



MOUNT CARMEL SCHOOL

Post Office Box 500006 • Saipan, MP 96950
670.234.6184 • 670.235.4751 (facsimile)
www.mountcarmelsaipan.com • www.facebook.com/mtcarmelcnmi

October 9, 2020

Dear Mount Carmel School Families,

Allow me to wish you an early Happy Commonwealth Cultural Day! Despite these challenging times, we must still remember the cultural diversity that enriches our community and makes our Commonwealth a beautiful place to live. We must also remember how that diversity, and our respect for each other, have sustained us during these times. And as we push through and endure, especially towards the end of the first quarter, we want to share some important updates with you, which are summarized in these bullet points and explained in more detail later in this letter.

- In observance of Commonwealth Cultural Day, we will not have classes on Monday, October 12.
- The deadline for school photos orders is Friday, October 16.
- We will safely increase face-to-face classes for 7th through 12th grades from once a week to twice a week during the 2nd quarter.
- We are prepared to safely launch face-to-face extra-curricular activities during the 2nd quarter following strict COVID-19 mitigation procedures and protocols.
- 1st quarter report cards will be delivered via email on November 5.
- Please be current with tuition payments because delinquencies will prevent students from receiving report cards or being recognized on the President's List or the Honor Roll.
- Remember that we have two dedicated teachers ready to offer tech support as needed.
- Remain vigilant in staying safe and healthy.

NO CLASSES ON MONDAY

In observance of Commonwealth Cultural Day, we will not have classes on Monday, October 12. To minimize the impact this will have on instructional time, instead of a Tuesday block schedule, on Tuesday, October 13, we will run a seven-period schedule.

SCHOOL PHOTOS

Note that the deadline for school photos orders is Friday, October 16. School photos will be conducted the following week, from October 19 through October 23. You can place your orders at the following link: <https://mycapitures.proofpix.com/pages/index/287688>. A copy of the order form is also attached. To ensure the safety of our employees, copies of the order forms should be emailed to your child's homeroom teacher. Payment should be sealed in an enclosed envelope and submitted to your child's homeroom teacher as well. As an additional safety precaution, we will not hold class photos this school year.

MORE FACE-TO-FACE CLASSES FOR 7TH—12TH GRADES IN 2ND QUARTER

To enhance student learning, beginning on October 26, we will increase the amount of face-to-face classes for 7th through 12th grades from once a week to twice a week. To provide an equal amount of face-to-face classes for all grades, we must suspend block-scheduled classes, run a standard 1st through 7th period class schedule, and adjust our weekly schedule as follows:

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	MONDAYS 7:30—3:00	TUESDAYS 7:30—3:00	WEDNESDAYS 7:30—3:00	THURSDAYS 7:30—3:00	FRIDAYS
K-6	Face-to-Face 2:00 pm Pre-Dismissal	Face-to-Face 2:00 pm Pre-Dismissal	Face-to-Face 2:00 pm Pre-Dismissal	Face-to-Face 2:00 pm Pre-Dismissal	<ul style="list-style-type: none"> • Asynchronous Learning • Office Hours/ Professional Development for Faculty and Staff • Approved Extra-Curricular Activities
7-12 Cohorts A & D	Face-to-Face 2:35 pm Pre-Dismissal	Asynchronous Learning	Face-to-Face 2:35 pm Pre-Dismissal	Asynchronous Learning	
7-12 Cohorts B & C	Asynchronous Learning	Face-to-Face 2:35 pm Pre-Dismissal	Asynchronous Learning	Face-to-Face 2:35 pm Pre-Dismissal	

SAFE FACE-TO-FACE EXTRA-CURRICULAR ACTIVITIES IN 2ND QUARTER

We are prepared to safely launch face-to-face extra-curricular activities during the 2nd quarter following strict COVID-19 mitigation procedures and protocols, similar to those followed for face-to-face classes. This will include following physical distancing and personal hygiene guidelines, requiring all participants to wear masks or face shields, and cleaning and disinfecting rooms or areas that will be used for such activities. Any club or organization that intends to offer face-to-face activities must be approved by the school administration, and teacher advisers and student leaders who will facilitate such activities will be required to complete training modules before offering such activities. An approved list of extra-curricular clubs, organizations, and activities will be provided to all school stakeholders.

1ST QUARTER REPORT CARDS WILL BE EMAILED ON NOVEMBER 5

1st quarter report cards will be distributed via email on November 5 from our student information management system, RenWeb FACTS. Report cards will be emailed to addresses registered with that system. If you do not receive the email please check your spam folder to make sure that the email was not inadvertently directed there. If you still have trouble accessing report cards, please contact our Office Manager, Leeani Villagomez, at leeani.villagomez@mcsknights.com.

PLEASE BE CURRENT WITH YOUR TUITION

As stated on page 13 of the 2020-2021 Mount Carmel School Handbook, failure to make timely tuition payments may result in your child(ren) not receiving final assessment services, which will, in turn, result in an “incomplete” reflected in your child(ren)’s transcripts. This means that your student will not receive a report card. Furthermore, ***failure to make timely tuition payments will result in lack of grades that qualify a student for the President’s List and Honor Roll.***

TECH SUPPORT IS AVAILABLE

Please remember that we have two dedicated teachers ready to offer tech support to parents and students as needed, Ms. Filmah Buenaflor and Ms. Randee-Jo Barcinas-Manglona. Ms. Buenaflor and Ms. RJ hold tech support office hours and can be reached by email at the following addresses:

- Filmah Buenaflor: filmah.buenaflor@mcsknights.com
- Randee-Jo Barcinas-Manglona: rb.manglona@mcsknights.com

STAY VIGILANT. STAY SAFE. STAY HEALTHY.

Our diligent and collective efforts as a community have kept the CNMI one of the safest places in the world with one of the lowest transmission rates in the nation. Likewise, here at the school, we thank all our families for working with us and cooperating with our COVID-19 mitigation efforts. Whether teaching your children proper hygiene, complying with our procedures and protocols, or following traffic safety procedures, you have helped our school safely conduct face-to-face classes. However, we must not become complacent. We must remain vigilant. As such, remember these three simple Ws:

- **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.
- **Watch your distance** by maintaining a physical distance of at least 6 feet between yourself and other people you don't live with.
- **Wear a mask** in public settings around people who don't live in your household.

As we have shared many times before, this new normal is a dynamic situation that changes on a regular basis. The school's Leadership Team, guided by Bishop Ryan P. Jimenez, Board Chairman Vicente "Ben" Babauta, and the school's Board of Directors, are making decisions based on the best and most accurate information available at any given time. Please be assured that no matter what we do, we will provide ample notification and information to all students, parents, teachers, and families via email, our website, all our social media outlets, and local media. In other words, you will definitely hear from us and know what to do.

Indeed, these are challenging times, but we have survived devastating typhoons, economic recessions, and many other tragedies. But, we're all in this together, and with **FAITH** in our Lord, **HOPE** for a better tomorrow, and **LOVE** for each other, we will get through this. We are **KNIGHT STRONG**. We are **MARIANAS STRONG**.

Sincerely in Christ,



Galvin Deleon Guerrero, EdD
President