

# SAINT PATRICK HIGH SCHOOL



## 2020-21 Academic Year Return to School Plan

Saint Patrick High School is excited to welcome our students back to school in August under the guidance of the Illinois State Board of Education (ISBE), Illinois Department of Public Health (IDPH) and Centers for Disease Control (CDC) assuming the state remains in Phase 4 of the Restore Illinois Plan.

Please see below for our detailed **Return to School Plan**. The plan ensures the safety, health and well-being of our students, faculty and staff remain the highest priority while allowing Saint Patrick to provide the quality educational experience our families have grown accustomed to in the school's 160-year history. As always, we are prepared to adjust and modify our plans as we continue to monitor the situation and consult ISBE, IDPH and CDC guidelines and recommendations.

Saint Patrick High School remains committed to timely communication with our students, parents, faculty and staff about the upcoming academic year. We will communicate with the school community throughout the year via weekly e-communications and provide additional updates, as needed.

**We encourage you to read the information below carefully.** We also ask that our students, parents, faculty and staff remember it is *everyone's* responsibility to take the necessary precautions to remain safe and healthy during this time and minimize their exposure to COVID-19 as much as possible. As members of the Saint Patrick community, we have a shared responsibility and commitment to care for one another. We're in this together, now more than ever.



### POTENTIAL SCHOOL OPENING OPTIONS

Administration has been actively working on three potential school opening options since the end of the last school year:

- Return to In-Person Learning (with adaptations)
- Hybrid Learning (Combination of Remote Learning and In-Person Learning)
- Continuation of Remote Learning

It is possible that we will need to pivot from one option to another in the upcoming academic year.

### PLAN TO START THE ACADEMIC YEAR

Our plan to start the 2020-21 academic year is a Hybrid Learning model. The Hybrid Learning schedule, a combination of In-Person and Remote Learning, allows us to pivot to full In-Person Learning should we move to Phase 5 or fully remote if our local or state conditions change.

For the Hybrid Learning model, students in all classes will be divided into two groups (Green and Gold) to adhere to social distancing guidelines by lessening the number of students in the building and in classrooms during In-Person Learning. Students will follow Shamrock Schedule A & B below on alternating weeks which means in a two-week period each group will be in-person 5 out of 10 days (3 days one week, 2 days the next) unless there are scheduled days off. **Green and Gold group assignments and class schedules will be sent to families the week of August 10.**

#### GREEN

For Schedule A, those students in the Green group will attend classes in-person on Monday, Wednesday and Friday and remotely on Tuesday and Thursday. For Schedule B, those students in the Green group will attend classes remotely on Monday, Wednesday and Friday and in-person on Tuesday and Thursday

#### GOLD

For Schedule A, those students in the Gold group will attend classes in-person on Tuesday and Thursday and remotely on Monday, Wednesday and Friday. For Schedule B, those students in the Gold group will attend classes in-person on Monday, Wednesday and Friday and remotely on Tuesday and Thursday.

SHAMROCK SCHEDULE A & B					
SCHEDULE A	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
In-Person	Green	Gold	Green	Gold	Green
Remote Learning	Gold	Green	Gold	Green	Gold
SCHEDULE B	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
In-Person	Gold	Green	Gold	Green	Gold
Remote Learning	Green	Gold	Green	Gold	Green



## ACADEMIC SCHEDULE

*Students will follow the same Bell Schedule every day school is in session, whether in-person or remote, and participate in synchronous or asynchronous learning during each designated class period.*

For each class period, students will check in with their teacher and be expected to work on assignments for that class. Teachers will either provide an option to attend class remotely or an assignment they should be working on at home. In most cases, classwork assigned during class will be due at the end of the class period. Additional homework may also be assigned.

Each morning will begin with a prayer and daily announcements. Students who are attending school remotely, and all parents, will receive an email every morning with links to the prayer and daily announcements.

BELL SCHEDULE	
PERIOD	TIME
Period A	7:45 – 8:37
Period B	8:41 – 9:23
Period C	9:27 – 10:09
Period D	10:13 – 10:55
Period E	10:59 – 11:41
Period F	11:45 – 12:27
Period G	12:31 – 1:13
Period H	1:17 – 1:59
Period I	2:03 – 2:45

Please note: There will be no Late Start Wednesdays until further notice.

## REMOTE LEARNING

In response to the parent/student survey in the spring, we have made the following adjustments to any Remote Learning that may occur in the 2020-21 school year:

- Faculty has participated in Professional Development to prepare for synchronous learning (instruction that takes place in-person and remotely at the same time).
- Faculty will offer daily office hours (virtual or in-person).
- Students will follow a traditional school day including attendance check-ins for each class.



