FROM THE DESK OF PRINCIPAL SPELLS

Dear Parents,

You voiced your opinions about the Archdiocese Reopening Plan, and I heard you. After meeting with representatives of the Archdiocese and Big Shoulders Fund and presenting the data collected from parent surveys, current covid-19 statistics for our school location, and on-going concerns voiced by both families and our teachers, I have submitted an alternative plan for the re-opening of St. Ethelreda School on September 8, 2020. This plan was devised with the guidance of both the Archdiocese and Big Shoulders Fund.

Remote Learning for PreK-8
- Both our remote learning and in-person learning for PreK-8 will utilize the same curriculum: Head Start education curriculum, supplemented with IXL, A-Z Learning, and Starfall for Preschool, and the Archdiocese's new comprehensive eSchool 2.0 curriculum for K-8.
- Our Learning Management Systems will be ClassDojo for Preschool and Schoology, created by PowerSchool, for K-8.
- Training will be provided for both students and parents before these platforms are launched at the beginning of the school year.
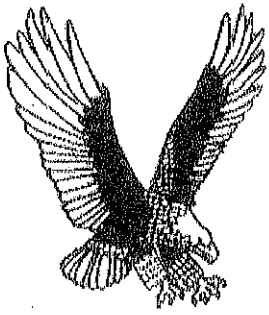
In Person Learning for PreK-8
We recognize that some of you have asked for in person learning for various reasons. For the few who requested this, students will be permitted in the building and will follow the same remote learning plan from our school.
- Students will be grouped into cohorts, using empty classrooms, in similar age groups. These cohorts will stay constant through the remote learning period.
- The cohorts will be monitored by St. Ethelreda staff who will insure that the students are completing all assignments and activities as scheduled in the remote eSchool 2.0 curriculum.
- Students will follow the same schedule as their classmates who are at home; teachers will provide daily remote check-ins and monitor progress.

Important Information
- Our remote learning plan will follow the regular daily school schedule with five hours of lessons and activities, five days per week, following ISBE guidelines.
- Parents and students will be trained on all learning platforms as the school year begins
- The remote learning plan requires students to have access to the internet at home. If this is an issue for any family, please call Comcast for Internet Essential, a reduced monthly charge that allows internet access only during school hours only.
- Students will need devices at home (desktop computers, laptops, tablets, and cell phones (least preferable) to log-in to classes and to submit assignments. i-Ready can be accessed on all devices except Android OS.
- There will be a limited number Chromebooks that can be loaned out if students need devices. Students will be able to use these Chromebooks only for school-related functions. Families must sign a contract indicating they accept full responsibility for the Chromebook while in their possession and return it in the same condition in which it was received.
- All parents are expected to pay the tuition amount determined by FACTS financial aid and the Archdiocese. Otherwise, discounts cannot be applied.
- Additional Re-opening Protocols will be forthcoming.

St. Ethelreda School

"Educating Tomorrow's Leaders Today"

8734 South Paulina
Chicago, IL 60620
Ph: 773-238-1757
Fax: 773-238-6059

St. Ethelreda School Remote Learning Protocols

The faculty, staff, and administration of St. Ethelreda School are dedicated to reach and to teach all of our students. We work diligently to know our students and families. Our goal is to educate our students and encourage them to reach their potential and become successful members of society. We do all that we can to instill the values of the Eagles Pledge and to set them on the path to success.

Given the current situation with covid-19, we are unable to engage with students in person at this time. Yet, we can do this remotely; therefore, we have established the following protocols regarding Remote Learning.

Learning Management System

To facilitate remote learning, St. Ethelreda School has selected the following systems/platforms to be utilized by teachers, students, and parents:

Schoology is a platform that provides a central location for students and teachers to share and track lessons, class assignments, and grades between students and teachers. Among the benefits of Schoology is the PowerSchool integration of student and family information and courses which allows for communication with families as well as parent access to report cards.

Seesaw is a tool that will be used for Preschool and Kindergarten that allows students to engage in multimodal communication and responses as well as submit work.

Zoom is a tool that allows teachers and students to conduct class while in different locations. The teacher creates a link allowing students into the class. The link uses the computer's audio and video so that students and the teacher can see one another.

