



Distance Learning Plan

St. Anne Catholic School

1111 S. Cherry St.

Tomball, Texas 77375

(281) 351-0093

<https://saintannecs-tomball.org/>

Introduction to Distance Learning Plan

St. Anne Catholic School Distance Learning Plan (DLP) describes the actions and expectations for our extended closure due to COVID-19. Student instruction will begin on March 23, 2020. St Anne faculty is expected to be on duty either remotely or on campus as required by the Principal and the Archdiocese of Galveston-Houston. Students will not attend school or come to campus during the time of closure.

On-site learning experiences cannot be duplicated through an online platform. The interactions and discussions that naturally occur throughout the school day will be different. Teachers will continue to plan lessons that reflect our challenging curriculum and follow the TEKS.

Moving from person to person instruction to a totally online curriculum will come with challenges. Teachers need to think differently about teaching and learning, and parents will need to support their children. Some grade levels will be easier than others.

It is our hope that all students are able to fully participate in distance learning. St. Anne Catholic School will do everything that we can to continue to partner with our families in these trying times.

In the absence of technology, a plan of continuing education will be implemented by sending home weekly plans and work packets.

P R A Y E R

Mighty God, thank you for knowing us and you loving us.

The ability to teach is a gift from you.

Help us to use the gifts you have given us effectively.

*May we be filled with Your spirit to give us the enthusiasm,
strength and love we need to carry out our new roles.*

Give us assurance that you are always with us.

*May God the Father prepare our journey, Jesus the Son
guide our footsteps and the Holy Spirit watch over us, on
every path that we follow.*

In the name of the Father, the Son and the Holy Spirit,

Amen.

Adapted from: <https://connectusfund.org/11-inspirational-catholic-prayers-for-teachers-and-students>

How will St. Anne Catholic School communicate with parents, students, faculty and staff in the event of an extended campus closure?

St. Anne Catholic School will continue to use the same channels it employs for normal day to day communications with parents, students, and faculty/staff. Updated contact information for all members of the school community will be contained in FACTS SIS. All of these systems are remotely accessible and will function in an emergency.

Channel	Audience	Description & Access
Email	Faculty, Staff, Parents, Students	Email will be used for all major communications and announcements, including those from the principal. Faculty will also use email to communicate, although they will use other platforms to interact with their students as well.
Parent Alert Family Portal	Faculty, Staff, Parents, Students	FACTS SIS (formerly known as Renweb ParentsWeb) will be used to communicate via text alerts. Parents can update contact information on their Family Portal account. District Code: SAT-TX https://logins2.renweb.com/logins/ParentsWeb-Login.aspx
Google G-Suite	Faculty, Staff, Parents, Students	Google G-Suite (including Gmail, Docs, Classroom, Hangouts, Meet, etc). will continue to be the platform used by most teachers. For video conferencing in small or large groups, we will use Google Hangouts Meet or Zoom. All programs will be monitored to ensure the safest and most secure online environment for students
Public Website	General Public	St. Anne Catholic School will maintain general information on its closure status for the public at https://saintannecs-tomball.org/
Social Media	General Public	St. Anne Catholic School will maintain general information and status updates on our social media outlets Facebook: https://www.facebook.com/SACSTomball Twitter: https://twitter.com/SACSTomball Instagram: https://www.instagram.com/sacstomball/

St. Anne Catholic School

SUGGESTED DAILY SCHEDULE

Time	Lesson
8:30 AM	Breakfast, Morning Announcements and Prayer
9:00 – 10:00 AM	Language Arts/Reading
10:00 – 10:30 AM	P.E./Activity Time
10:30 – 11:30 PM	Mathematics
11:30 – 12:30 PM	Prayer Before Meals, Lunch, Angelus (noon), & Recess
12:30 – 1:30 PM	Religion, Science, & Social Studies
*12:30 – 1:30 PM Early Childhood	*Religion, Science, & Social Studies
*1:30 - 2:30 PM Early Childhood	Rest Time or Quiet Activity
1:30 – 2:30 PM	Technology, Music, Art, Spanish
2:30 PM	End of School Day/ Closing Prayer

