

Good afternoon everyone,

Thank you for your willingness to be a part of the St. Mary Catholic School Recovery Planning Team! Your time, expertise, and desire to serve the school and church by working on a Task Force is such a wonderful gift and a testament to the fortitude and dedication of the St. Mary community.

As Catholic school leaders, I invite you to a period of “creativity and inventiveness” at St. Mary Catholic School. Moments like this can be opportunities for growth and discovery--causing us to divert from our regular plans and abandon ourselves to larger (potentially better) ones. This is the time to make ourselves open, to find creative and innovative ways to discover new paths. It is a time for patience. It is a time for collaboration. Perhaps this is not only a time to survive, but to thrive.

Attached you will find the 5 key domains that we will need to focus upon in our 5 task forces along with lists of task force members. Additionally, I have attached the Washington OSPI Reopening Plan and the Diocese of Spokane School Planning Guide to assist all of us in this important work. Please take some time to read through all this information carefully before our initial meeting.

I am scheduling the first three meeting dates for each task force--with an understanding that dates may need to be changed and everyone won't be available to attend all of the meetings. Meetings will be scheduled in the evening. Meetings will take place remotely initially. It is my hope that we can hold all future meetings in the St. Mary Adult Center (wearing masks and social distancing, of course). I will coordinate and facilitate the first meeting via Zoom for each of the 5 task forces. During this initial 30 minute meeting, I will go over the procedure/methodology for completing the necessary work in each of the respective planning domains for school re-entry, discuss the specific duties and planning considerations of each team, and provide checklists and a framework to assist you in your work.

Task Forces will likely require sub-committee work and individual work to manage the development of new systems, protocols, policies, and procedures in an efficient and expeditious manner. I would like all the work of these groups to be completed by **Monday, August 3rd** if possible. At that time, any new systems, new/amended policies, clear protocols and recommendations for the new school year will be proposed and will need to be vetted formally by the St. Mary Administration. Upon approval, our collective plan will be consolidated and published. Implementation will take place throughout the summer--especially in August.

Certainly, the publication of the Washington OSPI Reopening Planning Guide last week will make our work easier. Among the many directives and guidelines found therein to help us safely develop our own localized reopening plan for the fall, the OSPI document makes it possible for St. Mary Catholic School to open its doors to all our students on September 1st, 2020--as long as we adhere to the current health and safety regulations in doing so.

I am fully committed to providing a face-to-face educational experience for our students in the fall. Thankfully, we are blessed with the space on our campus to make this a reality. In collaboration with the school and church administrative teams, I have already developed a plan/classroom map for accommodating all of our students on site daily based on social distancing guidelines and rules on physical spacing.

I take great comfort in the strength and creativity of our school and the stability of our family partnerships during this tumultuous time. It truly takes a team effort to keep our community strong. Thank you ahead of time for your hard work, ingenuity, and flexibility over the next two months and throughout next year. I ask for your support and prayers of and for St. Mary Catholic School as we continue the ministry of providing excellent Catholic education to our students--in mind, body, and spirit.

God bless you!

With gratitude,

Ben

<u>Meeting Dates & Times</u>	<u>Task Force</u>	<u>Location</u>
Tuesday, June 30th 3:00-3:30	<i>Planning & Logistics</i>	Zoom Meeting
Tuesday, June 30th 3:30-4:00	<i>Creating & Maintaining Community</i>	Zoom Meeting
Tuesday, June 30th 4:00-4:30	<i>Curriculum & Instruction</i>	Zoom Meeting
Tuesday, June 30th 4:30-5:00	<i>Promoting Catholic Identity</i>	Zoom Meeting
Tuesday, June 30th 5:30-6:00	<i>Technology Support</i>	Zoom Meeting

***Zoom Meeting Links will be sent out Monday, June 29th

Tuesday, July 7th 4:00-5:00	<i>Planning & Logistics</i>	St. Mary Adult Center
Tuesday, July 7th 5:00-6:00	<i>Creating & Maintaining Community</i>	St. Mary Adult Center
Tuesday, July 7th 6:00-7:00	<i>Curriculum & Instruction</i>	St. Mary Adult Center
Wednesday, July 8th 5:00-6:00	<i>Promoting Catholic Identity</i>	St. Mary Adult Center
Wednesday, July 8th 6:00-7:00	<i>Technology Support</i>	St. Mary Adult Center

