery (no fever without the use of fever-reducing medications); and respiratory symptoms (cough, shortness of breath, etc.) have improved; and local county Department of Health releases the students to return to school safely</li> <li>• If a student exhibits symptoms that could be COVID-19 related, presents a fever of over 100.4 or if anyone in their home or community living spaces has COVID-19, they should contact their medical professional and get tested. Administration is to work under the premise that the student has contracted COVID-19 and may not return to school until the criteria listed above have been met. If the test is positive or if the child is not tested, they must stay home for at least 10 days, and until 72 hours after resolution of their symptoms.</li> </ul>
<p style="text-align: center;">Staff Protocols</p>	<ul style="list-style-type: none"> <li>• Staff are encouraged to wash hands often with soap and water for at least 30 seconds</li> <li>• Staff will use hand sanitizer upon entry/exit from building, classroom and while moving around building and classroom</li> <li>• Avoid touching eyes, nose and mouth</li> <li>• All staff will be required to wear face shield and/or face mask unless working alone in their classroom</li> <li>• Staff that work with multiple stable cohorts must wash/sanitize their hands between each interaction</li> </ul>

	<ul style="list-style-type: none"> <li>• When social distancing may be limited (ex. working 1 on 1 with a child), faculty/staff are required to wear their face shield and/or mask</li> <li>• If an employee becomes ill at work or if another person 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: At least 3 days (72 hours) have passed since recovery (no fever without the use of fever-reducing medications); and respiratory symptoms (cough, shortness of breath, etc) have improved; and local county Department of Health releases the staff member to return to school safely</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. If the test is positive or if the employee is not tested, they must stay home for at least 10 days, and until 72 hours after resolution of their symptoms.</li> <li>• Employees are to disinfect their own workspace multiple times throughout the day, giving special attention to commonly touched surfaces</li> <li>• Shared space such as the copy room, office and faculty room will have signage indicating capacity limits. 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</li> <li>• Should employees choose to use shared appliances, they need to disinfect the handle after use</li> </ul>
Visitors and Deliveries	<ul style="list-style-type: none"> <li>• Only scheduled deliveries will be allowed on campus prior to the first day of school.</li> <li>• After school opens, all deliveries will be left on the front steps of the school and Cathedral School staff will bring into the building</li> <li>• Only Archdiocesan scheduled personnel are allowed on campus during preparation for reopening.</li> <li>• Parents wishing to check a child in/out during the school day will call the office and request their child and then wait outside for the child. During this time only, the office staff will record the child arriving or leaving in place of the parent signing the child in or out.</li> <li>• Non-essential deliveries, including food/forgotten lunches, personal items are restricted at this time.</li> </ul>

<b>PREVENTATIVE TRAINING</b>	
	<b>100% in Building or Hybrid Model to reflect Social Distancing Requirements set by Governor and Phasing</b>
Staff Training Plan	<ul style="list-style-type: none"> <li>• All employees will receive a copy of the Return to School Plan by August 28th (They will also receive drafts throughout the writing process)</li> </ul>

	<ul style="list-style-type: none"> <li>• During the August/September Inservice week, staff will be trained 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>• A Medical Doctor has been scheduled to train and educate staff on Aug. 30<sup>th</sup> or Sept. 1<sup>st</sup></li> <li>• Teachers will receive training in our Remote Learning Plan during the August/September Inservice week</li> </ul>
Student Training Plan	<p>Teachers will provide initial routine instruction in:</p> <ul style="list-style-type: none"> <li>• Social distancing and health practices during drop off, pick up, in the classroom and on the play yard</li> <li>• Use and storage of personal items</li> <li>• Following flow maps</li> <li>• Beginning of the day and end of the day procedures</li> <li>• Use and wearing of masks and/or face shields</li> <li>• Restroom and recess routines</li> </ul>
Parent Training Plan	<ul style="list-style-type: none"> <li>• Parents will be trained in identifying COVID-19 related symptoms and proper temperature screening</li> <li>• Parent communication will include drop off/pick up revisions and new expectations</li> <li>• 200 Folded Pocket Prevention Pack Guides have been ordered and will be distributed to all families. (This commercial pocket guide is well done.)</li> </ul>

