



7425 S.E. CÉSAR E. CHÁVEZ BLVD. • PORTLAND, OREGON 97202

Date: March 16, 2020

Dear Parents or Guardians,

School Closure Planning

This past Friday, March 13 and Monday, March 16 our staff met to begin planning and implementing a digital learning experience for your children. Our teachers have been working hard to design lessons and tasks that are building on skills that they were practicing prior to our school closure. With that said, please know that you and/or your children will receive daily communications from their respective teacher(s) and we ask that your children participate in this learning experience. Please be aware that this is new for our teachers and they are learning how to deliver curriculum digitally. We also understand this is new and may be difficult for you.

Communication

You can expect to receive communication in the following way(s) from the school.

- Parents/students will receive communications from their teachers with learning tasks included.
- Students must meet attendance requirements this week. This will require that students check in daily with their teacher(s) so that this can be recorded on Jupiter Ed. If your child is absent, please send an email to Mrs. Wojnar (see bullet below).
- If your child is unable to participate in school due to illness or other issues, please email Mrs. Wojnar at office@holyfamilyportland.org.
- Teachers will identify their office hours (AM and PM); however, assignments/tasks can be sent throughout the day through Google Classroom or the platform that Holy Family teachers will use (PreK through 2nd grade will use Seesaw).
- Homeroom and grade level teachers will also communicate through video or recorded messages two times during the first week so that our students feel a connection to our devoted teachers. Our kids are so important to us.
- Specialists may send tasks for students through their respective grade teachers.

Education

At a minimum, we expect that all of our students will:

- Check in with their teacher(s) through email/Google Classroom/Seesaw daily by 3 pm.
- Complete necessary tasks assigned on their due date and send these back through the specific platform teachers use.
- Contact teachers if your child(ren) need(s) additional assistance with an assignment. Teachers will respond during their morning and afternoon office hours.

** Please note: We understand the limitations of technology for some families. Teachers are flexible on how they receive assignments. If you have any questions/concerns, please communicate with your homeroom teacher.

CLEANING: Out of an abundance of caution, the building is required to be vacant for two full weeks while being sanitized and deep cleaned. After Monday, March 16th, no one will be admitted.

- Please watch the Church and School website for further updates.

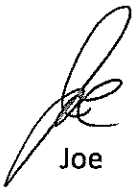
Calendar adjustments:

- March 17-March 20: **REMOTE LEARNING:** attendance/learning outcomes required
- March 23-27: **SPRING BREAK:** Homework free: rest and enjoy!
- March 30: **REMOTE LEARNING CONTINUES**
- March 31: Digital Learning ends and teachers report to buildings to prepare for students; return.
- April 1 (Weds): **STUDENTS WILL RESUME:** Regular Schedule.

*** Changes to this schedule will be communicated to you by Joe as soon as he is notified.

Next Steps:

Currently, we are formulating plans to provide digital learning, though this requires your assistance with assisting, monitoring, or reminding students to complete assignment tasks. Please note that teachers are creating tasks that are not busy work rather opportunities for students to practice and enhance skills. Please also note that this is an ambitious goal and to be patient with this new platform. As always, you can communicate with teachers during their office hours. Our teachers will be communicating with their colleagues both within Holy Family and within the Archdiocese. They will be developing lessons that will be shared with your children, and I will also be checking in with them. Furthermore, I will be sending out information to you periodically so as to not inundate you with too much email. These are extremely challenging times and please know that you are all in my daily prayers. We are ready to begin this new chapter in our lives—digital learning.



Joe