



San Xavier Mission School

1980 San Xavier Road, Tucson, Arizona 85746

Office (520) 294-0628 Fax (520) 294-3465

San Xavier Mission School Revised Re-Entry Plan for Fall 2020

The San Xavier Mission School camps re-entry implementation protocols was developed in collaboration with the Department of Catholic Schools, and recommendations from the AZ Department of Education, AZ Department of Health Services, Pima County Health Department, the Center for Disease Control, (CDC) and the Tohono O'odham Nation, and guided by what is feasible, practical, acceptable, and tailored to the needs of the San Xavier Mission School community. The overall goal: maximize student learning in a setting that provides necessary safeguards for all students and staff.

PLANNING DOMAIN 1 – LOGISTICS & PLANNING FOR HEALTH & SAFETY

Social Distancing:

- SXMS has advantages in implementing state, county, city, and district guidelines because the school has a relatively small student population and large classrooms and playground/field space.
- Masks are mandatory and must be worn at all times by faculty, staff, students, parents, and visitors. Visitors and volunteers will be limited.
- Social distancing of six (6) feet will be achieved whenever possible. Arrows measuring out six feet and indicating one-way hallways, breezeways, etc., have been utilized to designate six foot distances throughout the building.
- The use of the cafeteria and any group assemblies will be discontinued. Breakfast and lunch will be individually packaged and served in each classroom. The practice of using student workers to help in the cafeteria and put up the flags will be discontinued.
- Social distancing protocol will be followed in classrooms, the staff room, health clerk room, offices and resource room.
- Plexiglass has been installed at the front office counter
- Students will remain in classroom cohorts/bubble throughout the day. Middle school teachers will move from classroom to classroom. The only exception will be for the Raytheon American Indian Network, (RAIN) STEM classes held bi-monthly, (Fridays) with one middle school cohort only. The assigned cohort will meet in the science/math room when it is safe to do so.
- *Title I Reading and Math help in the Title I trailer to be determined.
- Playground equipment will be cordoned off. Recess times will be staggered and scheduled to insure only one cohort is out at a time.



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Arrival & Dismissal times --staggered, including the bus route

Bus: Standard bus has 24 seats, holds approximately 72 passengers. All riders will have assigned seats. This past SY there were 22 riders, 16 of which are siblings on the morning route. 30 riders, 22 siblings on the afternoon route.

- Siblings sit together, three students per seat. Empty seat between riders otherwise. Parent/guardian will have to sign a “Bus Riding” agreement prior to campus opening, (to be developed, to include that an adult must remain with the child until s/he boards the bus, and the low threshold for symptoms, no door to door stops, etc.).
- Masks and or shields to be worn at all times while on the bus. A small supply of masks will be available. The driver will return unused masks to the office after the morning and afternoon routes.
- A.M. Route 7:30 a.m. (SY 19-20 started at 6:30 a.m. and included several door to door stops per family request). The route will be simplified to ensure it arrives at school by 8:10 a.m. This allows time for Walkers/Riders to arrive and go to their classrooms.
- P.M. Route (SY 19-20 had bus #1 3:00 p.m. and bus #2, 3:45). There will be one bus route. Bus riders will remain in the classroom and called out by grade cohort. Once a cohort has been seated, the next cohort will be called out.
- The bus drop-off and pick-up spot will be the Turtle Gates. An assigned staff member will be there to facilitate and communicate with the front office to call out each cohort.

Walkers/Riders: Entrance and Exit to campus will be the Turtle Gate only.

- 7:30 a.m. -- Turtle Gates will open. Parent/guardian will need to sign an agreement prior to the opening of campus (to be developed, to include what happens if a student arrives earlier, not picking up until after the bus has left, and the tardy student protocols, etc.)
- An assigned staff member will be at the Turtle Gates to aid the Health Clerk in student observation and direction to hand washing stations.
- Once a child has entered campus s/he will be directed to the bathroom to wash his/her hands before going to the classroom. If possible, moveable hand sanitizing stations will be purchased and set up inside the Turtle Gate instead.
- Breakfast will already be in the classrooms.



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- 3:15 P.M. – Walkers will be called out individually or with siblings. Once all have left campus Riders will be called out individually or by carpools, (included in the parent agreement to be developed, include the need to submit carpool lists, walker lists and bus rider list to the front office prior to the first day the campus re-opens)
- 3:30 P.M. – Students being picked up by specific organizations, (e.g. Wellness Center) will be called individually to the front office once the organization's representative has signed in. These students will be the only ones allowed to leave through the front door.