<b>SCHOOL SCHEDULE AND ROUTINES</b>	
Morning Drop-off Plan	<ul style="list-style-type: none"> <li>• Three entry points with screening areas will be used every morning. Students will be told to enter through their designated door.</li> <li>• 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade students will be encouraged to show up between 7:55 and 8:05 a.m. and will enter through their designated door.</li> <li>• 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grade will be encouraged to drop off between 8:05 and 8:15 and will enter through their designated doors.</li> <li>• PK, K and 1<sup>st</sup> grade will be encouraged to enter at 8:15 through their designated doors.</li> <li>• Parents will be asked to park in the parking lot to wait until their drop off time.</li> </ul>
After-School Pick-up Plan	<ul style="list-style-type: none"> <li>• All students will be expected to be packed up and ready to go at 3:00 p.m.</li> <li>• Families of PK-2<sup>nd</sup> grade students will be encouraged to begin pick up at 3:05 rather than 3:10.</li> <li>• Families will drive through the playground and form a car line as normal and wait with windows rolled up.</li> <li>• Students will be called to the playground by family name using the two way radios.</li> <li>• Students will leave the building following the arrows for traffic flow and abide by social distancing protocols.</li> <li>• After 3:20 any student that is not picked up will wait in the classroom with the instructional assistant until parents arrive.</li> </ul>

<p>Food Service Plan</p>	<ul style="list-style-type: none"> <li>Monday and Friday Hot lunch will not occur until deemed safe.</li> <li>Students staying in the classroom until 4:00 will bring their own snacks.</li> </ul>
<p>Extended Care Plan</p>	<ul style="list-style-type: none"> <li>The regular extended care program will be closed through October 31<sup>st</sup>. At that point, it may be restructured according to policy and may open.</li> <li>In order to accommodate parents, students may be dropped off at 7:30 and may stay on campus until 4:00 without additional cost.</li> <li>7:30 – 8:00 morning care will take place in the individual classrooms with classroom instructional assistant supervision. Each child attending will go to their regular classroom and will not be mixed with any other grade level. Middle School students will go to their classroom and will be supervised by designated adults.</li> <li>Students will enter through front door of school and will be screened upon entry.</li> <li>3:20 – 4:00 complimentary after care will take place in individual classrooms supervised by instructional assistants PK-5 and 6-8 by designated adult. (All students will remain in their classroom. Grade levels will not be mixed.)</li> <li>Students will exit to the playground for pickup when they are called over the two way radio.</li> <li>K-5 Instructional Assistants hours have been revised to 7:30 to 4:00 until extended care is able to open. Normally two assistants work 7:00-3:30, one works 8:00-4:30, one works 8:30-5:00, two work 9:00-5:30 and one 8:00-3:30 in order to staff the before and after care program which normally is open 7:00-7:50 and 3:10-5:30 (*See Daycare Section below for more detail)</li> </ul>
<p>Recess/Playground Plan</p>	<ul style="list-style-type: none"> <li>Current regulations allow gatherings to 100 if outside.</li> <li>The normal lunch/recess schedule will meet this requirement since there are four scheduled lunch and recess times.</li> <li>All grade levels will use the blacktop and undercover areas.</li> <li>The play structures will be closed. In the event the Electrostatic sprayer can be used to disinfect in between uses, structures may be opened.</li> <li>Each cohort will have their own designated recess equipment which will be kept in baskets in the classroom. Students will bring their basket with equipment to and from the playground.</li> <li>Students will follow the specified traffic pattern and enter and exit through designated doors.</li> <li>Grades K-5 have an additional, unscheduled 10-minute recess. Teachers/Assistants take the kids out when it naturally works for them. PK-5 classroom teachers will communicate with each other prior to going outside to ensure the number of students on the playground is safe.</li> <li>Cohorts are often on the playground alone during the 10 minute recess however In the event a second cohort has recess at the same time, cohorts will not be mixed outside of the following bands: PK-K, 1<sup>st</sup>-3<sup>rd</sup> and 4<sup>th</sup>-5<sup>th</sup> grade.</li> <li>PK often has a total of 3 recesses in a day. PK will be alone on the playground or only mixed with K which has been the norm prior to the pandemic.</li> </ul>
<p>Assembly/Announcements Plan</p>	<ul style="list-style-type: none"> <li>Assemblies will be eliminated until deemed safe.</li> <li>Regular intercom morning prayer and announcements will occur over the PA system.</li> <li>Monthly “Golden Awards” will be streamed to the classroom.</li> </ul>

