

St. Joseph School Reopening Plan 2020 - 2021



Plan date: July 22, 2020

Please note that this is a living document which will be revised according to guidelines issued by the CDC, the State of Florida, the Florida Department of Education, other health agencies and after consultation with the Office of Catholic Schools and Centers of the Diocese of St. Petersburg.



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St. Joseph Reopening Plan

Our current events and current pandemic has forced St. Joseph Catholic School and many other schools in this diocese, state, and nation to consider the daily function of the school. In doing so, it is essential to maintain our Catholic identity and mission. As such, our plan does so by working from our three root beliefs:

God is in all things: We value our St. Joseph community of students, parents, and faculty members who are making substantial changes to their lives in unexpected ways. Due to the risk of transmission of CoViD 19 we strive to keep students, faculty, staff, and families as safe as possible while providing the best Catholic education possible. We acknowledge that each family, each student, each teacher has unique circumstances, and we will work to accommodate all families as best we can. Faculty and staff know that families have multiple, various needs and it is important for us to be in contact with them to address these needs.

We offer our best to God: While we acknowledge these substantial changes, we also recognize that we have a mission, as a Catholic school community, to provide the best education we can under the circumstances, while taking these new realities into effect. This includes being accessible to families, reaching out to struggling students, and making connections where necessary while providing necessary accommodations. Similarly, students and families owe it to themselves to make a good-faith best effort at home while working cooperatively with teachers to ensure the best possible outcomes under the circumstances.

Every moment matters: We recognize the reality that schools and families all have different sets of priorities that are not universal. Therefore, it is essential that the school and teachers provide academic work that is meaningful while providing the time necessary to work with students, while doing our best to keep each other safe. In order to do so, teachers will use procedures and technology familiar to students and families to eliminate the learning curve in mastering a new technology. Similarly, students should complete assignments in a timely manner in order for teachers to be able to make proper instructional decisions.



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School Attendance

St. Joseph will operate with the goal of having students physically present for face-to-face learning. Yet, given the current situation with Covid in our area we will offer both face to face and online distance learning. A letter of intent will be sent via email to all families allowing them the choice of face to face learning or online. Once the decision is made, if you wish to change the mode of education for your child you must contact the office. Due to evolving social distancing requirements and guidelines it may become necessary to adjust our mode of education to accommodate.

Lunches

Families will still be able to purchase lunches. However, extra safety precautions will be taken during lunch service and lunch time. Families who wish to limit risk even more may wish to pack lunches for the immediate future in lieu of purchasing lunches. Cafeteria staff will be required to wear masks and gloves at all times during lunch prep and lunch service. Disposable trays will be used. Students will eat lunch in their classrooms or outside at the picnic tables separated by distance at each table.

Positive COVID-19 Case in the School

If a student/staff member tests positive for COVID-19, the school will follow the directions given by the Local Health Department and consult with the Office of Schools and Centers.

Video recording of Students

Students may be recorded on video during the presentation of lessons. Video recordings will be sent to students that choose to attend the St. Joseph distance learning program. Every effort will be made to protect the privacy of all students.

Temporary Transition to Online/Distance Learning

All or some grades at St. Joseph Catholic School may temporarily move to online/distance learning at some point throughout the year, depending on the level of viral transmission in the school or local community and after consultation with public health authorities and the Office of Catholic Schools of the Diocese of St. Petersburg.



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Tuition Issues

Tuition will be the same whether a student attends classes in-person or opts for the alternative educational plan. Should face-to-face learning be suspended due to a COVID-19 local outbreak, tuition will not be discounted or refunded.

Participation in Sports and Extracurricular Activities

If students are not physically present for face-to-face learning, they will not be eligible to participate in on-campus extracurricular activities, such as athletics, most clubs, concerts, and other events. Extracurricular activities will not be available on campus until social distancing is not required for health and safety. More information concerning athletics will be forthcoming as it is provided by the leagues and the state.

Your Responsibilities as Parents/Guardians

During this school year we assure you we will do all we can to keep our school community safe. The reopening of the school requires all of us to work in partnership for the benefit of all. It is imperative that every child and adult on campus is healthy. Parents/ Guardians have the enormous responsibility of ensuring students are not sent to school sick and for following all isolation and quarantine recommendations if somebody in the family is exposed to or infected with Covid -19.

Students **MUST NOT** be sent to school if they have exhibited any symptoms of illness (fever, coughing, shortness of breath, gastrointestinal issues, vomiting, etc.) Parents/guardians should help their children understand the current need for social distancing and the wearing of masks when social distancing can't be maintained. It is suggested that you practice with your children so they have a better idea of how to properly wear a mask and what a distance of 6 feet looks like.

