



RECONNECTION PLAN 2020-2021 SCHOOL YEAR

SUBJECT TO CHANGE

As information arises and changes, this document will be updated and changes will be communicated.

Mission Statement

The mission of St. Rose St. Mary's School is to Share the SPIRIT by:

- Serving others
- Praying
- Instilling strong, Catholic/Christian values
- Respecting all of God's creation
- Inspiring Academic Excellence
- Trusting in God

2020-2021 Reconnection Plan Overview

We believe school is an essential part in the lives of our children and our families. Catholic schools provide not only an exceptional environment for learning, but also a place to grow. The spiritual, social, and emotional needs of children are supported in the Catholic school environment.

In-person learning is a far superior model for learning versus distance learning for many reasons:

- Schools provide meaningful and engaging lessons.
- Teachers offer immediate feedback.
- Schools are more efficient. More content can be taught in an in person environment.
- Human interaction helps with the social and emotional development of our students.
- Schools support working families who cannot support distance learning at the same level.

SSRM Commitments

Staff and student safety are our top priority. Our plans will reflect guidance from CDC, Diocese of Green Bay, the Department of Public Instruction, and the Waupaca County Health Department to follow their lead in what is the safest way to open our school.

Instruction

Plans will reflect a Blended Learning approach which includes face to face traditional classroom combined with online learning experiences. Our focus will be on creating safety and flexibility for students and staff as we reopen school. This approach will allow us to switch to a strict online approach if needed as well as provide an option for those students who will need to be at home for a period of time.

Flexibility

Plans will be developed to allow for a fluid response keeping in mind staff, student, and parent capacity, as we may need to quickly transition from onsite learning to a strict online approach temporarily throughout the school year for a student or group of students for a period of time.

Physical Spaces

Safety

- Washing Hands and Hand Sanitizer
- Masks will be available for all grades
- Social Distancing will be practiced as much as possible
- Temperatures should be taken by parents to start the day and answer screening questions

Drinking Water

- Water bottles
 - Bottle filling only
 - One-time use cups for those without water bottles

Isolation Room

- Identification of space and PPE needs

Restrooms

- Cleaned and sanitized regularly throughout the day

Sanitized Areas

- Each classroom will have a sanitation station
- Regular increased usage

Creating a Space for Social Distancing

- Reconfiguring spaces throughout the school
- Use of multiple classrooms for some levels

School Masses

The Holy Eucharist is the summit of our Catholic Faith. Bishop Ricken's preference is all schools continue to follow the rule of minimally one school Mass a week on Wednesday. If, due to safety challenges or difficulty following the recent Mass guidance, students are not able to attend Mass once a week, a prayer service or other reflection time will be offered. [Bishop Ricken's Letter of Reopening Catholic Schools](#)

Hygiene and Cleanliness

1. All employees and students should minimally wash or sanitize their hands as appropriate. Hands should be scrubbed with soap for twenty or more seconds.
 - Wash hands immediately before: leaving home, leaving the classroom, eating, touching shared objects, touching one's face, and leaving school
 - Wash hands immediately after: arriving at school, entering classroom, finishing lunch, touching shared objects, using the bathroom, coughing, sneezing, and blowing one's nose, and arriving at home
 - Use hand sanitizer when washing hands is not possible
2. Hand sanitizers and/or wipes will be readily available in all classrooms and common areas and should be used when appropriate.
 - Staff must make certain younger students are using these properly.
 - If a student, teacher, or aide leaves a classroom, he or she needs to sanitize their hands when reentering the classroom.
 - Any visitor entering the classroom must sanitize their hands before entering.
3. Classroom teachers will instruct students on proper hygiene of blowing their nose or coughing. Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow and do not spit.
4. Maximize physical distancing by keeping at least six feet between individuals, as much as possible, for as long as possible.
5. Maximize group distancing by keeping class groups as distinct and separate as possible, limiting students moving between different classrooms, and avoid having large groups and gatherings during the school day.
 - Classroom teachers will develop a system to send students to the restroom to limit the number of students in the small space at one time.
6. Disinfect shared objects between users by using disinfectant wipes, having the staff or student wiping it down before using or, when possible, having students with their own supplies that will not be shared.
7. Areas of the school where illnesses are commonly spread such as the restrooms, will be cleaned frequently.
8. All high touch areas (hand railings, door knobs, etc.) will be cleaned frequently.