Temperature Screening and Volunteers:

*** Screening and Monitoring of Student and Staff Health --** Per Pima County Health Recommendations

Parents/guardians will screen at home before bringing children to school. Accuracy of temperatures taken while a child is in a vehicle is not reliable. This is communicated to parents on the San Xavier Mission School Back to School Re-entry Plan sent to parents/guardians and posted on the Mission website.

Reliance on Social Distancing Screening:

SXMS will have a 'low threshold' for symptoms. If there is any concern that a child is exhibiting symptoms, the child will be sent home.

- Parents/guardians will be asked to take their child's temperature prior to arrival at school. Upon their arrival, assigned staff member will stand at least 6 feet away from the parent/guardian and child. (8 Non-touch thermometers were requested, 3 from the parish business manager and 5 on the ESSER Needs Assessment). Thermometers will be disinfected by the Health Clerk after each use.
- Parent/guardian will be asked to confirm that the child does not have a any of the symptoms on the health screening checklist provided to each parent and reviewed upon arrival at SXMS.



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- Health Clerk or assigned staff member will make a visual inspection of the child for signs of illness which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.
- Visual inspection of the child for signs of illness which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness will be done by classroom teachers as needed throughout the day.
- Periodic temperature checks will be done by the health clerk, as necessary.
- If a faculty, staff member, or student is exhibiting symptoms, feeling ill, has a fever, s/he will be sent home immediately per Manual of School Health Policy and Guidelines, Diocese of Tucson and PCHD guidelines.
- Volunteers cannot be used to take temperatures unless it is the same volunteer each day, to reduce the risk of possible exposure. To be able to take temperatures of student before boarding the bus or entering campus, there would need to be a minimum of two volunteers, one to ride on the bus and one to help the Health Clerk at the Turtle Gates. If there are available volunteers, a confidentiality agreement would be signed by each one prior to helping.

Masks & Face Shields:

- Masks will be required to be worn by all faculty, staff, students, parents, and visitors at all times while on campus. If any faculty, staff member, or student has a documented medical condition (e.g. asthma) that prevents mask wearing when on campus or on the school bus, these persons will be required to continue distance learning until such time when they are able to wear a mask or the school is able to open up 100%.
- Masks will be provided by families and each faculty and staff member will provide their own masks. There will be a small supply available in the health clerk's office, the school office, and on the bus if needed. The bus driver will return unused masks to office daily.
- Students in kindergarten and first grade will be encouraged to purchase a 'bucket hat/face shield' to be worn in addition to a mask. This is an added protection while children learn the proper use of masks.

Ill Student, Faculty, or Staff:



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- Student will be taken to an assigned isolation room (Nurse's Office). Staff member who supervises will wear medical grade PPE. (requested on the ESSER Needs Assessment)
- Student/faculty/staff member goes home immediately. Assigned staff member will supervise classroom cohort (classroom cohort moved to computer lab).
- In any cases of symptoms or COVID-positive cases, school staff are alerted to what cohort(s) were affected and what areas of campus are closed until cleaning/disinfecting is completed after waiting 24 hours to re-enter classroom or designated area.
- Anyone who is COVID positive self-isolates for ten days from the date symptoms first appeared (if symptomatic) or ten days from the first positive test. Returns only with doctor's authorization after they have gone with reduced symptoms and no fever for 24 hours without fever-reducing medication.
- If a child exhibits any of the COVID symptoms while at school, he/she will be isolated and sent home to self-isolate for ten days and may not return until his/her symptoms have improved and he/she is fever-free without fever-reducing medication for 24 hours. Because having one or more of the above symptoms does not necessarily mean that your child has COVID-19, we encourage parents in this situation to take their child to the doctor or get a COVID test (see Important Note Home document).
- If anyone in a student/faculty/staff member's family is diagnosed with COVID, it is recommended that everyone in that family self-quarantines at home for 14 days and the person with COVID is further isolated into their own room. Family members should be tested.
- SXMS will notify the Pima County Health Department of any COVID positive cases per county guidelines. If names of other possibly exposed are requested for 'contact tracing' purposes, this information will be provided. This does not violate the Family Educational Rights and Privacy Act (FERPA).
- If there is a COVID positive case within a cohort, SXMS will notify parents/guardians of students in the same cohort, explaining that all health/safety protocols were followed. Names of student(s) will not be given. Parent/guardian will be asked to self-quarantine their children for 14 days. The school will continue to provide distance learning options.



