



St. CATHARINE SCHOOL

Love of **God**. Love of **Learning**. Love of **Neighbor**.

St. Catharine School



2020-2021 Reopening Plan

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(614) 235-1396 – Elementary | (614) 235-4940 – Preschool



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St. Catharine School Re-Opening Task Force

Mark Watts	Principal
Janet Weisner	Retired Principal
Christy Deberson	Pre-School Director
Yolanda McClure	Latchkey Director, Classroom Aide
Hope Stebelton	Kindergarten Teacher
Renee Scurlock	3 rd Grade Teacher
Stephanie Speed	7 th & 8 th Grade Teacher
Sharon Stranges	Librarian, Media Center Director
Marian Knox	Education Specialist
Jamie Caridi	Educational Advisory Board Member, Parent
Pat McJoynt-Griffith	Educational Advisory Board Member, Parent
Kevin Sweeney	Educational Advisory Board Member, Parent
Erin Heuser	Parent, Medical Professional
Nell Vitale	Home & School Association, Parent, Medical Professional

Task Force Meeting Dates

Thursday, June 18th

Thursday, July 2nd

Thursday, July 16th

Thursday, August 6th

Thursday, August 20th



Returning to School

The Diocese of Columbus Office of Catholic Schools -has assigned a 3-Tier approach in moving forward with the 2020-2021 school year.

Tier 1	Tier 2	Tier 3
Normal Operations	Blended Learning	Distance Learning
Buildings fully opened with in-person instruction and safety protocols	A combination of in-person and distance learning with safety precautions	Full remote, online instruction with buildings closed

St. Catharine School Re-Opening Plan Summary

- St. Catharine School will not be starting the school year with all students in the building for a full school day. A detailed rationale is listed below.
- St. Catharine School will be starting the school year in a Tier 2, blended learning model, where students will attend a morning or afternoon in-school session with distance learning work sent home for the remainder of the day. Siblings in a family will not be separated.
- St. Catharine School can transition from a blended learning model to normal operations model when CDC guidelines are relaxed, specifically the 6ft social distancing recommendation, with approval from the Diocese of Columbus
- St. Catharine School can transition to a distance learning model if the State of Ohio closes school buildings and face-to-face instruction is not possible.
- Transitions between these Tiers will provide as much time as possible for teachers and parents to adapt accordingly.
- The quality and integrity of Catholic education will be maintained regardless of format. Parents can expect the value and quality we know you deserve on both faith formation and academic excellence.

2020-2021 Important Dates

Week of August 24th

This will be a Teacher Planning and Preparation Week. This will be an important week for staff collaboration, professional development, and final preparation for the start of the school year.

Week of August 31st

Phase-In Period. Students will return to school in a staggered start fashion and in smaller groups.

Monday, August 31st	Tuesday, September 1st	Wednesday, September 2nd	Thursday, September 3rd	Friday, September 4th
Grades K-4 in their assigned AM/PM cohorts	Grades 5-8 in their assigned AM/PM cohorts	Grades K-4 in their assigned AM/PM cohorts	Grades 5-8 in their assigned AM/PM cohorts	Grades K-4 in their assigned AM/PM cohorts



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This will give our teachers and staff the opportunity to introduce important safety procedures, review academic and behavioral expectations, and administer brief assessments to inform future instruction.

Tuesday, September 8th

First Day of School

2020-2021 Spring Break

Although Spring Break for all Franklin County Diocese of Columbus Schools was originally scheduled for the week after Easter, this is no longer the case. After being strongly recommended by the Office of Catholic Schools and to keep consistent with several Diocesan High Schools, Spring break will now be the Week of March 15th through the 19th.

Last day of school before Spring Break:	Friday, March 12 th
First day back from Spring Break:	Monday, March 22 nd
Last day of school before Easter Break:	Wednesday, March 31 st
First day back from Easter Break:	Tuesday, April 6 th

Friday, June 4th

Last Day of School

Health & Safety Summary

The Ohio Department of Education with the cooperation of the Ohio Department of Health published [COVID-19 Health & Prevention Guidance for Ohio K-12 Schools](#). Their recommendations can be summarized into 5 distinct directives.

Vigilantly Assess for Symptoms	Wash & Sanitize Hands to Prevent Spread	Thoroughly Clean & Sanitize School Environment to Limit the Spread on Shared Surfaces	Practice Social Distancing	Implement Face Coverings Policy
Temperature checks should be conducted at home. Students with COVID-19 symptoms will be isolated and sent home.	Along with diligent hand-washing protocols, hand-sanitizing stations have been installed in every classroom	School will be cleaned and sanitized twice daily.	Students will be seated and kept 6ft apart per CDC recommendations.	All students will be required to wear masks when entering the building, in the classroom, moving in the building, and in common areas.

