

Planning Forward Through COVID-19

2020 – 2021 School Year

Overview

During the 2020 COVID-19 Pandemic and the unprecedented closing of in-person school, Christ the King Catholic School has been working to develop multiple alternative plans related to the start-up and operation of our school for the 2020 – 2021 school year. Our greatest hope is that school will resume as normal in the fall but we also need to be proactive in planning ways of effectively opening and operating school under possible restrictions imposed by the Nebraska governor, the Nebraska Commissioner of Education, the Douglas County Health Department, and the Archdiocese of Omaha.

As administrator of the school, I represent each Christ the King student, family, and staff member, and take very seriously the need to develop plans to effectively protect the health and safety of all while fulfilling our mission to provide an exemplary academic and Catholic faith education.

Guidance for this document and the scenarios and options outlined in the document are based on information and recommendations from numerous agencies, committees, and teams. Our Christ the King personnel (staff and parents) who have volunteered their time working on various planning committees and teams this summer are listed below:

Academic Readiness Steering Committee...conducted research and planned school start-up and operational scenarios with detailed procedures related to school safety and school operation

- Chris Segrell (principal)
- Amy Becker (assistant principal)
- Mike Hartigan (dean of students)
- Jen Heithoff (reading specialist)
- Meghan Martin (school counselor)

Remote Learning Planning Team...conducted research, administered and analyzed surveys, provided recommendations to school administration related to future remote learning expectations and implementation

- Natalie Keenan (preschool – 2nd grade representative)
- Melissa Ridder (3rd & 4th grade representative)
- Hannah Barnhart (5th & 6th grade representative)
- Lizzie Mason (7th & 8th grade representative)
- Stefanie Lovejoy (special subject team representative)
- Jen Heithoff (students with accommodations representative)
- Brandon Odom (school technology manager)
- Jason Love (CTK parent)
- Keri Kuehl (CTK parent)
- Kim Hefflinger (CTK parent)
- Mike Hartigan (dean of students)
- Amy Becker (assistant principal)
- Chris Segrell (principal)

Education Steering Board...provided advisory input to administration and communication support to parents and school staff

- Mary Carnazzo (2020 – 2021 chairperson)
- Tom McGill (2019 – 2020 chairperson)
- Stefanie Kreifels (2019 – 2020 secretary)
- Mike Erftmier
- Kerri Kubat
- Becky VandenBosch
- Liz Langan
- Mark Dahir
- Dominic Vaccaro
- Maureen Graziano
- Casey Beran
- Father Cook
- Father Boyd

In Collaboration with

- Nebraska Department of Education
- Omaha Catholic Schools Office
- Douglas County Health Department
- Several CTK parents for medical consultation
- CTK Senior Leadership Team

Guiding Principles

1. Protect the health and safety of students, staff, and the Christ the King community
2. Ensure the social, emotional, and mental health of our students
3. Deliver the highest educational and spiritual experience to each student to prepare them for future success
4. Learn from remote learning during the 4th quarter of 2020 to plan for and efficiently implement remote learning in the future as necessary
5. Promote equity and opportunity for each student and their family through each potential COVID-19 related scenario
6. Thoughtfully prepare for future decisions from the Douglas County Health Department, the Nebraska Department of Education, and from State and Federal officials related to schooling for the coming year
7. Create reasonable choices for parents related to the education of their children at Christ the King Catholic School

Anticipated Start-Up Scenarios for 2020 – 2021

1. **School as Normal**...if Christ the King receives full clearance from State and local officials, plans are in place to hold school as normal for the 2020 – 2021 school year.

