



St. Anthony Cathedral Basilica School

2020 - 2021 REOPENING PLAN

IN RESPONSE TO COVID-19

As of July 29, 2020

(Subject to change)

Be still and know that I am God.

Psalm 46:10

July 28, 2020

Dear St. Anthony Families,

We pray that you and your families are doing well and staying safe and healthy. As we prepare for the start of another school year, we find ourselves faced with a new reality where life is very different, existing in the middle of a pandemic, trying to stay well and protect ourselves and our loved ones. The faculty and staff of St. Anthony Cathedral Basilica School, along with our Reopening Task Force Committee have spent countless hours preparing for the 2020-2021 school year so that, while keeping our students, faculty and staff safe and healthy, we will continue to provide the quality of education, in a Christ-centered environment, that you have come to know and love. The guidelines referenced in this plan are based on current guidance from the Centers for Disease Control and Prevention (CDC), Texas Education Agency (TEA), Texas Catholic Conference of Bishop Education Department (TCCB-ED), Diocese of Beaumont, and parent input from our survey. This plan is a living document and is subject to change, as circumstances and the guidelines change during the school year.

Our desire is to return to school with in-person instruction using enhanced safety and cleaning procedures. **The diocesan start date for in-person learning is scheduled to begin on August 10th.** A virtual option is also offered to families who have concerns or family medical issues that prevent them from attending in-person at this time. **The virtual option for our families is scheduled to begin on Monday, August 17th.** We will continue to focus on being proactive and prepared so that no matter what occurs, our students' academic growth will not suffer. We understand your concerns about health and safety, the importance of in-person instruction, virtual learning, parents needing to work, and all other unexpected consequences of not being at school in the traditional method. We are all looking to the new academic year as one of challenging growth and direction, requiring the best from all of us as we work together with the Holy Spirit leading us.

Thank you for your continued support and prayers as we strive to do what is best for ALL students, faculty and staff of our amazing school during these challenging times.

God Bless,

Felicia Runnels - Principal

Chuck Baldwin - Middle School Lead Teacher

Dr. Renee Brown-Nembhard - Pediatrician, School Board Member, Beaumont Pediatric Center

Michelle Campbell - Parent, School Secretary

Geneva Dixon-Peters - Development Director

Bill Gier - Grandparent, St. Anthony School Foundation, Board Treasurer.

Regius Guillory - Parent, School Board President; HR & Safety - Arlanxeo

Susan Lavergne - Elementary Lead Teacher

Anne Lawler - ECC Lead Teacher

Beke Valencia - Technology & PE Teacher

Guiding Principles of our Reopening Plan

There is currently no vaccine to prevent COVID-19. The best way to prevent illness is to have the proper information and take all necessary steps to avoid being exposed to the virus.

Our plan is built upon the following principles:

- ❖ The safety and well being of our students, faculty and staff is, and will remain, the top priority.
- ❖ We will continue to provide a safe, Christ-centered environment, and high quality education for our students.
- ❖ The trust our families place in us is essential to a positive and collaborative relationship. Our reopening efforts will move forward with multiple modes of learning and communication.
- ❖ We ask each SACBS family to exercise faithful citizenship and take personal responsibility for the common good as well as their own personal safety.

How does it spread?

The virus is thought to spread mainly person to person:

- ❖ Between people who are in close contact with one another (within about 6 feet) for 15 minutes or more without protective face covering.
- ❖ Through respiratory droplets produced when an infected person coughs, sneezes or talks.
- ❖ These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
- ❖ Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

What can you do to help prevent the spread?

- ❖ Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- ❖ It's especially important to wash:
 - Before eating or preparing food
 - Before touching your face
 - After using the restroom
 - After leaving a public place
 - After blowing your nose, coughing, or sneezing
 - After handling your cloth face covering
 - After caring for someone sick
- ❖ If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- ❖ Avoid touching your eyes, nose, and mouth with unwashed hands.
- ❖ Avoid close contact (stay 6 feet apart when appropriate and feasible).
- ❖ Cover your mouth and nose with a cloth face covering when around others (The cloth face cover is meant to protect other people in case you are infected).

- ❖ Stay home if you are sick (You can still spread the virus to others even though you may not feel sick or exhibit symptoms).
- ❖ Clean and disinfect frequently touched surfaces often.
- ❖ Monitor your health and the health of your children daily.

