



St. Wenceslaus Catholic School

212 N. Linden St ↔ Dodge, NE 68633 ↔ Phone: 402-693-
2819

E-Mail: stwschool@gpcom.net Web: www.stwenc.org

Parents,

St. Wenceslaus School has developed a plan to return all students to school starting on August 13th. At this time, the school year will start out on Tier 1 - Level Green. We ask parents to read over all the material thoroughly so that you know what is expected as we return to school. We have also carefully considered the guidelines that have been provided to us by local, state, and federal health officials to come up with a plan that works best for us. These established guidelines have been created to keep the building open and students in the regular classroom. All plans are subject to change, please check the website, your email, and Reminds frequently for any changes or new information. Please understand we have done our best to create a plan that works for our school and know that adjustments will be made throughout the school year. We miss our students and are excited to get them back into the classroom! Thanks for your continued support and understanding.

This document is being provided as a framework that explains the possible plans the St. Wenceslaus Catholic School could implement in response to COVID-19 for the 2020-2021 school year. The reality is that this situation is extremely fluid and circumstances based on this pandemic may cause the district to change throughout the year. Final decisions will be made with the guidance that is provided to us by our community, local health department, state and federal officials. Below there is information provided to explain the plans we will put in place with the understanding that we may be required to change our course of action at any time. STW appreciates all of the support of the families and communities. It is our intention to have in-person learning as our top priority this fall.

STW: Return to School Protocols

*St. Wenceslaus School will follow recommendations and guidelines determined by the **East Central District Health Department**. All protocols are subject to change.*

<u>Protocols</u>	
Pre-Screening Students	<ul style="list-style-type: none"> • Parents will screen students at home for symptoms including: <ul style="list-style-type: none"> ○ Fever- Less than 100.4 ○ Chills ○ Cough ○ Shortness of Breath ○ Fatigue ○ Muscle/Body Aches ○ Sore Throat ○ Loss of sense of taste/smell • If symptomatic - Call health care professional and DO NOT REPORT TO SCHOOL
Pick-Up/Drop-Off of Students	<ul style="list-style-type: none"> • All students will enter the building through the west entrance. • Parents/Guardians - please stay in vehicle • Please have your child (ren) wait in the car until the car in front of you leaves. • Until further notice, parents are asked not to come into the building. • Preschool- Parents will be emailed Pick-up/ Drop-Off Instructions at a later date.
Entering Building	<ul style="list-style-type: none"> • Entry into the building will not be allowed until 8:00 a.m. for non-bus riders. There will be NO supervision until 8:00 a.m. • Social Distancing will be practiced when entering/exiting • Students will enter through an assigned door • Temperature Checks may be taken when reasonable or directed by the Health Department. Plan on temperature checks upon entry.
Masks	<ul style="list-style-type: none"> • Masks are recommended and will be worn when social distancing can't be done. • Masks will be provided, but students may bring their own mask, as long as it is school appropriate. • Recommended Guideline: When you can social distance, you do not need to wear a mask but may do so if you choose. When you cannot social distance, wear a mask. More specifically, if you are in close contact for more than 15 minutes without social distancing, wear masks.