Roles and Responsibilities During Distance Learning

Staff and Faculty Roles & Responsibilities

<p>Administrative Team Principal and Assistant Principal</p>	<ul style="list-style-type: none"> • Begin and end each day in prayer • Create and distribute the St. Anne Catholic School Distance Learning Plan (DLP) • Establish clear channels of communications between faculty, staff, families, and students • Support faculty and students/families shifting to distance learning • Help teachers implement DLP and ensure high-quality learning experience for all students • Monitor and evaluate instruction continually • Identify faculty training needs and provide professional development as needed. • Communicate with families weekly • Facilitate weekly staff meetings • Continually evaluate DLP process
<p>Office Team</p>	<ul style="list-style-type: none"> • Begin and end each day in prayer • Enter attendance in ADP daily • Collaborate with administration team and parish staff • Return parent phone calls • Check on students who are “absent” • Update website and communications regularly • Continue with accounts receivable and accounts payable • Participate weekly in a virtual staff meeting
<p>Student Support Team</p>	<ul style="list-style-type: none"> • Begin and end each day in prayer • Enter attendance in ADP daily • Support subject or classroom teachers with differentiated lessons and activities for students with identified learning differences • Communicate regularly with students • Weekly check-ins with students on Catholic School Accommodation (CAP) plans. • Provide supplemental support for students with CAP plans. • Participate weekly in a virtual staff meeting
<p>Librarian</p>	<ul style="list-style-type: none"> • Begin and end each day in prayer • Enter attendance in ADP daily • Collaborate with colleagues to find resources for high-quality distance learning • Plan library lessons that offer instruction in library, research, and reading skills. • Participate weekly in a virtual staff meeting
<p>Nurse</p>	<ul style="list-style-type: none"> • Begin and end each day in prayer • Enter attendance in ADP daily • Communicate regularly with students who have health needs • Continue required reports • Conduct health and wellness checks as needed • Participate in weekly virtual staff meeting

Instructional Technologist	<ul style="list-style-type: none"> • Begin and end each day in prayer • Enter attendance daily in ADP • Review and develop “How to Tutorials” ensuring teachers, student and parents have the necessary information to participate in and excel in distance learning • Continually monitor and support teachers throughout this process • Be available remotely for support to provide on-demand tech support • Participate weekly in a virtual staff meeting
Subject or Homeroom Teachers	<ul style="list-style-type: none"> • Begin and end each day in prayer • Enter attendance into ADP daily • Collaborate with other members of your team or department to design distance learning experiences for your students • Communicate frequently with colleagues to find resources for high-quality distance learning. • Provide timely feedback to support your students’ learning • Be considerate of parent schedules, many are also transitioning to work at home • Keep expectations clear and simple • Set realistic expectations • Be flexible • Participate weekly in a virtual staff meeting
Specials/Elective Teachers	<ul style="list-style-type: none"> • Begin and end each day in prayer • Enter attendance daily in ADP • Be considerate of parent schedules, many are also transitioning to work at home • Keep expectations clear and simple • Set realistic expectations • Be flexible • Physical Education – Provide activities weekly. Provide quality feedback • Art – Provide weekly activities and be mindful of the resources that may be available at home. Provide quality feedback. • Spanish – Provide weekly lessons and activities. Provide quality feedback • Music – Provide weekly lessons for students and be mindful of the resources that may be available at home. Provide quality feedback. • Participate weekly in a virtual staff meeting

For questions about....	Contact
Classes or Resources	Classroom Teacher
Technology Issues	Mrs. Collins – gcollins@sacstomball.org
Reading and Research Resources	Mrs. Ross – bross@sacstomball.org
Health Related Concerns	Mrs. Stein – astein@sacst.org
Religious Guidance	Homeroom Teacher or Mr. Williams – swilliams@sacstomball.org
Social Emotional Concern	Homeroom Teacher or Mrs. Shamas – kshamas@sacst.org