Watch for Symptoms

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19:

- ❖ Fever or chills
- ❖ Cough
- ❖ Shortness of breath or difficulty breathing
- ❖ Fatigue
- ❖ Muscle or body aches
- ❖ Headache
- ❖ New loss of taste or smell
- ❖ Sore throat
- ❖ Congestion or runny nose
- ❖ Nausea or vomiting
- ❖ Diarrhea

This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19.

Children have similar symptoms to adults and generally have mild illness. Symptoms in children include the above, but may also include runny nose, vomiting and diarrhea.

All St. Anthony faculty and staff members will be trained by medical personnel on COVID-19 as well as cleaning protocols prior to the in-person start of school.

In-Person Reopening School Procedures and Protocols

Screening Protocols - Faculty & Staff

- ❖ All faculty and staff (including cafeteria staff) must enter through the main front door of the school office upon arrival to be screened.
- ❖ Faculty & Staff will wear a combination of Masks/Face coverings/Shields that cover both mouth and nose.
- ❖ Faculty & Staff will have their temperatures taken with a non-contact infrared thermometer upon entering the front office area.
- ❖ Faculty & Staff will sanitize their hands after having their temperature taken.
- ❖ The COVID-19 symptom checklist and questions will also be used to screen the faculty and staff.

Screening Protocols - Students

- ❖ Morning drop-off will begin at 7:15, **drive up only**.
- ❖ Students will have their temperatures taken with a non-contact infrared thermometer before exiting the car. An additional temperature check may be taken during the day by homeroom teachers.
- ❖ Parents or guardians who bring students to school will wait while temperatures are being taken.
- ❖ Students with a temperature of 100.0 degrees at any time, will not be allowed to stay on campus for the day.
- ❖ Masks/Face coverings that cover both mouth and nose must be worn. "Mask breaks" will be provided throughout the school day.
- ❖ Parents will provide masks/face coverings for their child(ren) daily.
- ❖ Masks/face coverings are not required to follow a specific guideline regarding pattern or color; however, all masks/face coverings must be free of any political statements, inappropriate wording or images.
- ❖ The school will provide disposable masks to help any student who may need a new one during the day.
- ❖ The COVID-19 symptom checklist and question will also be used to screen the students.
- ❖ Students will sanitize their hands after having their temperature taken as they prepare to enter the building.
- ❖ Once a student has completed the screening process successfully, they will proceed directly to their classroom.
- ❖ All ECC students will enter through the main drive thru door at the ECC building.
- ❖ All 1st - 8th grade students will enter through the door located at the circular drive.
- ❖ Students must arrive by 7:45 am. The instructional day begins promptly at 7:50 am.

COVID-19 Checklist:

Have they recently begun experiencing any of the following in a way that is not normal for them?

- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea

Morning Procedures & General Information:

- ❖ Students checking in after the start of the instructional day must first report to the office for the screening and temperature check before entering classrooms. Now, it is more important than ever to be on time for school.
- ❖ Once a student is cleared to enter, students will sanitize their hands and be directed to their classrooms.
- ❖ Students will be in class with their homeroom teacher by grade level.
- ❖ Each grade level will be considered a cohort (group) and will be grouped together throughout each day.
- ❖ We will not gather in the cafeteria for our Monday morning prayer, pledge and announcements.
- ❖ Prayer, pledge and announcements will be done through Google Meet at a specific time for us to pray together. Designated StuCo members will help with this daily. We will also include different grade levels throughout the year to participate virtually in leading the prayer.
- ❖ Attendance and lunch count will be emailed to the office.
- ❖ Lockers/Cubbies will not be used, to help with social distancing. Students will bring backpacks and needed materials to class daily. Books will be kept at their desks.
- ❖ Teachers that teach multiple subjects and/or grade levels will transition from room to room instead of the students moving.
- ❖ Student tables and other areas in the ECC building will be safely distanced when possible.
- ❖ Student desks in 1st - 8th grade will be spaced 3-6 feet apart, all facing the same direction, to help with social distancing and safety, with the exception of the science lab.
- ❖ Water fountains will be covered as a safety precaution.
- ❖ Each student may bring several water bottles to school to stay hydrated. Please fill the bottle **with water only**, no flavored packets.
- ❖ Our outdoor spaces will be used as much as possible for instructional purposes, lunch, recess and P.E., weather permitting.
- ❖ Weather permitting (rain/heat), P.E. classes will be held outside on our school grounds. Students will be able to fully participate by exercising and playing activities, while keeping their social distance spacing.
- ❖ Our school community will attend Mass virtually every Wednesday at this time.

