

Sacred Heart School



234 N. Sycamore St • Monticello, IA 52310 • Phone: 319-465-4605 • Fax: 319-465-6183
E-mail: dbqe42@dbqarch.org • Fr. Paul Baldwin, Pastor • Laura Herbers, Principal

As we prepare to open Sacred Heart School on August 24th, we have considered many educational options. The Return to Learn/Building Leadership team has spent several months of developing and refining a Return to Learn Plan. We have collected information from our parents and staff and utilized the guidance from the Department of Education, Iowa Department of Public Health, Center for Disease Control (CDC), Jones County Department of Public Health, and Archdiocese of Dubuque to develop this plan. We continue to see the safety of our staff and students as our top priority and are confident that we can create a learning environment in which our staff and students can return and be successful.

Living our Mission

We are committed to providing a quality Catholic education, regardless of the mode of delivery being used. The education your child receives from Sacred Heart is distinct, as our Catholic beliefs, traditions, and teachings are deeply embedded in daily instruction. Sacred Heart teachers have been engaged in learning throughout the summer to prepare for learning in various models. Our staff are prepared to continue this for next school year.

Regardless of which mode of delivery is being used, Sacred Heart School is committed to offering the highest level of education possible by focusing directly on the social, emotional, faith, and intellectual needs of each child.

- Core classes will be taught daily.
- Teachers will have daily communication and interaction with all students.
- Religion classes and prayer opportunities will be held daily.
- Catholic beliefs, traditions, and teaching will continue to be deeply embedded in daily instruction.
- Mass will be held weekly.
- Service opportunities will be available for all students.

The following guidelines have been approved for preschool – 6th grade by the Sacred Heart Board of Education in collaboration with the Return to Learn Team. (Approved 8/3/2020)

Calendar:

Sacred Heart will follow the public-school schedule for August 24-28, 2020. We will have brick and mortar coursework in the morning (8am-12pm) and online coursework in afternoon. This schedule will help our students better understand the expectations of online learning and allow teachers to work with students to better understand the online environment.

As a reminder, the public school has chosen to participate in online learning every Wednesday. The Sacred Heart Board of Education has decided to follow a modified Wednesday schedule. Beginning September 9th,

Sacred Heart students will attend class brick and mortar and continue to attend classes every other Wednesday. Alternating Wednesdays will serve as professional development days. This schedule provides teachers time to prepare online materials while maximizing in-class learning. Our revised calendar allows Sacred Heart students 18 more days of in-class instruction versus online learning every Wednesday.

Please note that the “Brick and Mortar Wednesdays” will be days in which the district will not be running buses and parents will need to find transportation for their children to and from school.

If you are unable to find transportation for your child, please contact the school office.

Brick and Mortar Wednesdays:

September	9, 23
October	7, 21
November	4, 18
December	2, 16
January	13, 27
February	10, 24
March	10, 24
April	7, 21
May	5, 19

Professional Development Wednesdays (no school):

September	2, 16, 30
October	14, 28
November	11
December	9
January	6, 20
February	3, 17
March	3, 31
April	14, 28
May	12, 26

**Please also see the attached calendar for the revised Sacred Heart School calendar.

- Professional Development Days will be used by teachers to prepare online learning platforms for those students choosing an online or hybrid model and to be ready in the event classrooms are required to move to online instruction. These days will also be used in the traditional sense to provide teachers with time for training opportunities, teacher collaboration, analyzing student assessments, etc.
- There will be no requirement for students to 'check in' virtually on Professional Development Wednesdays at a certain time. This is considered a no school day for the children, although homework assignments may be assigned on Tuesday and required to be completed (either using an online platform or traditionally) before returning to school on Thursday.
- During these Professional Development Wednesdays, teachers will build practice time with online platforms into daily classroom instruction and as a part of homework assignments. Again, students will not be required to 'check in' and participate in remote learning during this time. Rather, our goal is to ensure each student has the ability and resources to complete work online from home if we are required to adopt that learning method during the school year.

Preschool and PreK will begin August 31st and will have brick and mortar class Monday, Tuesday, Thursday, and Friday.

Preschool 3, PreK 4 and kindergarten families: Aftercare will offer before school care and after school care in the afternoons Monday, Tuesday, Thursday, Friday and all-day Wednesday.

***We will continuously monitor this plan and revise as needed.**

Face coverings:

Face covering might include (but are not limited to) masks, face shields, gaiters.

Face coverings are highly recommended, but not required in all situations.

***Medical exceptions will be allowed with appropriate documentation.*

Face coverings are required by the Monticello Community School District for any child riding the bus.

In accordance with the Archdiocese of Dubuque, Father Paul is requiring face coverings for all Masses at Sacred Heart.

Face coverings will be required in situations including small group work in the classroom, passing in the hallways, entering and exiting the building.

Face coverings will not be required in situations where social distancing is possible, such as seatwork time in the classroom, PE, recess, and lunch.

Please keep in mind that we are working on plans to limit these situations so that social distancing can take place as frequently as possible.

***We will continuously monitor this plan and revise as needed.**

Items to Note:

- Entry to buildings will be restricted to only students and staff who attend that building; no parents, volunteers, or other visitors will be allowed beyond the main entry.
- If possible, students should bring their own water bottle, hand sanitizer, and school supplies for personal use.
- Students should practice good hygiene (such as sneezing or coughing into their sleeve) in addition to hand washing during the day.
- Hand washing will be done multiple times throughout each day including before snack, before lunch, after lunch, and after recess.
- Hand sanitizer and kleenex will be available in multiple places in the classrooms and school.
- Additional cleaning and disinfecting procedures will be implemented. Staff will provide extra disinfecting/cleaning in high traffic areas throughout the day.

- We are asking parents to screen students at home for COVID 19 symptoms prior to attending school each day. A list of symptoms will be provided. We are asking all Sacred Heart staff to check for potential COVID 19 symptoms prior to attending school each day as well.
- Children or staff with a temperature of 100.3 or above should not attend school. If the temperature is discovered at school, the child or staff member will be kept isolated from others and expected to leave as soon as possible.
- Two health office spaces will be utilized. One for illness and one for first aid/medication.
- If a staff member or student shows any of the symptoms of the COVID 19 illness such as a cough, shortness of breath, fever, chills, headache, muscle pain, sore throat, loss of taste or smell, vomiting, nausea, and diarrhea they should stay home.
- Teachers will only participate in essential Professional Development and the majority of our Professional Development time will be dedicated to preparing for online instruction.
- We are asking staff to complete several required trainings online before they report back to school.
- We will be purchasing face shields for our staff. We will have masks available for students in the school office.
- Throughout the year we will be looking at student data to monitor student progress.
- We are working on developing a plan for day to day operations. This information will be sent out during the next week.
- We will continuously work to maintain the confidentiality of staff and students who are infected with the COVID 19 virus.
- We will continually look for guidance from the Governor, DE, CDC, IDPH, JCDPH, Archdiocese of Dubuque and make changes as necessary to our Return to Learn Plan.