You should not be at school or will be sent home from school if you have the following symptoms:

Infectious Disease Symptoms	Other Conditions
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<p>Fever or fever-like symptoms</p> <ul style="list-style-type: none"> Temperature above 100.0 F or with or without the presentation of fatigue/body aches/chills/rigors. 	<p>Student reported or has been notified that they have been in close contact with a positive COVID-19 case</p>
<p>Respiratory symptoms</p> <ul style="list-style-type: none"> Cough, congestion, runny nose, sore throat, shortness of breath not appeared to be related to allergies or asthma. 	<p>Confirmed non-COVID viral infectious disease</p> <ul style="list-style-type: none"> Ex: influenza or rhinovirus
<p>Gastrointestinal symptoms</p> <ul style="list-style-type: none"> Diarrhea, vomiting, or severe nausea. 	<p>Contagious infections requiring antibiotic treatment</p> <ul style="list-style-type: none"> Ex: Strep throat or pink eye
<p>New unexplained loss of taste or smell</p>	<p>Undiagnosed, new, and/or untreated skin rash or condition</p>
	<p>Doctor's note requiring a student to stay home due to medical concerns.</p>

If student develop symptoms during the school day, students will wait to be picked-up by a parent or guardian in our Safe Separation Space.

What if a student test positive for COVID-19?

A specific, detailed school scenario document will be published and distributed to families Diocesan-wide which is in its draft stages now.

If a student tests positive for COVID-19, the parent will need to call the school and the health department will be in contact with the school to determine the next steps.

All parents of students within that particular cohort will be notified that there was a positive test from a fellow student. It will then be determined if another student or staff member was in close contact with that student within the past 48 hours.

Close Contact

"Close contact" means you were within 6ft of someone, without a mask, for more than 15 minutes. This scenario should not happen on school property with the protocols we have in place.

The student who tested positive...	Students who were in close contact (including siblings at home)...	Students who were not in close contact...
<p>...can return to school after 10 days if they have been asymptomatic for 72 hours</p>	<p>..must self-quarantine for 14-days and will continue with online learning.</p>	<p>...if symptom free, will continue in-class learning</p>



Scenario	Student	Other Students in the same Cohort	Staff Member(s)
Student Reports Symptoms at Home	Cannot Return to school until 48 hours symptom-free. Parents encouraged to get COVID-19 Test	Continue In-Class Learning	Continue In-Class Learning
Student Reports Symptoms at School	Parents will be contacted, student will be sent to safe separation space for pick-up	Identify Students who were in close contact. YES: Student must quarantine for 14 days, encourage COVID-19 Test. NO: Continue In-Class Learning	Identify Staff who were in close contact. YES: Staff must quarantine for 14 days, encourage COVID-19 Test NO: Continue In-Class Learning
Student has symptoms and has been exposed to COVID-19	Must quarantine at home for 14 days. Student can return if they have been asymptomatic for 72 hours	Identify Students who were in close contact. YES: Student must quarantine for 14 days, encourage COVID-19 Test. NO: Continue In-Class Learning	Identify Staff who were in close contact. YES: Staff must quarantine for 14 days, encourage COVID-19 Test NO: Continue In-Class Learning

Procedures to Return to School	
Infectious Disease Symptoms	Other Conditions
If <u>presenting</u> with symptoms, please test student for COVID-19 and/or provide doctor's note for other treatment-specific guidelines.	If confirmed that student has non-COVID viral illness please provide a doctor's note to confirm and student may return once 72 hours symptom-free without the use of medication.
If you choose not to test student, student must stay home for 10 days minimum and return when symptom-free for 3 days.	After the first 24 hours of various antibiotic treatments for contagious infections (i.e. strep throat, pink eye, etc.)
If notified to self-quarantine due to a <u>close contact to a COVID-19 case</u> , stay home and monitor symptoms for 14 days. Call the Ohio Department of Health coronavirus hotline for specific guidance 1-833-4-ASK-ODH / (1-833-427-5634) .	Doctor's note requiring a student to stay home due to medical concerns as specified.
If <u>NEGATIVE</u> for COVID-19, please remain home for 24 hours symptom-free without the use of medication. Please reconsider testing if symptoms worsen.	



