

St. Matthew Catholic School Return to School Plan

SCHOOL PROGRAM INFORMATION	
Name of School	St. Matthew Catholic School
Key Contact Person for this Plan	Lesley Lindell, Principal
Phone Number of this Person	503-648-2512
Email Address of this Person	llindell@smcshillsboro.org
Sectors and position titles of those who informed the plan	Principal, Pastor, Business Manager, Vice Principals, Principal's Administrative Assistant, Facilities Manager, School and Parish Councils, Teachers, Parent Representatives Resources and guidance also provided by Sam Schafer, our representative from Washington County Department of Health and Human Services
Local public health office(s) or officers(s)	Washington County Department of Health and Human Services
Name of person Designated to Establish, Implement and Enforce Physical Distancing Requirements	Lesley Lindell
Intended Effective Dates for this Plan	August 2020 - June 2021
ESD Region	NW Regional ESD
Please list efforts you have made to engage your community (public health information sharing, taking feedback on planning, etc.) in preparing for school in 2020-21. Include information on engagement with communities often underserved and marginalized and those communities disproportionately impacted by COVID-19.	Surveys of parents Sharing of public health information Videos for return to school information Meetings with each individual family We have made every attempt to provide materials in Spanish for our families who need it, including surveys. Each family was also asked about their technology needs, and the school is making attempts to assist in this matter.
Indicate which instructional model will be used.	Select One: <input type="checkbox"/> On-Site Learning <input type="checkbox"/> Hybrid Learning

	✓ Comprehensive Distance Learning (with Limited Onsite Instruction)
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SECTION 1: OPERATIONAL VITALITY

STAGES AND TIMELINES	
Planning Team	Principal, Pastor, Business Manager, Vice Principals, Principal’s Administrative Assistant, Facilities Manager, School and Parish Councils, Teachers, Parent Representatives Resources and guidance also provided by Sam Schafer, our representative from Washington County Department of Health and Human Services
Timeline for Planning and Roll-out of Plan	June - gather feedback from teachers and staff, begin writing plan July - survey parents, continue to discuss issues with staff and councils, continue writing plan August - finalize plan for turn in, communicate plan with families

COMMUNICATION PLAN	
How will your school keep shareholders abreast of the plans for re-opening and beyond?	We have been utilizing Smore to create a newsletter specifically sent from the Principal because we found parents were not reading updates in our normal School Newsletter. In this, we are trying to include lots of videos and pictures because these seem to really help communicate information. As much as possible, we are providing communication in both English and Spanish. All special newsletters have also been uploaded to social media and included in parish email communications.

PROTOCOLS	
Cleaning and Hygiene	SMCS will be following all cleaning protocols from the CDC (which Oregon is pointing to as the standard). This includes daily enhanced cleaning with soap and water followed by disinfectant in all spaces throughout the building. High touch surfaces will be cleaned several times throughout the day under the supervision of the Facilities Manager and the Principal. Offices and teacher desks will be cleaned throughout the day by the person using that space. Students will help wipe down their own spaces within the classroom before and after lunch and before the end of the day (as they have always done). Several surfaces have been prepped over the summer with

products containing microban to help keep germs to a minimum. Water fountains are being roped off so they cannot be used; only the bottle refilling stations will be operational. HVAC has been inspected and filters replaced. Cleaning products that are on the CDC approved list have been procured.

Shared spaces will have special protocols:

- Bathrooms are being prepped for use with signage for proper social distancing and reminders to wash hands. A new pass system is being created to ensure students don't share passes and also don't enter if the maximum number of students is already reached in the bathroom. Upstairs bathrooms will be designated for Grades 1-5. Downstairs bathrooms will be designated for K, 6, 7, 8.
- Water Fountains have been blocked off with the exception of the bottle filling stations. Students will be encouraged to bring reusable water bottles clearly labeled with their name. These will go home daily to be washed. Single use cups will be provided for students who forget their bottles.
- The Main Office (and copy room) will also have a single-use pass system to ensure proper social distancing, especially around the copier and work space for teachers. Signs have been posted regarding occupancy.
- Shared surfaces, such as the copier and workstations for teachers (alternate planning spaces during specials), will be wiped down by the staff member after use. Shared workspaces have signs posted regarding occupancy and cleaning protocols.
- Health Room - A special Health Room has been created to ensure complete isolation for anyone displaying symptoms of COVID-19. An air purifier has been added to the room to help ensure safety for both the sick individual(s) and the remainder of staff and school. Proper PPE has been ordered for those staff members who will attend to the sick, and backup PPE for sick individuals has also been ordered. Proper cleaning per the CDC and directives from Washington County Health Authority will be followed.
- Library - The Library will be cleaned in-between cohort use. Students will be taught to use the online search tool to check out books. When books are returned, they will sit for 72 hours before being disinfected and returned to the shelves.
- Gym - No outside groups will be allowed to use the gym at this time. High-touch surfaces will be cleaned between cohorts. Equipment will not be shared between cohorts on any given day, and will be disinfected immediately after use.
- Playground - The playground will be blocked off each night to the public. Only one cohort per day will have use of the play structure, and it will be cleaned each morning and afternoon according to CDC guidelines. Students will

	<p>sanitize before and after use. No equipment will be shared between cohorts.</p> <ul style="list-style-type: none"> • Staff Room - Use will be limited to occupancy rates that allow for proper social distancing. Staff will be directed to eat in other assigned areas. <p>Every attempt is being made to ensure supplies are not being shared among students. When shared supplies are necessary, they will be wiped down immediately after use.</p> <p>All staff, students, and volunteers will immediately wash/sanitize hands upon entry into the building. Hand sanitizing stations have been placed right next to all entry doors for this purpose. Staff who interact with multiple cohorts will wash/sanitize hands between interactions. Signs will be hung to encourage frequent and proper handwashing.</p> <p>Gloves will be worn by staff members when cleaning an area that is not their own dedicated space.</p> <p>Because students and staff will be eating in non-traditional spaces (like the classroom), eating surfaces will be cleaned prior to and after eating. All will be directed to wash hands with soap and water prior to eating and will wash or sanitize after eating. Shared serving utensils will not be used. CDC approved cleaners appropriate for eating surfaces will be used.</p>
<p>Social Distancing</p>	<p>Leadership Team (Principal, Pastor, and Business Manager) are the responsible parties for establishing, implementing, and enforcing physical distancing requirements, consistent with all guidelines set forth by the Archdiocese, ODE, and OHA.</p> <p>Screening measures for students, staff, and visitors are in place, and tracking tools have been created in accordance with state guidelines. Any ill or exposed persons will be isolated immediately in the newly created isolation room. Screening logs have been created for all groups on Google Forms.</p> <p>Daily tracking logs have been established:</p> <ul style="list-style-type: none"> • Students are in stable cohorts and will be tracked through attendance • Staff will be tracked through the use of Google Forms <p>Proper social distancing will be observed with 35 square feet per person. Classrooms can accommodate up to 24 people including the teacher. All other spaces will have their COVID-19 occupancy posted at the door of the room.</p> <p>Students will remain with their stable cohorts in the classroom throughout the day, leaving only for the purpose of recess and PE. Teachers who serve multiple cohorts (Middle School teachers and Specialists) will wash their hands before and after each interaction with a different cohort. Six-foot distance will be maintained</p>

