

Queen of Peace Return to School Plan 2020-2021

Review the following documents:

- 2020-2021 Return to School Framework
- Guidelines for Returning to the Workplace

Add a narrative for each area below to describe your school's plan.

Submit to dcs@rchdpdx.org no later than August 15, 2020.

ODE Blueprint Details

SCHOOL PROGRAM INFORMATION	
Name of School	Queen of Peace Catholic School
Key Contact Person for this Plan	Carl Mucken
Phone Number of this Person	503-362-3443
Email Address of this Person	qpsprincipal@gmail.com
Sectors and position titles of those who informed the plan	Father Timothy Mockaitis-Pastor Andrea Limont-Advisory Council Mel Davies-Advisory Council Doug Carpenter-Advisory Council Rebecca Carpenter-Advisory Council Kathy Gaskin-Advisory Council Kelsey Wilson-Advisory Council
Local public health office(s) or officers(s)	ODE-Karen Rodriguez
Name of person Designated to Establish, Implement and Enforce Physical Distancing Requirements	Carl Mucken
Intended Effective Dates for this Plan	September 8, 2020
ESD Region	Willamette
Please list efforts you have made to engage your community (public health information sharing, taking feedback on planning, etc.) in preparing for school in 2020-21. Include information on engagement with communities often underserved and marginalized and those communities disproportionately impacted by COVID-19.	Survey of school community Consult with Nurse Practitioner Consult with Covid taskforce at Archdiocese Consult with ODE for daycare/preschool guidance

Indicate which instructional model will be used.	Select One: On-Site Learning Hybrid Learning <input checked="" type="checkbox"/> Comprehensive Distance Learning
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SECTION 1: OPERATIONAL VITALITY

STAGES AND TIMELINES	
Planning Team	Pastor, Principal and Teachers
Timeline for Planning and Roll-out of Plan	June/July planning, Roll-out August 20th

FINANCIAL CONSIDERATIONS	
Impact of Change in Enrollment (if applicable)	Increased or maintained enrollment
Staffing Considerations/Changes	Increase in time of IA positions or additional IA staffing
Building Protocol Expenses	Sprayer/cleaner \$2500, Seating changes \$2000, Floor Decals \$500, Clorox Wipes and hand sanitizer \$1000
Federal Funding Plan (i.e. Title IV, ESSER, PPP)	Not here in time so we're not counting on anything but Title IV. Plan will reflect need and focus on mental health resources and PD for teachers.

COMMUNICATION PLAN	
How will your school keep shareholders abreast of the plans for re-opening and beyond?	Email and video messages sent to home emails and posted on FB and website

PROTOCOLS	
Cleaning, Ventilation and Hygiene	All doors behind gates will be open as much as possible. Each room will have fans in windows to manage exchange of fresh air. Ceiling fans will not be used unless window fans are on. Hand washing with soap and water upon entry, in classrooms, before and after eating and when returning from PE or recess. Hand

	<p>sanitizer will be used any time students are seen touching their face(etc.) Hand sanitizer stations at all exterior doors.</p> <p>Playgrounds cleaned between groups with spray sanitizer.</p> <p>Surfaces cleaned nightly by maintenance staff. Books sit 72 hours between touching. Toys are bagged nightly by staff, disinfected by maintenance and then returned to classrooms by staff in the mornings.</p>
Social Distancing	<p>Hallways marked for one way traffic, staggered arrival times based on last name, seating arranged in classrooms, art and music specialists travel to classrooms. Traveling teachers wash and change clothes and masks before entering a new group.</p> <p>When close proximity is required throughout the day staff will be mindful of the duration keeping it as brief as possible and will follow contact with hand hygiene practices.</p>
Screening Protocols	<p>CDC Home Screening for Students - Parents will be encouraged to conduct daily screening at home for Symptoms and Exposure prior to school arrival (link to CDC Daily Home Screening below). If a student screens Yes in both sections of the Home Screening tool parents are encouraged to seek evaluation by their healthcare provider..</p> <p>2 staff use the ODE checklist upon arrival daily, 3 re-temps allowed before exclusion, parents must wait until children are cleared to leave, no exceptions.</p>
Personal Protective Equipment (PPE) Protocols	<p>Anyone on campus, over 5, must wear a mask at all times. Face shields are allowed but masks are encouraged.</p>
Student Protocols	<p>Wash for 20 seconds when told, no touching faces or other people, manage your own supplies, wear masks at all times.</p>
Staff Protocols	<p>Staff will be instructed to do their own wellness checks before they arrive at work daily.</p> <p>Washing hands at arrival and whenever students are washing, masks at all times eating lunch in the library where social distancing can happen or in the classroom when the library isn't available.</p> <p>Gloves will be worn when cleaning protocols are carried out and hands will be washed upon glove removal.</p>
Visitors and Deliveries	<p>Deliveries are already only buzzed in and allowed at the front office. Visitors will only be allowed with masks and cleaning routines will be followed when they leave. Visitors would be limited to "necessary", ie.Salem-Keizer staff doing IEP or observations, etc.</p>

Response to Outbreak	<p>Students who develop symptoms of infection illness while at school will be age-appropriately physically isolated (not visually) awaiting the arrival of their caregiver to take them home. The hard surfaces in the area used for this isolation will be disinfected after use.</p> <p>Staff who develop symptoms of infection illness while at school will be sent home immediately.</p> <p>CDC return to school following illness guidelines will be followed.</p> <p>Coordination with the Archdiocese and the Local Public Health Authority to establish communication channels related to current transmission level.</p>
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PREVENTATIVE TRAINING	
	100% in Building or Hybrid Model to reflect Social Distancing Requirements set by Governor and Phasing
Staff Training Plan	August inservice to plan expectations, via Zoom or in person
Student Training Plan	Video to be made to share routines to be released in late August and the practice within classrooms when school begins
Parent Training Plan	Video to be made to share routines to be released in late August-viewing and following of guidelines will be mandatory

