



# ST. URSULA ACADEMY

CATHOLIC • ALL GIRLS • COLLEGE PREP • GRADES 6-12

July 17, 2020

Dear SUA Families:

Welcome to the 2020–2021 academic year! As we plan, please know that our priority is the safety and well-being of our students, faculty, and staff as we continue to provide the academic excellence that is a hallmark of an Ursuline education. Our keys to success include a commitment that all of us dig deep into our Ursuline Core Values of Community, Openness to Change, and Spirituality as we face this school year together. By supporting one another, and following protocols along with continued prayer, together our community can embrace the endless possibilities of a year filled with boundless learning, creative solutions, and deep appreciation. We are blessed to have you walk this journey with us.

## OUR OVERALL PLANS

As we shared a few weeks ago, we intend to reopen five days per week with all students on campus. We will refer to this plan as the ***On-Campus Option***. We will also offer a ***Home Learning Option that includes synchronous online learning with our own teachers***. Finally, should the Lucas County Health Department or Gov. DeWine mandate school closure, we will shift to the ***Home Learning Mandate for All***. We will be working with the Lucas County Health Department for final approval of our plans. Below are big-picture descriptions of the On-Campus Option, the Home Learning Option, and the Home Learning Mandate for All.

### ***The On-Campus Option***

Our On-Campus Option is when students are at school in person, full time, five days per week, with layers of safety measures and new safety protocols in place.

#### **Safety Protocols for the On-Campus Option**

To create a safe learning environment on SUA's campus for students, faculty, and staff, the following safety protocols will be in place:

#### **Masks are required and are a part of the SUA uniform.**

- SUA is providing one mask per student.
- Students may also bring and wear their own masks. Masks should be free of words, logos, and any inappropriate images.
- Students, faculty, and staff will be required to wear masks except when eating lunch. If anyone is unable to wear a face mask, medical documentation will need to be submitted to SUA (as required by the Lucas County Health Department).

#### **Students will be at desks that are six-foot socially distanced in every classroom.**

- Each classroom will be set up with six-foot physical distance based on The American Academy of Pediatrics' recommendation.
- Once a student has a select set of courses listed on her schedule, we may change the order of the courses to ensure the number of students in each classroom is an optimal fit.

#### **Temperatures will be taken for every student, faculty, and staff member who enters the building.**

- SUA has invested in the Speedface+ Series Face Body Temperature and Mask Detection system from Kuns Northcoast Security Center. The SpeedFace+ provides 100 percent touchless user authentication for various applications, including body temperature.
- This method allows SUA to quickly and accurately identify individuals who have an elevated body temperature for immediate follow-up with SUA's school nurse.

**Students who have temperatures above 100° and/or begin to show symptoms of COVID-19 will immediately be isolated.**

- If a student begins to show symptoms or has a temperature above 100° while at school, she will immediately be isolated in a designated room to await pick-up from school. A staff member who will be wearing the appropriate personal protective equipment will monitor the student until she is picked up. Once the student leaves, this designated space will be immediately sanitized.
- SUA will work with parents to refer those who are showing symptoms of COVID-19 to testing sites or to their health professionals.
- SUA must contact the Lucas County Health Department in the case of positive or suspected COVID-19 cases in the school building.
- If SUA has a suspected case or confirmed case of COVID-19, we will follow privacy laws. However, contact tracing procedures will also be followed and impacted individuals will be contacted.
- Students will not be allowed to return to school until they have met all requirements as established by SUA, health professionals, and the Lucas County Health Department.

**Daily attendance will be recorded and monitored.**

- Being present for education is essential to each student's growth and development.
- Attendance will be taken at the beginning of the day and at the beginning of each block. Because of contact tracing practices, students will have assigned seats in each block.
- Students who are quarantined because of COVID-19 exposure are required to attend classes through the Home Learning Option.

**Hand sanitation is required.**

- Everyone is required to sanitize his or her hands when entering St. Ursula Academy.
- Hand sanitizers are also located in every classroom and students must sanitize their hands as they enter each classroom.
- Additional sanitizers are available throughout the building in public spaces.

**SUA will be increasing cleaning and disinfecting practices.**

- Desks and high-touch surfaces will be disinfected after each block.
- SUA will use electrostatic disinfection practices throughout the week after campus has cleared.
- An additional full-time position has been added to our maintenance department to help with the extra daily cleaning needs that are required.

