

Dear OLPH Parents,

Over the weekend, I sat through a teleconference call with the State Superintendent and received updates from the Office of Catholic Schools. At this time, the State of Louisiana has granted a waiver that allows all required classroom minutes (seat time in school) to be suspended to all schools that engage in at-home learning while we are closed in response to Coronavirus.

The administration and faculty of OLPH have been preparing over the past few days to respond to at-home learning requirements in order to avoid extending school into the summer months. We have been working and will continue to work diligently to prepare meaningful, skill-based instruction for OLPH students. OLPH will conduct classroom activities remotely in a manner that is not too overwhelming, yet supports the requirements outlined by the state. Thanks to our amazing faculty, we are prepared to continue a solid teaching and learning experience for the children. We will conduct this in a manner that will support your personal situations at home as you respond to mandates from the state and your employers. We understand that we are entering into unfamiliar territory, and we are EMPATHETIC to your situations. We will remain in full communication and be accessible to you during this time.

Below is an outline of the items you will receive from teachers regarding student assignments:

**Explanation of Academic Expectations:**

**PK3 – K**

- Packets are being mailed to parents.
- Skills or activities will be assigned to be completed each week.
- Teachers will send a weekly newsletter with skills and concepts being covered that week.
- Additional online opportunities will also be sent electronically.
- A monthly menu of optional elective (art, Spanish, PE, music) opportunities will be emailed on Monday.

**1st – 3rd Grade**

- Teachers will send weekly assignments and skills being covered via Class Dojo.
- Each day, a photo of a completed assignment, specified by the teacher, must be sent to the teacher via Class Dojo by the end of the day. This will serve as daily attendance for your student.
- Login information for all virtual learning assignments will be sent home via Class Dojo.

**4th – 7th Grade**

- Teachers will send a weekly newsletter via email starting on Tuesday, March 17th with weekly updates and objectives on student expectations.
- For 4th - 7th grade, students will log in to their Google Classroom each day beginning Wednesday, March 18th starting as early as 8:00 am for attendance.
  - 4th Grade - Log in to "Literature" Google Classroom for attendance
  - 5th Grade - Log in to "Science" Google Classroom for attendance

- 6th Grade - Log in to "ELA" Google Classroom for attendance
- 7th Grade - Log in to "Math" Google Classroom for attendance
- Please carefully read the emails being sent by individual teachers for further daily instructions. These emails will be sent out by tomorrow evening.

Again, as we all adjust to this new method of learning, OLPH will remain accessible and will communicate with you on a daily basis. All teachers will be available via email so please do not hesitate to reach out with any questions. If you need to find a teacher's email address, please visit our [website](#) where they are listed ([school.olphbc.org](http://school.olphbc.org)). Also, office staff will continue to be available to support your questions and guide you through this transition.

We need a few things from you in order to support our efforts in transitioning to distance learning:

**Parent Expectations:**

1. Please email me at [kwilberg@olphbc.org](mailto:kwilberg@olphbc.org) if you do NOT have a laptop, computer, iPad, tablet, or another type of device at home for your child to use or enough devices if you have multiple children. The device will need access to the internet.
2. It's imperative that as a parent you have access to your Parent Portal. This will be the main line of communication that we will use for our remote learning plan and grading. If you have any trouble logging in, please reach out to Ms. Nikki at [ngiambelluca@olphbc.org](mailto:ngiambelluca@olphbc.org).
3. Students grades 4th - 7th: Have your child(ren) log into their Google Drive and show you their various Google Classrooms. (This can also be done on a phone by downloading the app.) They should know their password! If they have forgotten, please email Mr. Sammy at [smerritt@olphbc.org](mailto:smerritt@olphbc.org) and he will reset their password. He is also available for other computer-related questions.
4. Another huge piece we need from you is your support while we "take daily attendance." Your individual homeroom teachers will provide information on how they will "collect" attendance. Please be vigilant about checking in daily in the manner that they outline within their email. The teachers are striving to stay connected with you and your child throughout this time away from school.
5. If you or your child starts to feel overwhelmed, please reach out. We are here to help!

As we continue to conduct business and learning, we want to ensure you of our availability:

1. The school office is closed effective Tuesday, March 17 until further notice. Office personnel will still be available to help guide you in the right direction with questions via email. For general questions, email Ms. Kristyn at [kmurray@olphbc.org](mailto:kmurray@olphbc.org), and she will help you connect with the correct information. Areas of support are:
  - a. Principal: [kwilberg@olphbc.org](mailto:kwilberg@olphbc.org)
  - b. Tech Support: [smerritt@olphbc.org](mailto:smerritt@olphbc.org)
  - c. School Counselor: [bbarrios@olphbc.org](mailto:bbarrios@olphbc.org)
  - d. Student Support (HELP): [mhardouin@olphbc.org](mailto:mhardouin@olphbc.org)
  - e. Registration/Parent Portal: [ngiambelluca@olphbc.org](mailto:ngiambelluca@olphbc.org)
  - f. Bookkeeping: [ahimel@olphbc.org](mailto:ahimel@olphbc.org)

2. Teachers will check their emails once per hour and respond within 2 hours to your questions between the hours of 8am and 3pm, Monday - Friday.
3. Ms. Wilberg will be in contact with families who need to pick up items from school on an individual basis.
4. If your family needs assistance with providing meals, OLPH will be providing breakfast/lunch in a grab-and-go style out the back of the cafeteria each day beginning Tuesday, March 17. These meals are available to any child 18 and under:
  - For details [CLICK HERE](#)
  - Meals will be available beginning at 10am.
  - This will include breakfast (cereal fruit and milk) and lunch.
  - Each child must be with the adult to receive the meals.
  - Enter through the entrance between the school building and the church. Pull into the circle behind the cafeteria for curbside service.

Also, continue to be practical in taking care of yourself, one another, and remember to pray for our community. The parish website (<https://olphbc.org/homilies>) has recordings of homilies given by Fr. Kyle and Deacon Ed and also recordings of the Mysteries of the Rosary. Mrs. C.C. encourages the community to take some time to pray the rosary as a family. The Rosary is a powerful tool of our faith. Let's remember to use it.

Please let me know if you have other questions that have not been addressed in this letter. God is with us and we will get through this evolving situation. Our Lady of Prompt Succor, hasten to help us!

Wash your hands and be blessed,  
Kirsch J. Wilberg