

# St. John Vianney Catholic School Reopening Plan

2020-21

This document is written with the guidance from a document titled COVID-19 Preparedness Guidance: A Path for Students' Return to School Fall 2020, which is a collaboratively written document from the Catholic dioceses in Minnesota. It was written by the superintendents of the Catholic schools of Minnesota, then approved by the bishops, and finally reviewed by each diocesan lawyer. Each Catholic school within the Diocese of Winona-Rochester is completing four action plans for their individual school because it is recognized that each school has different needs. These action plans have been reviewed and approved by Father Beerman, Mrs. Sarah Striemer, school faculty and staff, and the SJV school board.



## Operational Practices

**\*Designated COVID-19 Point of Contact:** Sarah Striemer

**\*Training of Staff and Stakeholders:**

-Faculty, staff, and school board members will approve this document prior to official training of faculty, staff, students, and stakeholders.

-Families will be invited to a meeting about reopening on August 3<sup>rd</sup> where reopening guidelines will be explained.

-Families will receive this document via email and hard copy if requested prior to the start of school.

-Document will be linked to the SJV School website prior to school starting.

-Faculty and staff will receive all necessary training during workshop week (August 24-28)

-Students will receive all necessary training during the first week of school and review will be given as needed throughout the year.

**\*Adaptability:**

-This plan will be evaluated and updated as needed as the school year progresses. Changes made will be shared with all stakeholders.

**\*Entrance / Dismissal Protocols:**

-Students will arrive at school no earlier than 7:50 am.

-All students and adults coming into the building will wear a mask, which is brought from home.

-All students will enter the building through the north door, including students who ride the bus.

-All students, teachers, and staff will be temperature checked upon arrival before coming into the building.

-All students will go directly to the playground for recess, where they will keep their mask on and practice social distancing.

-Students will replace their mask with a shield when they enter the classroom.

-At PE time, shields will be taken off if social distancing can be maintained.

-At lunch time, masks from home will be worn to the lunchroom. Students will eat (without the mask) and then put mask back on to go to the playground.

-When arriving back in the building, masks will be replaced with shields.

-Shields will be left at school so that teachers can sanitize them for the next day.

-Masks will be worn out of the classroom for dismissal.

-At dismissal time, students who ride the bus will be released first. Students who are going to Kidstop will be released next. They will go directly to the cafeteria. Students who are picked up will be released one class at a time. They will come directly to the front door and stay with their class while they wait for their ride.

### **\*Health Checks**

-All students, faculty, and staff who are experiencing COVID symptoms will not be allowed within the building.

-All students, faculty, and staff will be temperature checked before entering the building.

-If students, faculty, or staff come in close contact to someone who has COVID-19, he/she will be required to quarantine for 14 days. Learning for students who are quarantined will be required at home. (see Distance Learning Plan)

### **\*Physical Distancing in School**

-Each classroom will be socially distanced by 6 feet whenever possible.

-When outside of classroom setting, students will follow paths within the building that teachers will teach within the first weeks of school.

-Mass will continue each Wednesday with social distancing in the church. Students will be socially distanced throughout the church, utilizing the main body

of the church, the chapel, the balcony, and the gathering space. Mass partners will not be utilized at this time.

- Prayer services will be reevaluated over time.

- Lunch times will remain the same. Students will enter the lunch room one class at a time and be seated socially distant from other classes.

- Back to school night will be held on August 25<sup>th</sup>. Students will visit their classroom and drop off supplies while social distancing. Families will meet at the playground for a served meal immediately after visiting classrooms. Families will be responsible for keeping their own children together and socially distant within the building and outside.

- Each school activity will be evaluated to ensure that students, teachers, staff, and families will be safe.

### **\*Communication and Signage**

- Signs are located throughout the building to educate students, families, and guests what the symptoms of COVID-19 are.

- Signs are located at entrance restricting entrance to COVID-19 symptomatic/exposed individuals.

- This action plan is communicated to all stakeholders through email, meetings, and on the school website.

### **\*Attendance**

- Students, teachers, and staff are expected to be in school as long as they are COVID-19 symptom free and have not been exposed.