**Lockers will not be used during Term 1.**

- Unfortunately, we do not have enough lockers to comply with social distancing practices. Also given the nature of lockers, students tend to gather in groups in the hallways around their lockers. For safety purposes, we want to eliminate as many gathering possibilities where six-foot social distancing is not possible. We will revisit this policy for Term 2.
- Students should use book bags to carry their supplies throughout the day.
- Students are asked to bring minimal items from home.

***Home Learning Option***

Because we want to address the needs of all our families, any parent may opt for their daughter to participate in the Home Learning Option where the girls will be able to participate in ***synchronous online learning with our own teachers***. Next week we will send an email that will provide more information about this option and the procedure to opt-in to Home Learning for your daughter(s).

***Home Learning Mandate for All***

Should the Lucas County Health Department or Gov. DeWine mandate that we close school, the entire student body will be engaged in the Home Learning Mandate for All where the students are required to participate in ***synchronous online learning with our own teachers***.

## Expectations for the Home Learning Option and the Home Learning Mandate for All

For any student who participates in the Home Learning Option, or when required under our Home Learning Mandate for All, below is a quick snapshot of updated expectations.

- Students who are at home will be required (unless they are ill) to log into their classes at each block.
- Home Learning attendance will be taken. Parents would still be required to call Nurse Szymanski (419-329-2222) if their daughter is sick and cannot attend class.
- Assignment due dates matter. Due dates will mirror those of due dates for students who are physically present at school.

## ACADEMIC COUNSELING UPDATE

Your daughter's social and emotional well-being continues to be a priority. Our school counselors look forward to supporting each student throughout the 2020-2021 school year.

We do have some updates to SUA's school counseling team. Ms. Wendy Vischer will not be returning to SUA. She and her family have moved out-of-state, and we wish them well. She was with SUA for nine years and was an essential part of growing and strengthening our Junior Academy program. We thank her for her service.

We welcome Mrs. Katie Stubleski, our new school counselor, who cannot wait to get to know the girls. She earned a BA in Liberal Arts (Public Relations/Marketing) from Bowling Green State University. She worked in the business sector prior to graduating with her MA in Counseling Education. Please welcome Mrs. Stubleski to SUA!

## Student Schedules

**Updated student schedules will be available to view on PowerSchool on Monday, July 20.** More information will be emailed on Monday, July 20, regarding the schedule change process and deadlines. However, please know that the school counselors have limited availability until they are back in the office full time on August 3.

School Counselors	Mrs. Megan Gerken	Ms. Kelsie LaValley	Mrs. Katie Stubleski
Email	mgerken@toledosua.org	klavalley@toledosua.org	kstubleski@toledosua.org
Students (Last Names)	A – G	H – N	O - Z

## CREDITS REQUIRED FOR GRADUATION

As we address our new academic world during the COVID-19 pandemic, we have made some academic options available to help. Below is a chart that gives perspective regarding the minimum credits required for graduation in the State of Ohio:

	St. Ursula Academy	Average of the other Toledo-Area Catholic High Schools	State of Ohio
Minimum Credits Required for Graduation	31.75	25.1	20

As is indicated in the above chart, SUA requires six more credits than the average of the other Toledo-area Catholic high schools and nearly 12 more credits than the state of Ohio. **For this year only**, due to the COVID-19 pandemic, SUA will adjust graduation credit requirements for students in grades 9 – 12. This option of credit reduction at this time offers many benefits:

- For some students, fewer courses will help to reduce stress and anxiety that is already elevated from COVID-19.
- Students could have extra time to work with The Learning Commons tutors if they choose.
- If sophomores, juniors, or seniors are in good academic standing and have a Block 1 or 4 Quiet Study, they may come late or leave early to stagger start and end times, allowing for fewer students in the common areas during the start and end of each school day.

## **Freshmen and Sophomores (Adjusted minimum graduation credit requirement will be 30.75)**

Freshmen and Sophomores may opt to take 7 – 8 credits. When taking Physical Education (PE), students must be scheduled for three additional courses. Freshmen are required to be at school even during their Quiet Study. Sophomores with a Block 1 or Block 4 Quiet Study may choose to come late or leave early if they are in good academic standing.

## **Juniors and Seniors (Adjusted minimum graduation credit requirement will be 29.75.)**

Juniors and Seniors may opt to take 6 – 8 credits (3 credits minimum per term). Students with a Block 1 or Block 4 Quiet Study may choose to come late or leave early if they are in good academic standing.

If your daughter is interested in taking advantage of this credit reduction option, please contact her school counselor.