If a student develops a fever or other significant symptoms of illness once at school, the student will be sent to the school office and isolated from others to await pick-up. A parent/guardian **MUST** pick up the student within 30 minutes of being called. Parents should make sure they have back-ups designated in case they are not able to make it to school for pick up within 30 minutes.

Families are expected to follow the latest CDC guidelines regarding isolation, social distancing, etc. if exposed to or infected with Covid-19. The school should be notified if a student or somebody in his/her immediate family tests positive for



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Covid-19. Parents/guardians should make sure all emergency contact information is up to date in the FACTS/ Renweb system. We recognize that some of our students have chronic conditions, such as asthma or allergies that will produce a cough. Parents/guardians of these students should provide the school with documentation from the child's doctor regarding these conditions.

Cleaning and disinfection of the campus

A schoolwide schedule for cleaning and disinfection of the campus is set. All classrooms, bathrooms, playgrounds, and the cafeteria will be cleaned throughout the day. Equipment and supplies have been purchased to ensure all disinfection meets CDC guidelines.



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Part 1:

Instructional Plans

Instructional Plans

St. Joseph is planning for the 2020-21 school year to keep faculty, staff, students, and families as safe as possible while providing the best possible Catholic education. In order to do so, we will offer three instructional plans. Each plan may be used at some point during the school year, but we are currently planning on starting the year with our school doors open to all students that desire a face to face full school session on August 24. Below are the three plans in detail:

1. *Full School Session*: Students return to school together, following a regular 8:00-3:00 schedule. This is the intended plan to start August 24. In order to maintain safety as much as possible, this plan will be rolled out in four phases (A-D). The school will communicate with parents when we are ready to move from one phase to the next. Phase A begins with students spending their entire day with only their grade level classmates. Plan A limits exposure to other classes, faculty and staff. In the future when it is safe to increase exposure we will move into phases B-D.

A. *Plan A - Classroom Interaction only to Mitigate Risk*

- Morning Procedures: Back gate on Walnut Street will open at 7:30am. All students will have their temperature checked by a staff member before exiting the car. Students with a temperature above 100.4° will not be permitted to go to the classroom. Students will report directly to his/her classroom. **All students must use the Walnut Street drop-off. The gate on Gomez Street will remain closed at all times and no parents or visitors allowed on campus.**
- Campus Safety: All students, faculty, and staff are required to wear a cloth face mask or face shield and practice social distancing as much as possible. Only students and staff members will be allowed on campus during school hours.
- Classroom Instruction: Students will remain in their own classroom and will not move to other classrooms or buildings. Middle school teachers will rotate to the classrooms to mitigate risk and reduce student exposure in hallways. Teachers will record minilessons and post assignments for students that stay home using Google Classroom or Seesaw.

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- Resource: Resource teachers will work with classroom teachers to ensure all student academic needs are being met. Additionally, all classes will have an assigned proctor to assist with online learning.
- Recess: Students will be permitted recess with their homeroom. The playground equipment will be cleaned after each use.
- Specials: Specials teachers will record lessons to limit movement. These lessons will be broadcast in the classrooms. Students will go outside for Physical Education with their homeroom when possible.
- Lunchroom: Students will have hot lunch delivered to them in the classroom. Students will eat lunch at their desks. Students will have their temperature checked at this time. Students with a temperature above 100.4° will be sent home.
- Dismissal Procedures: All students will be dismissed through the back gate on Walnut Street. Students will be socially distanced on the pavilion. All students will depart school from the Walnut Street carloop. The Cherry Street gate will remain closed.
- After School Activities: There will be no sports, clubs, or after school care.
- Weekly Mass: Two homerooms will attend Mass in the Church each Thursday. Other homerooms will watch the streamed Mass remotely. Homeroom teachers will act as Eucharistic ministers. No other adults may attend the mass, but they will have access to the stream.
- Cleaning: Each classroom will be cleaned periodically during the day and disinfected each day after school. If there is a positive test, there will be deeper cleaning (see Positive Tests below).
- Communication: Faculty and parents will communicate using their designated method (see Resources below).

B. Plan B - Increased Interaction with departments (K-2, 3-5, 6-8)

- Morning Procedures: Back gate on Walnut Street will open at 7:30am. All students will have their temperature checked by a staff member before exiting the car. Students with a temperature above 100.4° will not be permitted to go to the classroom. Students will report directly to the classroom. All students must use the drop-off gate. Students will report directly to his/her classroom. All students must

use the Walnut Street drop-off. The gate on Gomez Street will remain closed at all times and no parents or visitors allowed on campus.