Instruction - Early Childhood Center:

- ❖ Students will remain in their cohort group throughout the day.
- ❖ Social distancing will be practiced with our students.
- ❖ Each student will have a supply container labeled with their name.
- ❖ Each child will bring several water bottles to school daily.
- ❖ There will be several bathroom breaks with the restroom being sanitized after each use.
- ❖ All students will eat lunch in the classroom. Purchased lunches from the cafeteria will be delivered to the classroom.
- ❖ Students will have mask breaks during the day.
- ❖ Students will have recess / free play time outside, when weather permits.
- ❖ Students will stay in the classroom while ancillary teachers rotate in for their

class. (P.E., Spanish, Music & Art)

Instruction - Elementary:

- ❖ Students will remain in their cohort group throughout the day.
- ❖ Students will wear masks in the building.
- ❖ Students will have mask breaks during the day.
- ❖ Social distancing will be practiced with our students.
- ❖ Each student will have their own supply container with all needed supplies and materials
- ❖ Students will eat in their classrooms, with purchased lunches delivered to the classroom. There will be no microwaves to heat lunches. Each child will bring several water bottles daily.
- ❖ Students will have recess / free play time outside, when weather permits.
- ❖ There will be several bathroom breaks with the restrooms being sanitized after each use.
- ❖ Classes will have a bathroom and recess rotation schedule.
- ❖ Students will stay in the classroom while ancillary teachers rotate in for their classes.

Instruction - Middle School Classes:

- ❖ Students will remain in their cohort group throughout the day.
- ❖ Students will wear masks in the building.
- ❖ Students will have mask breaks during the day.
- ❖ Social distancing will be practiced with our students.
- ❖ Each student will have their own needed supplies and materials. Materials will not be shared.
- ❖ Students will eat in their classrooms, with purchased lunches delivered to the classroom. There will be no microwaves to heat lunches. Each child will bring two or more water bottles daily.
- ❖ Students will have recess / free play time outside, when weather permits.
- ❖ There will be several bathroom breaks with the restrooms sanitized after each use.
- ❖ Classes will have a bathroom and recess rotation schedule
- ❖ Students will be issued books and workbooks.
- ❖ Students will be issued a Chromebook they will be responsible for. (A usage fee will be applied for each student)
- ❖ Most tests, worksheets, and homework will be done via google docs.
- ❖ Students will stay in their classroom for most instruction and teachers will rotate.
- ❖ At this time math is the only class that will be done in Mrs. Abel's room. It will be sanitized between each group of students.

Lunch Time

- ❖ Students are allowed to bring lunch from home. If choosing this option, especially for little ones, please send items they can open independently.
- ❖ The use of microwaves will not be allowed for students.
- ❖ Families will be able to order lunch from Two Magnolias through our new online system. It will be available to set up your account next week. The information will be sent out soon.

- ❖ You will be able to make all transactions (ordering, paying, etc.) online or through the app.
- ❖ Lunches purchased through Two Magnolias will be served in to-go containers and brought to the classrooms.

Dismissal

- ❖ If students need to be picked up before the end of the instructional day, parents must call the school office (409) 832-3486. Parents will be asked to remain in their car. The student and the sign-out sheet will be brought to them.
- ❖ We will utilize a staggered dismissal to help with the flow of traffic and minimize cross contact.
- ❖ **ECC will dismiss at 2:30**
- ❖ **1st - 4th will dismiss at 2:45**
- ❖ **5th - 8th will dismiss at 3:00**
- ❖ All students will stay in class until their name is called (over the teacher google meet and intercom for 1st - 8th).
- ❖ Families that have multiple children will pick up all of their children during the oldest child's dismissal time.
- ❖ As students wait to get in the cars, they will keep six feet apart.
- ❖ **Please be patient.** Students will need to be given time to leave from their classrooms (especially students upstairs).
- ❖ Any students who have not been picked up by 3:15 will go to After Care. This year, After Care will be held in the new technology center. Each homeroom teacher will bring remaining students to the new technology center.
- ❖ After Care students will sit with their cohorts, wear masks and practice social distancing.
- ❖ Parents will be given a Google Voice number to text or call upon arrival so that the student and sign out sheet will be brought to them.
- ❖ Athletics and extracurricular activities have been put on hold, as we follow guidelines and recommendations from TAPPS. We will keep parents informed with updates when any changes occur.