	<ul style="list-style-type: none"> • East Central Health Department Statement. - <u>The practice of wearing a mask could prevent individuals from being quarantined.</u> Those that wear a mask and are in direct contact with a person who tests positive will not be required to quarantine unless they show symptoms. If you are in direct contact and do not wear a mask, the health department will require quarantine for up to 14 days.
Hand Washing/Sanitizing	<ul style="list-style-type: none"> • Students and staff wash or sanitize their hands upon entering the building (i.e. first classroom a student enters), entering and exiting individual classrooms, and exiting building
Classroom	<ul style="list-style-type: none"> • Spread students out to social distance when at all possible • Assigned seating for all students in each classroom. • Highly recommend masks when social distancing is not possible.
Classroom/School Cleaning	<ul style="list-style-type: none"> • Protocols to clean student areas will be established for all staff members throughout the day. • Sanitizing Spray and other materials will be provided to wipe down the desk throughout the day. • High traffic areas will be cleaned often • Bathroom will be cleaned midday
Lunch	<ul style="list-style-type: none"> • <u>HDC Protocol- Parochial Schools:</u> Lunches will be delivered or picked up for each school. Until further notice, we are limiting who enters the building. Another option is to allow them to continue as normal and then disinfect in between.
Recess	<ul style="list-style-type: none"> • <u>Outdoor recess</u> - wash hands/sanitize immediately after playing outside. • <u>Indoor recess</u> - Student recess will be limited to a specific grade level or classes will have to occupy different areas of the church basement.
Symptomatic Student during the School Day	<ul style="list-style-type: none"> • STW will follow the guidelines provided to us by the Health Department: <ul style="list-style-type: none"> ○ Student/Staff Member will be sent home, parents of the classroom will be contacted. ○ Classroom will be disinfected.
COVID-19 Positive Cases	<ul style="list-style-type: none"> • STW will follow Health Department Guidelines
School Exclusion Due to Positive Test	<ul style="list-style-type: none"> • STW will follow Health Department Guidelines

<p>Return To School After Exclusion</p>	<ul style="list-style-type: none"> • STW will follow Health Department Guidelines • Please Note: Any illness with a fever a student cannot return to school until they are fever free for 72 hours without medication.
<p>Travel Out of State</p>	<ul style="list-style-type: none"> • If a student or staff travels out of state, especially to an area where COVID-19 cases are surging, student(s)/staff <u>may</u> be required to not enter school facilities for 5-7 days. <u>The district cannot require quarantine</u>, however we can mandate who can or cannot enter the building. The school will utilize information from the local health department and current DHM's • Prior to travel - check with the administration to explain circumstances. • Administration will determine course of action on a case by case basis. • School Administration will utilize CDC information to determine COVID-19 Hot Spots. • COVID DATA TRACKER
<p>Water Fountains</p>	<ul style="list-style-type: none"> • No Drinking from the Fountains • Students will need to bring their own water bottle • We ask each family to send a case of water to refill their child's water bottle throughout the day.
<p>Music/PE/Band 5th-6th grade</p>	<p>HDC- requirements/guidelines</p>
<p>Special Services</p>	<p>HDC- requirements/guidelines</p>
<p>Exiting Building</p>	<ul style="list-style-type: none"> • Parents or drivers stay in vehicles. Multiple exit points will be used.
<p>Visitors to School</p>	<ul style="list-style-type: none"> • The school office will be open to visitors who are wearing a mask. If a visitor is unable or chooses to not wear a mask, he/she should call the school upon arrival. • For all students who need to leave the building (have an appointment, are ill, need to leave early, etc.), parents will call the school office upon arrival to the building and the student will be released.
<p>Transportation-Bus Riders HDC requirements</p>	<ul style="list-style-type: none"> • Students are assigned seats and required to wear masks; driver is required to wear a mask • Adding additional route and shuttle • Surfaces are wiped down between routes
<p>Mass- Tuesday Only -for the time being</p>	<ul style="list-style-type: none"> • Spread students out to social distance • One server, lector, -Talk to Father Rod

Contacts: Health Departments, Clinics, Hospitals	<ul style="list-style-type: none"> • <u>East Central Health Department</u>-4321 41st Ave, Columbus, NE 68601. 402-563-9656 • <u>Three Rivers Health Department</u>-2400 N Lincoln Ave, Fremont, NE 68025. 402-727-5396 • <u>CHI Health Schuyler</u>- 104 W 17th St, Schuyler, NE 68661. 402-352-2441 • <u>Columbus Community Hospital</u>-4600 38th St, Columbus, NE 68601. 402-564-7118 • <u>Franciscan Healthcare</u> - 430 N Monitor Street, West Point, NE 68788. 402-372-2404 • <u>CHI Clinic Howells</u>-121 S 6th St, Howells, NE 68641. 402-986-1115 • <u>Howells Family Practice</u>-119 S 3rd Street, Howells, NE 68641. 402-986-0830
Guidance for COVID-19 - Helpful Links	<ul style="list-style-type: none"> • East Central District Health Department - Directed Health Measures Guidance Links • ECDHD - COVID-19 Links • ECDHD - Press Releases • Health & Human Services Nebraska - COVID-19 Information