Parent Resources for Social Emotional Health

- Child Mind Institute: <https://childmind.org/article/talking-to-kids-about-the-coronavirus/>
- National Association of School Psychologists: [https://www.nasponline.org/resourcesand-publications/resources-and-podcasts/school-climate-safety-and-crisis/health-crisisresources/talking-to-children-about-covid-19-\(coronavirus\)-a-parent-resource](https://www.nasponline.org/resourcesand-publications/resources-and-podcasts/school-climate-safety-and-crisis/health-crisisresources/talking-to-children-about-covid-19-(coronavirus)-a-parent-resource)
- Psychology Today: <https://www.psychologytoday.com/us/blog/smart-parentingsmarter-kids/202003/how-talk-kids-and-teens-about-the-coronavirus>
- National Child Traumatic Stress Network <https://www.nctsn.org/>
- National Alliance on Mental Illness <https://www.nami.org/>
- National Association of School Psychologists <https://www.nasponline.org/>
- American School Counselor Association <https://www.schoolcounselor.org/>
- The Texas and American Counseling Associations <https://www.txca.org/>
- National Education Agency <http://www.nea.org/>
- Association of Child and Adolescent Counseling <http://acachild.org/>
- The Substance Abuse and Mental Health Services Administration <https://www.samhsa.gov/>

Student Roles & Responsibilities

- Begin and end each day with prayer
- Establish daily routines for engaging in the learning experiences
- Identify a comfortable, quiet space in your home where you can work effectively and successfully
- Regularly monitor Google Classroom to check for announcements and feedback from your teachers
- Complete assignments with integrity and academic honesty, doing your best work
- Do your best to meet timelines, commitments, and due dates
- Communicate proactively with your teachers if you cannot meet deadlines or require additional support
- Collaborate and support your peers in their learning
- Comply with the Acceptable Use Policy, including expectations for online etiquette
- Proactively seek out and communicate with other adults as different needs arise

Parent/Guardian Roles & Responsibilities

- Begin and end each day with prayer
- Provide support for your children as well as you can
- Establish routines and expectations
- Identify the physical space for your child to participate in distance learning
- Create a learning timeframe that fits into your schedule
- Set realistic expectations
- Be flexible
- Monitor communications from the school and teachers
- Encourage physical activity
- Allow for breaks as needed
- Remain mindful for your child's stress or worry
- Be cognizant of how much time your child is spending online
- Encourage virtual social interaction between friends

“It is the Lord who goes before you; he will be with you and will never fail you or forsake you. So do not fear or be dismayed.” *Deuteronomy 31:8*

Middle School Distance Learning Plan

Distance Learning for Middle school will reflect all core subjects daily. Weekly lessons will be based on the TEKS and include a variety of learning styles, accommodations for special learners, interventions, reteaching, and enrichment, formative and summative assessments, and connections to our Catholic faith. Electives will be biweekly. Teachers will utilize Google Classroom as the platform to conduct interactive classes. Teachers will be available outside of those times to answer questions and give feedback. In the absence of technology, a plan of continuing education will be implemented by sending home weekly plans and work packets. Assessment and grading provide students with feedback on their own learning, clarifying for them what they understand, what they don't understand, and where they can improve. Grading also provides feedback to instructors on their students' learning, information that can inform future teaching decisions. Assessments will include both formative and summative with a minimum of two grades per subject each week to include participation and content mastery.

Expectations

Core Classes 45-60 minutes per day	Elective Classes 60 minutes per week
<ul style="list-style-type: none"> • Check in daily for attendance • Daily interactive and independent learning experiences with each core teacher • Complete work and submit assignments daily • Read for pleasure daily • Email teacher regarding academics daily 	<ul style="list-style-type: none"> • Check in bi-weekly • Complete assignments and turn in bi-weekly • Communicate with teacher as needed

Elementary Distance Learning Plan

Distance Learning for elementary will focus on supporting students to maintain gains made thus and deepen those skills. Weekly lessons will be based on the TEKS and include a variety of learning styles, accommodations for special learners, interventions, reteaching, and enrichment, formative and summative assessments, and connections to our Catholic faith. Teachers will utilize Google Classroom as the platform to conduct interactive classes. Teachers will be available outside of those times to answer questions and give feedback. In the absence of technology, a plan of continuing education will be implemented by sending home weekly plans and work packets.

Assessment and grading provide students with feedback on their own learning, clarifying for them what they understand, what they don't understand, and where they can improve. Grading also provides feedback to instructors on their students' learning, information that can inform future teaching decisions. Assessments will include both formative and summative with a minimum of two grades per subject each week to include participation and content mastery.