Psalm 91: 5-6

You shall not fear the terror of the night nor the arrow that flies by day, Nor the pestilence that roams in darkness, nor the plague that ravages at noon.

New Procedures and Guidelines

Masks

We will follow Governor Evers mandate on masks issued July 30, 2020. The Emergency order requires face coverings when indoors and not in a private residence beginning August 1, 2020, to September 28, 2020.

In areas where the student is moving between classrooms, gym, cafeteria, and while in the hallway and restrooms masks covering the nose and mouth will be required to be worn by staff and students.

After the Governor's mandate expires, the school policy on masks will be reviewed.

The CDC recommends the following individuals should not wear a mask:

- Children younger than 2 years old.
- Anyone who has trouble breathing.
- Anyone who is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.

Therefore, these individuals will not be required to wear a mask.

- All staff and students will be required to have a mask to be worn when social distancing is not possible.
- Staff and students will be supplied a washable cloth mask from the school. Extra cloth and paper masks will be available in case a student or staff member needs a replacement.
- If physical distancing is not possible, students will be expected to wear a mask or have a divider between them and other students during partner work.
- Masks or facial coverings are not recommended for use in the classroom by children in our Little Spirits (PreK/Kindergarten) class unless a parent has a request for their child to wear one.
- Only the teacher may grant permission for students to remove their mask.
- Face masks should be age appropriate and non-disruptive to the learning environment. Allowing your child(ren) the opportunity to pick out their own fun mask may help in their willingness to wear them.

Beginning of the Day

- All students should enter school while wearing a mask.
- Before entering school, staff members and students will sanitize their hands. They will then go directly to their classroom where their teachers will be. Students may begin entering school at 7:30 am; all students should be in their classroom when the school day officially starts at 7:50 am.
- To help limit exposure, parents will not be allowed to enter school to drop off their child. If students are old enough to wait or enter by themselves, parents should limit getting out of their vehicle to wait with their child(ren). PreK/K parents or anyone else who may need to wait with their child(ren), should wear a mask.

Exiting School/End of the Day

- All students should exit school while wearing a mask.
- We are encouraging parents/guardians to remain in their cars for pick up to limit close contact. If your younger child has older siblings, encourage the older child(ren) to find the younger and safely walk to your car. If parents do need to get out of their vehicle to pick up their child, we ask that parents wear a mask and come up to the exterior doors of school.

Visitors:

We will limit the number of people visiting the school to essential education experiences or vital business only.

- Speakers will be evaluated whether it is essential or if there is a virtual way for students to get the similar experience.
- Visitors/Volunteers that are considered essential in the building must wear a mask while in the building.

Water bottles

- We are asking students to bring their own personal water bottles to school with them daily, to reduce the use of the drinking fountain. Please make sure your child's name is clearly visible on their water bottles.

Specials

- PE will be outside for as long as possible. Lessons will be planned accordingly.
- Music will be socially distanced throughout the whole music space. Lessons will be planned accordingly.
- Art students will be spaced throughout the room. Lessons will be planned accordingly.
- SSRM Library will not start until the end of September.
- Clintonville Public Library will bring crates of books to teachers for classroom use.

Bathrooms

- Masks will be required in the bathrooms and we will be limiting the number of students in bathrooms at a time.

Supply Sharing

- We will be limiting the sharing of school supplies. If supplies are shared (i.e. musical instrument or art paint brush), it will be sanitized before the next child uses it.

Breakfast/Lunch

- We will eat in the cafeteria while remaining socially distant from each other.
- Students will wash or sanitize hands before and after breakfast and/or lunch. Students will be required to wear masks while moving through the serving line.
- Food will be served by one or two designated individuals. Students will not serve themselves. Anyone serving must wear a mask and gloves.
- Students in the same class will sit on the same table in their cohort. Students will be socially distanced as a class from another class by 6 ft.
- If necessary students will eat in their classroom but this will not be the common practice. When eating in their classrooms the meals will be brought to the classroom from the cafeteria to minimize exposure.