	<p>through arrangement of seating and visual aids on the floor. Because the school has limited enrollment, all students can attend at the same time while maintaining their stable cohorts. An area for those students who need a mask break will be created in each classroom. Students will receive instruction from their teachers about these protocols and how to maintain proper distance.</p> <p>The hallways are wide enough to keep students socially distanced if two classes need to pass one another, so traffic flow doesn't need to be altered. However, stairwells will be designated for use by limited numbers of cohorts (K-2 use the middle, 3-5 use the East, 6-8 use the West)</p> <p>At times where students may not remain with their stable cohort (for instance, using the bathroom or going to the office), they will utilize a pass system and social distancing spots to ensure proper social distancing and limit their interactions with students from other cohorts. Restrooms are also designated for use by smaller amounts of students/cohorts (1-5 upstairs, K and 6-8 downstairs)</p> <p>Visitors and volunteers will at this time be restricted from entering the building. Should it become necessary that they enter, they will be screened, wear face coverings, wash/sanitize hands, and maintain proper social distance.</p> <p>Meetings for staff and parents will be done entirely through online methods.</p> <p>Schedules will be designed such that passing in the hallways will be kept to a minimum. For example, while more than one class may be going out to recess at a given time, they will stagger their start times to ensure social distancing in the hallways and on the way to their designated play areas.</p> <p>At recess, stable cohorts will have a designated play area that will allow them to maintain their stable cohorts and proper social distancing. Equipment will be given to each cohort for their use and will not be shared. Games will be chosen by the staff for play without equipment outside. K-2 students will rotate use of the play structure daily, with only one cohort using it each day.</p> <p>Lunchtime will occur in the classrooms. Staff will also eat in designated spaces to ensure social distancing at this crucial time when masks are removed.</p> <p>Staff will also ensure their own social distancing. Shared spaces will have limited use, and will be designated by a clear visual system.</p>
<p>Screening Protocols</p>	<p>Principal will be the contact for communication to and from the LPHA. In her absence, she will designate another staff member to handle this responsibility. The Principal's Administrative Assistant</p>

	<p>and Vice Principals are all aware of our local contact, Sam Schafer, and her contact information should the Principal become unexpectedly indisposed.</p> <p>Screening and isolation protocols have been established. Logs for tracking screening and contact tracing have been established through Google Forms. These links are being placed in easy-to-find locations and QR codes are being laminated and put up in key places around the building.</p> <p>Parents have and will continue to receive exclusion from school guidelines. We are using the tools provided by the Oregon School Nurses' Association.</p> <p>Students and staff will go through screening upon entry to the building. Staff will self-report through a Google Form, including taking their temperature. Students will have their temperature taken upon entry to the building, and their parents will be required to report symptoms on a Google Form each morning before the student enters the building. Staff are all being trained on implicit bias.</p> <p>Visitors are at this time restricted from entering the building, but should that change, they will have their temperature taken by office staff and must use the provided online screening form.</p> <p>Should any student or staff member begin to show symptoms from the time they arrive on campus, they will immediately be shown to the isolation room. Office staff will help this person to be escorted from campus as soon as possible and will direct them to their nearest testing facility as appropriate. Principal will call the LPHA as necessary, according to guidelines. Tracking forms have been created and will be provided to the LPHA if requested.</p>
<p>Personal Protective Equipment (PPE) Protocols</p>	<p>All in the building age 5 and older will be expected to wear face coverings in accordance with state guidelines. Students who do not have a face covering upon entry will have one provided to them. Back-ups are also available should their original face covering become soiled or otherwise un-wearable. Hands will be washed/sanitized upon entry to the building. Staff interacting with multiple cohorts will be expected to wash/sanitize between interactions.</p> <p>Each staff member will be provided with at least one cloth face covering and one face shield from the school. Back-up face coverings will be on hand and provided as necessary, should a staff member need another. Gloves will be provided for use when cleaning.</p> <p>Posters for hand hygiene will be placed throughout the school. Sanitizing stations are being placed at each entry to the building and also at each classroom. Offices will have bottles of hand sanitizer. Proper hand washing will also be encouraged</p>

