

St. Michael Parish School

Back to School Plan
2021-2022 School Year

August 26, 2021

Holy Mary, we come before you as spiritual children in great need, seeking your intercession, and asking that your mantle of love surround us to console, protect and lead us to your son Jesus.

We entrust all of God's family, especially the Church in Western Washington into your Immaculate hands. With your Son Jesus' gentle power you can undo any knot in our Church, and in the lives of believers who entrust themselves to your care.

Today I especially entrust to you all of our school families and I ask that – through your intercession, and that of Saint James, our Guardian Angels, and the faithful in our diocese – we may be free from every spiritual and temporal ill, and be safely led to encounter your Son's Merciful, Sacred Heart.

Our Lady of Seattle, Undoer of Knots, pray for us!

Amen.



St. Michael Parish School
"A Family of Families"
www.stmikesolympia.org

INTRODUCTION

As we continue to monitor the evolving public health crisis of the COVID-19 pandemic, St. Michael Parish School has taken steps to fully prepare to welcome all of our students back to campus in this new school year. The purpose of this document is to articulate our school plan for the 2021-2022 school year. This summer has seen a rise in COVID-19 cases in our region and the prevalence of the Delta variant. In response, updated school guidance has been issued from the Washington State Department of Health. This plan incorporates the updated health guidance, prioritizes on-campus instruction and outlines how we will safely educate our students during this new school year amidst the ongoing challenges of the pandemic.

In the face of much fear and uncertainty, at St. Michael Parish School we choose to move forward in faith. We stand firm in our commitments to providing a safe learning environment and an excellent Catholic education for all of our students. As we plan for this school year, student safety and Catholic educational excellence will continue to lead us forward and be the foundation to all of our teaching methods. We are prepared to offer a robust Catholic education for all of our students while transitioning back into to our beloved St. Michael traditions in ways that keep all community members safe.

When we return to school in September, social distancing, use of masks, and regular hand hygiene (washing and sanitizing) will remain in place in order to prevent disease transmission. We will abide by state and local public health guidelines to ensure the safety of all. This plan explains what school will look like this year in light of the updated guidelines.

Weekly Thursday Notes newsletters will continue to provide you with critical information regarding our commitment to health and safety and any updates regarding our procedures.

Note that if all school buildings in the state are closed by the state superintendent, governor, or health department, then we will be prepared to transition back into the virtual learning plan that we utilized last year.

OUR PLAN FOR THE 2021-2022 SCHOOL YEAR

Five-Days per Week On-Campus School. All schools in our state have been strongly encouraged to offer five-day per week on-campus instruction for all students. Indeed, we have seen the incredible benefit towards the education of the whole child through having students back on campus. Simultaneously teaching students in our classrooms and students at home on Zoom is not sustainable and we know that we can provide the best Catholic education possible and truly live our mission when our students are here on campus. Thus, our plan features five days per week on campus school by utilizing the updated health and safety guidance outlined in this plan.

Below is an overview of the key features of our plan for next year with additional details provided on the following pages.

