

July 20, 2020

Greetings Eagle Families,

Thank you for your feedback over the weekend on the initial draft of the Preparedness and Response Plan. I hope this letter assures you that IHM Parish School is prepared to have students back on campus and that students and staff will be safe. I understand that the initial plan was quite technical and missed the mark on a clear picture and smooth transition back to school.

Through the course of this letter and the attached document, I'm going to try to answer the questions that were asked, and some that I anticipate you all have in the back of your minds.

I will be holding a conversation about this plan with the School Advisory Committee on Wednesday, July 22 at 6:00 pm and I invite all of you to listen in on our conversation. This will be a listen-only agenda item (no video if you are not on the Committee). Should you have any questions or feedback from our session, I ask that you email me after the meeting. I am confident that I will be able to answer most of your questions through this letter, the attached documents and the Wednesday meeting. Please contact me or one of our School Advisory Committee members to pose questions.

Join Zoom Meeting

<https://us02web.zoom.us/j/86446319863?pwd=UjAwQ3dUZzdyZUooYTJRc3VnLzZRQTog>

Meeting ID: 864 4631 9863

Password: eagles1

+1 929 205 6099 US (New York)

Parental feedback is essential to our work. In June, I received 25 responses of a total of 130 families. Decisions from our stakeholders drive our actions. Please take the time to fill out our brief survey that is detailed below.

In order to assist us in preparing for your return to school, please click this link: <https://forms.gle/DaarJTpeBrotNtF88> by August 1. It is extremely important for you to answer these questions! This will help your family prepare and allow us to finalize our plans for teachers and curriculum delivery.

As we approach the first day of school (August 24), I commit to you to hold grade-based Town Hall meetings and provide you with further updates via videos, emails and other materials. I'm turning a new communications leaf, as you might say.

Our plans are fully underway to allow families to choose between two options that best fit their needs for the coming year. Immaculate Heart of Mary Parish School will be rolling out an online option called the Eagle Academy as well as our 100% in-person classrooms. We are still finalizing the details

of our online program, but we are getting close. Scenarios change by the day, thank you for your patience.

Whether you return to an IHM classroom or join the fully remote Eagle Academy, the attached overview gives you an idea of what learning will look like when we return in August. No matter which option you choose, your student will be eligible to participate in extracurricular activities at IHM.

It is important to note that should the state or county further open to phases 5 or 6 of the Michigan Safe Start Roadmap, the online options may diminish. Similarly, if the state or county returns to phases 1-3, the face-to-face option will diminish.

We are excited for the year ahead and look forward to seeing all of you again, either in person or online. For reference, we have attached the Safe Start Roadmap. We will share additional details about the start of school once they become available. Thank you for choosing Immaculate Heart of Mary Parish School.

Please know we value your commitment to Catholic education and having the best experience possible for your child in these extreme circumstances.

EAGLES RISE ABOVE! B. Patrick Weber V

Points of Clarification:

Masks

Students can wear any type of mask, provided it is easy to use, and does not contain any inappropriate messages or images.

The school has purchased (with CARES money) 300 face masks and 300 neck gaiters for students and staff. In addition, we have purchased 40 face shields for teachers to ensure safety and facial expression during instruction.

Reminders:

- K-5 is required to wear masks in common areas, such as hallways
- 6-8 is required to wear masks all day with the exception of meals
- Teachers and staff required all day, except for meals
- Masks must be clean each and every day

Hygiene, Screening, Positive Results

Families will be asked to supply hand sanitizer, disinfectant wipes, etc., they will not be required. Similar to any new school year, we ask for certain items that are high use.

Here is a list of current protocols we will have in place:

- Students will be taught and instructed on expectations to wash their hands when a sink is available. Hand sanitizer is a secondary option.
- Designated hand washing time for students and teachers (recommended 2-3 hours)
- Wiping down desks, keyboards, touching points
- Procedures on covering mouth when sneezing or coughing
- Hand sanitizer pumps will be in each classroom.
- Signage in bathrooms to reaffirm proper techniques.
- Signage to walk on the right side of the hallways
- Six foot markings on floors where line could form
- Drinking fountains turned off (water bottles?)

Several questions remain on scenarios of: students who become symptomatic, family members who become ill, teachers who become ill, support staff, mandated quarantine, etc. At this point, we are awaiting guidance from Ingham County Health department. I understand Eaton and Berrien counties are addressing school concerns this week (July 20). The Diocese will also be giving guidance soon for facilities management.

I met with Fr John for three hours on Friday afternoon, and his #1 priority is to assure a safe and clean building and that we have all the supplies necessary to do so.

I can share with you that we are making some adjustments to the building that are our best guess as to what may need to be done. There will be plexiglass in the office, my office is being relocated, we will convert an area to be used for symptomatic individuals to name a few. Please know that I will share more information on this very important topic as it becomes available.

I have reached out to parents that work in the medical field for the guidance and recommendations that encompass student interaction and preventative measures. We will be meeting weekly.

Instruction

Per the Diocese, we will be ***“in school, all day, 5 days a week” in Phase 4.*** We will not have a hybrid model for parents to choose. See Below for Online selection.

We are exploring purchasing/renting tents for classes to be held outside and allow students and teachers to get fresh air breaks, as weather permits.

It is not feasible at this time to set a cap on the amount of students in classes. Ideally, 15-20 students per class. We will make every effort to meet the size of grade and the space in which they occupy. For instance, eighth grade students may meet in the East/West room or utilize the PFC for larger grades.

Elective teachers will move to classrooms, not students and Physical Education and Choir will be outside as much as possible.

Eagle Academy - Online Instruction

Eagle Academy will be separate from face-to-face instruction. Your child will have an Eagle Academy teacher, not a classroom teacher.

Students will be grouped as best we can for age appropriateness.

Preliminary classes will be 2-4 per online meetings per week. Instruction and feedback will be monitored through IXL. Students may be in virtual groups of 2-3 children depending on the number of online students.

You can move from the online option to the face-to-face option at the end of the marking period (approximately every nine weeks).

Procedures

At this time, parents needing to pick up or drop off their student during instructional time, will only gain access to the foyer area of the building, closest to the office. We will deliver your child to you through the foyer. We will make every attempt to limit the number of people in the building.

Lunch - I am waiting to hear how LCHS is going to provide our hot lunch program. We are prepared to do lunch in classrooms or in the PFC. We would like to give teachers a traditional lunch hour.

Mass - We are exploring mass schedules. As of right now, there will be a mass for students on Wednesday and Thursday. At this time K-1 will not attend mass, per Fr John.

Misc - Drop off, pick up and child care still needs to be decided upon. Students will be expected to leave the building immediately after dismissal, if not attending childcare. After school tutoring is also being modified.

Special Education

Special Education services are provided by Lansing Public Schools and the Ingham Intermediate School District. We will cooperate with those institutions to ensure that services are provided within the school day.

Further, any students on existing school plans, similar to a 504, will have to have those plans adjusted. We are seeking guidance from LCHS and Lansing Public Schools to determine the best way to ensure services continue to be provided.