If POSITIVE for COVID-19, student must stay home for 10 days minimum and return when symptom-free for 3 days

Tier 1 – Normal Operations

Having all students return to school in a full-time capacity, every day, was an option we were initially optimistic about and explored in great detail. Due to the most recent developments with COVID-19 cases in Ohio and after space and staff analysis, we have determined this option is not possible at this time.

Challenges with a Tier 1 Model

Staff Limitations	<p>With two Kindergarten classes and one class per grade for 1st through 8th-grades, we have 10 classes at St. Catharine School. In order to maintain 6-foot social distancing for students, each class will need to split into two separate rooms. By doing so, we would need double the amount of certified staff to cover all 20 sections of students. With a limited number of part-time instructional aides, this would be very difficult.</p> <p>If we would decide to redistribute our specials teachers to accommodate for each group, we would still have trouble doing so due to the part-time nature of our specials teachers.</p> <p>Finally, limitations on substitute teachers combined with the high demand and small margin of staff absences, this would stress our personnel considerably.</p>
Instructional Space	<p>Even with the addition of several new classrooms and the parish center, the problem we face is those particular spaces are not suited for instruction, may not be in close proximity to the other group’s classroom, and may not be equipped in an appropriate manner for learning.</p>
Limited Instruction	<p>Although students would be in attendance for a full-school day, they would not be receiving instruction from their teachers for a full-day due to the need for each teacher to rotate between at least two groups of students.</p>
Less Supervision	<p>With limitations on volunteers, the distance between learning areas, and staff fulfilling multiple responsibilities, students will not be supervised to our expectations.</p>
Length of Day	<p>It’s been since March that students have been in school for an entire school day. This will be a difficult adjustment for students, particularly students in the primary grades. With the added responsibility of students wearing a mask, lack of movement between rooms, and adapting to the focus and pace needed during a school day, this would not be the best interest of learning.</p>
Maximum Exposure	<p>Although students would be divided into smaller groups in this Tier, the prolonged exposure within their particular group can be a safety concern.</p>



Lunch for Students	There are two options for providing adequate time for lunch while maintaining reopening criteria. One would be to add several lunch periods in the cafeteria to reduce total number of students while still providing ample time to clean and disinfect between lunches. The second option would be for students to eat in their classrooms, which would require them to remove their masks.
Teacher & Staff Stress	A full day of face-to-face instruction with two groups would not allow for teachers to eat lunch away from students or have an appropriate planning period. Teachers are required both a 30 minute uninterrupted lunch and at least 150 minutes of planning periods a week. Most importantly, the additional mental and emotional stress on our teachers in this scenario is not desirable.

Tier 2: Blended Learning

There are many different variations when implementing a blended learning option. We have explored many different scenarios and spent many hours discussing the benefits and challenges of each. We understand that no blended learning plan will fit every families preferred schedule and it is impossible to make everyone happy with any blended learning model. For the reasons discussed, debated, and stated below, we are committed to a full-day (half-day learning in school, half-day learning at home), five days per week model.

Daily Routine	One benefit of this particular blended learning option is families will be able to get into a daily routine. We understand that this particular model may not match with other schools and may take some adjusting in terms of scheduling. We will work with families to support these changes.
Students see Teachers everyday	Our biggest concern with our students to the social-emotional learning aspect of your child's education, combined with the ability to check-in daily with teachers and seeing teachers face to face, will not only improve instruction at school, but make the at-home learning piece more effective and efficient.
Students see classmates everyday	There is no way to know if students have been seeing other students on a regular basis during this time. However, seeing a variety of more students in an academic setting is extremely valuable for the social and academic development of each child.
Formative Assessment	One of the most difficult challenges for teachers is the ability to check for understanding. The quicker turn-around between in-person and at-home learning will provide a more reliable feedback loop and inform future instruction for our teachers.
Lunch Logistics	The most overwhelming logistical challenge and the most significant potential for the spread of COVID, would be during lunch. This split day model alleviate that possibility. For students who have free/ reduced lunch, we will provide to-go options.



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Students will still have Specials	Subjects such as Art, Gym, Library, Music, Spanish, and Technology are extremely important and developmentally beneficial for all students. Although these classes may be shorter and less frequent, they will still be part of the curriculum.
Intervention, Speech, Tutoring	With this blended learning model, intervention, speech, OT, and tutoring can occur more consistently with more frequent feedback to student, classroom teachers, and parents.