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Teaching and Promoting Healthy Hygiene Practices:

“It all starts at home”. Parents/guardians will be encouraged to talk with their children at home about the current situation, the importance of social distancing, health, hygiene, what to expect at school, and teach them healthy hygiene practices. Examples of healthy hygiene practices will be shared with families periodically.

Hand Washing Protocol:

Wash hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.

All faculty, staff, students, and volunteers will wash hands as follows:

- Arrival at the school facility and after breaks.
- Before and after preparing food.
- Before and after eating or handling food.
- Before and after administering medication.
- After using the toilet.
- After coming in contact with bodily fluid.
- After playing outdoors.
- After handling garbage.

Coughing/Sneezing:

- [Cover mouth with a tissue, napkin, or inside of elbow when coughing and sneezing](#)
- Wash hands as soon as possible afterward.

Bathroom:

- Bathroom breaks taken by classroom cohorts before lunch, after recess/break practicing social distancing
- Bathroom cleaning schedule established

Cleaning & Disinfecting:



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- Custodial personnel will be present throughout the day to wipe down common areas and bathrooms. The school is collaborating with Parish Mission staff with the intention of wiping down all common area surfaces a minimum of three times daily.
- All classroom teachers and staff will be provided with the necessary disinfecting wipes and other supplies to help with cleaning and disinfecting throughout the school day, to include frequently touched surfaces, including educational manipulatives. Food contact surfaces and objects that could be put into the mouth should be cleaned and sanitized/disinfected. Student's belongings and materials will be regulated by each classroom teacher.

PLANNING DOMAIN 2 – CREATING AND MAINTAINING COMMUNITY

Remote Learning or a Hybrid Model:

- All students are required to login to Google Meet and Google Classroom daily at 8:00 a.m. Teachers are providing direct instruction and posting assignments daily.
- Students and teachers are required to be online from 8:00 a.m.- 3:00 p.m. Monday through Thursday and from 8:00 a.m. – 12:30 p.m. on Friday. This schedule will change once the hybrid model goes into effect making Wednesday the 8:00 a.m. – 12:30 p.m. early release day.
- Daily prayer/Announcements will take place via Google Meet and/or YouTube.
- San Xavier District does have a FB page, and has been very helpful in posting school information that goes out to the larger District community, (Manny Martinez - mmartinez@waknet.org)
- San Xavier District does have a monthly newsletter, and when contacted will post information as long as the deadline for submission is met, (Rachel Federico - rfederico@Waknet.org)
- Weekly Parent Memo is emailed to families via RenWeb on Sunday evening and posted on the San Xavier Mission website at, <https://www.sanxaviermission.org/school>.
- Hybrid model will be offered (tentatively) beginning on October 19, 2020. Attached.

Open Campus:

- Recess/breaks will be staggered and scheduled by cohort/bubble throughout the day.



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- Students will have organized activities that allow for community building while practicing social distancing
- Students will be encouraged to ‘decorate’ their classroom/homeroom, (using certain guidelines) to support a greater degree of belonging in that space.
- In collaboration with Fr. Bill and the friars and sisters at the Mission, classroom visits will be arranged.
- Periodic ‘picnic days’ will be scheduled (weather permitting) per class.
- All students will receive ongoing *Circle of Grace* education

PLANNING DOMAIN 3 – CURRICULUM & INSTRUCTION

Teachers:

- Middle school teachers will travel to classroom cohorts.
- Teachers will wear masks at all times.
- After providing direct instruction, teachers travel the classroom to monitor, never stopping at a student’s desk for more than a few minutes so as to not to fall into the “Exposure” definition: *Less than 6 ft. for longer than 15 min.*

Professional Development for Remote Learning:

- Families have been encouraged through different avenues to purchase at least one device per household. They were also made aware that some internet providers have special plans for families during this time of pandemic.
- Teachers were trained in the use of Google Classroom & Google Meet during the week of July 27th through August 4th (three separate professional development sessions).

Training on remote-learning and available resources including:

- MOBYMAX
- ZOOM
- GOOGLE CLASSROOM (http://edu.google.com/teacher-center/training/?modal_active=none),
- KHAN ACADEMY



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- NWEA MAP data is being used to determine students' level of achievement in ELA and Math and to measure the learning gap
- Fall NWEA MAP scores are being disaggregated to determine learning needs
- Finalizing Plans to include integrating appropriate remote-learning tools into daily instruction/assessment.
- PD on Curriculum mapping in ELA and Math to guide the loss-of-learning gap
- Plan for monitoring Catholic Accommodation Plans and Title I services (Accommodation Plans will be reviewed prior to the start of the school year and at least once a week to ensure implementation. *Once campus is open, the Title I instructor will set up times to meet with each teacher to review plans and supports for students).
- Plan for teacher support, supervision, and evaluation (Principal will meet with each teacher to determine any needed supports, provide ongoing supervision, and conduct evaluations).