- We will follow all current protocols and guidelines from the State of Washington and the Thurston County Health Department for the wearing of masks, cleaning and sanitation, and social distancing. Student temperature checks are no longer required and will not take place at morning drop off. Students will be dropped off between 7:45 and 8:10 on the playground, as in past years. **Please be sure to self-screen your children each morning before heading off to school.**
- Clearly communicated procedures will be taught, re-taught, and enforced to ensure the health and safety of all. Faculty and staff will work in close partnership with Mr. Geraghty and Dr. Feldmann to stay up-to-date on any revisions or updates to health and safety procedures that stem from the state or local level. Signage and tape on the floors will direct and guide social distancing throughout the school, and classrooms have been reconfigured to allow for 3 ft. between desks (the requirement for this year).
- As per Governor Inslee's proclamation from August 18th, all K-12 teachers and staff are required to be fully vaccinated by October 18th. We are ensuring that our school complies with this proclamation. Volunteers are required to be fully vaccinated to volunteer on our campus.
- Afternoon pickup will continue to be spread out between the upper and lower lots (students with siblings in the upper lot and individual students in the lower lot). Pickup is 2:15 on Monday and 3:00 on Tuesday-Friday.
- The state has clarified that schools are to practice social distancing as much as possible, which includes having classroom desks 3 ft. apart. We have built an outstanding facilities and staffing plan that enables 3 ft. of distancing between all desks in the school, enabling each class to return to their original classrooms.
- We are deeply committed to providing a well-rounded Catholic education. To this end, our plan provides music class and physical education to all elementary students, and physical education and Spanish to all middle school students. We are also offering band and middle school sports by following the state health guidelines. Masks will be required for students participating in sports.
- We have secured a variety of necessary PPE and cleaning supplies to be fully prepared to safely welcome our students back to campus.
- Stewardship hour requirements will not be required this year as we must limit access to the school in order to create a safe environment during this pandemic. Volunteering for vaccinated parents is encouraged for essential services and areas of critical need (examples include the S.M.A.R.T. Gala, P.T.S.A., library, lunchroom, and other areas that will be advertised throughout the school year).
- Our lunch service will be offered on Mondays and Wednesdays (hot lunch on Mondays following a monthly schedule, pizza lunch on Wednesdays).
- We are offering our extended care program for a limited number of students to ensure the health and safety of all. All state and local health guidelines will be followed for extended care.

- Students at home in quarantine may access school assignments through the online platform used by the class (for example, Seesaw or Google Classroom), and can communicate digitally with their teachers for check-ins. We are not planning to offer Zoom for simultaneous instruction of children at home. Quarantine days will be considered sick days and follow our sick policy for the completion of work (i.e. the student receives the number of days absent for make-up work and if the absence exceeds five days the student/parent should contact the teacher for a timeline for submitting the missed work).

The following chart further articulates how we plan to proceed with preparing for our return to campus. These specific details incorporate guidance from the state, our local health department and the Archdiocese of Seattle, and are subject to change following potential revisions to state and local guidelines. Changes to the plan will continue to be communicated to you through Thursday Notes and as published updates to this plan throughout the year.

TOPIC	SUBTOPICS	OUR SCHOOL PLAN-WHAT WE WILL DO
COMMUNICATION	Continuous communication plan	<ul style="list-style-type: none"> • Communicate plan to parents/students/staff for sharing updates during the summer and during the school year. • Over the summer and during the school year, frequent updates are sent out through Thursday Notes to keep parents informed and connected.
COMMUNITY BUILDING	Celebrate our “Family of Families”	<ul style="list-style-type: none"> • The charism of our “family of families” is a non-negotiable for us. That is-the warm, welcoming, vibrant, Catholic community for all students and families will remain at the core of who we are as a school. • During this 2021-2022, community building in a safe environment is a major priority for our school. To this end, we look forward to following all health guidance in bringing back the Back to School Pizza Party, the S.M.A.R.T. Auctions, in-person Christmas and spring programs, and middle school sports. • Weekly Mass will continue to be the heart of our identity as a Catholic school. We will divide the school into buddy groups for Friday Mass attendance. The classes not in attendance will watch a livestream of the Mass.
HEALTH & SAFETY	Protocols for entering campus	<ol style="list-style-type: none"> 1. Health screening protocols will include self-screening at home and monitoring symptoms. <ul style="list-style-type: none"> • Daily self-screening from home. Stay home if experiencing fever, cold symptoms, shortness of breath or difficulty breathing, cough, chills, muscle pain, headache, sore, or loss of taste or smell. 2. Masks are required for students and adults (Masks: recommending two per day/person-reusable. Families should purchase 4-6 masks per student.)

