

Holy Family School

Distance Learning Plan and Education Updates

March 17, 2020

RE: Situation Update to School Closing

Dear parents and students,

You have all been in our thoughts and prayers these past few days as we navigate the best way to address your child's academic, emotional and spiritual needs. The teachers and staff have been at school determining plans to address all of these needs. First and foremost, student, staff and community health and safety is of utmost importance to us. The Governor made an Executive Order to close all public schools through March 27. Although private schools are not mandated by these guidelines, we felt the need to align with them as closely as possible. Because plans are evolving and changing regularly, please keep watching your messages from the school for any updates or changes to the areas outlined below. We hope to address most of your concerns throughout this letter but please feel free to contact the school if you need clarity on any subjects.

IMPORTANT!!! - Doors Open for Student Materials Pickup

Holy Family School is asking that **ALL** families pick up student "distance learning" packets which will include report cards, a copy of this letter, grade-level instructions and learning materials including books and technology devices (where appropriate). You may enter the school through the main entrance tomorrow, **Wednesday, March 18th, anytime between 11:00 AM and 6:30 PM – the school will not be available for entry outside of this timeframe.** If you are unable to come to the school during this time period, please find an alternate adult who can take care of this for you. Please use this time to also pick up any lunch boxes, boots, snow pants or other items that may belong to your family from the lost & found table located outside of the main office.

As you enter your child's classrooms, please limit the number of people in each room and remember to practice "social distancing". If a room has more than 6 people, please wait in the hallway to enter until more space allows. All families are requested to enter and exit the building as quickly as possible.

COMMUNICATIONS

We will continue to communicate all pertinent information and lessons through Remind, School Speak and our school website. In addition, you may be receiving paper copies, emails, texts, and phone calls from teachers and/or school staff informing you on the latest developments and plans. It is crucial that you check daily in case any additional information has been sent to you or posted on our website.

EDUCATIONAL PLAN

During the period of time that school is closed, teachers and staff are working on developing short- and long-term education plans for your child(ren). Each grade level is looking closely at our standards, lessons that need to be completed, and evaluating the best ways to assist your child(ren) with their learning. The state is mandating this time be used for planning. However, we wanted to begin "distance learning" by preparing packets of materials for your child(ren) to start immediately. Therefore, each teacher has prepared your first "distance learning" packet, which will be available for pickup tomorrow (see section above for pickup times). Within each packet, please review the cover sheet outlining how to navigate through each packet and lessons. The packets also include lists of available resources to assist the students (and caregivers assisting them with their work).

Completed packets should be returned when school re-opens. If circumstances prevent us from returning to school on March 30, teachers will be prepared to provide you with an additional packet of lessons, and an additional notice will be sent to you regarding an exchange of materials. We will continually evaluate this plan and process of getting materials to you and determine if there are better ways to assist you.

OFFICE HOURS

Because we are unsure of how things will proceed, please note that Holy Family School will **NOT** have set hours for the office and school. Please continue to communicate with us via email, or leave voicemails on our phones, and teachers and/or staff will respond to you as soon as we can. Updates can be found on School Speak or on our website or will be communicated through Remind.

TECHNOLOGY SUPPORT

With “distance learning” in place, it will be crucial to have technology resources available to assist in the students’ learning. Teachers and staff have reached out to determine if Internet access and computers or other devices are available to your family. If you have not responded to your teachers’ message, please do so as soon as possible. Chrome books (and power cords) will be sent home with all 5th and 6th graders **ONLY**. Because these are school-issued devices, school guidelines and rules will still apply at home. Please remember the guideline forms you and your children signed at the beginning of the school year and please help monitor that your children are using these devices appropriately - we can and will be checking browsing history. Also, if Chrome books are damaged, lost or stolen, you will be held responsible.

REPORT CARDS

All report cards will be published on School Speak tomorrow (Wednesday). You will also receive a copy in your child’s folder that will be available for pickup tomorrow during the hours as outlined above.

FOOD SERVICE

Throughout the day we have been reaching out to each family to determine if you are interested in having cold, to-go bag lunches available for your child(ren) through March 27. Unfortunately, we do not have a delivery service for these lunches. Instead, your family will be required to pick them up every day at an assigned time during the morning hours at the back, kitchen entrance of the school. Please note, you cannot pick and choose which days you would like the cold lunches – your child’s lunch account will be charged whether the lunch is picked up or not. For those of you NOT electing cold lunches during this time and who have already paid for school lunches through the end of the year, please know that any remaining lunch money in your accounts at the end of the school year will roll-over to the next school year.

KID CONNECTION CHILDCARE

For both HFS and public school families, Kid Connection for currently enrolled students will **NOT** be available after today (Tuesday). Beginning tomorrow (Wednesday, March 18), Kid Connection childcare for Emergency Workers only (as defined by Governor Walz) will be available free of charge. If you are eligible and would like to enroll your child(ren) in this program during this time, please call Geri or Brent in the Community Ed department at the public school at 320-352-2258 ext. 4006.

SCRIP

Any orders that were placed this week can be picked up in the main office when you pick up your student materials tomorrow (Wednesday). The next Scrip order will be placed on Monday, March 30th. Because the school will be closed, orders must be placed electronically or you may mail a paper order to the school (but it should be mailed by Wednesday, March 25 to ensure enough time to receive the order). Also, purchase of cards in inventory will not be possible at this time until school is back in session.

REGISTRATION

Please keep in mind that we are still asking families to complete their registration on School Speak for the 2020-2021 school year. If you haven’t already done so, please log in to School Speak and click on the registration link, then follow the instructions given. The \$75 registration fee **AND** the completed Faith-Based Covenant and Smart Tuition forms can be dropped off when you pick up student materials, or mailed to the school at 231 Sinclair Lewis Avenue. We appreciate your prompt attention to these materials.

CANCER T-SHIRT ORDER

On Friday, March 13th you received a message regarding the breast cancer t-shirts that can be ordered in support of Patty Dirkes or anyone who is suffering from cancer. Shirts are \$15 and are available in S - 3XL for adults, and XS – XL for youth. Payments **MUST** be made before the order will be placed on Friday, March 20th. Payments can be dropped off when you pick up student materials, or mailed to the school at 231 Sinclair Lewis Avenue.

JELLY BEANS

Our current jelly bean and malted milk ball inventory consists of 16 bags of mixed jelly beans, 19 bags of black jelly beans and 119 bags of malted milk balls. If you would like to order any of these items, please either call the school before you come to pick up student materials and we will have the order ready for you, or stop in to the office during the open hours as listed above.