	<p>throughout the day, and will take precedence over sanitizing, particularly at meal times.</p> <p>Visitors are restricted from the building at this time, but should that change, they will be expected to wear a face covering when inside the building. Should they not have a face covering, one will be provided by the school. They will also be expected to wash/sanitize hands upon entry.</p> <p>Enhanced PPE has been provided for office staff who may interact with students or staff in the isolation room. Medical-grade masks, gloves, and removable single-use outer garments are on hand for this purpose. The isolation room also has an air purifier.</p> <p>Staff serving meals will wear both face covering and face shields. Meals will be provided in single-use containers that they will deliver to the classrooms.</p>
<p>Student Protocols</p>	<p>Students will remain with their stable grade-level cohorts throughout the day. These cohorts will be limited to 20. While classrooms can accommodate 24 people (each having the required 35 square feet of space) including the teacher, cohorts will be kept at this lower number so students and staff can move about the room and still maintain social distancing.</p> <p>Cohorts will remain in the classrooms except for PE and recess.</p> <p>Temperature screenings for students will be done by trained staff members at the door upon entry to the building. Parents will have completed a screening form each morning prior to the student entering the school building. Any student with a temperature or who is displaying symptoms will be immediately directed to the isolation room. During the day, any student developing symptoms will also be sent to the isolation room. Office staff will care for this individual until they can be picked up.</p> <p>Students will be trained on social distancing and hygiene practices. If they do not follow these protocols, they will be reminded and redirected caringly by the staff. Should it become a pattern of disobedience (not due to an underlying behavioral or learning difference), that student will not be allowed on campus and will be asked to participate in distance learning.</p> <p>In the classroom, students will have designated spaces and will not share spaces or supplies. Any materials brought from home (such as reusable water bottles) will need to be clearly labeled with the student's name. If they are not, the teacher will immediately do so. Students will help clean their area throughout the day, including at meal time and at the end of the day.</p> <p>Restrooms will largely be used by stable cohorts at designated times. However, should it become necessary outside of this time, students will use their pass (not shared) and follow the protocols</p>

	<p>for bathroom use. Only two students will be allowed in the bathroom at a time to ensure proper social distancing.</p> <p>Students will wear face coverings according to the state guidelines. Should they need a face covering, one will be provided to them. If a student needs a break from their face covering, there will be an area and a protocol for this in each classroom.</p>
Staff Protocols	<p>Staff will be expected to do their own morning screening and turn it in on the Google Form before any students arrive in the building. Should a staff member begin to exhibit symptoms, they must immediately go to the isolation room. There, Office Staff will help get them out of the building as safely and quickly as possible. To return to work, that staff member must present a doctor's note to the Principal or meet appropriate criteria.</p> <p>Staff will wear proper face coverings throughout the day, especially if they interact with multiple cohorts. Hand washing must occur between interactions with different cohorts. Proper hand hygiene should be observed throughout the day.</p> <p>Proper cleaning will be done throughout the day, particularly in shared spaces. Staff will be expected to observe room capacity.</p> <p>Staff will eat lunch in designated places to ensure their safety at this critical time when they are taking off their mask.</p>
Visitors and Deliveries	<p>At this time, visitors are restricted from the building. A sign on the front door will direct them to call the front office to help address their needs. This includes deliveries.</p> <p>Should this change, all visitors must wear face coverings, observe social distance, wash/sanitize hands upon entry, and submit to the screening/tracking process.</p>

PREVENTATIVE TRAINING

	<p>St. Matthew Catholic School is aware of the metrics set forth by Governor Brown on July 29, and will be following these metrics and working with the Department of Catholic Schools to determine reopening plans. It seems likely we will begin with Comprehensive Distance Learning augmented by Limited Onsite Instruction. When the metrics allow, we will look to implement face-to-face instruction as soon as possible, maintaining an online curriculum for those who need it.</p>
Staff Training Plan	<p>MESD Communicable Disease Plan and Washington County Health Authority guidance documents and forms</p> <p>Staff will be trained in:</p> <ul style="list-style-type: none"> • Implicit bias, proper temperature screening, and

	<ul style="list-style-type: none"> identifying COVID-19 symptoms • Sanitation and hygiene instruction (for their own use and how to teach students) • Social distancing and health practices for adults • Social distancing and health practices for students • Flow maps of the building • Beginning and end-of-day procedures • Restroom and recess routines • Hallway protocols
Student Training Plan	<p>Students will be trained in:</p> <ul style="list-style-type: none"> • Proper sanitation and hygiene (how to wash hands and clean your area) • Social distancing and health practices • Use of proper staircases • Entry and exit from the building (beginning and end of day) • Restroom routines • Recess routines and games • Use and storage of personal items
Parent Training Plan	<p>Parents will receive training from the school in:</p> <ul style="list-style-type: none"> • Identifying COVID-19 related symptoms • Stay-at-home guidelines • Beginning and end-of-day routines