St. Wenceslaus Catholic School is dedicated to supporting students, parents, and staff members. The learning plan will be based on a 4 tier system in hopes to create some sort of continuity of learning in the case COVID-19 forces the district to adjust. STW will rely on information provided from our local health department and state to determine the best course of action. We firmly believe that the best opportunity for students is in-person instruction, but other tiers will be established in order to provide education to our students in the district if COVID-19 surges again. Our hope is to not have to use the alternative tiers, but we will be prepared just in case. We understand that there will be issues and want to ensure everyone that we will continually communicate with all students, parents, and staff to adapt as necessary. We are excited to see students back in the building this fall and hope to provide the necessary precautions to safely resume classes and activities.

Please see the chart below for STW’s tiered plan for return to learning in 2020.

<u>Tiers</u>	<u>Description</u>
Tier 1	No to Low Risk/Spread
Tier 2	Moderate Risk/Spread
Tier 3	High Risk/Spread
Tier 4	Severe Risk/Spread

<u>Pandemic Tier</u>	<u>Plan</u>
Tier 1	<p><u>Full Capacity, Normal School Calendar</u> <u>Goal is to begin the school year at Tier 1:</u> However, alternatives have been developed in the event that health directives may change through the year based upon the impact of COVID-19.</p> <ul style="list-style-type: none"> • ALL students and staff attend classes in school buildings 5 days a week. • Masks are highly recommended for students and staff, especially when social distancing is not a possibility (See protocols link at the bottom of this document). • Students will follow their normal daily schedule. • Additional safety protocols such as temperature screenings, socially distanced arrival and dismissal procedures, and mask-wearing will be in place based on guidelines and Directed Health Measures.
Tier 2	<p><u>Full Capacity - Mandatory PPE/Other Restrictions</u> Tier 2 would still allow us to be in school with strict health directed measures. Similar to Tier 1:</p> <ul style="list-style-type: none"> • ALL students and staff attend classes in school buildings 5 days a week. • Students will follow their normal daily schedule. • Mandatory Health Guidelines with no exceptions.
Tier 3	<p><u>Full Capacity with Blended Learning for those at risk</u></p> <ul style="list-style-type: none"> • With our small classes, we would be able to have students in the classroom following all necessary protocol - distancing, mask wearing, etc. • Students at risk, those not comfortable with in school learning will be provided access to the lessons from the classroom. • Additional safety protocols such as temperature screenings, socially distanced arrival and dismissal procedures, and mask-wearing will be in place based on guidelines and Directed Health Measures.
Tier 4	<p><u>Complete Distance Learning with No Students On-Site:</u></p> <ul style="list-style-type: none"> • All students will participate in distance learning each day. • Similar to the 19-20 4th quarter, staff will develop a distance learning plan that will include live-online learning. • A combination of synchronous and asynchronous learning will be included in the plan.

<u>Technology</u>
<ul style="list-style-type: none"> • All students K-6th, if needed, will be provided a Chromebook/iPad to utilize in the classroom or at home in case we have to go to distance learning. • STW will use Google Classroom, Google Tools, Seesaw, Zoom, Lexia, Reading Plus, Freckle Math, MyOn Reader, and Accelerated Reader, among other interactive tools if students are unable to attend class in person.

Distance Learning Plan - just in case of a red tier

Student Roles

- Create a daily routine to complete learning activities during the school week.
- Have a space in the home to work.
- Regularly monitor your online learning via Gmail, Google Classroom, Zoom, etc.
- Engage in learning activities provided by teachers.
- Communicate with teachers regularly about assignments, questions, requests for assistance, etc..
- Follow rules and guidelines for online use of school devices and expectations of the school.

Parent/Guardian Roles

- Create a routine and expectations at home.
- Establish a space for your child to work at.
- Monitor communications from teachers and administration.
- Have daily check-ins.
- Be active in your students learning process.
- Communicate with administration, teachers, counselor if extra support is needed.