Core Classes 45-60 minutes per day	Elective Classes 60 minutes per week
<ul style="list-style-type: none">• Check in daily for attendance• Daily interactive and independent learning experiences with each core teacher• Complete work and submit assignments daily• Read for pleasure daily	<ul style="list-style-type: none">• Check in bi-weekly• Complete assignments and turn in bi-weekly

Early Childhood Distance Learning Plan

Distance Learning for early childhood will remain focused on language, cognitive. Physical and social emotional development. Weekly lessons will be based on the TEKS and include a variety of learning styles, accommodations for special learners, interventions, reteaching, and enrichment, formative and summative assessments, and connections to our Catholic faith. Teachers will utilize Google Classroom as the platform to conduct interactive classes. Teachers will be available outside of those times to answer questions and give feedback. In the absence of technology, a plan of continuing education will be implemented by sending home weekly plans and work packets.

Assessments in early childhood classes are used to gather data that are needed to guide instruction, ensuring that all children grow and learn. Informal and formal assessment includes checklists, anecdotal records, and portfolios to determine readiness to move onto the next grade level.

Expectations

Literacy and Numeracy	Specials
<ul style="list-style-type: none">• Check in daily for attendance• Participate in literacy activities• Participate in numeracy activities	<ul style="list-style-type: none">• Participate in developmentally appropriate enrichment activities• Participate in daily movement and/or PE activities

Resources for Distance Learning Plan

Parents should complete the work sent home by teachers and follow the prescribed curriculum of the school, however, below are some resources for enrichment or additional practice:

Google Classroom – Full Suite includes – Gmail, Chat, Zoom meeting, docs, sheets, forms etc.
<https://classroom.google.com/>

FossWeb: <https://www.fossweb.com/>

Mathletics: <https://www.mathletics.com/us/>

IXL: www.ixl.com

Epic: <https://www.getepic.com>

Raz-Kids: <https://www.raz-kids.com/>

Khan Academy <https://www.khanacademy.org/>

NASA Ed <https://www.nasa.gov/stem>

Code.org <https://code.org/>

Typing.com <https://www.typing.com/>

Shurley <https://www.shurley.com/>

Sadlierconnect <https://www.sadlierconnect.com/login.html>

ThinkCentral: <https://www-k6.thinkcentral.com/ePC/start.do>

Support tools include

Zoom <https://zoom.us/>

Screencast-o-Matic: <https://SACST.screencasthost.com/SACSTChannel>

Google Classroom

Chat

The Morning Offering

O Jesus,
through the Immaculate Heart of Mary,
I offer Thee my prayers, works,
joys and sufferings of this day,
in union with the Holy Sacrifice of the
Mass
throughout the world. I offer them for all
the intentions of Thy Sacred Heart; for
the salvation of souls; the reparation of
sins; the reunion of all Christians; and in
particular for those recommended by
our Holy Father.

Amen.

Act of Contrition

O my God, I am heartily sorry for having
offended Thee, and I detest all my
sins because of Thy just punishments,
but most of all because they offend
Thee, my God, Who art all-good and
deserving of all my love. I firmly
resolve, with the help of Thy grace to sin
no more and to avoid the near
occasion of sin.

The Angelus

The Angel of the Lord declared to Mary:
And she conceived of the Holy Spirit.

Hail Mary, full of grace, the Lord is with
thee; blessed art thou among women
and blessed is the fruit of thy womb,
Jesus. Holy Mary, Mother of God, pray
for us sinners, now and at the hour of
our death. Amen.

Behold the handmaid of the Lord: Be it
done unto me according to Thy word.

Hail Mary...

And the Word was made Flesh: And
dwelt among us.

Hail Mary...

Pray for us, O Holy Mother of God, that
we may be made worthy of the promises
of Christ.

Let us pray:

Pour forth, we beseech Thee, O Lord,
Your grace into our hearts; that we have
known the incarnation of Christ, Thy
Son, by the message of an angel, may
by His passion and cross we may be
brought to the glory of His Resurrection,
Through the same Christ, Our Lord.

St. Joseph Prayer

Saint Joseph, stay beside us and pray
for us. Protect us as you protected the
baby Jesus. Amen.

Meal Blessing

Bless us O Lord and these Thy gifts,
which we are about to receive, from Thy
bounty through Christ Our Lord. Amen

Prayer for the Dead

May the souls of the faithful departed
through the mercy of God, rest in peace.
Amen