Zoom sessions will be created and run with the teacher as the host, using Zoom's safeguards. As the host, the teacher controls who has access, who can enter the class, and who can talk.

While in Zoom sessions, students are expected to follow proper procedures. They are to be in a quiet place, free from distractions. Phones, televisions, and background music should be turned off. Device cameras must be on, and faces must be visible. Students should be dressed in the St. Ethelreda uniform for class and follow our school uniform expectations – no hats,

hoods, or pajamas. An adult at the home should always be present when a student is using Zoom.

i-Ready is an adaptive diagnostic for reading and mathematics that pinpoints student needs down to the sub-skill level and provides ongoing growth monitoring that shows whether students are on track to achieve end-of- year targets. The assessments and lessons are computer-based and accessed through the internet. St. Ethelreda School will continue to use i-Ready as a supplemental resource for K-8.

Additional Resources

Additional on-line programs may be utilized by teachers during this time. These may include: IXL, ReadWorks, ConnectEd, and Khan Academy.

Curriculum/Student Work

St. Ethelreda School has adopted the eSchool 2.0 curriculum from the Office of Catholic Schools of the Archdiocese of Chicago for the 2020-2021 academic year. This comprehensive curriculum for grades K-8 includes curricular resources and standards aligned with the Priority Standards and Proficiency Scales and has been adapted for use with remote learning.

Preschool will continue to utilize the Head Start education curriculum, supplemented with additional resources such as IXL, A-Z Learning, and Starfall.

Internet Access
The remote learning plan requires students to have access to the internet at home. If this is a problem for any family, please call Comcast for Internet Essential, a reduced monthly charge that allows internet access only during school hours only.It is critical that parents/guardians communicate to the school that this is a problem for you o tha other arrangements can be made.

Devices
Students will need devices at home to log-in to classes and to submit assignments. Computers, laptops, tablets, and cell phones (least preferable) should all work with most applications . i-Ready can be accessed on all devices except Android OS.

There are a limited number Chromebooks that can be loaned out if students need devices. Students will be able to use these Chromebooks only for school-related functions. Families

must sign a contract indicating they accept full responsibility for the Chromebook while in their possession and return it in the same condition in which it was received.

Classroom Materials

During remote learning, some subjects will require the use of textbooks and workbooks. Students will be responsible for their books at home just as they are school. When we are able to return to school, all textbooks must be returned.

Schedules/Structure

Our remote learning plan will follow the regular daily school schedule with five hours of lessons and activities, five days per week, following OCS and ISBE guidelines.

Teachers will have specific classroom rules and guidelines for remote learning, just as they do for in-person learning. These expectations will be communicated to the students at the beginning of the school year.

Classroom sessions are mandatory and attendance will be taken.

Utilizing the eSchool 2.0 scheduling, student work will be spelled out in a menu form for the week, identifying specific instructions and timelines for lessons and assignments. Pre-recorded, published, and/or live teacher-created instructional videos and other online offerings will be incorporated in weekly class lessons and assignments.

Student Expectations

- Students must sit at a table or desk isolated from all distractions such as: background noise (conversations, television, music, siblings playing, pets, etc.)
- There is no eating or drinking during class.
- Students will dress in their full uniform for class on Monday, Wednesday and Friday. They must wear their gym uniforms on Tuesday and Thursday, including gym shoes and white socks.
- Students must log in between 8:00 and 8:15 for prayer, announcements and attendance.

- Students must have all their supplies, including sharpened pencils, paper, notebooks, pens, loose leaf paper, textbooks and devices ready for class.
- There will be time in the schedule for bathroom breaks and for lunch.
- If students are late for class or miss three days without communication from a parent, the teacher will contact the parent for a conference.
- Students may be removed from class for not following the Eagles Pledge and may not be admitted to class for being tardy more than three times until there is a parent conference.
- Students are expected to complete all assignments to the best of their ability and assignments must be turned in when due.
- Students are expected to follow the Eagles Pledge: Be Respectful, Responsible, Ready and a Role Model.