SCHOOL SCHEDULE AND ROUTINES	
Morning Drop-off Plan	Drop off windows will be created based on cohort times and last names to stagger drop off. Students will enter classroom doors during in-person cohorts. Parents are not allowed in classrooms. Seating outside will be arranged for the first week to allow some time to say goodbye and gather bravery for separation.
After-School Pick-up Plan	Students stay in classroom and Principal calls names over intercom for dismissal
Daycare Plan	ODE emergency license for 60 children. Groups will be constant with 10-15 students in each. Care will be given from 7:30am to 6pm daily. Routines include distance learning support, structured and unstructured play. Everyone brings their own lunch and snacks. Playground space, that is shared, will be cleaned between groups. Otherwise, each group has dedicated space and dedicated bathrooms. One space will run 10-3:30 and a second space from 10-5 and a third space will run 10-6. The fourth space will operate in our outside spaces and when necessary, the gym, for groups of

	10 or less. This “movement club” will run daily for one cohort at a time, one time a week, after their in person comprehensive distance learning time is over. Staff will stay constant with their assigned group and all other routines and expectations, required by ODE, will be followed.
Food Service Plan	Lunches will be eaten in classrooms. Fresh and Local is our lunch vendor. Our staff prepares meals and plates them for children. A class at a time is dismissed to the parish hall where they get their plate and head back to class.
Extended Care Plan	Awaiting guidance but for now it runs however ODE tells us it has to run.
Recess/Playground Plan	Preschool has their own playground so that is covered. K-5 will have equipment specific to their grade level. Cleaning of all equipment after each recess by maintenance staff. Students wear masks outside.
Assembly/Announcements Plan	No assemblies, Announcements on the intercom

SECTION 2: ACADEMIC EXCELLENCE

CURRICULUM AND INSTRUCTION	
Attach completed Reflections on Distance Learning Worksheet	
Plan for Teacher Curriculum Development	Time given for teachers to develop curriculum, plans mapped in Rubicon by September 1 for first term.
In Person Protocol during Comprehensive Distance Learning	Teachers or teacher's assistants will meet with constant cohorts of 10 or less for up to two hours daily while also providing on-line distance learning opportunities. Considerations will be made to schedule consistent times weekly and to coordinate children from the same family with common times. Spaces will be cleaned between groups and all children and adults will be masked.
Beginning of Year Assessment Plan	STAR, DRA2, Unit Pre-tests if in person. Teachers will schedule individual times to meet with children during the week of September 8th. Two teachers in each room and students use classroom doors to the outside for entrance and exits. Teachers and students wearing masks and social distancing. Cleaning between children.
Grading Expectations and/or Policies	Effort scores based on attendance in live classes, viewing of recorded classes and timely turning in of work. Content scores based on evidence of meeting standard.
Asynchronous and Synchronous Teaching Expectations	One in person a day, recorded offerings for at least 2 subject areas daily, small group math and reading offerings daily.
Plan to Mitigate Learning Loss	Practice using distance tools while in person to eliminate lag if/when distance learning happens. Weekly in-person meetings with the classroom teacher and no more than 2 peers. Masks, distancing and cleaning between children. Enter and exit through outside doors.
Systems of Support for Diverse Learners and/or English Language Learners	ELL-NA, Diverse learners are differentiated for by classroom teacher and further supported by reading specialist
Plan for Students Unable to Attend School	Offer limited distance learning options if they choose to stay enrolled. Available to anyone choosing to learn from home.

Professional Development Plan for Teachers	On-line offerings, socially distanced staff meetings, teaching from the classroom to allow for collaboration and comradery
Plan for Specialists Classes (i.e. Art, Music, Language, etc.)	Art and Music are discontinued. PE will be offered in an "open gym" time for specific groups of 10 for 1hour sessions daily. Operated under our ODE licence for daycare.

MENTAL HEALTH AND SOCIAL EMOTIONAL LEARNING

Plan to Support SEL at the Start of the School Year	Second Step being used consistently schoolwide,
Family Support and Training Plan	Frequent points of contact, resources made available via email and video
Plan for Identifying and Supporting SEL Mental Health Concerns	Classroom and parent referral forms for behavior specialist to meet with individuals and small groups.

TECHNOLOGY

	Hybrid Model or 100% Distance Learning
Learning Management System or Platform used at each grade level	Prek, K, 1-SeeSaw 2-5-Google Classroom All integrated with LMS/RenWeb
Acceptable Use/Safety Policies	Archdiocese Handbook
Technology Purchase Plan and Related Costs	We have what we need. Minor license fees will be managed by the general fund.

SECTION 3: MISSION AND CATHOLIC IDENTITY

MISSION AND CATHOLIC IDENTITY	
	Hybrid Model or 100% Distance Learning
Schoolwide Eucharistic Celebrations	Students/families will be encouraged to attend daily Masses with a focus for certain grade levels on certain days of the week.
Faith Life Activities	Ideas and offerings shared by classroom teachers that involve family. Weekly religion content lessons by each teacher.
Service Learning Plan	Teacher driven
Visibility Plan for Pastor	Video of Mass weekly, Included in morning announcements weekly
Visibility Plan for Principal	Present at Mass weekly, leading morning prayer

Link to CDC's Home Screening for Students:

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/schools-childcare/Daily-Home-Screening-for-Students-Checklist-ACTIVE-rev5A.pdf>

Link to CDC's Return-to-School Policies:

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/symptom-screening.html>