Distance Learning, asynchronous instruction, grades K – 8 will remain in use for families that are not ready to return to in-person instruction on campus.

Hybrid Learning Plan:

The hybrid plan is structured in such a manner as to allow for each grade level student cohort/bubble to receive two days of in-person instruction and three days of online (asynchronous) instruction. This is in an effort to mitigate the spread of COVID-19. The groups will be divided as follows:

- Classes will be divided in half. The largest class will have seven to nine students allowing for social distancing at all times.
- Group A will consist of half of the enrolled number of students per grade level and their siblings.
- Group A will attend in-person class from 8:00 a.m. until 3:00 p.m. on Monday and Tuesday.
- Group B will be online from 8:00 a.m. until 3:00 p.m. on Monday and Tuesday.
- The classroom teacher will address both groups simultaneously.



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- In-person students will continue working online using a blended learning model while on campus.
 - Wednesday all students will be online from 8:00 a.m. until 12:30 p.m. The building will be cleaned and sanitized. This will become the early release day.
 - Group B will consist of the other half of the enrolled number of students per grade level and their siblings.
 - Group B will attend in-person class from 8:00 a.m. until 3:00 p.m. on Thursday and Friday.
 - Group A will be online from 8:00 a.m. until 3:00 p.m. on Thursday and Friday.
 - The classroom teacher will address both groups simultaneously.
 - In-person students will continue working online using a blended learning model while also receiving small group instruction and other services.
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- Students, grades K-8 will continue to use *MobyMAX* and *KHAN Academy* as part of their weekly lessons for independent practice and monitoring growth.

PLANNING DOMAIN 4 – MAINTAINING CATHOLIC IDENTITY

- Daily prayer and announcements will be done over the intercom to allow for social distancing and to prevent large group gatherings
- Students will be encouraged to work with their teacher in creating a ‘Prayer Space’ in each classroom which will offer some ‘prayer time out’ for students on an individual basis
- SXMS is collaborating with Fr. Bill on the safest way to provide the celebration of Eucharist, (Mass) and Reconciliation for the school community. Sheri is consulting Bishop Weisenbuger on the possibility of YouTube Mass, with homilies to be geared to students.
- First Communion for children who were prepared to receive the sacrament last spring will be held on October 17, 2020, per parish plans.



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- SXMS is blessed to have two Franciscan Sisters on staff, Sr. Rosalyn, Interventionist; Sr. Clare Rose, Middle School Social Studies and Religion.
- In collaboration with the Fr. Bill and the friars and sisters at the Mission, classroom visits will be arranged.

PLANNING DOMAIN 5 – TECHNOLOGY

- Families were surveyed (week of September 14th – 18th) using Google Docs, the results indicate that 90.9% of families do not think that it is safe to return to in-person instruction.
- The survey also indicated that 68.2% of families prefer to remain on-line rather than return to in-person instruction once the PCHD benchmarks have been reached.
- Families indicated that 31.8% are willing to return using a hybrid model of instruction.
- Parents/guardians are encouraged to obtain at least one device, (tablet, laptop) per household. Some internet providers are offering special rates for families currently.
- 64 Chromebooks and 76 Google Chrome Management licenses and 12 ZOOM licenses were requested on the ESSER Needs Assessment. In conversation with the SUSD LEA, there is a good chance these will be provided before the opening of campus.
- Through teachers efforts \$21,400.00 was raised for Chromebooks which are on order.
- The Christ Child Society donated \$1,500.00 for Chromebooks and tablets.
- Raytheon donated 26 refurbished laptops and 7 new Chromebooks to SXMS.

Resources:

Leading with Hope: A Reflective Guide for Catholic Schools in a New Reality, Andrew M. Greeley Center for Catholic Education, School of Education-Loyola University Chicago, 2020

Diocese of Tucson Proposed Guidelines for the 2020-2021 School Year, Gerard O'Meara, 2020

Center for Disease Control Decision Tree, CDC 2020

Center for Disease Control K-12 Schools and Childcare Programs FAQs for Administrators, Teachers, and Parents, CDC 2020



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Arizona Department of Education *Roadmap for Reopening Schools*, June 2020

Diocese of Tucson Re-entry Considerations for Resumption of Campus Life, Department of Catholic Schools, 2020

Diocese of Tucson Remote-Learning Considerations, Department of Catholic Schools, 2020