Guidelines for E-Learning

Course Work	<ul style="list-style-type: none">• Teachers will provide course work in a variety of methods<ul style="list-style-type: none">◦ Gmail, Google Classroom, Zoom, Seesaw, etc.• Students will submit assignments electronically or turn in packets utilizing school established social distancing guidelines.
Instruction	<ul style="list-style-type: none">• Teachers will provide instruction using E-Learning tools.• Class instruction will be released on a weekly basis.• Teachers will collaborate with students as needed.
Grading	<u>Elementary:</u> <ul style="list-style-type: none">• 2-3 assignments per week in core areas• TBD
Deadlines	<ul style="list-style-type: none">• Students will be granted ample time to complete assignments.• Make sure all information for turning in work is clearly explained.
Video Conferencing	<ul style="list-style-type: none">• Student guidelines followed• Teachers establish rules for student meetings
E-Learning Environment	<ul style="list-style-type: none">• Teachers will utilize district supported platforms - Google Classroom, Zoom, Google Suite, Seesaw,, etc..

	<ul style="list-style-type: none"> • Student interactions and expectations should be set up appropriate for their grade level. • Provide opportunity for all students to be successful and provide support/guidance as needed.
Student Check-In/Assessment	<ul style="list-style-type: none"> • Teachers are to assess students as necessary to ensure learning. • On-line tools such as Seesaw, Google Classroom, Google Forms, and others to turn in assessments.
Office Hours	<ul style="list-style-type: none"> • Teachers will establish office hours to be available to answer students or parent questions. • Clearly create guidelines and expectations for office hours
Instructional Packets	<ul style="list-style-type: none"> • Elementary staff members may deliver learning packets instead of E-Learning Materials as necessary. • Students/Parents will receive these packets during pick-up times using school developed social distancing guidelines.
Instructional Materials	<ul style="list-style-type: none"> • Students will be provided an electronic device, textbooks, library books and necessary materials to be successful during E-Learning.
E-Learning Tools	<ul style="list-style-type: none"> • Technology Tools: <ul style="list-style-type: none"> ○ Google Classroom ○ Google Suite ○ Freckle Math ○ Lexia ○ Reading Plus ○ Seesaw ○ MyOn Reader ○ Accelerated Reader ○ Zoom

PRESCHOOL

<p>Expectations:</p> <ul style="list-style-type: none"> • Communication of learning goals and student materials will be provided through learning packets.
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Estimate of Time Per Day:

20 minutes per day	Literacy Activities
20 minutes per day	Numeric Activities
20 minutes per day	Cognitive, Physical, Social/Emotional Development
Flexible Learning Activities	<ul style="list-style-type: none"> • Reading aloud • Games

	<ul style="list-style-type: none"> • New Skills • Exercise • Puzzles • Play
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Total Distance Learning Time:	1 hour per day
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ELEMENTARY (K-6)

<p><u>Expectations:</u></p> <ul style="list-style-type: none"> • Priority of learning will mainly be focused on reading, language skills and math. • Students will have work using online materials and student packets. • Tools for communication will be the use of Macbook Air and the tools defined specifically from each teacher. • Teachers will provide instruction live via zoom or recordings to help students/parents work through the learning materials.
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Estimate of Time Per Day:

20-30 minutes	Reading
15 minutes	Writing
20-30 minutes	Math
20-30 minutes	Religion, Games, exercise, play, puzzles, reading aloud, new skills, science

Total Distance Learning Time:	1.5 to 2 hours per day
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SERVING STUDENTS WITH DISABILITIES

<p><u>Expectations:</u></p> <ul style="list-style-type: none"> • Resource teachers will reach out to students to provide assistance with review materials and new content. • All staff members will make a good faith effort to provide all of the necessary accommodations and modifications necessary to meet the needs of the students on ant IEP. • Staff members will utilize zoom, telephone, and email. • Prior written notice will be provided in explanation of change in learning environment <p>The HDC Special Education Department with the guidance from the NDE and our school attorneys have worked on and sent out a Prior Written Notice and amended IEPs. The Resource staff will adjust/amend every IEP and the types of services that will be provided to each student with contact and agreement from parents/guardians.</p>
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