Typical Day

It is entirely too early to provide specific details concerning the day-to-day activity and scheduling for students. However, rest assured the faculty and staff are working diligently to formulate a schedule that keeps our students and staff safe, is best for meaningful instruction, and provided faith formation opportunities for all students.

Time	Activity
7:00	Latchkey begins for AM Students
7:45	AM Cohorts In-Person Arrival. Students will report directly to their class.
8:00	AM Session Face-to-Face Instruction begins, PM Session at-home Learning
11:00	AM Session Dismissal, Cleaning/ Sanitizing begins in classrooms, specials rooms, Latchkey, & common areas
12:15	PM Cohort In-Person Arrival. Students will report directly to their class.
12:30	PM Session Face-to-Face Instruction Begins, AM Session at-home Learning
3:30	PM Session Dismissal, Latchkey begins for PM Students. Cleaning/ Sanitizing begins in classrooms, specials rooms, & common areas
5:30	PM Latchkey Ends, Cleaning/ Sanitizing begins in Latchkey area

Specials Classes within a Tier 2 Model

Subject	Location	Comments
Art	In classrooms or Art room	Students will receive individual art supplies to avoid sharing.
Gym	Outside as much as possible/ Gym	Students will be at a 6ft distance at all times
Library	Collaboration with Technology	Students will be able to reserve books online and they will be delivered to classrooms.
Music	In classrooms or Music Room	If not in classroom, music room will have no chairs, students will stand at least 6ft apart, and keep masks on.
Spanish	In classrooms	
Technology	Collaboration with Library	



Parent-Teacher Conferences or other Meetings

In an effort to eliminate visitors in the school building, any Parent meetings with teachers, tutors, or staff will be held via Zoom. If this is not possible, meetings will be held in the School Conference room. Parents will enter through the doors in the Monsignor Sorohan Parish center.

School Procedures for Tier II

Arrival:

Time	Location
Students will NOT be allowed in the building before 7:45 AM for the Morning Session or 12:15 PM for the Afternoon Session.	Students will not enter the front doors of the school. Walkers will need to walk around to the back of the building.
Students who arrive after 8:00 or after 12:30 will need to report to the main office.	Car drop-off line will enter through Bexley Park and drop-off will be once the car makes the turn on the loop in the parking lot at the back of the school.
Procedures	
Students should not be dropped off at school if they have a temperature of over 100 degrees, have COVID-19 Symptoms, or have knowingly been in contact with someone who has tested positive for COVID-19	
All students must have a mask on before entering the building. Duty teacher will have extra masks outside.	
Kindergarten (Stebelton), 4th, and 5th Grade will enter through door #10 nearest to the gym.	
Kindergarten (Ratliff), 1st, 2nd, 3rd, 6th, 7th, 8th will enter through the middle door, #16. This will prevent students from crossing through the cafeteria area or the main hallway and will help students avoid "crossing paths."	
Parents will not be permitted to enter the building.	

Dismissal:

Time	Location
The dismissal process will start promptly at 10:45 and 3:15 every day for car riders.	Walkers will be permitted to go out the front doors.
Walkers will be dismissed at 11:00 and 3:00 respectively.	Car pick-up line will enter through Bexley Park and drop-off will be once the car makes the turn on the loop in the parking lot at the back of the school.
Procedures	
Parents will be given laminated signs to stick on their dashboard on either August 31 st or September 1 st . Each family will get one for each vehicle.	
There will be the family name or number-letter code on each sign to indicate the family which will be displayed while in the car line.	



A teacher on duty will record the codes on a tablet into a Google doc or sheet. Teachers will have that same Google doc displayed on their Smartboards in their classroom. This will drastically reduce "congestion" in the buildings during the dismissal.

What Students Should Bring to School

- 1.) All students will be required to bring a mask and water bottle to school. We will have extras of both.
- 2.) All other materials will be classroom managed and safe areas are designated for personal items.

Physical Changes to the Buildings

- ✓ No visitors will be permitted in the building.
- ✓ Students will be limited to specific doorways, hallways, and traffic flow.
- ✓ Restroom times will be coordinated among teachers to avoid multiple classrooms in the hallways. Restroom procedures will be adjusted as well.
- ✓ Water Fountains will be turned off and covered.
- ✓ All classrooms will be running their overhead fans to draw air upwards to mitigate risk.
- ✓ Air filters were recently replaced and we are in the process of researching air purifiers for classrooms.
- ✓ All classrooms and shared spaces will be cleaned and disinfected twice per day by our cleaning crew. This process will happen 11:00 AM to 12:15 PM and at 3:30 PM.
- ✓ Latchkey will be confined to the cafeteria with no cross-traffic happening on the ground floor. The cafeteria will be cleaned and sanitized at 7:45 AM, 11:15 AM, and 5:30 PM.