## **SYNCHRONOUS VS ASYNCHRONOUS LEARNING**

On Remote Learning days, teachers may use synchronous or asynchronous learning with a preference toward synchronous learning. **Synchronous learning** takes place during a scheduled class time and involves the teacher and students being online via Zoom, YouTube Live, Google Meet, etc. at the same time for discussions or presentations. **Asynchronous learning** allows students to complete their work without being on Zoom, YouTube Live, Google Meet, etc. while still completing teacher assigned work during a given class period. ***On any given Remote Learning day, students may participate in classes synchronously and asynchronously.***

Most teachers will offer a blend of synchronous and asynchronous learning throughout the course of a semester to adjust and fit the needs of their students and class. Teachers will provide their students with detailed expectations for Remote Learning and will be available during daily office hours virtually or in-person from 2:45 pm – 3:15 pm in the Library to address any questions or concerns that may arise.

## **REMOTE LEARNING EXPECTATIONS**

Students are expected to be engaged and participate while attending school remotely. Student behavior expectations will remain the same throughout the course of Remote Learning and in accordance with the Student Handbook.

## **REMOTE LEARNING BEHAVIOR**

- Students are expected to be engaged and avoid distracting behavior.
- All language and communication must remain appropriate for school.
- Students are expected to be appropriately groomed, and in their school uniform polo shirt while on camera.
- Students should be seated at a desk or table with proper lighting so their faces can be seen.
- When logging in, students must use their school email and first and last name.
- Students may not take screenshots or otherwise record any part of a Remote Learning class without the prior permission of the teacher.
- All work submitted during Remote Learning must be the student's own.
- Students are expected to act in accordance with the Student Handbook for all Remote Learning.

## **REMOTE LEARNING ATTENDANCE**

Attendance will be taken for students in-person and remote for each class. Students are expected to be logged in at or before the start time of all classes and remain logged in unless otherwise directed by the teacher. On Remote Learning days, students will use Google Classroom to check in. Students must contact their teacher prior to the start of a scheduled class if unable to log in on time or attend. ***Parents must notify the Attendance Office at ext. 240 if their son(s) will be absent for all classes on a Remote Learning day by 8 am.***



## **IPAD CAMERAS**

Students must check their iPads to ensure the camera is enabled. If the camera is not enabled, students should email [ipad@stpatrick.org](mailto:ipad@stpatrick.org) as soon as possible. They will receive an automatic response with directions to assist them in resetting their iPad and to do a hard reset of the device if that does not work. For other questions or concerns regarding iPads, students or parents should contact Mr. Tom Christman, Network Administrator, at [tchristman@stpatrick.org](mailto:tchristman@stpatrick.org).

## **ACADEMIC CALENDAR RETURN TO SCHOOL WEBINARS**

Return to School Webinars were held for parents on Monday, August 3 to address information in the Return to School Plan and answer any additional questions. Recordings of the webinars were made available to parents.

## **ORIENTATION WEEK**

Orientation Week will provide students, faculty and staff an opportunity to get acclimated with new policies, procedures, instruction, etc. Students should be in dress code whether in-person or remote during their scheduled times for Orientation.

- Monday, August 17 – Faculty Orientation
- Tuesday, August 18 – Freshman Orientation (Green In-Person; Gold Remote)
- Wednesday, August 19 – Freshman Orientation (Gold In-Person; Green Remote)
- Thursday, August 20 – All School Orientation (Green In-Person 7:45 am – 12:10 pm; Gold Remote)
- Friday, August 21 – All School Orientation (Gold In-Person, 7:45 am – 12:10 pm; Green Remote)

**Transfer Student Orientation** is Wednesday, August 19 from 9 am – 10:30 am. Students should report to the Main Lobby off Belmont Ave.

## **CLASSES RESUME**

- Monday, August 24 – Schedule A: Green In-Person; Gold Remote
- Tuesday, August 25 – Schedule A: Gold In-Person; Green Remote
- Wednesday, August 26 – Schedule A: Green In-Person; Gold Remote
- Thursday, August 27 – Schedule A: Gold In-Person; Green Remote
- Friday, August 28 – Schedule A: Green In-Person; Gold Remote
  
- Monday, August 31 – Schedule B: Gold In-Person; Green Remote
- Tuesday, September 1– Schedule B: Green In-Person; Gold Remote
- Wednesday, September 2– Schedule B: Gold In-Person; Green Remote
- Thursday, September 3 – Schedule B: Green In-Person; Gold Remote
- Friday, September 4 – Schedule B: Gold In-Person; Green Remote



