



July 23, 2020

Dear Parents,

I hope this note finds you and your family healthy and well. **I am happy to announce the Mother Seton School plan for opening the 2020-2021 school year.** This plan was created using the Archdiocese of Baltimore Planning Ahead Task Force guidelines, the Centers for Disease Control and Prevention (CDC) Considerations for K-12 Schools: Readiness and Planning Tool, and our own needs and priorities. This plan does not answer every circumstance or possibility. It is a work in progress. I will continue to update you regularly regarding additional day to day protocols.

As of today, **we plan to offer in-school instruction Monday through Friday with the option of Monday through Friday remote synchronous learning.** The first day of in-person and online instruction will be Tuesday, September 8. **The week of August 31 students and parents will be invited into the school to meet teachers and pick up materials.** Parents will be sent a link by August 17 to schedule an appointment with their child's homeroom teacher. Appointments will be required in order to limit the number of people in the school building, to reduce wait time, and to allow for sanitation between appointments.

**To facilitate a thorough weekly cleaning, beginning Friday, September 11 – Friday, October 30, we will dismiss at noon on Fridays.** After care will be available. All students, whether in-school or remote, will use this time to complete weekly assignments. Teachers may also provide additional assignments or learning opportunities.

**Remote Synchronous Learning:** The school has invested in classroom technology that will allow students at home to participate in classroom instruction. The school purchased the Zoom for Education platform. Each classroom will have an AMX Acendo Vibe camera and sound bar unit that will allow students to "join" the class via Zoom. This platform will provide high-quality audio and video capability, upgraded security measures, and enhanced collaboration and engagement features. These features include one-click content sharing, real-time co-annotation, digital whiteboarding, polling, group chats, and question and answer collaboration. Parents and students will be given training on how to access and use this new platform. **All Pre-K – Grade 8 students and teachers will use Google Classroom as our official online learning management system.**

**In-School Instruction:** We are taking every necessary precaution to keep our students, faculty, and staff safe and healthy. After reviewing recommendations from health authorities, as well as the AOB Task Force, the following protocols will be implemented:

**Masks:** All students, teachers, staff, and visitors will be required to wear a cloth mask in all areas of the school, including classrooms. Students will be required to provide their own masks. They do not have to be a specific color or pattern. We ask that students bring an extra mask with them in the event they need to change their mask out. Disposable masks will be provided if a student forgets their mask.

**Distancing:** Classrooms will be arranged so that student desks are properly distanced. Hallways and common areas will be marked to ensure proper distancing as well. We will be following CDC recommendations on social distancing on our buses. As soon as I know how many students will require bus service, I will determine if additional runs are needed to be able to adhere to guidelines.

**Cleaning:** All areas of the school building will be sanitized throughout the school day and at the end of the school day. Additional cleaning will take place every Friday afternoon. In addition, ample hand sanitizer, hand soap, and disinfectant

wipes will be available throughout the school building. Buses will also be thoroughly cleaned and disinfected in adherence to health recommendations.

**Health Checks:** All students, teachers, and staff will be required to complete a daily health questionnaire. In addition, all students, teachers, staff, and visitors will be required to have their temperature checked prior to entering the school building or boarding a Mother Seton School bus.

**School Visitors:** School visitors will be limited to essential needs only. We will not hold any school assemblies, in-person Masses, or prayer services.

**Uniform:** Students may choose to wear either the regular school uniform or the PE uniform every day. The PE uniform will continue to be required on PE days. The school shoe must be a white tennis shoe, with white or light non-marking soles. The shoe itself may have colored markings, such as logos.

**Lunch:** Students will eat lunch in the classroom, or weather permitting, outside. Students may purchase lunch however options will be limited. Students bringing a lunch from home are asked to use a brown paper bag with all disposable items. This will limit the transport of items between home and school.

**Water Fountains:** The water fountains will not be available. Students may bring a water bottle to school every day. If a student needs additional water, or forgets their water bottle, bottled water will be available in the school office.

**Recess:** Weather permitting, students will have outdoor recess. Depending on the circumstances and teacher direction, masks may be removed during outdoor recess time. However, if students are unable to adhere to social distance protocols, they will be required to wear a mask.

**After School Clubs and Activities:** At this time, we will not have any after school clubs or activities. This decision will be revisited later in the school year and adjusted based on health and safety guidelines.

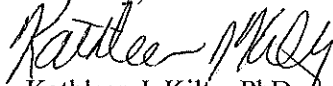
To continue planning for remote and in-school instruction, we need to understand how many students will learn remotely and how many students will participate in in-school learning. Please indicate your intention here on this form: <https://forms.gle/TrBjdpYJWaEuWpPt8>. **This initial decision is not binding and I am aware that your intention may change prior to the start of the school year.** This information will be used to plan arrival, dismissal, bus service, and school start and end times. We will evaluate the situation frequently and adjust as needed to provide every student the best educational experience, while ensuring the safety and comfort of our families.

I know that this is an uncertain time for you, your children, and our school community. **We are very blessed to receive additional support from the Daughters of Charity staff to make technology upgrades and to keep our school facility sanitized throughout the school day.** While our plan right now is to offer in-school instruction beginning on September 8, this will be adjusted if the conditions are not safe or if Governor Hogan closes all Maryland schools. We will, however, be prepared to offer an excellent Catholic education to all students no matter what the circumstance.

Please continue to pray for all those in our community, our state, and the world who are suffering from this pandemic and for those who are caring for those who are suffering. I look forward to all of us being back together soon.

If you have any questions, please feel free to contact me at [kkilty@mothersetonschool.org](mailto:kkilty@mothersetonschool.org).

Sincerely,



Kathleen J. Kilty, PhD

Principal