		<ol style="list-style-type: none"> 3. The Washington State Department of Labor and Industries (L&I) requires schools to track vaccinations for students, staff, and volunteers. Volunteers are required to be vaccinated (verification link to be sent out shortly) and volunteers will be limited to scheduled and essential services. Unscheduled or drop-in volunteers will not be allowed in order to limit visitors to the building. All volunteers must sign in at the front desk and verify that they are scheduled to serve at that time. 4. As per Governor Inslee's proclamation from August 18th, all K-12 teachers and staff are required to be fully vaccinated by October 18th.
	Social distancing	<ol style="list-style-type: none"> 1. Students may be present in a given classroom or other space while abiding by current guidelines for social distancing (3 ft. apart). 2. Each classroom has been reconfigured and mapped out to enable social distancing of 3 ft. between each desk. 3. For lunches students will be distanced at the maximum extent possible. This will be accomplished by splitting students up between their classrooms and the multipurpose room to allow increased distancing for lunch.
	Protocols regarding illness	<ol style="list-style-type: none"> 1. Students who become sick during the school day will sit in the St. Blaise Room and their parents will be contacted, before going home. If they are experiencing COVID-19 symptoms and test positive, then parents are responsible for sharing the positive testing results with school administration. 2. Masks are expected to be worn by all employees, students, and volunteers. Gloves will be used by staff who are sanitizing and for anyone who is responsible for handling large volumes of mail. Hand sanitation will be readily available to everyone in the building. 3. If a teacher or staff member is sick, they will follow return to work criteria set by the health department. 4. School administration will notify families regarding a case in the school community <u>as soon</u> as information is confirmed. 5. Students must stay home from school if they are experiencing fever, cold symptoms, shortness of breath or difficulty breathing, cough, chills, muscle pain, headache, sore throat, or loss of taste or smell.
	Supplies and PPE	<p>The school has a large supply of hand sanitizer and stations, soap, wipes, masks, gloves, thermometers, an electrostatic sprayer, and spray bottles with liquid disinfectant. We remain in an excellent position for ensuring the health and safety of all by securing and utilizing this PPE.</p>

	Cleaning and disinfecting	<ul style="list-style-type: none"> ● To prepare for the campus re-opening we have/are: <ul style="list-style-type: none"> ○ Created our St. Blaise room for students who are ill (in the small conference room across from the front office). ○ Secured and maintained a 30-day supply minimum of cleaning, sanitizing and disinfecting supplies. ○ Posted signage at entrances and in classrooms, the office, bathrooms, and the gym. ○ Training all staff in cleaning and disinfecting procedures. ● Cleaning/disinfecting procedures will be in place throughout the school day especially high traffic/touch areas: classrooms, student desks, bathrooms, doorknobs/bars, hand railings, recess equipment, etc. <ul style="list-style-type: none"> ○ Disinfect everything before classrooms are occupied ○ Disinfect every time a shift of students occurs ○ Bathrooms disinfected daily (gloves, masks and eye protection) ○ High touch areas disinfected daily (doorknobs, light switches, counters, etc.) ● A long-term supply of the following supplies has been secured: <ul style="list-style-type: none"> ○ Hand sanitizer ○ Wall-mounted sanitizer dispensers at entry and common areas ○ Disinfecting and cleaning products ○ PPE: masks and gloves
LOGISTICS	Common areas	<ul style="list-style-type: none"> ● Use of common areas will be limited and current social distancing guidelines will be followed for gatherings. ● Drinking fountains will be used only to fill personal water bottles and not for congregating at fountain. ● Playground equipment can be used with appropriate social distancing. Playground equipment will be cleaned daily and following state guidelines.
	Use of Classroom Space	<ul style="list-style-type: none"> ● Classrooms are modified for social distancing requirements (3 ft. between desks). ● Shared/communal spaces are limited. ● Furniture may be used only if it can be cleaned/disinfected. ● Students will eat lunches in the classroom and the multipurpose room to allow for increased distancing.
	Daily Procedures & Operations	<ul style="list-style-type: none"> ● Each class will learn procedures for frequent handwashing and sanitizing of hands.