Separation Area (Our Safety Space):

When will the Space be Utilized?	Location
If during the 3-hour instructional block, a student has a temperature of over 100 degrees, have COVID-19 symptoms, or have knowingly been in contact with someone who has tested positive for COVID-19	The separation area be on the stage in the gym. This area has its own entrance, and parents will pick their students up from the gym doors.
Procedures	
Students will be isolated inside the separation space until a parent picks them up. There is room for multiple students to stay at a 6ft. distance Students will have their own cot or chair in this area Separate lighting from the gym so lights can be dimmed if needed.	

Student Interaction

- ❖ Students will only be in contact with the students within their assigned group, which we are calling cohorts. This will typically be around half of the students in that particular class.
- ❖ Students are required to maintain a 6-foot distance from other students and will be seated as such.
- ❖ Students are required to wear masks while they are inside the building.
- ❖ Students will be permitted to remove masks with teacher permission only if they are outside and maintain 6ft social distancing.



Latchkey

At the very minimum, we are planning to offer Latchkey services in a limited basis. We would like to offer before-school, morning latchkey for the families whose students are in-school for the morning session and afterschool, afternoon latchkey for the families whose students are in-school for the afternoon session.

Before School Latchkey	7:00 AM until 7:45 AM
Mid-Day Latchkey	11:00 AM until 12:00 PM (for Morning Cohort only)
After School Latchkey	3:30 PM until 5:30 PM

We will not be offering latchkey services during the academic sessions.

Distance Learning Option for families during Blended Learning

One of the most challenging situations and obstacles we are facing is families who have students and family members with health conditions during the Coronavirus pandemic.

We are looking into options to help support families who are not yet comfortable sending their children back to school, but still want positive aspects of a Catholic education including the tight-knit family support, the engagement from teachers and the faith formation aspect of St. Catharine School.

Please remember our situation is temporary and this is only a short duration of the overall development in our children. Also, keep in mind that distance learning during a Tier 2 model will look drastically different than the spring. Our teachers will be teacher full-time to two separate groups during the day. It will be very difficult to have the same engagement compared to the entire school in a distance learning model. Regardless, we will continue to work to support these families.

Tier 3: Distance Learning

In the instance that we will be required or feel the need to shift to a full-time, distance learning model, we will have several aspects that will improve the overall educational experience for our students.

- 1.) **Experience.** We all have more experience doing distance learning and know what to expect.
- 2.) **More Resources.** We will have a new student information system called [Digital Academy](#). The Diocese of Columbus has made the transition to Digital Academy which will help teachers, parents, and students with a more efficient and effective online learning platform. In addition we will be utilizing other resources such as Google Classroom, SeeSaw, and other educational platforms to enhance learning.
- 3.) **Teacher Training.** Teachers will have several professional development session to help organize ways to create assignments, initiate live class-rooms, and more effectively communicate expectations to student and parents.
- 4.) **Parent Information Sessions.** We will be scheduling several parent information session to assist families on becoming more comfortable with utilizing the Digital Academy platform and other similar platforms.
- 5.) **Faith Formation.** With the technological improvements with livestreaming, students will be better equipped to engage in prayer, attend virtual mass, experience adoration, and become more active in their Catholic faith.



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Tier 3 Learning

There will be some of our families who may not be fully comfortable with sending their children back to school in a blended learning capacity at this time. I want to make sure those families know that we support you in your decision, respect your reasoning, committed to keep your students engaged spiritually and academically, and will embrace your students when they are ready to return to school.

As I stated previously, there will be some slight differences with Distance Learning while we are in a Tier 2 capacity. The most important thing to understand is the "Live Classroom" (Zoom) component of learning will be limited. This is due to teachers who will be engaged in Face-to-Face instruction for 6 hours per day with the AM and PM cohorts. However, assignments, assessments, lessons, videos, and resources will be continuously posted to maximize asynchronous learning. We will also be scheduling pick-up/ drop off days for Tier 3 learners more frequently.

When you pass through the waters, I will be with you; and when you pass through the rivers, they will not sweep over you. When you walk through the fire, you will not be burned; the flames will not set you ablaze. - Isaiah 43:2