SCHOOL SCHEDULE AND ROUTINES

Morning Drop-off Plan	<p>Students will be dropped off at the designated entrance, complete a health check with designated staff member, and be directed to their classroom. Students will enter and go directly to their seat.</p> <ul style="list-style-type: none"> • K-2 <ul style="list-style-type: none"> ○ Drop off point is the front door ○ Staff member will be on hand to take temperatures and go through the screening process with students ○ Hand sanitizing station is just inside the front door. Staff member will remind students to sanitize before they go to class • 3-5 <ul style="list-style-type: none"> ○ Drop off point is the side door (by the Business Office) ○ Staff member will be on hand to take temperatures and go through the screening process with students ○ Hand sanitizing station is just inside the door at the base of the stairs. Staff member will remind students to sanitize before they go to class • 6-8 <ul style="list-style-type: none"> ○ Drop off point is the side door on 2nd ○ Staff member will be on hand to take temperatures and go through the screening process with students ○ Hand sanitizing station is just inside the door at the base of the stairs. Staff member will remind students to sanitize before they go to class
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<p>After-School Pick-up Plan</p>	<ul style="list-style-type: none"> ● We will still use our traditional “Parent Pick-Up” Model with some slight changes <ul style="list-style-type: none"> ○ Masks MUST be worn by all students and staff ○ No students will be heading out front because HSD has discontinued use of busses ○ Classes will be dismissed by walkie talkie two at a time, one from each “door group” <ul style="list-style-type: none"> ■ K, 1, 6, 7, 8 will use the back center door ■ 2, 3, 4, 5 will use the side door closest to the Business Office ○ Each class will proceed to their socially distanced line spots marked off in the back parking lot ○ One staff member will still be at each Zone (1, 2, 3) calling cars on the walkie talkie. However, only one car at a time can be called from each zone to ensure social distancing
<p>Food Service Plan</p>	<p>Students will eat lunch at their assigned seat in their classrooms. The lunch program will deliver individually wrapped meals. Otherwise, students will be directed to bring a bagged lunch from home (no delivery during the school day).</p>
<p>Extended Care Plan</p>	<p>After surveying the parent community, very few parents are in need of extended care at this time. Morning care will not be offered. Upon re-entry to school, the parent community will be surveyed again to see if after-school care needs have changed.</p> <p>Should the program be put into place, students will be given stable cohorts within the extended care program and will not interact with other stable cohorts during this time. Each will have its own location (Library, Cafeteria, Preschool rooms) that will be cleaned before and after use. Ideally, we would only use these spaces for this purpose.</p>
<p>Recess/Playground Plan</p>	<p>The play structure will be roped off so community use cannot occur. It will be cleaned in the morning and again in the afternoon with soap and water according to the CDC guidelines. Only one stable cohort will be able to use the structure each day, rotating between K, 1, and 2. Other play areas will be marked off with paint to show other non-equipment games chosen by the staff. Each cohort will have a separate area to ensure proper social distancing. Equipment will be provided to each class and will not be shared between cohorts. This equipment will be cleaned after each recess if it is used.</p>
<p>Assembly/Announcements Plan</p>	<p>At this time, assemblies will not occur. Morning prayer/announcements will be taped and pushed to Google Classroom for the teachers to share with their students when the bell rings. Middle School teachers will develop a new “spirit” model that doesn’t use assemblies as the base.</p>

SECTION 2: ACADEMIC EXCELLENCE

CURRICULUM AND INSTRUCTION

Attach completed [Reflections on Distance Learning Worksheet](#)