- We will avoid sharing salt and pepper shakers, water pitchers, condiments, etc.
- All dishes, utensils, etc. will be thoroughly cleaned after each use.

Scheduling & Flexibility

It is possible that school will need to close at various times, based on local or state mandates. If this is the case, we will have plans in place to move back into at home/e-learning.

- Technology will be available to be checked out.
- Teachers will be working together to provide educational content, not only in the event we move into at home/e-learning, but for those students who may need to stay home for health related reasons. *If your child or family have health concerns, or if you have other concerns, please reach out to me and we can work together to provide reasonable accommodations for your child.* We've always tried to be accommodating for children who need to miss extended periods of time for medical reasons and this will be the case as we deal with the Coronavirus. We are exploring options on how we can best serve our school family. There will be more info to come on this.

Open House

Scheduled for Thursday, August 27, 2020

- Families will sign up for a time to drop off student materials at school.
- All materials must come in a paper bag/box or tote that can stay at school for the weekend.
- When coming into school to drop off supplies, we ask you to please wear a mask and make it a quick visit to drop supplies, take a peek at your classroom(s), and say hello to your teacher(s).
- Please contact the office if you have any questions or concerns.

Social Distancing

- Social distancing in school presents difficult challenges. Classroom teachers will discuss with students the idea of personal space or each person's circle of grace.
- Where possible, classrooms will be arranged to allow students to socially distance,
- Students will stay with their class throughout the day and potentially expose only their classroom or cohort.
- When classrooms potentially interact at Mass, or lunch, students will be socially distanced as a class. For example, at Mass students may be sitting with their classmates, but will be 6 feet from another class.
- Additional **lunch** tables will be set up to ensure our classes can be further apart.

Recess

- **Recess** will continue to be held outdoors whenever possible. Indoor recess will remain inside the classroom if weather does not permit.
- We will ask both staff and students to wash or sanitize their hands before and after recess, especially after using hand touch equipment. We may attempt to either stagger times or limit grade levels to certain areas of the playground if needed.

Sick

Students who are sick should stay home from school. Please call or email the office about your child's absence, including the symptoms of the illness so that we can keep a record. This is the recommendation of the Waupaca County Health Department. If your

child is sick, please keep them home. *Remember sending a student to school with symptoms puts everyone at risk.*

- During the student's absence from school, we will work to accommodate the student's educational needs through off-site learning.
- Confidentiality must be maintained to protect staff and students' health information in all school records.

Exposure to COVID 19

In the case of a widespread illness in the state, county, or community, we could be required to close for an extended time period out of concern for the health of students, staff, and community. SSRM will monitor daily student attendance and reasons for absences (COVID, Influenza like, other illnesses, quarantine, other types of absence).

A student or employee who is diagnosed with COVID-19 must receive documented permission from a medical doctor to return to school.

- Administration and staff must make accommodations and work with students and employees who are unable to come to the school building.
- If a classroom(s) are impacted by a student or employee diagnosed with COVID-19, the room must remain unused for three calendar days and be deep cleaned before it can be used again.
- Confidentiality must be maintained to protect staff and student's health information (HIPAA Law)

A student or employee who is directly exposed to a person who is carrying COVID-19 must quarantine for fourteen calendar days.

- We will need to be prepared for an entire class needing to engage in distance learning for fourteen days.
- If a classroom(s) are impacted by a student or employee diagnosed with COVID-19, the room must remain unused for three calendar days and be deep cleaned before it can be used again.
- Confidentiality must be maintained to protect staff and student's health information (HIPAA Law)

According to the Department of Health and Human Services, you are considered in "close contact" if any of the following situations happened while you spent time with a person with COVID-19, even if they didn't have symptoms:

- Had direct physical contact with the person (for example, a hug, kiss, handshake).
- Were within 6 feet of the person for a total of 15 minutes or more in 24 hours.
- Had contact with the person's respiratory secretions (for example, coughed or sneezed on; contact with a dirty tissue; shared a drinking glass, food, towels, or other personal items).
- Stayed overnight for at least one night in a household with the person.