## SAFETY MEASURES AND PRECAUTIONS

As per the Illinois State Board of Education (ISBE) and Illinois Department of Public Health (IDPH) requirements and recommendations designed to keep students, faculty and staff healthy and safe upon a return to school, please be aware of the following safety measures and precautions for the 2020-21 school year:

### MORNING ROUTINE

- All students, faculty and staff will be required to wear a mask/face covering while in the school building. ***We cannot admit anyone into the building without a mask/face covering (all masks should be solid color or SPHS and cover the nose and mouth). Masks must be worn at all times except when eating during lunch and during socially distant mask breaks as provided.***
- Temperature checks will be performed on all students, faculty and staff each morning. If any student, faculty or staff member exhibits a fever (100.4 or above), they will be unable to enter the building. ***Please allow additional time in the morning for temperature checks.***
- In addition, prior to coming to school, all students, faculty and staff must be able to answer **no** to the following questions:
  - Have you traveled internationally or domestically to an area with community spread in the last 14 days?
  - Have you come in close contact with anyone who has traveled internationally or domestically to an area with community spread in the last 14 days?
  - Have you had prolonged, close contact with or directly cared for someone who tested positive for or has been suspected of having COVID-19 within the last 14 days?
  - Do you have any symptoms of COVID-19 as outlined by the CDC (fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea)?
- ***If a student, faculty or staff member can answer “yes” to any of the questions above, they should not attend school.***
- A school nurse will assist with temperature and symptom checks in the morning, and students who are sick or exhibit symptoms of COVID-19 throughout the day.

### SCHOOL ARRIVAL

- ***All students who arrive at school prior to 6:30 am should wait outside the Atrium.*** Students will be allowed to enter the building once they receive temperature and symptom checks and will be directed to the cafeteria where they will remain until 7:20 am when they must go directly to their A Period class. Once the cafeteria reaches capacity (50 people), students will need to go to their A Period class.
- Upon entering the building, students who arrive after 7:20 am will immediately report to their A period class unless designated otherwise.



- ***There will be designated entrances for students to enter each morning and exits to leave the building at the conclusion of school.***
  - Freshmen and Sophomores will use the Main Entrance off Belmont Ave.
  - Juniors, Seniors, Faculty and Staff will use the Atrium Entrance off the Belmont Parking Lot.

## **SCHOOL DAY**

- Visitors will be required to check in using our visitor management system, wear an ID, receive a temperature check, and answer **no** to the four questions provided.
- Locker trips for most students will be limited to the beginning and end of the school day. Exceptions will be made, as needed.
- Bathroom visits during passing periods should be limited and social distancing must be adhered to in restrooms.

## **SCHOOL BUILDING**

- Social distancing signage and hand washing reminders have been added throughout the building. In addition, faculty and staff will be encouraging students to practice social distancing and wash their hands frequently.
- There will be signage in hallways directing students to stay to the right and socially distance as much as possible.
- Plexiglass has been installed at the Security station inside the Main Entrance, Receptionist Desk in the Main Office, Attendance Office and Library.
- Hand sanitizer stations and touchless water fountains are available throughout the building. ***Students should bring their own water bottles (no soda, Gatorade, etc.), personal hand sanitizer and multiple masks to use throughout the day.***

## **CLASSROOMS/CLASSES**

- Larger furniture items will be removed from classrooms and desks will be rearranged to face the same direction and spaced to allow for social distancing to the greatest extent possible.
- We have added options for flexible classrooms including the Atrium, Auxiliary Gym, Main Gym, Balcony and Cafeteria (during non-lunch periods).
- Classrooms will have designated "ENTER" (west end) and "EXIT" (east end) doors.
- PE classes will be held outside, weather permitting. In addition, Band and Choir will relocate their classrooms to adhere to social distancing guidelines and Theatre will make adaptations and modifications, as needed.
- All Faculty will be required to maintain a seating chart alphabetically by last name for each class to assist with contact tracing if the need arises.



## CAFETERIA SERVICE

- There will be four lunch periods each day In-Person Learning is held. Quest Food Management will provide a grab and go lunch service (prepackaged to allow for less contact). ***There will be limited seating at each lunch table and students will remain in the cafeteria during their entire lunch period.***

## AFTER SCHOOL

- ***Students will be asked to immediately leave the building following the conclusion of the school day as the building will be locked after 3 pm to allow for daily cleaning and disinfecting.*** Possible exceptions may include athletics, activities or scheduled Office Hours with a Faculty Member in the Library until 3:15 pm.