## SECTION 2: ACADEMIC EXCELLENCE

CURRICULUM AND INSTRUCTION	
Attach completed <a href="#">Reflections on Distance Learning Worksheet</a>	
Plan for Teacher Curriculum Development	<ul style="list-style-type: none"> <li>• August/Sept. Inservice Week and continuation of curriculum guide work</li> <li>• Focused professional development on technology integration including Zoom, Swivl, Google Classroom, Seesaw, MyOn, Freckle, Renaissance STAR, IXL, etc.</li> <li>• Tuesday collaboration and professional development</li> <li>• October 9<sup>th</sup>, Pearson Social Studies Training</li> </ul>
Beginning of Year Assessment Plan	<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>• 1<sup>st</sup> – 8<sup>th</sup> grade STAR Reading and Math Assessment</li> <li>• K- 6 EnVision math assessment</li> <li>• DRA reading assessment</li> </ul>
Grading Expectations and/or Policies	<ul style="list-style-type: none"> <li>• PK-5<sup>th</sup> Grade Standards Based Grading as normal</li> <li>• 6<sup>th</sup> – 8<sup>th</sup> grade “Letter grades”</li> </ul>
Asynchronous and <u>Synchronous Teaching Expectations</u>	<ul style="list-style-type: none"> <li>• PK-8<sup>th</sup> teachers will create a daily schedule for their class/subject area.</li> <li>• K-3<sup>rd</sup> grade, lessons will be taught synchronously (live) beginning at 8 a.m. Students will receive a balance of synchronous and asynchronous instruction as students build digital stamina. The goal is to have students engaged in synchronous learning until 1:00 to 1:30 pm.</li> <li>• For grades 4<sup>th</sup> and 5<sup>th</sup>, lessons will be taught synchronously five days a week, taking place from 8:00 to 1:30.</li> <li>• For grades 6<sup>th</sup> – 8<sup>th</sup>, lessons will be taught synchronously five days a week, taking place from 8:00 to 2:30.</li> <li>• For Pre-Kindergarten students, lessons will be taught synchronously beginning at 8:00 am. Students will receive a balance of synchronous and asynchronous instruction as students build digital stamina. Pre-Kindergarten will plan to end around 11:30</li> <li>• Parent Orientation information will be prepared and presented digitally by the classroom teacher, outlining all digital learning details and expectations.</li> <li>• Teachers will present daily live instruction using the Zoom platform and Swivl cameras (when they arrive).</li> <li>• Daily attendance will be taken by the teacher.</li> </ul>

	<ul style="list-style-type: none"> <li>Information and assignments will be posted in Google Classroom (3-8) or Seesaw (PK-2).</li> <li>All teachers will hold virtual office hours daily.</li> </ul>
Plan to Mitigate Learning Loss	<ul style="list-style-type: none"> <li>Fall assessments will give all teachers needed data to inform instruction.</li> <li>Additional support will be given to students performing below grade level in order to perform at grade level.</li> <li>“Teaching/ Learning Cycle”</li> </ul>
Systems of Support for Diverse Learners and/or English Language Learners	<ul style="list-style-type: none"> <li>RTI support for Diverse Learners</li> <li>ELL not applicable for our school at this time</li> </ul>
Plan for Students Unable to Attend School	<ul style="list-style-type: none"> <li>3<sup>rd</sup> – 8<sup>th</sup> grade Google Classroom/posted assignments and resources</li> <li>K - 2<sup>nd</sup> grade Seesaw/posted assignments and resources</li> <li>Zoom appointments with classroom teacher as needed</li> <li>Zoom call with class using Swivl camera</li> </ul>
Professional Development Plan for Teachers	<ul style="list-style-type: none"> <li>Weekly professional development on Tuesdays</li> <li>Regular grade band PLC meetings</li> <li>Inservice week trainings on Zoom, Swivl, Google Classroom, Seesaw, MyOn, Freckle, Renaissance STAR, IXL, PowerSchool, and other online learning platforms</li> <li>Social Studies training on new Pearson curriculum</li> </ul>
Plan for Specialists Classes (i.e. Art, Music, Language, etc.)	<ul style="list-style-type: none"> <li>Specialists classes will be utilized in digital learning as well as provide enrichment activities to onsite daycare children.</li> <li>Digital classes will occur synchronously and asynchronously during scheduled time.</li> <li>When school is able to reopen, Music, Spanish, Art, Library and PE will push into the classroom. Pullout specialist classes will begin when it is deemed safe.</li> <li>PE specialist will teach health curriculum instead of Physical Education during the first trimester.</li> </ul>

**MENTAL HEALTH AND SOCIAL EMOTIONAL LEARNING**

Plan to Support SEL at the Start of the School Year	<ul style="list-style-type: none"> <li>Community building lessons in each grade</li> <li>Classroom morning meetings</li> <li>Sanford Harmony and Steps to Respect lessons</li> </ul>
Family Support and Training Plan	<ul style="list-style-type: none"> <li>Parent digital learning orientations by grade level</li> <li>Informational office hours with teachers</li> <li>Daily assignment emails for grades PK-2<sup>nd</sup></li> </ul>
Plan for Identifying and Supporting SEL Mental Health Concerns	<ul style="list-style-type: none"> <li>Lack of work completion and attendance will help us identify any concerns.</li> </ul>