Screening of students

St. Rose St. Mary's School will *not* take temperatures of staff and students as they enter the building. We will do what is required of us by any state or local health agency. [NY TIMES Article](#) & [NPR Article](#) **It is the responsibility of the parent (guardian) to make certain a child is healthy and able to attend school.**

PARENTS SHOULD SEND THEIR CHILD TO SCHOOL IF THEY HAVE ANSWERED "NO" TO ALL OF THE FOLLOWING QUESTIONS:

- Have you been in close contact* with anyone who is confirmed COVID-19 positive within the last 14 days?
- Within the last 14 days, were you required to follow quarantine related to COVID-19 as a result of your travel?
- Have you had a fever of 100.4 degrees or more in the last 48 hours?
- Have you had to take medication to reduce a fever in the last 48 hours?
- Have you had a new loss of taste or smell?
- Have you had muscle pain or chills?
- Have you had a new headache?
- Have you had nausea, vomiting, or diarrhea?

***CLOSE CONTACT**

According to the Department of Health and Human Services, you are considered in "close contact" if any of the following situations happened while you spent time with a person confirmed to have COVID-19, even if they didn't have symptoms:

- Had direct physical contact with the person (for example, a hug, kiss, or handshake).
- Were within 6 feet of the person for more than 15 minutes.
- Had contact with the person's respiratory secretions (for example, coughed or sneezed on; contact with a dirty tissue; shared a drinking glass, food, towels, or other personal items).
- Stayed overnight for at least one night in a household with the person.

Students who exhibit symptoms at school will be evaluated, parents will be notified, and the child will be sent home. Following these guidelines will decrease the spreading of any disease.

We need parent/guardian support to continue to keep the school open by not sending their children with obvious COVID-19 symptoms to school. Remember sending a student to school with symptoms puts everyone at risk. We will provide alternative learning opportunities to accommodate the child and keep them up with their classmates.

If, during the school day, a student appears to have an illness, the school will help the student and also proceed with a standard medical response like taking the student's temperature. Students who have a temperature over one hundred degrees will need to be sent home with a guardian immediately. Any student who seems ill, for any reason, will be placed in a separate area to reduce possible exposure to others. Parents will

immediately be contacted to come and pick their child up.

We will cooperate with county or municipal health departments if they believe that a student has COVID-19 or another serious illness. The following steps will be taken:

- Confidentiality of the student will be maintained at all times.
- The Student's parent/guardian must contact their child's doctor and ask to have their son/daughter tested. The clinic will advise you of the appropriate steps.
- If the student tests positive, please notify the school office immediately for further instructions.

Student Absences

- We will work with parents to promote healthy practices within each school and family.
- Teachers will be prepared for prolonged student absences. Each teacher will put together a plan to work with individual students who miss many days of school in a row in an effort to keep them up to date with the rest of the class.
- The Administrative Team Leader and the administrative assistant will monitor student absenteeism closely. The Administrative Team Leader will communicate with families who are dealing with prolonged illnesses and create a plan for returning to school.

Screening of staff

We will ask all staff to do a self screening before coming to work each day. It is the responsibility of the staff to determine if they are healthy and able to perform their job duties as described.

Staff are able to be at school if they can answer NO to all of the following questions:

Have you been in close contact with a confirmed case of COVID-19?

Have you had a fever in the last 48 hours?

Have you had a new loss of taste or smell?

Have you had muscle pain or chills?

Have you had a new headache?

Have you had nausea, vomiting or diarrhea?

Have you had a new or worsening cough or difficulty breathing?

Have you had a sore throat or red eyes?

If, during the school day, a staff member appears to have an illness, we will help the staff member and also proceed with a standard medical response like taking their temperature. Employees who have a temperature over one hundred degrees will need to be sent home immediately. Any staff member who seems ill, for any reason, will be asked to leave the school premises.

We will cooperate with county or municipal health departments if they believe that a staff member has COVID-19 or another serious illness. The following steps will be taken:

- Confidentiality of the staff member will be maintained at all times.
- The staff member must contact their doctor and ask to be tested. The clinic will advise you of the appropriate steps.
- If the staff member tests positive, please notify the Administrator immediately for further instructions.

