



Back to School Plan

COVID-19 Information

Last Updated: August 28, 2020*

*Please Note: This plan is subject to change. As the situation develops and changes, we ask you to be patient and respectful to all members of our community.

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1. Letter from Principal Richards

Dear Families,

St. Joseph Catholic STEM School remains committed to providing our students and families with an educational experience of excellence grounded in our Catholic faith. As we prepare for the beginning of the school year, our re-opening plan will be implemented to create the safest environment for our students.

The information in this document provides you with a detailed explanation of how the new school year will look. Please read this carefully and talk about it with your child(ren).

It is vital that everyone continues to act prudently and make wise decisions to keep all of us healthy. Every day, we need you to complete a health screening before school. If your child shows any symptoms of COVID-19, you must keep them home. Find more information about health screenings at <https://school.stjosephwaconia.org/documents/daily-covid-19-health-screening-information/>.

Thank you for entrusting your children to St. Joseph Catholic STEM School! We are committed to the highest standards of education, to our Catholic identity, and to ensuring a healthy and safe learning environment for your children.

God bless you and your family!

Sincerely,



Bruce Richards, Principal

2. School Time Schedule

First Week of School (August 31st – September 4th)	Grades K-3	8am – 2:35pm	Parent Pick Up only from 2:35pm – 2:45pm
	Grades 4-8	8am – 2:45pm	Parent Pick Up only from 2:45pm – 3:00pm

Friday, September 4th and Monday September 7th	No School for Labor Day Weekend
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Second Week of School Until Last Day of School (September 8th – June 2nd)	Grades K-8	8am – 2:45pm	Parent Pick Up from 2:45pm – 3:00pm AND Bus Pick Up at 2:50pm
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3. Day-To-Day Health and Safety Protocols

Entrance Policies

- Daily Health Screenings at Home:** Daily health screenings at home are required by all families. Please screen your child for symptoms of COVID-19 before they go to school. Find more screening information at <https://school.stjosephwaconia.org/documents/daily-covid-19-health-screening-information/>.

- **Daily Health Screenings at School:** Daily health screenings will take place upon entry to the school building. Students' temperatures will be taken via face scan and recorded for school record. Once a student is screened and has shown they have an acceptable temperature, only then will they go to their classroom. If a student has a temperature over 100.4 degrees, they will wait in a designated room as their parents are notified via phone. They will need to be picked up as soon as possible. Another temperature scan will be taken before lunchtime (the information above still applies).
- **Drop Off / Pick Up Instructions:** Students in grades K-3 will be dropped off and picked up on 2nd Street and enter through the main entrance (Door #4). Students in grades 4-8 will be dropped off on Pine Street and enter through the parking lot doors (Door #1). **You can drop your child off between 7:40am and 7:55am.** All students must be picked up on Second Street (Door #4). Your child must be picked up by 3pm

Busing

This year Koch Bus Company buses will be running at 50% capacity. Children will be social distancing on the bus and are required to wear a face covering. Busing will begin on September 8th, 2020 when Waconia Public Schools begin. St. Joseph Catholic School students will be picked up at 2:50pm. Please plan to drop off your child during the first week of school.

Face Covering Policy

Masks or face coverings will be mandatory for all students and staff to wear during the school day. Acceptable times to remove face covering or mask is during lunch, recess, gym class, or during a class held outside. Every student will be issued two solid colored masks the first week of school. Students will wear solid colored masks or face coverings. Students are not permitted to wear face coverings with graphics, messaging, or images of any kind.

Classroom Protocols and Set Up

- Classrooms desks will be set up six feet apart.
- Classrooms will be thoroughly cleaned by staff every evening, including cleaning desks and wiping down high-touch surfaces in the classroom.

- Students should bring their own water bottles to school. Touch-less water fillers are available for students to refill their water bottles. The traditional drinking fountains have been turned off.
- Bathrooms will be available for student use during the day. Bathroom breaks are directed by teachers. Students will be expected to keep their masks on while in the bathroom, maintain social distancing, wash their hands properly, and use the facilities quickly.
- Middle School students (Grades 6-8) will be staying in their home-room classroom all day. Teachers will travel to each homeroom classroom for the next class period.
- Gym class will be held outside as much as possible. Locker rooms will be closed. Middle School students do not need to bring a pair of gym clothes.
- St. Joseph Catholic STEM School plans to provide classes outside on occasion (weather permitting during autumn). Please remind your student to bring a jacket to school with them as the weather gets colder.
- Students will be allowed to take their masks off during gym class, recess, lunch, or during a class held outside.
- Students will be eating lunch in the lunchroom with their classroom pods with limited seating to allow for social distancing.