- Students who are healthy, but have been exposed to COVID-19 will be required to quarantine at home for 14 days while continuing to complete school work with the assistance of the classroom teacher.

- Teachers and staff who are healthy, but have been exposed to COVID-19 will be required to quarantine at home for 14 days. A substitute will be provided for their classroom, but teacher will assist in preparing lesson plans from home.

### **\*Transportation**

-At this time, bussing services are not decided upon by district guidelines. When these guidelines are in place, this document will be updated. Parents are highly encouraged to transport students to and from school.

### **\*Preparedness for Temporary Closure**

-See distance learning plan at the end of this document.

-Martin County Public Health-238-4757

### **\*Liability Waivers**

-All students and volunteers will be required to sign a waiver from the Diocese of Winona-Rochester upon their first day of attendance. The waiver for students will be included in the back to school paperwork, which is received during Back to School Night.

### **\*Assessment of Plan Effectiveness**

-This document will be reviewed weekly by administration and monthly by faculty and school board.

**\*The mission and philosophy of St. John Vianney School will be maintained during this time. Our mission at St. John Vianney School is to provide a quality Catholic education based on the teachings of Jesus Christ. Everything that we do will be based on this mission during the COVID-19 time and after.**

## Health and Well-Being

### **\*Cleanliness and Disinfecting Processes**

- Classrooms will be disinfected by each teacher at the end of the day.
- Restrooms and other areas of the building will be cleaned daily by the custodian.
- Office and lounge will be disinfected by office staff each day.
- A binder with a disinfecting checklist is located in each classroom, custodian closet, cafeteria, office, and Kidstop. Each item for cleaning will be initialed each day by the person in charge of that area.

### **\*Hand Hygiene and Respiratory Etiquette**

- Signs will be located in all bathrooms as a reminder on best practices for hand washing.
- Students will be taught and retaught as needed as to best practices for hand washing.
- Signs will be located throughout the building and in all classrooms on best practices for respiratory etiquette (covering coughs and sneezes)
- Students will be taught and retaught as needed as to best practices for respiratory etiquette.

### **\*Face Coverings**

- St. John Vianney School will provide shields for students, faculty, and staff to wear at school.
- Students and all adults will arrive at school with a mask from home. The shield will be used at school and stay at school. The mask will go home each day and is expected to be washed nightly.

### **\*Drinking Fountains**

-Drinking fountains will only be open for water bottle refills only. All students will be required to provide their own clean water bottle each day. These bottles will be taken home every day and washed.

**\*Facility Ventilation**

-SJV Administration and SJV custodial staff will work together to ensure that the school is well ventilated.

## Curriculum and Instruction

### **\*Approach on curriculum planning**

-St. John Vianney School continues to be on a 7 year cycle for curriculum review and textbook evaluation. We will continue to do this, along with incorporating the Diocese of Winona-Rochester ACE curriculum.

-In the case of a school closure, the faculty and administration would continue the evaluation process.

-Curriculum is aligned with MN State Standards and goes above what the state requires for each grade level.

-Circle of Grace will be taught during the first week of school so that students and teachers can use that as a resource for implementing social distancing and ensure students that the Holy Spirit is here to keep us all safe.

### **\*Assessment**

-St. John Vianney School will continue to use the NWEA testing model for Fall, Winter, and Spring. In the case of a closure, testing will be reevaluated.

-Teachers will develop assessments for each subject area that are appropriate for use at home if needed.

### **\*Feedback and reporting (grading)**

-St. John Vianney School is known for providing excellent educational opportunities for our students. We will continue to grade work according to what is appropriate for each grade level.

-In the event of a school closure, the distance learning plan will be utilized.

### **\*Supporting unique academic, social, or emotional needs**

-St. John Vianney School will stay in contact with LEA (Fairmont Public School) to be sure that the needs of our students who receive special education services are being met.

-Student accommodation/modification plans will be evaluated as needed to be sure that each student is receiving the best education we can provide to them.