		<ul style="list-style-type: none"> • Arrival and dismissal procedures will be clearly communicated and followed. Dismissal will be staggered with siblings picked up in the upper church lot and individual students (without siblings attending the school) picked up in the lower school lot. • Signage will direct traffic flow in the hallways. • Procedures are established for entering into the building before school and after recess. • Lunch Procedures: lunch in the classrooms and the multipurpose room to allow for appropriate distancing, additional food waste containers, extra garbage cans, purchasing lunch and/or milk, and cleanup process. Hot lunch will be served on Mondays and Wednesdays; the other days are for lunch from home. A monthly calendar will go out each month that lists the lunch offerings.
CURRICULUM & INSTRUCTION	On-Campus Learning	<ul style="list-style-type: none"> • All students will be instructed in on-campus learning to receive the richness and fullness of a Catholic education. • Students that are sick or in quarantine can access assignments through the online platform used by their class and connect with the teacher digitally.
TECHNOLOGY	One to One Program	<ul style="list-style-type: none"> • Chromebooks or iPads will be provided for all students. Summer technology upgrades have allowed us to offer a one to one program with each student being assigned his or her own device (iPads for all K-2 students and Chromebooks for all 3-8 students). Devices will stay on campus for students in grades K-5. Middle school students have an option of bringing their devices home if they do not have a useable device.

Quarantine Guidelines

Note: Please contact the school office immediately if your child has been exposed to someone with COVID-19 or has tested positive. This step is crucial to keep our community safe and for you to receive specific guidance. If your child has tested positive, the school will contact the Thurston County Health Department to conduct contact tracing. The community will then be notified in the case of a positive test.

Quarantine is when someone who has been exposed to COVID-19 stays at home and away from others for a recommended period of time in case they are infected and contagious. If a quarantine is warranted due to a close contact, these three options are available:

- **A 14 day quarantine after the last close contact with the COVID-19 positive person.** Monitor for symptoms and get tested if symptoms develop. This is the safest and recommended quarantine.
- **If a 14 day quarantine is not possible, quarantine can last for 10 days after the last close contact, without additional testing.** If any COVID-19 symptoms develop during the 10 days, remain in quarantine for the full 14 days and get tested. Continue monitoring symptoms until day 14.
- **Quarantine can end after 7 full days beginning after the last close contact if no symptoms have developed and after receiving a negative test result. The test should occur no sooner than 48 hours before ending quarantine.** Continue monitoring symptoms until day 14.

21-22 Facilities and Staffing Plan

The following chart provides an outline of how we will utilize our school campus and our staff to space students 3 ft. apart in the classrooms. The current state guidance allows us to return to our original classrooms. To be prepared, though, we have capped enrollment for each class to ensure that we can revert back to our classroom plan from last year and follow the 6 ft. of distancing if that requirement returns. While we are praying that the state of the pandemic allows us to stick to this plan, we are prepared for this other possibility.

Grades	21-22 Classroom Locations	Staffing (teacher, aide)	Notes
Pre K	Pre K classroom	Miss Deedee and Mrs. McCauley (Jill)	-will remain in current classroom
K	K Green and K Gold	Mrs. Mathews and Mrs. Velloso/Mrs. Yount, Mrs. McCauley (Jen)	-will remain in current classrooms -Mrs. Velloso (M-W) and Mrs. Yount (Th-F) are job sharing next year in K Green. Mrs. Yount is serving as K instructional aide for M-W.
1st	1 st grade classroom	Ms. Petruska, Mrs. Schumacher	-will remain in current classroom
2nd	2 nd grade classroom	Mrs. Womac, Mrs. Broussard	-will return to original 2 nd grade classroom
3rd	3 rd grade classroom	Mrs. Needham, Mrs. Hart	-will return to original 3 rd grade classroom
4th	4 th grade classroom	Mrs. Vreeland, Mrs. McKenzieSullivan	-will return to original 4 th grade classroom
5th	5 th grade classroom	Mrs. Lashley, Mrs. Feldmann	-will return to original 5 th grade classroom
6th	6 th grade classroom	All MS teachers	-will remain in current homeroom classroom (students rotate classrooms for each subject)
7 th	7 th grade classroom	All MS teachers	-will return to original 7 th grade homeroom classroom (students rotate classrooms for each subject)
8th	8 th grade classroom	All MS teachers	-will return to original 8 th grade homeroom classroom (students rotate classrooms for each subject)
Elementary Music	Music classroom	Mrs. Peterson	-elementary music classes will return to the music classroom.
Elementary and Middle School P.E.	Gym and Outside (weather permitting)	Mr. Hart	-P.E. students will be spread out in either the gym or outside on the field