Parent Role

- Make sure that your child follows the eSchool 2.0 schedule for all daily class activities and attends all Zoom sessions following the classroom guidelines for participation and protocol. An adult should be in the room for Zoom sessions.
- Make sure your child eats breakfast before 8:00 to give the energy needed to think, strategize, comprehend, solve, focus, laugh, concentrate and achieve good grades.
- Be sure your child dresses in full uniform Monday, Wednesday and Friday and in gym uniforms, including white socks and basic white or black gym shoes, on Tuesday and on Thursday.
- Designate a space for your child to use daily for school.
- Place the class schedule in a prominent place that will be clearly visible to you and your child read daily. The school day will begin at 8:00 and end at 3:00.
- Check PowerSchool weekly to ensure assignments are being completed and submitted on time and that the grades are passing with at least a "C" (80% average) or higher.
- Reach out to the teacher as soon as possible if you notice your child is struggling with any subject or assignment before it is due.
- Contact the teacher in advance if your child is going to be absent. Oversleeping is not a reason to miss class. Remember, this is regular school.
- Monitor your child's internet use for their safety.

Teacher Role

- Provide students and parents with the weekly class schedule.
- Post assignments and class activities in Schoology (1st-8th) and Seesaw (PreK-K).
- Establish classroom guidelines and policies for their sessions and remind students to follow the expectations of the Eagles Pledge.
- Notify parents if students are late or absent from class.
- Be available by email for parents Monday through Friday from 8:00 until 4:00.
- Provide regular feedback to students on their work for the parents to review as well.
- Post grades and assignments in PowerSchool.

Communication

- It is critical during remote learning that the teachers, parents and the administration keep in close communication with each other. Feel free to reach out to us not only for academic assistance, but also with any questions or concerns you may have.
- Please notify us immediately If your phone number or email address changes as it is crucial that we are able to reach you.
- School information will be shared via robo calls, the St. Ethelreda website parent page, and the St. Ethelreda Facebook page.
- Teachers in Preschool and Kindergarten will use Class Dojo in interactions with parents. Junior High teachers will communicate primarily through Schoology and email. The teachers' email addresses can be found on the school's website.
- *PowerSchool* will continue as our vehicle for tracking attendance, assignments, and grades. There is a unique log-in and password for every student. Parents are asked to contact the office to request their log-in credentials.
- Working together, we can make this quarter a valuable learning experience for your child and an enriching experience for us all.

Dear Parents,

You voiced your opinions about the Archdiocese Reopening Plan, and I heard you. After meeting with representatives of the Archdiocese and Big Shoulders Fund and presenting the data collected from parent surveys, current covid-19 statistics for our school location, and on-going concerns voiced by both families and our teachers, I have submitted an alternative plan for the re-opening of St. Ethelreda School on September 8, 2020. This plan was devised with the guidance of both the Archdiocese and Big Shoulders Fund.

Remote Learning for PreK-8
- Both our remote learning and in-person learning for PreK-8 will utilize the same curriculum: Head Start education curriculum, supplemented with IXL, A-Z Learning, and Starfall for Preschool, and the Archdiocese's new comprehensive eSchool 2.0 curriculum for K-8.
- Our Learning Management Systems will be Seesaw for Preschool/Kindergarten and Schoology, created by PowerSchool, for K-8.
- Training will be provided for both students and parents before these platforms are launched at the beginning of the school year.

In Person Learning for PreK-8
We recognize that some of you have asked for in person learning for various reasons. For the few who requested this, students will be permitted in the building and will follow the same remote learning plan from our school.
- Students will be grouped into cohorts, using empty classrooms, in similar age groups. These cohorts will stay constant through the remote learning period.
- The cohorts will be monitored by St. Ethelreda staff who will insure that the students are completing all assignments and activities as scheduled in the remote eSchool 2.0 curriculum.
- Students will follow the same schedule as their classmates who are at home; teachers will provide daily remote check-ins and monitor progress.