Plan for Teacher Curriculum Development	Teachers of St. Matthew have begun to focus on creating comprehensive 10-month plans that are easily switched between face-to-face and online instruction. They are working with other colleagues in the Archdiocese to determine focus standards and create assignments around this core content. Assessments are also being created in collaboration, and have a focus on product and authenticity. We are utilizing Atlas Rubicon to do some of this work to ensure collaboration, alignment with Archdiocesan standards, and backwards planning. Teachers are trying to remain flexible, understanding that they must become very aware of where their students currently are achieving and how they might be able to scaffold instruction as necessary.
Beginning of Year Assessment Plan	St. Matthew is planning to take advantage of the Limited Onsite Instruction model along with Comprehensive Distance Learning. This will allow teachers to pull students in to test their current reading levels with our multiple reading assessments. At least for the upper grades (5-8), students will also be tested in Math to determine differentiation grouping.
Grading Expectations and/or Policies	We are currently in the middle of moving to a standards-based grading system. While we have not yet entirely moved over due to some limitations of our Student Information System (SIS), we are in the process for determining the weight of assignments in order to move closer to this point. The grading scale has not changed in any way, so parents will be familiar with our current policies. Teachers are very good about posting for each assignment what it will be worth, the expectations to achieve at different levels, and the “why” of the assignment (what standard is being addressed). This will continue, whether in face-to-face or distance learning.
Asynchronous and Synchronous Teaching Expectations	St. Matthew will be utilizing a true online schooling model while engaging in distance learning. Assignments will be posted as asynchronous material so students are able to access this at their convenience. Assignments are expected to be posted the night before at the same time every day so parents and students

	<p>know what to expect. Synchronous learning will be reserved for small group instruction, feedback, tutoring, etc. that is best done in real time. These appointments will be set up for the same day/time every week. Teachers will also reserve time for “office hours” in which they can schedule slightly more impromptu meetings with students who need more focused attention.</p> <p>With the addition of the Limited Onsite Learning model, St. Matthew will take advantage of this to move some of these synchronous appointments to onsite learning as able.</p>
<p>Plan to Mitigate Learning Loss</p>	<p>With our small class sizes, St. Matthew students will receive a lot of individualized attention from their teachers. We will be able to quickly assess where students are currently sitting in the learning and develop a plan for each of them to be at or above grade level as soon as possible. Support staff will also be utilized to help work with students who may be more behind than others to ensure they are able to drill essential skills in order to move forward.</p>
<p>Systems of Support for Diverse Learners and/or English Language Learners</p>	<ul style="list-style-type: none"> ● Title I and Title III services through Hillsboro School District will continue ● Learning Support and Reading Support will continue for students on IEP/ILPs and those performing below grade level in reading ● Math in Grades 5-8 will continue to be differentiated/leveled ● Students in any of these affected populations with receive extra support calls from their teacher and support personnel
<p>Plan for Students Unable to Attend School</p>	<p>SMCS is offering Comprehensive Distance Learning throughout this school year and are allowing any parent to opt into this program at any time. So, if students return to the school building, some students may remain at a distance. Teachers have been planning for this since we have a few students in high-risk populations for COVID-19 and medically will not be able to come into the building.</p>
<p>Professional Development Plan for Teachers</p>	<p>The administration has decided to let out school slightly earlier on Wednesdays to ensure adequate time for professional development for the teachers. Our plan is to use a rotating schedule for PD: curriculum, collaboration, data, area of interest. We are encouraging teachers to find online resources to share with the staff along</p>

	our goals from our recent Self Study in the Accreditation process. All staff meetings will occur through online platforms. Our region is also looking to offer more collaboration among our teachers so they can continue to plan together and learn from one another.
Plan for Specialists Classes (i.e. Art, Music, Language, etc.)	Specials will be offered to all students, but there will be a high amount of choice involved in these areas. We want to offer the content to students without punishing or overwhelming. Therefore, grades will be based solely on participation. Specials area teachers will be utilized to help deliver other content, such as Social Emotional Learning, and to check in with students who are needing extra support.