- Campus Safety: All staff will be required to wear a cloth face mask or face shield and practice social distancing as much as possible. Students will be required to wear a cloth face mask. Only students and staff members will be allowed on campus during school hours.
- Classroom Instruction: Students will remain in their own classroom and will not switch. Middle school teachers will move to them. Teachers will record minilessons and post assignments for students that stay home using Google Classroom or Seesaw.
- Resource: Resource teachers will push into classrooms to provide remediation and counseling services for students.
- Recess: Students will be permitted recess with their homeroom **and one additional homeroom**. The playground equipment will be cleaned after each use.
- Specials: **Specials teachers will rotate departments they teach in person each week**. They will record lessons **for the grade levels they do not visit that week**. These lessons will be broadcast in the classroom. Students will go outside for Physical Education with their homeroom when possible.
- Lunchroom: Students will have lunch **in the cafeteria with one other grade level**.
- Dismissal Procedures: All students will be dismissed through the back gate on Walnut Street. Students will be socially distanced on the pavilion. There will be no walkers.
- After School Activities: There will be no sports or clubs. **After school care will be provided in a socially distanced setting. Students will be assigned to stay with their department team.**
- Weekly Mass: **Grade-band (K-2, 3-5, 6-8)** homerooms will attend Mass in the Church each Thursday. Other homerooms will watch the streamed Mass remotely. Homeroom teachers will act as Eucharistic ministers. No other adults may attend the mass, but they will have access to the stream.
- Cleaning: Each classroom will be cleaned each day after school. If there is a positive test, there will be deeper cleaning (see Positive Tests below).
- Communication: Faculty and parents will communicate using their designated method (see Resources below).

C. Plan C - Moderate School Interaction

- Morning Procedures: Back gate on Walnut Street will open at 7:30am. All students will have their temperature checked by a staff member before exiting the car. Students with a temperature above 100.4° will not be permitted to go to the classroom. Students will report directly to the classroom. All students must use the drop-off gate. There will be no walkers.
- Campus Safety: All staff will be required to wear a cloth face mask or face shield and practice social distancing as much as possible. Students will be required to wear a cloth face mask. **Parents and other volunteers that have their Level II Background checking and Safe-Environment Training will be permitted on campus with a cloth face mask. No large social gatherings will be permitted.**
- Classroom Instruction: Students will remain in their own classroom and will not switch. Middle school teachers will move to them. Teachers will record minilessons and post assignments for students that stay home using Google Classroom or Seesaw.
- Resource: Resource teachers **will begin small group instruction with students in the same department and** push into classrooms to provide remediation and counseling services for students as needed.
- Recess: Students will be permitted recess with their homeroom and one additional homeroom. The playground equipment will be cleaned after each use.
- Specials: **Specials teachers will resume their normal schedules. They will go to the classrooms instead of having students rotate to them.**
- Lunchroom: Students will have lunch in the cafeteria with one other grade level.
- Dismissal Procedures: All students will be dismissed through the back gate on Walnut Street. Students will be socially distanced on the pavilion. There will be no walkers.
- After School Activities: There will be no clubs. Upon the recommendation of the Athletic League and the Office of Catholic Schools **Varsity sports will be delayed and will only begin when it is approved to do so safely.** After school care will be provided in a socially distanced setting.
- Weekly Mass: **Departments (K-2, 3-5, 6-8)** will attend Mass in the Church each Thursday. Other homerooms will watch the streamed Mass remotely. Homeroom

teachers will act as Eucharistic ministers. **Parents may attend mass if their child is in the church while maintaining social distancing.**

- Cleaning: Each classroom will be cleaned each day after school. If there is a positive test, there will be deeper cleaning (see Positive Tests below).
- Communication: Faculty and parents will communicate using their designated method (see Resources below).