Parental Consent

All parents or guardians (both mother and father) must sign ***A Consent Form and Liability Waiver*** relating to COVID-19 for in person learning at St. Anthony Cathedral Basilica School. **This document must be signed and submitted for all students prior to the first day of school.** You may submit this form electronically to gdixonpeters@sacbstx.org or drop it in the mail slot near the front door of the school office. ***A document from both parents and/or guardians is required.*** **Click the corresponding link below to access the form.**

- ❖ [Mother's \(Guardian\) Form](#)
- ❖ [Father's \(Guardian\) Form](#)

Visitor Protocol

- ❖ We value our parents as integral pieces of our school community, however visitors to our school are discouraged at this time in an effort to reduce exposure. Only students and staff will be permitted until further notice.
- ❖ Following guidance from the Diocese of Beaumont, only those essential to school operations will be allowed on campus by **appointment only**. The use of telephone, email, and/or virtual meeting is preferred when possible. Appointments will take place in areas of the school that are away from students to minimize exposure as much as possible for our faculty, staff and students. To schedule an in person appointment, if the need arises, please call the school office at (409)832-3486.
- ❖ Visitors to our campus will have their temperatures taken with a non-contact infrared thermometer and be screened using the COVID-19 Screening Checklist upon entering the front office area.
- ❖ Visitor guidelines may be adjusted as needed to ensure the health and safety of our students and staff.

Advanced Cleaning and Health Protocols

- ❖ Electrostatic disinfectant sprayers have been purchased by the school and will be used daily in all school areas.
- ❖ Door handles and other high traffic touch points will be disinfected multiple times throughout the day.
- ❖ Every classroom is equipped with a sink and/or a hand sanitizing station.
- ❖ Procedures will be taught and followed to allow for a touchless experience as much as possible; for example, classroom doors remaining open to allow for touchless entry.
- ❖ Bathrooms will be cleaned and disinfected after each cohort on a rotating schedule.
- ❖ Lunch trash receptacles will be sanitized and disinfected daily after lunch.
- ❖ Students will practice proper handwashing for at least 20 seconds, use of hand sanitizer, social distancing, etc.
- ❖ Students will have scheduled desk cleaning and hand washing times during the day.

COVID-19 Exposure or Positive Test Protocols

Close Contact (Exposure) Defined

This document refers to “close contact” with an individual who is lab-confirmed to have COVID-19. Close contact is determined by an appropriate public health agency. For clarity, close contact is defined as:

- ❖ being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield); or
- ❖ being within 6 feet for a cumulative duration of 15 minutes, while not wearing a mask or face shield; if either occurred at any time in the last 14 days at the same time the infected individual was infectious.

- ❖ Individuals are presumed infectious at least two days prior to symptom onset or, in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to the confirming lab test.

Individuals Confirmed, Suspected, or Exposed to COVID-19

1. Any individuals—including teachers, staff, students, volunteers or other campus visitors—who themselves either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until the Catholic school screens the individual to determine any of the below conditions for campus re-entry have been met:
 - In the case of an individual who was diagnosed with COVID-19, the individual may return to school **when all three of the following criteria are met:**
 - at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications)
 - the individual has improvement in symptoms (e.g., cough, shortness of breath); and
 - at least 14 days have passed since symptoms first appeared.
 - In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.
 - If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either of the following:
 - a) obtain a medical doctor –licensed in the state of Texas, note clearing the individual for return based on an alternative diagnosis or
 - b) receive two separate confirmations at least 24 hours apart that they are free of COVID-19 via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>.
2. Individuals—including students, teachers, staff, volunteers or other campus visitors—who have had close contact with someone who is lab-confirmed to have COVID-19, as narrowly defined in this document and as determined by the appropriate public health agency, should stay at home through the 14-day incubation period, and should not be allowed on campus.
 - Catholic schools should screen individuals after the incubation period has concluded, and if the individual did not experience COVID-19 symptoms during that period, the individual can be allowed back on campus. If the individual experienced symptoms, they must stay at home until the conditions outlined above have been met.

Identifying Possible COVID-19 Cases on Campus

1. Schools must immediately separate any student who shows COVID-19 symptoms while at school until the student can be picked up by a parent or guardian and immediately notify the (arch) diocesan superintendent. Schools must clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as is feasible.
2. Students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID-19.

