



Saint John the Baptist Catholic School

Policies and Procedures

Part 1: Lessons, technology and school
instruction for 2020-2021



Presentation Outline

- Summarize the COVID-19 school plan including:
 - Lesson delivery options: distant-learning and in-person
 - Changes to the school schedule
 - Technological support for students
 - Emotional support for students
- Explain the distance-learning plan
- Describe expectations for SJB parents for:
 - In-person learning families
 - Distant learning families



What is the SJB plan for delivering lessons?

Option for in-person and distant-learning instruction



Distance-learning – How will it work?

- Distance learning available to all SJB families
- Livestream audio-video feed from the classroom during school hours
- At-home student follows schedule of classes: language arts, math, science, social studies, religion, art
- Student participates in classes by livestream
- Teacher sees and hears student on desktop near front of the classroom
- Teacher can connect Smart Board and projector directly to computer for better learning experience for distance learners
- Team of SJB staff support distance learners:
 - Mrs. Castillo, Mrs. Case, Mrs. Pifer, Mr. Flaherty, Mrs. Irwin, Mrs. Morris, Mrs. Jenkins, Ms. Sarah, Mrs. Diaz



Delivery of Lessons: Two Options

In-person instruction	Distant-learning instruction
5-days per week, M-F	5-days per week, M-F
In-person instruction is in the classroom	Livestream feeds directly into the classroom through webcam near teacher
Desks are spaced to comply with CDC guidelines	A designated space at home for child to use electronic device to attend class live
Students remain in seats (teachers move)	Camera will not move; student stays with class



Technological Support: Livestreaming

- Each student (K-8) has Microsoft 365 login for sharing files
- Web camera faces teacher near front of class
 - Enables teacher to display the projector to those in the class and online
 - Allows distant-learners to stream the classes live
 - Allows teacher to see the faces of distance learners
- Teachers use Go Guardian for Content Control
 - Allows for face-to-face video conferencing
 - Monitors students' activities on devices
 - Keeps students on-task (teachers can see if the student is off-task)
 - Features restrictions/limitations on browsing certain websites, etc.



Technological Support: Laptops

- School chromebook provided to each students in Kindergarten through 5th grade in September
- Students in 6th- 8th grade bring their own laptops to school
- 1-to-1 Student-Device Technology -- Why Now?
 - Student chromebook training occurs with guidance in classroom
 - Consistent assignment-submission practices in K-8 continue if school switches to 100% distance-learning
 - Teachers plan lessons suitable for distance learners



Emotional Support

- Teachers lead students in discussions using pandemic resources for emotional, social and mental health support
- Resources shared with families -- How to talk with child about Covid-19?
- Priority: safety and health of students and staff
- Goal: Provide safety, consistency, and some sense of normalcy in daily school routine and lessons.



Changes to the school schedule

- More outside breaks and opportunities for students to stretch
 - Morning recess and afternoon recess for each grade
 - Tents, chairs, and yoga mats for outside breaks, lunch, and some lessons
- 1:30 PM Dismissal Every Wednesday
 - Time for teachers, parents, students to communicate/meet
 - Time for plan readjustments, staff check-ins
- No School On Previously Scheduled Half-Days
 - Online calendar updated and accurate
 - Days for teacher catch-up and recuperation, not for distance learning
 - One exception is Field Day in May, which remains a 12 noon dismissal day



Specials – how will those work?

- Art lessons in the classroom
- Music integrated into curriculum – no singing, no music class
- Library comes to classroom
- PE outside or in gym if it's raining



Expectations for SJB Parents

What SJB staff expects of SJB families and students



Considerations for in-person learning

- Parents must:
 - Cooperate with daily Covid-19 screening at drop-off
 - Limit social interaction outside of school
 - Ensure child follows CDC guidelines on masks, handwashing, and social distancing
 - Be willing to switch to distance-learning for two weeks in case of quarantine
 - Avoid unnecessary travel throughout the school year, or self-quarantine
- Child should:
 - Be able to learn outdoors, or with open windows/doors
 - Be capable of wearing a face covering for the entire school day
 - Be capable of practicing social distancing at all times



Considerations for distant-learning

- Parents must:
 - Supervise or engage child at home, depending on grade
 - Understand that the child follows a regular, daily class schedule
 - Provide internet service so that child may be on Teams video-conference between 8 am and 3 pm.
 - Provide designated seat and table for child for classes
 - Understand that distance learners are accountable and graded on their work
 - Communicate concerns to teachers when they arise
- Child should be:
 - Free from distractions and capable of attending class virtually
 - Able to stay on task (not playing computer games, browsing on websites, etc.)
 - Able to stay on schedule with classmates attending in-person
 - Able to submit work on time