2. **In-Person School with Social Distancing Requirements**...based on health department guidance of maintaining 6 foot separation (or other specified distance) between individuals throughout the school day with the addition of other mandates such as masks, temperature checks, etc., the following possible in-person school start-up scenarios are anticipated and are listed from most restrictive to least restrictive:

- **50% building capacity requirement**

- Option #1

- all preschool students would attend school each day as normal
- elementary students (Kindergarten – 4th grade) would attend school for in-person instruction on Monday, Wednesday, and every other Friday and would remain at home with assigned work to complete on their “home” day on Tuesday, Thursday, and every other Friday
- Middle school students (5th – 8th grade) would attend school for in-person instruction on Tuesday, Thursday, and every other Friday and would remain at home with assigned work to complete on their “home” day on Monday, Wednesday, and every other Friday

- Option #2

- all preschool students would attend school each day as normal
- families would be divided alphabetically by last name into “A” and “B” groups enabling all K – 8th grade students from the same family to be in school at the same time
- “A” family groups (K – 8th grade) would attend school for in-person instruction on Monday, Wednesday, and every other Friday and would remain at home with assigned work to complete on their “home” day on Tuesday, Thursday, and every other Friday
- “B” family groups (K – 8th grade) would attend school for in-person instruction on Tuesday, Thursday, and every other Friday and would remain at home with assigned work to complete on their “home” day on Monday, Wednesday, and every other Friday

- Option #1 or option #2 would be selected if a 50% building capacity is mandated. The option selected would be based on the June 2020 overall parent survey responses related to option preference.

- **10 person max in each classroom requirement (75% building capacity)**

- preschool – 4th grade students would attend school Monday - Thursday for the entire day on each of these four days. These students would attend core subject classes for half the day (in Language Arts, Math, Science, and Social Studies) and attend Special Subject classes (in Art, Guidance, Library/Technology, Music, Religion) during the other half of the day.
- 5th & 7th grade students would attend school on Monday and Wednesday for the entire school day for in-person instruction and would remain at home with assigned work to complete on their “home” day (Tuesday and Thursday).
- 6th & 8th grade students would attend school on Tuesday and Thursday for the entire school day for in-person instruction and would remain at home with assigned work to complete on their “home” day (Monday and Wednesday).

- Fridays would be designated “Family & Faith Friday” for all students and this would also be a planning and grading day for all teachers.
 - Parent volunteers would be essential for an hour long period during the middle of each school day to help school administration supervise small groups of 10 students during lunch and recess periods. All teachers would be teaching continuously throughout the school day and parent volunteers would allow teachers to have this one break period during each school day.
 - **20 person max in each classroom requirement (100% building capacity)**
 - all preschool – 8th grade students would attend school Monday – Friday
 - normal schedules would be followed with minor adjustments to minimize grade level mixing
 - Parent volunteers would be needed daily to help school administration supervise small groups of 20 students during lunch and recess periods.
3. **Remote Learning...**students would receive their education through a remote learning approach. However, this would be different than experienced during the 4th quarter of the 2019 – 2020 school year based on the implementation of the following remote learning expectations and criteria:
- Teachers would use a mixture of **live sessions** (direct electronic interaction with the class or a small group or an individual student) and **recorded sessions** (your child’s teacher teaching a lesson) each week so your child would be able to see their teacher electronically at least once per remote learning day
 - All live sessions would be scheduled for middle school teachers and grade level partner teachers to avoid overlaps
 - Teacher “Office Hours” would be built into an overall school schedule to enable students and/or parents to meet with teachers electronically as needed. Electronic meetings outside teacher “Office Hours” could also be coordinated between parents and teachers as necessary.
 - Student assignments would be posted in one location and easily accessible to both students and parents, and missing assignments would be identified to make it easily to see what’s missing.
 - Student assignments would be communicated consistently (same day/time and in the same manner) by teachers either weekly or daily depending on the grade level. If assignments are communicated daily, a brief weekly summary would also be provided to show students what’s ahead and to allow them to work ahead if desired
 - A reduced number of platforms/apps would be used school-wide and grade level departments would use the same platforms/apps for improved continuity as follows:
 - preschool – 4th grade...Seesaw, Zoom, Youtube, Microsoft Teams or Google
 - 5th – 8th grade...Zoom, Youtube, Flipgrid, Microsoft Teams or Google
 - teachers could use other platforms/apps for the purpose of making videos, classroom presentations, etc., as long as these platforms/apps are not required on student or parent devices
 - Loaner iPad devices from the school would be available for check-out during all remote learning periods and each iPad issued would be loaded with required platforms/apps needed by the family borrowing the iPad