Situation:	Return Protocol:
In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:	<ul style="list-style-type: none"> ● At least 14 days have passed since symptoms first appeared ● At least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications) ● The individual has improvement in symptoms
In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19:	<ul style="list-style-type: none"> ● The individual is assumed to have COVID-19, and the individual may not return to campus until the individual has completed the same three-step set of criteria listed above
If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period:	<ul style="list-style-type: none"> ● The individual must either <ul style="list-style-type: none"> ○ Obtain a medical doctor’s (licensed in the state of Texas) note clearing the individual for return based on an alternative diagnosis or ○ Receive two separate confirmations at least 24 hours apart that they are free of COVID-19 via acute infection tests at an approved COVID-19 testing location
Individuals who have had close contact with someone who is lab-confirmed to have COVID-19 (close contact as defined in the document and as determined by the appropriate public health agency):	<ul style="list-style-type: none"> ● The individual will stay at home through the 14-day incubation period and will not be allowed on campus ● The individual will screen after the incubation period has concluded: <ul style="list-style-type: none"> ○ If the individual did not experience COVID-19 symptoms during that period, the individual may be allowed back on campus ○ If the individual experienced symptoms, they must stay at home

	until the conditions outlined above have been met
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RESPOND: Practices to Respond to a Lab-Confirmed Case in the School

Required Actions if Individuals with Lab-Confirmed Cases Have Been in a School

1. If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify the diocesan superintendent and the local health department, in accordance with applicable federal, state and local laws and regulations.
2. Schools must close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 3 days have already passed since that person was on campus.
3. Consistent with diocesan and school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, schools must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate on any on campus activities.

Distance (Virtual) Learning Option Protocols

- ❖ Families who select this model must commit to this method for the full nine week grading period. You may change your method of receiving instruction at the end of a grading period, if it is still offered
- ❖ This model will begin on **August 17th** and consist of a combination of required participation in live class sessions (synchronous learning) as well as independent study (asynchronous learning) where age and content are appropriate. Teachers will have office hours set aside to assist with questions and assignments.
- ❖ **Families who wish to choose the distance (virtual) learning model must do so by 12:00 noon on Sunday, August 2nd.** The link to make your selection is at the end of this document.
- ❖ Daily attendance will be taken in order for students to gain credit.
- ❖ Students will be expected to adhere to the same expectations in place for the students on campus.
- ❖ Students will submit assignments online for grading.
- ❖ Grades 5-8 will begin a 1:1 Chromebook initiative this fall. St. Anthony will provide a Chromebook that families can check out from the school for virtual learning use in grades 1-4.
- ❖ PK-Kindergarten students will participate in live class sessions for direct instruction and be provided with pencil and paper packets to further promote tactile learning as well as gross motor and fine motor skill development.
- ❖ Tuition and fees will remain the same for families who choose distance (virtual) learning as those who choose in-person learning. This option increases costs for the school and workload for the teachers, therefore no discount will be offered.

- ❖ Students will receive a schedule for the required log in times. They will have to log in at least 2 minutes before the class is scheduled to start. They will have to be in uniform. They have to be at a desk or table area. They are not allowed to walk around with their device while participating from home.
- ❖ Students who are quarantining due to exposure, as defined in this plan, or positive diagnosis of COVID-19, may utilize the distance learning model during their 14 day quarantine period.

Additional Information

- ❖ **Uniform Exchange** - Be on the lookout for a sign-up if you wish to participate in the uniform exchange. This will give you the opportunity to purchase lightly used uniforms for a bargain while minimizing large gatherings. Mills Uniform Company will continue to be our uniform provider. The required uniforms from last year have not changed.
- ❖ **Meet the Teacher** - Our usual meet the teacher is not appropriate in the current pandemic at this time. No need to worry, we will have a virtual Meet the Teacher instead. This will give you the opportunity to meet your child's teacher, take a virtual tour of the classroom, and learn about the plans for an exciting academic school year.
You will receive this schedule with your "Back to School" information!
- ❖ **SACBS Family Ambassadors** - It will be more important than ever for us to support our new families. Please consider signing up to be a friendly face and information provider for one of our new families. Show them why it's always a great day to be a bulldog at St. Anthony Cathedral Basilica School! [Click this link to sign up.](#)
- ❖ **New Family Orientation** - We will host a virtual new family orientation on Wednesday, August 5th at 6:30 pm. All new families will receive a Google Meet invitation to attend. Mark your calendars!

IMPORTANT NOTICE:

- ❖ Please [click this link](#) to confirm your choice of in-person learning or virtual learning for the first quarter. **The deadline for your choice is Sunday, August 2nd at noon.**

Thank you for choosing St. Anthony Cathedral Basilica School!



GO BULLDOGS!