D. Plan D - Full School Interaction

- Morning Procedures: Back gate on Walnut Street will open at 7:15am. Students will report to the **cafeteria for Morning Assembly. The walker gate will open at 7:40am.**
- Campus Safety: Parents and other volunteers that have their Level II Background checking and Safe-Environment Training will be permitted on campus.
- Classroom Instruction: Students **will switch classrooms as necessary in their daily schedule.** Teachers will record minilessons and post assignments for students that stay home using Google Classroom or Seesaw.
- Resource: Resource teachers will pull small groups and push into classrooms to provide remediation and counseling services for students as needed.
- Recess: Students will be permitted **their regular recess schedule.**
- Specials: Specials teachers will resume their normal schedule. **Students will rotate to Specials classrooms.**
- Lunchroom: Students will have lunch in the cafeteria under their regular schedule.
- Dismissal Procedures: Students will be dismissed through the back gate on Walnut Street. Walkers may begin using the walker's gate.
- After School Activities: Varsity sports **and other clubs are allowed.** After school care will be provided.
- Weekly Mass: All students and interested families will attend Mass in the Church each Thursday.
- Cleaning: Each classroom will be cleaned each day after school. If there is a positive test, there will be deeper cleaning (see Positive Tests below).
- Communication: Faculty and parents will communicate using their designated method (see Resources below).

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2. *Distance Learning*: Students participate in distance learning from home. The school or a single grade level will move to distance learning (see Positive Tests below). This will require a few accommodations to ensure that student can continue learning at home:

Distance Learning

- Attendance: Each day student work is received and/or contact with a teacher is made, the student will be marked present in FACTS/RenWeb by their homeroom teacher. Each day students will be expected to submit at least one item of work to his/her Homeroom teacher. Non-homeroom teachers may also assign work, but it will not count towards attendance.
- Content Delivery: Teachers will disseminate content using their Google Classroom, Remind, and/or Seesaw to students each morning. They will record themselves doing mini-lessons for their subject areas and providing meaningful assignments. Further information will be included below under Resources.
- Technology: If any student does not have the necessary technology they may contact the school to receive a computer for loan. A limited number of computers are available.
- Resource and Counseling: Resource teachers and Guidance Counselors will be available for virtual sessions as needed for students. Classroom teachers and assistants will be able to schedule additional sessions or office hours as needed.



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Part 2:

Safety Procedures

CoVID Safety Procedures

St. Joseph strives to create a safe environment for students, faculty, and staff on campus. As a Catholic school community, we strive to keep each other as safe as possible. Families shall not attempt to mask feverish symptoms that students are showing or hide positive CoVID-19 diagnoses. If there are symptoms or a positive test that may affect the health and well-being of students or staff at St. Joseph, parents and guardians shall report to the principal or school office so that they may make informed decisions to keep the rest of the community as safe as possible.

CoVID Procedures

- High Temperature: Students will be temperature checked two times a day. If a student's temperature exceeds 100.4 degrees, they will need to return home. If the student gets a fever over 100.4 while at school, they will be separated and quarantined in the school office while they wait for somebody to pick them up. The student may return to school once they are completely symptom free for 3 days.
- Positive Covid Test : If a student tests positive for CoVID-19, they will revert to distance learning until they are symptom free for a minimum of 3 days. Students will be able to complete distance learning assignments if they are able. If a student/staff member tests positive for COVID-19, the school will follow the directions given by the Local Health Department and consult with the Office of Schools and Centers.
- Whole School Distance Learning: If there is an abundance of positive CoVID-19 tests in St. Joseph School or the greater community, the school, in consultation with the Diocese of St. Petersburg may choose to revert the entire school to distance learning in order to keep students, families, and staff safe. The school will try to give families and staff 24 hours notice to plan, but in an emergency that may not always be possible. If a student does not have the materials necessary to complete distance learning work in the case of distance learning, teachers will gather materials for pick up at the school during assigned times. Specific details will be communicated if this situation arises.



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Part 3: Online and Classroom Resources

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Classroom Resources

Communication Tools:















Tool	Grade	Website	Description
 FACTS/RenWeb	VPK-8	https://sjph-fl.client.renweb.com/pwr/	School Information System used to track attendance and grades. Parents receive emails and text messages from the school office and administration about school-wide events
 Remind	VPK-8	https://www.remind.com/log_in	Messaging system used by teachers to send messages and images directly to parents. It can be used as a messaging app or through your phone's text messages to communicate.
 Zoom	VPK-8	Link Provided by Teacher	Video conferencing platform for virtual lessons created by the teacher or for other instructional sessions.
 Seesaw	VPK-2	https://app.seesaw.me/#/student/login https://app.seesaw.me/#/login?role=parent	Messaging and Content Delivery for Kindergarten to 2nd Grade. Teachers can create assignments and send to students. Students can complete assignments and return it to the teacher through the app.
 Google Classroom	3-8	https://classroom.google.com/	Content Deliver for 3rd to 8th Grade. Teachers create assignments and announcements in a stream. Students can communicate with teachers, track their assignments, and turn them in directly to the teacher through the website.