-The social/emotional needs of students will be closely monitored by all school administration, faculty, and staff. If outside help is needed for these students, the parents and school will work together to be sure that needs are being met.

### **\*Addressing Students/Families on Distant Learning**

-If the distance learning plan needs to be implemented, all stakeholders will be informed through various methods which include, but are not limited to: emails, phone calls, online meetings, etc.

### **\*Administration Considerations**

-If the distance learning plan needs to be implemented, teachers will work from school, unless there is a statewide shutdown like Spring of 2020. If needed, there will be a schedule set up for times that teachers and staff can be in the building to ensure that social distancing is taking place if needed.

-If the distance learning plan needs to be implemented, teacher/staff evaluations will be done via zoom.

-If the distance learning plan needs to be implemented, the MNSAA strategic plan will be evaluated and adjusted by the administration, priest, and school board.

-If there is a staff shortage due to COVID-19, the administration will work with substitutes and other staff members to establish areas that need coverage.

### **\*Consultation by administration with LEA**

-SJV administration will meet with LEA to discuss title funding, transportation, health services, counseling services, and CARES funding.

The mission at St. John Vianney School is to provide a quality Catholic education based on the teachings of Jesus Christ. This statement is what we use to guide all

of our teaching within St. John Vianney School. Our Catholic faith is incorporated into each and every part of our day.

## **Creating and Maintaining Community**

### **\*Internal Relationships**

-Staff orientation will be held within the school cafeteria to allow for social distancing.

-Student/Family Back to School Night will be held on August 25<sup>th</sup>. Families will be allowed into the building to drop off materials in the classrooms and to enjoy a served meal outside.

-School Masses will continue in the church.

-Classes will take turns preparing the Mass.

-Students will have readings/parts on paper so they don't have to use the Lectionary or touch the ambo.

-Students will social distance throughout the church. Parents may come to Mass and sit with their child.

-In the event of a school closure, students will maintain relationships within their class through zoom and other online platforms.

### **\*External Relationships**

-Care will be taken to ensure that our current relationships with those outside of our building will be maintained through email, phone calls, zoom meetings, etc.

-Point of Contact for public health department (Caroline McCourt): 238-4757

In the event of an outbreak within our community, SJV School will be in contact with the Martin County contact, Caroline McCourt. If there is a need to close school for a period of time, the following Distance Learning Plan will be used.

## **St. John Vianney Catholic School**

### **Distance Learning Plan**

In the event of an extended school closure, St. John Vianney Catholic School is dedicated to continuing education for our students. Our goal is for quality learning to occur from a distance. (\*School closure does not include preplanned vacation days or weather related closures.)

During an extended school closure, SJV teachers and staff will work with students and parents to ensure that learning continues on as closely as it would within the classroom. This will be done in the following ways:

\*Teachers may use an approved online platform to set up lessons and assignments for their students.

\*Teachers can email lesson plans to students.

\*Teachers can drop packets of lessons in the church library for parents to pick up/drop off.

\*Teachers will make daily contact with students through a variety of options including, but not limited to phone calls, text messages, email, and online meetings.

#### **Responsibility of administration during school closure:**

\*Provide support for teachers, students, and parents.

\*Keep all stakeholders informed of decisions being made for present time and future time of closure.

\*Stay connected with diocese officials, public school administration, and state guidelines.

\*Communicate with teachers, students, and parents about concerns.

### **Responsibility of teachers:**

\*Provide weekly plans for students.

\*Make daily contact with students.

\*Keep up to date records of contact, grades, concerns.

\*Communicate with administration about concerns.

\*Provide quality assessments for students.

### **Responsibility of students:**

\*Follow a daily routine that is established by parents and teachers.

\*Identify one space in your home where you can work effectively and successfully.

\*Check in daily with teachers.

\*Do your best work each day.

\*Turn in assignments on or before the due dates.

### **Responsibility of parents:**

\*Follow a daily routine with your child(ren).

\*Identify one space for your child(ren) to work.

\*Communicate with child(ren), teachers, and administration.

\*Take an active role in helping your child(ren) complete learning for each day.

\*Encourage physical activity each day.

Revised: 7/31/2020