	<ul style="list-style-type: none"> <li>• Consistent parent communication with teachers.</li> <li>• Student wellness check-ins</li> <li>• Individual support plans for students struggling with work load or other mental health concerns</li> </ul>
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<b>TECHNOLOGY</b>	
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	<b><u>100% Distance Learning then Hybrid Model (families who chose to stay home will participate in class digitally)</u></b>
Learning Management System or Platform used at each grade level	<ul style="list-style-type: none"> <li>• Zoom for delivery of instruction (PK-8) with Swivl robotic cameras</li> <li>• Google Classroom (3-8) and Seesaw (PK-2)</li> </ul>
Acceptable Use/Safety Policies	<ul style="list-style-type: none"> <li>• All student device cameras must be on.</li> <li>• Zoom expectation instruction for all grade levels.</li> <li>• Zoom meeting IDs will be emailed or posted to Seesaw or Google Classroom</li> <li>• Zoom waiting room will be utilized and students cannot join the call before teacher.</li> <li>• Zoom private chat will be turned off.</li> <li>• School administrator can join Zoom call at anytime.</li> </ul>
Technology Purchase Plan and Related Costs	<ul style="list-style-type: none"> <li>• 13 Swivl cameras \$11,854</li> <li>• Zoom Business \$339.83/month</li> </ul>

### SECTION 3: MISSION AND CATHOLIC IDENTITY

MISSION AND CATHOLIC IDENTITY	
	<b><u>100% Distance Learning then Hybrid Model (families who chose to stay home will participate digitally)</u></b>
Schoolwide Eucharistic Celebrations	<p>100% Distance learning:</p> <ul style="list-style-type: none"> <li>• Monthly mass will be recorded and streamed from the Cathedral to all families via Zoom.</li> </ul> <p>Hybrid model upon returning to school:</p> <ul style="list-style-type: none"> <li>• Monthly mass will be streamed from the Cathedral to all classrooms inside of the school.</li> <li>• The class putting on the Mass will be in the church but will not exceed 50 people including the priest and altar servers.</li> <li>• If music is played in Mass, it will be from a CD. There will be no singing.</li> <li>• Classroom teacher or Instructional Assistant will be Euch. Minister in the classrooms where students are of age to receive communion.</li> <li>• The exact number of hosts will be distributed to each classroom by the principal prior to or during the streamed mass.</li> <li>• Vessels will be picked up by the principal after the streamed mass and delivered back to the church.</li> </ul>
Faith Life Activities	<p>100% Distance learning:</p> <ul style="list-style-type: none"> <li>• Weekly prayer services will be facilitated by the classroom teacher during religion class via Zoom.</li> </ul> <p>Hybrid model upon returning to school:</p> <ul style="list-style-type: none"> <li>• Weekly prayer services will be conducted within the classroom that is scheduled to put on the Prayer Service.</li> <li>• Prayer services will be streamed from the originating classroom to the other classrooms.</li> </ul>
Service Learning Plan	<p>100% Distance learning:</p> <ul style="list-style-type: none"> <li>• Teachers will emphasize the importance of service learning during their lessons and communicate opportunities or suggestions to parents.</li> </ul> <p>Hybrid model upon returning to school:</p> <ul style="list-style-type: none"> <li>• Monthly “Faith in Action” service projects will continue as normal as much as possible.</li> <li>• Visits to the Food Bank and Providence Child Center will be put on hold</li> <li>• The following will still occur: October Baby Bottle Coin Drive, November Food Drive, December Sock Project, January Coin Drive, March Easter baskets for Cares NW, April Sugar and Spice drive for Blanchet House, May Macaroni and Cheese Drive for Sunshine Division. All items can be collected and stored</li> </ul>

	<p>in the gym or courtyard until delivery.</p> <ul style="list-style-type: none"> <li>All service learning field trips will be cancelled until deemed safe</li> </ul>
<p>Visibility Plan for Pastor</p>	<p>100% Distance learning:</p> <ul style="list-style-type: none"> <li>Msgr. Brennan will join the teacher in the classroom and do his weekly classroom visit via Zoom.</li> </ul> <p>Hybrid model upon returning to school:</p> <ul style="list-style-type: none"> <li>Msgr. Brennan will do his weekly classroom visits in the respective classroom. Any student at home can participate in the visit via Zoom.</li> <li>Monthly Mass by Msgr. Brennan will be streamed via Zoom to all classrooms.</li> </ul>
<p>Visibility Plan for Principal</p>	<ul style="list-style-type: none"> <li>The Principal will wear a face shield, use hand sanitizer upon entry and exit of the classroom, remain distanced while in the classroom and visit classrooms as normal.</li> <li>The Principal will be visible outside before and after school as normal.</li> </ul>