Core Materials and Textbooks:

		VPK	K	1	2	3	4	5	6	7	8
Language Arts	Superkids	✓	✓	✓	✓						
	Harcourt					✓	✓				
	Grammar Workshop					✓	✓	✓			
	EngageNY					✓	✓	✓	✓		
	Wit and Wisdom									✓	✓
Math	Eureka Math	✓	✓	✓	✓	✓	✓	✓	✓		
	Glencoe									✓	✓
Religion	Loyola Press		✓	✓	✓	✓	✓	✓	✓	✓	✓
Social Studies	Studies Weekly		✓	✓	✓						
	My World					✓	✓	✓			
	Our World								✓		
	iCivics									✓	
	American Nation										✓
	Scholastic Magazines	✓	✓	✓	✓	✓	✓	✓			
Science	Studies Weekly			✓	✓	✓	✓	✓			
	Glencoe								✓	✓	✓
	HMH								✓	✓	✓

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Additional Digital Materials:

Tool	Grade	Website	Description
 Starfall	VPK-2	http://www.starfall.com/	Early letters, numbers, literacy, and numbers practice for young students.
 Superkids Online Fun	K-2	https://tinyurl.com/ybv37gbh	An online addition to the Superkids curriculum.
 iXL	1-8	https://www.ixl.com/signin/sjstampa	Targeted, skilled practice for Language Arts and Math.
 myON	VPK-8	https://www.myon.com/school/sjstampa	Audiobooks with comprehension quizzes for all reading levels.
 Zeam	K-5	https://www.zeam.org/	An online version of the Eureka Math curriculum.
 Studies Weekly	K-5	https://app.studiesweekly.com/online/	An online version of the Studies Weekly magazines.
 Scholastic Magazines	K-5	https://digital.scholastic.com/#/signin	An online version of the Scholastic News magazines.
 Grammar Workshop	3-5	https://tinyurl.com/yaxaseld	An online version of the Grammar Workshop workbook.
 Google Apps for Education	K-8	https://drive.google.com	A suite of Google sites that includes Gmail, Google Docs (Microsoft Word), Google Forms, Google Sheets (Excel), Google Slides (Powerpoint), and a Google Drive to store documents.
 Loyola Press	K-8	https://tinyurl.com/ycdlvxf4	Online resources that support the religion curriculum.
 Khan Academy	6-8	https://www.khanacademy.org/login?continue=%2F	Full online courses to support Eureka Math, Language Arts, Coding, and an assortment of other topics.
 Math TV	7-8	https://www.mathtv.com/	Online videos to support math instruction, especially for older students.
 Typing Club	3-8	https://sjstampa.typingclub.com/portal/	Improve your typing abilities by playing these games.
 FORMED	VPK-8	https://fomed.org/	Enter parish code R783HC to access free videos, podcasts, and articles for Catholic faith formation

Student Logins (K-2)

Name: _____

Grade: _____

	Username	Password
Starfall http://www.starfall.com/		
Superkids Online https://tinyurl.com/ybv37gbh		
iXL https://www.ixl.com/signin/sjstampa		
myON https://www.myon.com/school/sjstampa		
Zearn https://www.zearn.org/		
Studies Weekly https://app.studiesweekly.com/online/		
Scholastic Magazines https://digital.scholastic.com/#/sign in		
Google Apps https://drive.google.com		
FORMED (Code R783HC) https://formed.org/		

Student Logins (3-5)

Name: _____

Grade: _____

	Username	Password
Google Apps/Classroom https://drive.google.com https://classroom.google.com/		
iXL https://www.ixl.com/signin/sjstampa		
myON https://www.myon.com/school/sjstampa		
Zearn https://www.zearn.org/		
Studies Weekly https://app.studiesweekly.com/online/		
Scholastic Magazines https://digital.scholastic.com/#/sign in		
FORMED (Code R783HC) https://formed.org/		
Typing Club https://sjstampa.typingclub.com/portal/		

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Student Logins (6-8)

Name: _____

Grade: _____

	Username	Password
RenWeb https://sjph-fl.client.renweb.com/pwr/		
Google Apps/Classroom https://drive.google.com https://classroom.google.com/		
iXL https://www.ixl.com/signin/sjstampa		
myON https://www.myon.com/school/sjstampa		
FORMED (Code R783HC) https://formed.org/		
Typing Club https://sjstampa.typingclub.com/portal/		