Staff Absenteeism and Benefits

Each teacher will put together a plan documenting how they will be working from home in the event that school would be temporarily closed or if they need to quarantine at home for a long period of time.

- Any staff member who is obviously ill should not come to work.
- Per the Families First Coronavirus Response Act – FFCRA Diocesan schools are required to offer “additional sick pay” for those who **test positive**. Benefits for those that test positive would not be affected. We will continue to be in contact with the Diocesan HR Department for more information or assistance for any staff that test positive.
- The school will develop a plan to supervise an absent teacher’s classroom in the event no substitute can be found or if the teacher would need to leave the school immediately after having some of the symptoms.
- If the teacher is quarantining but has the ability to teach virtually from home, we will have them do so and have another staff member supervise their classroom.

Travel Protocol for Students and Staff

Currently within the Diocese, we are following the [DHS guidelines for travel](#) which state:

After you return from travel we ask you to:

- Check yourself for symptoms of COVID-19 for 14 days. You should check for symptoms even if you followed recommendations.
- Stay home as much as possible to stop the spread of COVID-19 to others.
- Check your symptoms
- Check your temperature twice daily
- Write down your symptoms

If you develop symptoms like fever, cough, shortness of breath, call your doctor.

See the [Medium risk flier](#) for a chart you can use to log your daily symptoms.

See [COVID-19: Monitoring for Illness](#) for more details about self-monitoring and self-quarantine.

St. Rose St. Mary’s School 2020-2021 Schedule

- We will run five (5) days a week from 7:50-3:00.
- All grades have numbers small enough that they will be able to maintain safe social distancing when needed in their classrooms. We will minimize student movement through the hallway.
- When applicable classrooms and will have an aide go with half the class to a different room to work on a designed lesson from the classroom teacher. The Aide and Teacher will then trade students to ensure that all students have both lessons.

Instructional Practice

- We will be using a Blended Learning Model that extends from what we started last year. *The Definition Of Blended Learning*, says that ‘blended learning is a model that combines online and face-to-face learning spaces and experiences.’
- Grades 3-8 will have both face to face and online learning happening at the same time. Half the students will be in one part of the room working on the computers with teacher selected content while the other half will be with the teacher for face to face instruction. The teacher, in a modified format of the model, may have the whole class at one time

face to face and then online as a follow up to the face to face lesson. Teachers will be required to use Google Classroom with the students on a regular basis to have students prepared to transfer to off site learning if it would become necessary for a temporary basis. This approach will also allow the teacher to be able to better differentiate their lessons, meeting the students at their level and moving them forward.

- This will look a little different in 4K-2nd Grade. They will have face to face instruction using a centers approach where some will be working independently while others will be having small group instruction. This approach will be used in lieu of online learning but the teacher will be doing some work with computers with students for exposure for their students. When using the centers approach the teacher will have an alternate room for half of the students to go with an aide so that the aide can present a lesson designed by the classroom teacher. This will then be followed up with the classroom teacher.

Continuity of Learning

After three months of learning at home on a somewhat flexible basis, Teachers will need to assess where students are at to get them to their “just right” learning spot. We will use Fountas and Pinnell, NWEA MAP Skills, and IXL Diagnostic Tests to screen student levels. With the information gathered, teachers may need to adjust the amount of instructional time they spend on each subject. For example, the teacher may discover that they may need to be sure to incorporate more reading and math in other areas of curriculum to help move the student to their “just right place”.

Transportation of Students

In the state of Wisconsin, the public school districts are required to bus students to and from school; this includes bussing students to and from private schools. As long as the Clintonville Public School District legally provides transportation for our students to and from school, we will follow the policies and regulations of the Clintonville Public School District in regard to expectations of students on busses. We will cooperate and collaborate with the Clintonville Public School District as they review and communicate transportation options for students. Remember parents have the option to transport their own children to and from school if they feel more comfortable doing it that way instead of bussing.

Tuition and Fees

As a non-profit entity, Catholic schools are dependent upon tuition to meet their contractual obligations for salaries and benefits of staff as well as balance our budgets. St. Rose St. Mary's School does not charge the actual cost to educate a student, therefore every tuition dollar and fundraising dollar matters to help us maintain the operations of our schools. Please understand that a reduced rate for tuition is not a financial possibility for our school. Tuition assistance is available for families in need.