Blended Learning Operation during the School Year

- It's very possible that Christ the King Catholic School could move in and out of the various scenarios listed above depending on Douglas County Health Department and Nebraska Department of Education requirements and restrictions. Due to this possibility, a Blended Learning Operation approach will be the norm for the 2020 – 2021 school year whenever students are in the building and will include the following:
 - Practicing Remote Learning while in School...whenever in-person school is taking place, all students within the building will also practice remote learning with their teacher for selected lessons and assignments. This will take place in school with minimal home impact. For example, a 2nd grade class may be taken to a different location in the school where they will use an iPad to watch their teacher teaching either a live lesson or a pre-recorded lesson back in the classroom. Students will then complete an assignment and submit the assignment electronically just as if they were at home during a complete Remote Learning situation. Practicing in this manner while in school will enable students and teachers to become very familiar with remote learning and ensure that all technology and remote learning procedures operate smoothly and efficiently.
 - Accommodating Students Absent from School...the school may be operating under an in-person scenario but some students may be absent from school due to illness or precautionary self-quarantine. In situations like this, Christ the King Blended Learning Operation will allow students attending in-person school to learn as normal within the school while students who are absent can remote learning from home. For the 2020 – 2021 school year, each elementary classroom and each middle school core subject classroom will be equipped with a **Swivl and iPad device combination**. The device combination follows the movement of the teacher during the lesson and records it, allowing a child at home to view the lesson as if he or she were in school. The lessons would not be live, but would be a recording of the lessons taught in the classroom that day and would be sent to the absent student by the teacher at the end of the normal school day.
 - Accommodating Parents Opting to Keep Children Home...Christ the King parents can opt to keep their child(ren) home during parts of the 2020 – 2021 school year for health safety reasons. As an example, the COVID-19 virus might be more active in Omaha during certain parts of the school year and a parent might opt to keep their child home during these times as a precaution. By using the Swivl and iPad device combination mentioned above, elementary classroom and middle school core subject teachers can still provide instruction and assignments to students who are at home.

Teacher and Student Remote Learning Expectations

- All teachers and students will have clear and specific expectations for Remote Learning and for Blended Learning Operation at Christ the King for the 2020 – 2021 school year. These expectations will be printed in a “Remote Learning & Blended Learning Handbook” that will be completed prior to the start of the 2020 – 2021 school year and made available to all teachers, students, and parents.

School Safety, Cleaning, and Disinfecting

- Aggressive safety, cleaning, and disinfecting measures will be strictly followed at Christ the King each day to keep students, parents, staff, and visitors safe while in the school building and at all times while on school grounds. These measures will be in accordance with the Douglas County Health Department and will be implemented per health department requirements.

Final Thoughts

The COVID-19 Pandemic may necessitate the implementation of a unique school start-up scenario and the use of these same scenarios at varying times throughout the 2020 – 2021 school year. In addition, Blended Learning Operation will be the norm this school year and will provide students and teachers with the flexibility needed to effectively learn and teach under various conditions and changing circumstances. Although the 2020 – 2021 school year will be very different from other school years, the staff and I will be well prepared for several different scenarios that we feel might occur at some point during the school year. Our normal small class sizes at Christ the King will allow us to do things and to operate in ways that other schools (both public and Catholic) are not able to do. Additionally, students and teachers will use Blended Learning throughout the school year and will continuously practice Remote Learning within the normal school day to become both proficient and to thrive using a blending of both in school instruction and remote learning instruction. We've truly learned much from the way last school year finished up and this has enabled us to plan accordingly for the possibility of a very unique 2020 – 2021 school year. Delivering a strong faith based Catholic education to all Christ the King students is at the heart of our mission and the staff and I are committed to doing this regardless of the conditions that may present themselves during the 2020 – 2021 school year. Because of who we are and what we strive to achieve, Christ the King students will grow and excel in both their faith life and in their academics during the 2020 – 2021 school year and beyond.

Thanks to all who have helped with planning for next school year and for helping with the preparation of this document. Thanks in advance for all your support.

Christopher W. Segrell, Principal
Christ the King Catholic School