Important Information
- Our remote learning plan will follow the regular daily school schedule with five hours of lessons and activities, five days per week, following ISBE guidelines.
- Parents and students will be trained on all learning platforms as the school year begins
- The remote learning plan requires students to have access to the internet at home. If this is an issue for any family, please call Comcast for Internet Essential, a reduced monthly charge that allows internet access only during school hours only.
- Students will need devices at home (desktop computers, laptops, tablets, and cell phones (least preferable) to log-in to classes and to submit assignments. i-Ready can be accessed on all devices except Android OS.
- There will be a limited number Chromebooks that can be loaned out if students need devices. Students will be able to use these Chromebooks only for school-related functions. Families must sign a contract indicating they accept full responsibility for the Chromebook while in their possession and return it in the same condition in which it was received.
- Additional Re-opening Protocols will be forthcoming.

St. Ethelreda School Remote Learning Protocols

The faculty, staff, and administration of St. Ethelreda School are dedicated to reach and to teach all of our students. We work diligently to know our students and families. Our goal is to educate our students and encourage them to reach their potential and become successful members of society. We do all that we can to instill the values of the Eagles Pledge and to set them on the path to success.

Given the current situation with covid-19, we are unable to engage with students in person at this time. Yet, we can do this remotely; therefore, we have established the following protocols regarding Remote Learning.

Learning Management System

To facilitate remote learning, St. Ethelreda School has selected the following systems/platforms to be utilized by teachers, students, and parents:

Schoology is a platform that provides a central location for students and teachers to share and track lessons, class assignments, and grades between students and teachers. Among the benefits of Schoology is the PowerSchool integration of student and family information and courses which allows for communication with families as well as parent access to report cards.

Seesaw is a tool that will be used for Preschool and Kindergarten that allows students to engage in multimodal communication and responses as well as submit work.

Zoom is a tool that allows teachers and students to conduct class while in different locations. The teacher creates a link allowing students into the class. The link uses the computer's audio and video so that students and the teacher can see one another.

Zoom sessions will be created and run with the teacher as the host, using Zoom's safeguards. As the host, the teacher controls who has access, who can enter the class, and who can talk.

While in Zoom sessions, students are expected to follow proper procedures. They are to be in a quiet place, free from distractions. Phones, televisions, and background music should be turned off. Device cameras must be on, and faces must be visible. Students should be dressed in the St. Ethelreda uniform for class and follow our school uniform expectations – no hats,

Free internet and fee waivers during the new coronavirus pandemic

Update 3/17/20: In light of the COVID-19 (commonly known as "coronavirus") pandemic and subsequent social distancing, some internet companies are offering free home internet for low-income folks. These offers won't necessarily stick around for more than a couple months, but they're here to help those who can't otherwise afford home internet.

Xfinity (Comcast) is offering new customers their Internet Essentials plan for free for the next two months.

Spectrum is offering households with students (K–12 and college) free broadband internet for 60 days with any plan up to 100 Mbps. For this free service, **call 1-844-488-8395** to sign up.

Optimum is also offering K–12 and college students free internet for 60 days. This offer is for new customers only. **Call 866-200-9522** to set up service.

Suddenlink is also offering free internet for students (K–12 and college) for 60 days. You must also be a new customer to get in on this deal. **Call 888-633-0030** to sign up today.

Cox is offering its Starter package (50 Mbps for $19.99 per month) with no annual contract. For low-income folks who qualify, Cox is offering its Connect2Compete program free for one month.

Meanwhile, almost all nationwide internet companies (including the providers above, AT&T, and Verizon) won't charge any additional fees (late fees, data overages, etc.) for the next 60 days.

Your income bracket doesn't have to limit your internet access. If your home needs a boost to cross the digital divide, take advantage of low-income internet options in your area.

Low-income internet for seniors, students, and families

Affordable internet services are available through two primary options:

- First, there are a variety of internet provider initiatives with discounted monthly rates that low-income families can usually access if their kids qualify for the National School Lunch Program (NSLP). Find out how to apply through an Internet Service Provider.
- The second option is a government assistance program called Lifeline, which offers $9.25 per month off either internet or phone services to low-income households. Contact your Internet Service Provider (ISP) to enroll in Lifeline through it.

Internet provider free and low-income initiatives vs. Lifeline assistance