As a result of the pandemic, we also are experiencing a number of unanticipated expenses, including additional hygiene and sanitation products to help assure a safe environment for our students, teachers and staff; and additional technology and learning resources.

In addition to those unanticipated expenses, we continue to maintain our fixed expenses such as teacher and staff compensation, school building rent and maintenance, and utility and technology support services.

Most importantly, we will continue to provide outstanding academics and develop the Catholic faith in our students whether they are attending in person at school or online at home.

SUBJECT TO CHANGE

As information arises and changes, this document will be updated and changes will be communicated.

Return to School Frequently Asked Questions

1. What are your plans for school in the fall?

After consulting with the Waupaca Health Department, local health professionals, and the Diocese of Green Bay, we feel confident that we can safely return to full-time, in-person classes.

2. Will students be required to follow the 6 feet social distancing guidelines?

Social distancing presents difficult challenges in the school setting. We are blessed to be able to offer small class sizes and will separate desks in the classroom as much as possible. Students will stay with their respective classmates and be recognized as one unit, or cohort.

When multiple classes interact such as at Mass, or lunch, students will be socially distanced as a cohort. In other words, students may be sitting with their classmates, but will be 6 feet from students in another class/cohort. Additional lunch tables will be set up to allow each class to be further distanced from other classes.

Special classes will be held outside the school building if possible. Recesses will remain outside, weather permitting, and will be held in respective classrooms if weather does not permit students to be outside.

3. Will students be required to wear masks?

We will follow Governor Evers' mandate on masks issued July 30, 2020. The emergency order requires face coverings when indoors and not in a private residence through September 28, 2020. Masks will be required during passing times in the hallways, and will not be required during gym, lunch, or outdoor recess.

Anyone who has a medical condition preventing them from wearing a mask is exempt from this requirement. The CDC also recommends that the following individuals should not wear a mask:

- Children younger than 2 years old
- Anyone who has trouble breathing
- Anyone who is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.

After the Governor's mandate expires, the school policy on masks will be reviewed.

4. How are you keeping your building and classrooms clean?

We have an experienced person who will deep clean the school after school hours. High frequency touch areas, including handrails, doorknobs, door handles, and common surfaces, are cleaned multiple times a day by SSRM day staff. Bathrooms and classrooms are cleaned and disinfected daily. The lunch area will receive a deep clean daily.

Students will wash their hands upon entering the building each day, as well as before

and after bathroom visits, recess, physical education class, and breakfast/lunch time.

Equipment will be cleaned after recess and physical education classes.

5. How are you keeping your students and staff healthy?

We have always put the physical, mental, and spiritual health and safety of our students, staff, and families as our main priority.

Parents should send their child to school if they have answered NO to all of the following questions:

- Have you been in close contact* with anyone who is confirmed Covid-19 positive within the last 14 days?
- Within the last 14 days, were you required to follow quarantine related to Covid-19 as a result of your travel?
- Have you had a fever in the last 48 hours?
- Have you had to take medication to reduce a fever in the last 48 hours?
- Have you had a new loss of taste or smell?
- Have you had muscle pain or chills?
- Have you had a new headache?
- Have you had nausea, vomiting, or diarrhea?

Students who exhibit symptoms at school will be evaluated, parents will be notified, and the child will be sent home.

6. What happens if a student or staff member tests positive for Covid-19?

If a student or staff member receives a confirmed case of Covid-19, that respective cohort will engage in distance learning for 14 days, as well as any siblings of the Covid-19 positive student. Once the 14 days have passed, students and staff of that cohort can safely return to in-person learning.

Keep in mind that students may become ill with a number of viruses throughout the year, such as with the common cold or gastrointestinal viruses. These kinds of illnesses do not require that the class cohort engage in distance learning. The ill student would follow general health guidelines and remain at home until they are symptom and fever free (without the use of medication) for 48 hours.

7. How will you notify your students and families if information changes?

We continue to monitor the ever-changing information regarding Covid-19. If changes are made to the outlined protocols, families will be notified via email to the email address(es) we have on file in the school office.