## **CALENDAR ADJUSTMENTS**

### **Wednesday, July 29, from 6:30 p.m.–8:00 p.m. – Freshmen and Parent Orientation and Technology Session**

All Freshmen and their parents are invited to a Freshmen Orientation to learn and understand the expectations of this year. The Student and Parent Technology Session is required for students to receive their laptops. If both student and parent are present, the student will receive her laptop.

### **Tuesday, August 4, from 6:30 p.m.–8:00 p.m. – JA Welcome Meeting and Technology Session**

All Junior Academy students and their parents are invited to this meeting to learn and understand the expectations of this year. The Student and Parent Technology Session is required for students to receive their laptops. If both student and parent are present, the student will receive her laptop.

### **Monday, August 10 – High School Pictures Postponed**

- High school pictures have been postponed. **See Thursday, August 13—Tuesday August 18 regarding Return-to-School Orientation/School Picture Day(s).**

### **Tuesday, August 11 – Freshman/New Student Orientation Postponed**

- Freshman Orientation has been postponed until Friday, August 14.
- New students who are sophomores and juniors should attend the grade-level orientations for the grade level needed.

### **Tuesday, August 11 – JA Pictures/Orientation Postponed**

- Junior Academy Orientation and Pictures will take place on Thursday, August 13

### **Thursday, August 13–Tuesday, August 18 – Return-to-School Orientation/School Picture Day(s)**

To safely bring the girls back to school and educate them in safety protocols and expectations, we will open the school year with each grade level attending a Return-to-School Orientation/School Picture Day from 9:00 a.m.–3:00 p.m. on the following dates:

- Thursday, August 13 –Junior Academy Orientation/Shortened Rotation of Classes
- Friday, August 14 – Freshman Orientation/Shortened Rotation of Classes
- Monday, August 17 –Sophomore Orientation/Shortened Rotation of Classes
- Tuesday, August 18 – Junior and Senior Orientation/Shortened Rotation of Classes

Given that students will have their school pictures taken, all students must arrive in full school uniform including tie, long-sleeved uniform shirt with crest (high school) or SUA logo (JA), and school skirt. Sweaters will not be worn for school pictures.

### **Wednesday, August 19 – First Day of School with All Students**

All students will be in session for the first time the 2020–2021 school year! We will follow the **new Bell Schedule** (see below) with the new starting times.

The new bell schedule has been developed to decrease the number of students in common areas during busy gathering times such as during the beginning of the day, lunch, and end of the day. Please note that Junior Academy and Freshmen will begin at 8:00 a.m. with attendance taken. Sophomores, Juniors, and Seniors will begin at 8:40 a.m. with attendance taken.

## NEW DAILY BELL SCHEDULE

**Junior Academy and Freshmen: 8:00 a.m. Start of Day with Attendance (8:00 a.m. – 3:00 p.m.)**

<b>8:00 a.m. – 8:30 a.m.</b>	<b>Freshman Experience/Junior Academy Experience/TLC</b>
8:40 a.m. – 9:50 a.m.	Block 1
10:00 a.m. – 11:10 a.m.	Block 2
11:20 a.m. – 11:45 a.m.	Freshman Seminar/Junior Academy Lunch*
11:55 a.m. – 12:20 p.m.	Freshman Lunch/Junior Academy Seminar
12:30 p.m. – 1:40 p.m.	Block 3
1:50 p.m. – 3:00 p.m.	Block 4

**Sophomores, Juniors, and Seniors: 8:40 a.m. Start of Day with Attendance (8:40 a.m. – 3:00 p.m.)**

8:00 a.m. – 8:30 a.m.	Drop-in TLC Tutoring Option (Not Required)
<b>8:40 a.m. – 9:50 a.m.</b>	<b>Block 1 (Start of Day with Attendance)</b>
10:00 a.m. – 11:10 a.m.	Block 2
11:20 a.m. – 12:30 p.m.	Block 3
12:40 p.m. – 1:05 p.m.	Senior and Junior Seminar/ Sophomore Lunch*
1:15 p.m. – 1:40 p.m.	Senior and Junior Lunch/Sophomore Seminar
1:50 p.m. – 3:00 p.m.	Block 4

\*Additional information regarding lunch protocols and Dining Commons offerings.

We are excited to welcome everyone back to SUA! We do know, however, that this Plan and our hope for a full return to campus is subject to COVID-19 and its impact on our SUA community. The health and well-being of all members of the SUA community are intertwined. Please continue to look for additional information as we get closer to school. We will continue to pray for the health of you and your family!

Soli Deo Gloria,

*Mary*

Mary Werner '74  
President

*Nichole*

Nichole Flores '89  
Principal