Distance Learning

Distance Learning is available for students who opt to use the platform, are compromised, exposed to COVID-19, are quarantined, and/or test positive for COVID-19. Teachers will be livestreaming classes on YouTube.com to a private page which will only be accessible to students and parents of St. Joe's. Distance Learning students are expected to watch class every day as they are able. Please contact Mr. Schneider, Distance Learning Coordinator, with questions at bschneider@stjosephwaconia.org.

Cleaning Protocols

St. Joseph Catholic STEM School has hired several part-time custodians to clean the facilities. Staff will be cleaning high-touch surfaces throughout the school every day.

4. “What If” Scenarios

What if my child is exposed to COVID-19?

If your child is exposed to COVID-19, you must keep them home for the advised 14-day quarantine or until a doctor has cleared them to return to school. Notify the school office right away and have your child attend classes online. Find more information at <https://school.stjosephwaconia.org/documents/daily-covid-19-health-screening-information/>.

What if my child shows symptoms related to COVID-19 at home?

If your child shows symptoms related to COVID-19, you must keep them home and self-quarantine until you get permission from a doctor to return to school or at least 10 days have past since symptoms appeared. Attend classes online as your child is able. Find more information at <https://school.stjosephwaconia.org/documents/daily-covid-19-health-screening-information/>.

What if my child shows symptoms related to COVID-19 at school?

If your child shows symptoms related to COVID-19 while at school, they will be taken to a dedicated room and will need to leave as soon as possible. Parents will be notified by phone to come and pick up their child at the entrance on Pine Street (Door #5). If you pick up your child because they showed symptoms related to COVID-19 while at school, you must keep them home and self-quarantine until you get permission from a doctor to return to school or at least 10 days have past since symptoms appeared. Attend classes online as your child is able. Find more information at <https://school.stjosephwaconia.org/documents/daily-covid-19-health-screening-information/>.

What happens when a student or teacher tests positive for COVID-19?

If a student or teacher tests positive for COVID-19, parents will be notified as soon as possible. All privacy laws will be respected. St. Joseph School will contact The Minnesota Department of Health for guidance on next steps.

What happens if Governor Walz mandates schools to close again?

If Governor Walz mandates that all schools should close again, we may not close. As a Catholic school, we follow the guidance of the Archdiocese. Governor Walz's mandates to close schools applies to all public and charter schools.

What happens if the Archdiocese makes the decision to close all Catholic schools?

If the Archdiocese makes the decision to close all Catholic schools, we will begin distance learning for all students.

5. Parent Roles (*IMPORTANT!)

- Remember to make prudent decisions to ensure our school can stay open. Please make responsible choices that will protect the health and safety of you and your family, and in turn our school community.
- **Daily Health Screenings at Home:** Daily health screenings at home are required by all families. Please screen your child for symptoms of COVID-19 before they go to school. Find more screening information at <https://school.stjosephwaconia.org/documents/daily-covid-19-health-screening-information/>.
- It is important for parents to continually talk with your child about proper handwashing and wearing their masks. It is important to support them as best you can during the uncertain year ahead.

6. Additional Information

Activities

St. Joseph Catholic STEM School's athletics and activities will be following guidance from The Minnesota State High School League and The Minnesota Department of Health. Athletics, activities, and extracurriculars are still to be determined. Find more information at <https://school.stjosephwaconia.org/activitiesandathletics/>. Please direct any activities related questions to Mr. Sutherland at ssutherland@stjosephwaconia.org.

Weekly Mass

School mass will be determined on a weekly basis. Appropriate social distancing will be implemented.

Visitor Policy

Essential visitors (i.e. vendors, substitute teachers, etc.) will be allowed in school after a successful health screen at the front office and will wear a face covering for the entire duration of their visit. We ask parents to drop off their children at the door and respect our health and safety protocols.

7. COVID-19 Point of Contact Information

St. Joseph School's Designated Point of Contact for responding to COVID-19 concerns is Marissa Clark, School Nurse. If the nurse is unavailable, Principal Bruce Richards or Therese Rademacher, Administrative Assistant, will serve in this capacity. Please Note: If you have questions regarding COVID-19, please contact Marissa Clark first, then Principal Richards, then Therese Rademacher.

1. Marissa Clark, School Nurse
952-442-4500
schoolnurse@stjosephwaconia.org
2. Bruce Richards, Principal
952-442-4500
brichards@stjosephwaconia.org
3. Therese Rademacher, Administrative Assistant
952-442-4500
schooloffice@stjosephwaconia.org

IMPORTANT!

St. Joseph School will require its employees and families to inform the school as soon as possible if they or their student(s) have symptoms of COVID-19, if they have had a positive test for COVID-19, or had a close exposure to someone with COVID-19 within the past 14 days. We will follow all reasonable CDC and MDH guidelines regarding how long to stay home and when they may return to school/work.