## LARGE GATHERINGS

- There will be no in-person Retreats or Field Trips scheduled this year. Plans for virtual options and Liturgies adhering to social distancing guidelines of 50 people or less are still being discussed.

## TRANSPORTATION

- Transportation will be provided, but temperature and symptom checks will be required daily prior to a student getting on the bus and he must wear a mask.

## POLICIES AND PROCEDURES

- The dress code has been modified to allow students to wear khaki style and khaki colored shorts until October 1. Belts must still be worn.
- ***All students (Freshman – Senior) must wear Saint Patrick polo shirts that have been purchased from SchoolBelles.*** SchoolBelles is located at 7246 W. Foster Avenue in Chicago. You may also purchase the shirts through the SchoolBelles website at [www.schoolbelles.com](http://www.schoolbelles.com). Use School Code: **S2891**.
- ***All students will be required to wear their school ID on a school issued lanyard.***

## ATHLETICS, EVENTS AND ACTIVITIES

On July 29, 2020, the Illinois High School Association (IHSA) Board of Directors met for a special meeting, where the Board announced its intended plans for the 2020-21 school year. The plan has been sent to the Illinois Department of Health (IDPH) for final approval. Further details may be found [here](#).

Plans regarding extracurricular activities and clubs will be shared after the academic year begins. ***Any student who participates in an in-person activity or club must follow the same procedures for a regular school day.***





## COVID-19 PROCEDURES

***If a student, faculty or staff member tests positive for COVID-19, they should contact Principal Jon Baffico at [jbaffico@stpatrick.org](mailto:jbaffico@stpatrick.org) as soon as possible so contact tracing may be initiated.***

When reporting a COVID-19 diagnosis or exposure, parents must provide **specific symptoms** so that information can be documented and shared with the school nurse, administration and local health department.

People in close contact with the student, faculty or staff member who tested positive will be notified, asked to not return to campus and to follow the proper guidelines set forth by the IDPH and Centers for Disease Control (CDC) for anyone who has been potentially exposed to someone who has tested positive.

*Please note: Due to privacy requirements, we will not be able to confirm or deny specific individuals who test positive for COVID-19 or comment on individuals who may be absent from school for other reasons.*

Quarantine procedures as mandated by ISBE and IDPH are as follows:

- Any individual in close contact with someone testing positive for COVID-19 must self-quarantine for 14 days ***Close contact is defined as any individual who has been closer than 6 feet for more than 15 minutes without PPE.***
- Classrooms may be required to self-quarantine due to a positive test. In these circumstances, classes will transition to full Remote Learning.
- Students who are self-quarantining may attend classes remotely if they are well enough to engage in learning. Faculty and staff members who are self-quarantining may continue to work remotely if they are well enough to do so.

*Please Note: ISBE and IDPH do NOT require complete school closure due to a positive COVID-19 test.*

## RETURNING TO SCHOOL

In accordance with state and federal guidance, students, faculty and staff members who are sick should not return to school until they have met the criteria to return. CDC and IDPH guidelines for students, faculty or staff who were suspected of having COVID-19 state that 24 hours must elapse from resolution of fever without fever-reducing medication and 10 days must pass after symptoms first appeared. ***It is recommended that medically fragile and immunocompromised students consult their medical provider prior to attending school.***

Students, faculty and staff returning from illness related to COVID-19 should contact Mr. Jon Baffico following quarantine. Students, faculty and staff members who tested positive for COVID-19 must receive a negative test result prior to returning school.



## Frequently Asked Questions

### How will Saint Patrick High School enforce social distancing?

The safety, health and well-being of our students, faculty, staff and community remain our highest priority. To that end, Saint Patrick High School will enforce social distancing for the 2020-21 academic year to the greatest extent possible by not allowing anyone to enter the building without a face covering/mask and temperature and symptom checks. In addition, social distancing signage and hand washing reminders have been added throughout the building and faculty and staff will encourage students to practice social distancing and wash their hands frequently.

### What are the symptoms of COVID-19?

According to the CDC, symptoms for COVID-19 may include (but are not limited to): fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.

### What should I do if my son is exhibiting symptoms of COVID-19?

The CDC recommends that anyone exhibiting symptoms of COVID-19 should self-quarantine. Self-quarantine is used to keep someone *who might have been exposed to COVID-19* away from others and helps prevent spread of disease. If a student is exhibiting symptoms during an in-person school day, he will be sent to the nurse and placed in a Quarantine Room until his parents are notified and transportation can be arranged.

### What happens if a student, faculty or staff member tests positive for COVID-19?

If a student, faculty or staff member tests positive, the school will initiate contact tracing. The CDC defines contact tracing as identifying people who have an infectious disease and people they came in contact with to interrupt disease spread.

