



Saint John the Baptist Catholic School

Policies and Procedures

Part 3: Next Steps – What to do,
forms to complete, school supplies,
and other reminders



Presentation Outline

- School calendar and upcoming deadlines
 - Calendar changes for the school year
 - Deadlines prior to the start of school
- What to expect in the next several weeks
 - Family survey to fine-tune plans
 - Laptop distribution K – 5th grade
 - Microsoft 365 login
- What parents must do before school starts
 - Obtain school supplies
 - Sign the acknowledgement form
 - Take precautions to reduce spread
- Questions? How to get your questions answered



School calendar and upcoming deadlines

Changes from prior school years and upcoming deadlines



Schedule changes for this coming school year...

- Mass provided through livestream for now
- Community events cancelled unless they are virtual
 - No Social gatherings, events
 - No sports activities
 - No in-person clubs or extracurricular activities
- 1:30 pm dismissal every Wednesday
 - Gives teachers time to communicate or meet online with students, parent
- No Half Days – No School on previously scheduled half-days



Important Dates/Deadlines

Date	Details
August 20	Virtual 6 pm meeting to answer families' questions
August 21	Deadline to select in-person/distance learning option
August 28	Pick up school materials 10 am to 4 pm (distance learners) Submit signed acknowledgement form Submit immunization form (if school does not have it)
August 31	First day of school – 12 pm dismissal
September 16	Notify school of plan to change learning option Change would take effect Monday, Sept. 21
October 28	Notify school of plan to change learning option Change would take effect Monday, Nov. 2



No School Days (Fall/Winter 2020)

Sept – Oct 2020

Friday, September 4

Monday, September 7

Friday, September 18

Friday, October 9

Monday, October 12

Monday, October 26

Friday, October 30

November 9 through 11

Nov- Dec 2020

November 25 through 27

Friday, December 11

Dec. 23 through Jan. 1

Monday, January 18

Friday, February 5

Monday, February 15

Friday, March 12

Friday, March 19



What to Expect in Weeks Ahead

Preparations and Fine-Tuning



SJB Wants Your Input!

- Final school protocols and schedules contingent on..
 - All school families' selection for in-person or distance learning
 - Ensuring all questions are answered and all issues/input are considered
- Coming Separately and Soon: Specific Drop-Off, Pick-Up, and After-Care Procedures
- SJB may survey families to...
 - Determine ways to better communicate this information
 - Hear suggestions and get feedback/input



Issuance of laptops and other equipment

- Laptops for students in Kindergarten through 5th grade
 - delivery, distribution, and student training in September
 - details to come
- Students in grades 6-8 bring their own device
 - must have keyboard and Google Chrome

Students receive login information for...

 - GoGuardian
 - Microsoft Teams
 - Office 365
 - Other subscriptions



What Parents Must Do Before School Starts

Checklists for in-person and distant learning families

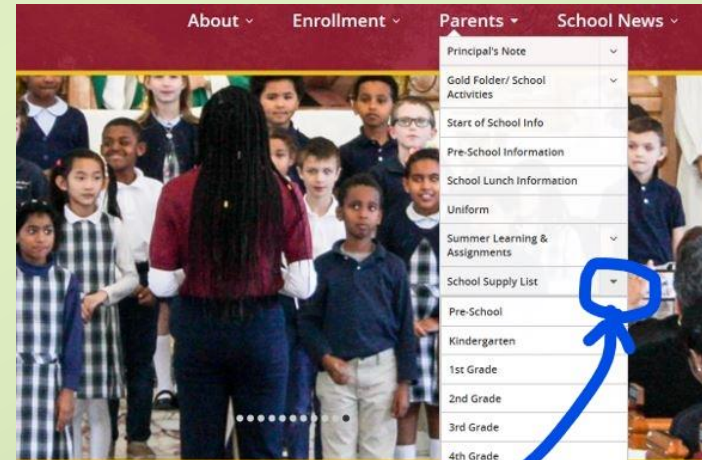


School Supplies – All Students

- Laptops
 - Devices distributed to students in Kindergarten-5th grade in September
 - Students in 6th- 8th grades bring devices to school

- Grade-specific school supplies:

- Under *Parents* on website
- Use drop-down menu



- Students bring own sanitizer, tissues, water bottle



School Supplies – In-person learners

- Face covering
 - Surgical, cloth, N95 without valve are OK
 - SJB masks are OK (see Reopening Page or buy through School Store)
 - Face shields are OK *with* mask underneath
 - Gaiters and N95's with valves are **Not OK**
- Water bottle
- Personal tissue and sanitizer for student to keep in desk



School Supplies – Distant learners

- Pick up materials from school Friday, Aug. 28, 10 am to 4 pm
- Device with keyboard, microphone, headset or earbuds for sound, and built-in camera or external webcam
- Working printer with ink and paper
- Internet connection for video-class (8 am to 3 pm)
- Designated space (desk/table) for daily studying



Logins and subscriptions

- Teachers provide login information
 - GoGuardian
 - Microsoft Teams and 365 (see attachment to email)
 - IXL and other subscriptions
- Once received, parents and students should check to make sure their logins are working and accessible



School Store and Uniform Bank

- School Store and Uniform Bank Hours
- 10 am to 3 pm from Tuesday August 25 to Friday, August 28
 - School Store location: SJB Font Porch
 - Uniform Bank location: Lyon Center
 - Parents are welcome. Please do not bring children.
 - One person at a time
 - Wait a distance of 6 feet apart if a line forms
 - Uniform Bank is volunteer-maintained and a self-service operation when open. Please try to leave it in better shape than you found it.
 - For Store, have check already written or exact amount in cash in envelope
 - School Store price list posted on SJB Reopening Page Thursday, Aug. 20



Purpose of acknowledgement form

- Parents return signed agreement that they will actively seek to minimize risks of exposure of COVID-19 by...
 - Practicing social distancing, limiting travel, restricting social gatherings, wearing masks
 - Monitoring family for signs and symptoms of Covid-19 and taking necessary action to prevent the spread of the exposure
 - Complying with school expectations that children wear masks, practice social distancing, and avoid fever-reducing meds prior to screenings
 - Demonstrating an understanding that these expectations apply to all families, teachers, staff, and others who affect the community
 - Notifying the SJB office and health officials in an exposure



Prior to the start of the school year...

- Think about what your family needs:
 - Do you see others in the community frequently?
 - Would in-person or distant learning be best for your family at this time?
 - Can your child comply with in-person learning expectations?
- If choosing in-person learning:
 - Consider getting tested for COVID-19
 - Self-quarantine prior to the start of school
- Talk to your child about the expectations at school
 - Regardless of remote or in-person instruction, students are "attending school" and must follow school rules, timelines and other expectations
 - Wearing of masks
 - Social distancing from classmates
 - How school will be different (Drop-Off, Pick-Up, Recess, and Lunch will be different)
- Sign the acknowledgement form



Where to get information about the school policies and procedures

How to get your questions answered



How to get your questions answered:

- Review Parts 1-3 school policies and procedures
- On School Reopening Webpage, see SJB Reopening Frequently Asked Questions and SJB Reopening Family, School, Health Resources
- Attend SJB online parent meeting **6 pm Thursday, August 20th**
 - Use online form to submit questions in advance
 - Responses to be shared with school
- School day ends at 1:30 pm each Wednesday to give teachers more time for communication with students and families
- More opportunities to be provided for parent communication with school



Resources for Families (at home)

- [Talking about Covid-19 with Children](#) (CDC)
- [Covid-19 What Families Need to Know](#) (Children's National)
- [Children's National Q&A](#) (Children's National)
- [American Academy of Pediatrics \(AAP\) Family Page](#)
- [Mental Health in Pandemic](#) (CDC)
- [Helping Children Cope](#) (CDC with many additional links)
- [Support for Teens and Young Adults](#) (CDC)
- [Helping Children with Wearing Face Coverings](#) (AAP)
- [Covid-19 Articles](#) (AAP)
- [Making Masks Fun](#) (CS Mott Children's Hospital)
- [What can kids do?](#) (AAP)
- [How can teens make a difference?](#) (AAP)
- [Children's National Webinar On Returning to School](#) (Children's National)
- [Handwashing](#) & [Flyer](#) (CDC)



Questions?

Questions can be submitted by using online form. Link is in the Part 2 and Part 3 emails.