MENTAL HEALTH AND SOCIAL EMOTIONAL LEARNING

Plan to Support SEL at the Start of the School Year	Teachers are planning to start the year with a focus on building positive classroom culture. They have been directed to focus on incorporating lessons from the Second Step curriculum and other internal resources. Teachers have been collaborating in this area throughout the summer, sharing children’s books, lesson plans, and project ideas to help create some continuity and similar language throughout the grade levels.
Family Support and Training Plan	Administration has been working on developing a Padlet site for our parents where we post different materials that may help them through this difficult time. Also, we have switched to utilizing Smore to deliver a weekly newsletter with updates as we get closer to the return of school. Short videos are currently being created in order to teach routines for both returning to the building and accessing online education. Each teacher is planning to do a meet and greet with each student and their family so they can determine what materials the student may need and how they best learn, particularly when at a distance.
Plan for Identifying and Supporting SEL Mental Health Concerns	Each teacher intends to do regular check-ins with each student and their family to determine SEL and Mental Health needs. The Principal will then deliver materials to help the family as needed - local support agencies, information, providers, etc.

TECHNOLOGY	
	St. Matthew Catholic School feels it is likely we will begin the year with Comprehensive Distance Education with Limited Onsite Instruction as allowed by the state. When the metrics show we are ready, we plan to move to the school building and supplement with online education for those who still need it.
Learning Management System or Platform used at each grade level	Grades K-5 primarily use Google Classroom. SeeSaw is also utilized for student collaboration. Grades 6-8 use Google Classroom for both LMS and student collaboration.
Acceptable Use/Safety Policies	St. Matthew Catholic School has language in the handbook about acceptable use of technology, and expect that whether students are using a school device or their own. We teach digital literacy and safe use, particularly through the use of Common Sense Media. Any student who will need to borrow a device from the school may do so, and their parents will sign a second form further instructing them on acceptable use and safety. We utilize CipaFilter to ensure safe use for our students, which is monitored by the IT contractor and the Principal.
Technology Purchase Plan and Related Costs	Last spring, the Paddleraiser for the Auction was for technology. This is allowing us to augment the number of Chromebooks and iPads we have in the school to ensure every student will have a device to use. This will be their device for the year, whether they take it home to use in Distance Learning or use it at school in face-to-face instruction, so as to control the spread of germs.

SECTION 3: MISSION AND CATHOLIC IDENTITY

MISSION AND CATHOLIC IDENTITY	
	Hybrid Model or 100% Distance Learning
Schoolwide Eucharistic Celebrations	Right now, our county is in Phase I, which means we can have 50 people per Mass. This means we will have two School Masses per

	<p>week. Half of the stable cohorts will attend each of the Masses, with students in each cohort sitting socially distanced, and cohorts kept several rows apart. Should our enrollment go above 100 students, we will go down to one Mass per week, with two or three cohorts attending in person and live-streaming to the remainder of the classes.</p>
<p>Faith Life Activities</p>	<p>Since it is unlikely we will be able to do activities such as our normal Stations of the Cross (and so many more!), we will be thinking of creative ways to still interact and do these programs. For instance, maybe classes could tape these programs for one another? Perhaps buddy classes could pray for one another on video? The staff will be working with the students to find creative ways to live out our faith as a community.</p>
<p>Service Learning Plan</p>	<p>Because we largely focus on individual service as a Middle School, this program won't need to change. This same idea should be brought down to the lower grades with scaffolding. For instance, the teacher models how to be a good member of the household and solicits ideas from the students. They are then encouraged to serve their families over the next week, keeping a reflection journal of their activities.</p> <p>School-wide projects will also need to be altered, and this is something we do from year to year as a staff already. This year, we will add in the new impacts of COVID-19, hopefully still finding ways to help our local community, particularly through St. Vincent de Paul.</p>
<p>Visibility Plan for Pastor</p>	<p>Our priests plan to film regular videos for the students. However, should we return to the school building we want to find ways for them to still interact with the students. Whether this is in-person or filming videos at the teacher's request (about bullying, for instance), we will continue to foster their relationship with the students.</p>
<p>Visibility Plan for Principal</p>	<p>Mrs. Lindell will be putting out a new weekly newsletter to staff and to parents through Smore.</p> <p>If we are at a distance, she will continue to film videos for the community, pushing these out once a week.</p>

	Staff meetings will happen weekly online.
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