To prevent the further spread of disease, people who had close contact with someone with COVID-19 (15 minutes or more without wearing a mask) are encouraged to stay home and maintain social distance (at least 6 feet) from others until 14 days after their last exposure to a person with COVID-19. People should monitor themselves by checking their temperature twice daily and watching for symptoms of COVID-19.

### What happens if a family member of a student, faculty or staff member tests positive for COVID-19?

If a family member tests positive for COVID-19, the student will be asked to quarantine at home for at least 14 days and may only return to school after all family members are symptom free for at least 3 days. If a student is exposed to someone outside the home who tests positive for COVID-19, they should quarantine for 14 days after their last contact with the person.



### **Is Saint Patrick High School doing anything else to help monitor or mitigate additional potential COVID-19 situations?**

The IDPH is monitoring key indicators to identify early but significant increases of COVID-19 transmission in Illinois, potentially signifying resurgence. These indicators can be used to determine whether additional community mitigation interventions are needed for a region, or Saint Patrick High School, to prevent the further spread of COVID-19. More information may be found [here](#).

### **Is it ok for students and families to travel during the school year?**

Whenever possible, students and families should avoid traveling during In-Person Learning, particularly to areas with community spread. If a student travels internationally or domestically to an area with community spread, they will be asked to quarantine for 14 days prior to returning to school.

### **Are there any special accommodations for students with IEP's, etc.?**

Families of students with IEP's should contact Mr. Sergio Muro, Director of Student Services, at [smuro@stpatrick.org](mailto:smuro@stpatrick.org) or Mrs. Lisa Bodnar, Director of Diverse Learning, at [lbodnar@stpatrick.org](mailto:lbodnar@stpatrick.org) to review their IEP or Service Plan and determine the appropriate modifications for instruction.

### **Is there an option for full-time Remote Learning for my son?**

Yes. Students who have medical conditions, or family members with medical conditions, or general concerns with returning to school may request a full-time Remote Learning option. Students will be expected to adhere to the expectations and guidelines for daily Remote Learning. Please contact Mr. Christopher Perez '91, Director of Curriculum, at [cperez@stpatrick.org](mailto:cperez@stpatrick.org) by Friday, August 7 if you are choosing full-time Remote Learning.

### **Is there a reduced tuition rate for students choosing either the Hybrid Learning model or full-time Remote Learning?**

Unfortunately, Saint Patrick cannot provide a tuition discount for students who choose either learning model. Tuition revenue is the sole source of compensation for faculty and staff. Additionally, costs for the school have risen substantially since the pandemic began and especially as we prepare to safely reopen our building. We will work with families with financial hardship as much as possible. Some fees may be prorated, lowered, and/or refunded due to lessened activities and time on campus. Any fees that are refunded or prorated at a lower rate will be processed at the end of the year.



### **If my student chooses full-time Remote Learning, can he attend before or after school athletics, activities or clubs?**

If a student chooses full-time Remote Learning, he should avoid before and after school athletics, activities or clubs for those same reasons. For other considerations, please contact the Principal's office.

### **Will counselors be available during a school day?**

Counselors will be available each day and will keep in regular contact with their assigned students during In-Person Learning and while students are attending class remotely.

### **What happens if the state requires school to close again?**

If the state requires schools to close again, Saint Patrick High School is prepared to transition to full-time Remote Learning with modifications based on feedback from a student/parent survey in the spring. Any Remote Learning in the 2020-21 academic year will include synchronous learning and asynchronous learning with a preference to synchronous learning. Faculty will be required to offer daily office hours and Remote Learning days will follow a traditional school day including attendance check-ins.

### **How can I best prepare for the school year?**

Students and parents should carefully review this Return to School Plan and be on the lookout for follow up communications in the weeks leading up to the start of the academic year.

### **How will the school communicate with parents?**

We will communicate with parents through weekly e-communications and provide additional updates, as needed. If you are a parent of a current student at Saint Patrick and are not receiving e-communications or would like to change your email, please contact Ms. Jennifer Sloan, Director of Communications, at [jsloan@stpatrick.org](mailto:jsloan@stpatrick.org).

### **How can I support the school in their efforts to keep everyone safe and healthy during this time?**

As we have repeatedly said, our strength is our community. Now more than ever, we need to support each other by taking the necessary precautions to stay healthy and safe. We ask parents to work with Saint Patrick by encouraging students to wear their masks, wash their hands and practice social distancing to the greatest extent possible. We also remind parents to monitor everyone in their household for symptoms of COVID-19 and self-quarantine, as needed.