Tuesday, July 21st 4:00-5:00	<i>Planning & Logistics</i>	St. Mary Adult Center
Tuesday, July 21st 5:00-6:00	<i>Creating & Maintaining Community</i>	St. Mary Adult Center
Tuesday, July 21st 6:00-7:00	<i>Curriculum & Instruction</i>	St. Mary Adult Center
Wednesday, July 22nd 5:00-6:00	<i>Promoting Catholic Identity</i>	St. Mary Adult Center
Wednesday, July 22nd 6:00-7:00	<i>Technology Support</i>	St. Mary Adult Center

***Other dates/times TBD by each Task Force depending on need/availability

5 Planning Domains & Task Forces for School Re-entry:

1. **Logistics and Planning:** This domain encompasses the basic operational aspects of the school. Included in this domain are safety procedures, arrival/dismissal routines, sick policies, social distancing protocols and spacing, cleaning and sanitizing, procedures for online learning and other aspects of schooling, etc. (See “Logistics and Planning” Checklist).

<u>Name:</u>	<u>Name:</u>	<u>Name</u>
Michelle Tadlock	Leanne S.	Lou Turner
Sharon Greany	Paul Kennar	Cristin Argaw
Brian Hull Emily Cutler	Derk Mueller	Meg Kenna
Celestina Barbosa-Leiker	Chelsea Weiler	Jeanine Fickert
Lorie Lafferty.	Mark Van Driel	JP Diener
Kevin Schultz	Melissa Faith	Yolanda Findlater

2. **Creating and Maintaining Community:** This domain addresses the social and emotional aspect of school. Significant concerns include how we develop systems of welcoming and belonging for students and their families. From traditional special events, sports, activities, community gatherings, and fundraising efforts and events to new community engagement opportunities, the process of establishment and maintenance of community norms and rituals requires attention. (See “Creating and Maintaining Community” Checklist).

<u>Name:</u>	<u>Name:</u>	<u>Name:</u>
Mary Urbaniak	Melissa Scott	Leanne Shaurette
Shannon Pearson	Kendra O’Dea	
Andrea McNitt	Lou Turner	
Lori Hattamer	Teresa Ogden	
Kevin Schultz	Jamie Crinion	

3. **Curriculum & Instruction:** Teaching and learning are prominent functions of schools. This domain entails the teaching and learning aspects of the re-entry response. Content delivery, curriculum mapping, assessments, and evaluating grading practices must be considered whether school will be face-to-face, virtual, or a combination of both. (See “Curriculum & Instruction” Checklist).

Name:

Mary Urbaniak

Devon Rapp

Becky Clift

Lori Hattamer

Kevin Schultz

Name:

Becky S

Jessica Davis

Bev Mueller

Marlene Ray

Gregory Huhmann

Name:

Larry Sarff

4. **Promoting Catholic Identity:** Catholic schools are, by definition, academically excellent and strong in Catholic identity. This must also be true for Catholic schools in virtual spaces. Catholic schools must continue to be authentically Catholic and serve as an avenue for faith formation. (See “Promoting Catholic Identity in Remote Spaces” Checklist).

Name:

Kevin Schultz

Becky S

Fr. Jeff Lewis

Marie Bricher

Lou Turner

Name:

Andrea McNitt

Krista Furtney

5. **Technology Support:** This domain addresses not only infrastructure issues but also the use of technology as a tool for instruction. Inherent in this area are access and equity issues. From coordinating consistent apps and platforms across grade levels to ensuring school safety policies exist and digital citizenship training is provided, a comprehensive approach is necessary. (See “Technology Support” Checklist).

Name:

Devon Rapp

Shannon Pearson

Becky Clift

Brian Hull

Kristen Nauditt

Name:

Herb Dierks

Chad Faith

Jeff Truthan

Mark Van Driel (if or as needed)

Sharon Longergan

Name:

Jeana Kanyer

Other key entities/groups tied to 5 Domains/Task Forces:

***Ben Walker & Admin Team Members will take active roles in all task forces

Finance : Sharon Greany; Brian Scott, Yolanda F., Lou Turner

Marketing/PR/Admissions/Enrollment/Social Media: Melissa Faith, Lou Turner, George Keegan

Academic Support: Ben Walker, Kristen Nauditt

Prayer Committee: Fr. Lewis