

Good morning--

Thank you for your patience and input as we have worked over the past few weeks to process our survey results and the guidelines from the Department of Elementary and Secondary Education (DESE) and craft a plan that will best serve the health and educational needs of the Arlington Catholic community.

After much discussion and analysis, we will be adopting a hybrid schedule model where $\frac{1}{2}$ of the students will attend classes physically and $\frac{1}{2}$ of the students will be required to log in to their classes virtually; all students will attend school full-time. Students may also attend classes 100% virtually if the family chooses. This model maximizes class time, takes into account the transportation concerns raised by many families in our second survey, and allows us to make very few modifications to our curriculum. We always strive to offer a comprehensive high school experience to our students and believe that this model provides the best possible way to do that in these times.

Please carefully read the FAQs below for a fuller explanation of our plan.

What will the schedule look like?

Classes will rotate on a Monday-Friday schedule (see below). Each period will be approximately 45 minutes in length (we are still working on times to include breaks, passing and lunch). The school day will end no later than 2:30pm.

How will students be divided?

Students will be divided alphabetically to balance class sizes. The first group (likely A-M) will attend in person the first week and the second group (likely N-Z) will attend remotely. If this situation continues into the second quarter, we may mix up the cohorts so students can interact with a different set of classmates. Due to the fact that many classes mix grades, a division by grade is not feasible. We plan to have siblings, therefore, attend school at the same time. If you wish to have your siblings attend alternate sections, please notify registrar@achs.net no later than August 15, 2020.

What will the schedule look like for students who either choose 100% remote learning or who are not physically present in school?

All students will attend school full-time. Students who are not physically present in school will be expected to log in to their classes on the same schedule as their peers who are in the school building. We are working on the technology to stream classes so that students at home can attend class via Zoom or Google Meet. Students at home will be expected to participate and engage in the class as if they were physically present. Due dates, class participation, attendance, etc. will be the same for students

in school and attending virtually. Classes will not be recorded for later viewing, remote students must attend class at the same time as physically present students.

How will the periods rotate?

	Mon	Tues	Wed	Thurs	Friday
Period 1 7:45 school start time	Mod 1	Mod 7	Mod 6	Mod 4	Mod 2
Period 2	Mod 2	Mod 1	Mod 7	Mod 5	Mod 3
Period 3	Mod 3	Mod 2	Mod 1	WIN	Mod 4
Period 4	Mod 4	Mod 3	Mod 2	Mod 6	Mod 5
Period 5	Mod 5	Mod 4	Mod 3	Mod 7	Mod 6
Period 6 End time between 2:15- 2:30	Mod 6	Mod 5	No Class-- Early Dismissal on Wednesday Faculty Meetings	Mod 1	Mod 7

Will the class be repeated when each cohort is in school?

It will not; this is a significant difference from what we are seeing in other plans from many other schools. Our curriculum will continue to advance each day. Students, no matter where they are learning, will move through their course at the same pace. (As a simplified example, during Week 1 everyone will learn pages 3-11 and during Week 2 everyone will learn pages 12-20. In Week 1 'Group A' will learn pages 3-11 on Medford St. and 'Group B' and all remote students will learn pages 3-11 at home while virtually being in the same class as their peers.)

Will there be any changes to the courses that I am already scheduled for?

Students classes have been scheduled and will be transferred to the new hybrid schedule. There should be no change to approved courses, including the Achievement Center. Music Appreciation, Fine Arts Appreciation and Chorus will be scheduled for students, although some modifications may need to be made. Students will not be scheduled for Physical Education until we return to school full-time at the end of the hybrid model. The sophomore Health & Wellness class is still being evaluated. Most students will also have a study hall as part of their schedule.

****Student schedules will be unavailable from Tuesday, July 28- Sunday, August 2 while we reschedule with this new template. Please make a note of your approved courses (in the Family Portal) if you plan to order course materials during that time. (Free shipping takes place August 3-9, so it is advisable to wait anyhow.****

What about science labs and other hands-on courses?

Science labs, for example, may have to be repeated in-person with each cohort. If this was the case, the students at home may be required to log in for attendance purposes and then be assigned work to complete at home while their peers complete the lab in school. We anticipate this as an issue in other courses as well and will work with teachers to develop plans to provide these valuable experiences to students while also moving the education forward of the students who are remote.

How will attendance be recorded?

Students will have attendance recorded each class period, this attendance is part of the student's high school record. Students must be either physically present in class or logged in to the online classroom at the proper time. Families will be asked to communicate with the school if their student is absent, as is our practice, whether the student is supposed to be physically or virtually present.

How will students be graded?

Students will earn traditional grades though a variety of assessments (quizzes, homework, tests, projects, etc) that would typically be used to assess a student's mastery of the material. Students will also receive a participation grade that will take into account how often a student attends and participates in class. Students who fail to attend and/or participate in remote sessions will have their course grade affected. We anticipate some adjustment of assessments.

Will a student be 'locked in' to a particular model (remote only or hybrid)?

We hope that most students will attend school in person with their cohort, but understand that reasons may already exist or will develop over time that make remote learning a necessity. Families who wish to begin the year in a remote-only model (regardless of what was indicated on previous surveys) are asked to email registrar@achs.net with that information by August 15th. If you feel a different model suits your child or you develop concerns about in-person learning after classes have begun, contact registrar@achs.net to initiate a change.

Why will dismissal be earlier on Wednesdays?

Our faculty will require meeting time to discuss curriculum, engage in professional development surrounding areas of remote learning and equity, and continue our merged school work reports with NEASC. We have eliminated the 11:35 dismissal on the first Wednesday of each month for the duration of this hybrid schedule and incorporated a more consistent time, which also allows an equal time in class between cohorts. There will still be several no school professional development days (10/9/2020, 3/5/2021 and 3/19/2021) as part of the calendar.

Will teachers be available for extra help?

We understand the value of the extra support offered by our teachers to students. Teachers will be available for socially distant extra help on Mondays, Tuesdays and Thursdays after school. Students who are remote may schedule virtual help with teachers, as may students who feel more comfortable with the virtual help. Teachers will end their work day at 3pm.

How will the WIN period on Thursdays be structured?

This weekly period will be used for small group/class Liturgical celebrations, guidance meetings, club and student leadership meetings, grade-level meetings and other enrichment activities that are a vital part of a high school experience.

What spiritual opportunities will be available for students?

As a Catholic school, this is an important part of our mission. We hope to be able to have students gather for Mass and other prayer opportunities, including class retreats, as the guidelines and physical spaces, allow. We have added staff to our Campus Ministry department in order to help meet these needs. The priests of the parish are also available to students and their families.

My student is scheduled in the Achievement Center, what support will they get at this time?

Students who are physically present in school will attend the Achievement Center as part of their schedule. The Center staff will monitor students and will determine a system to allow remote students to have access to the support system of the Center.

How will students meet with Guidance counselors? How will the college process work for seniors?

We are committed to providing support to students, as always, at this time. Through presentations in classes, the WIN period and study halls students will have an opportunity to connect with counselors. Students will, as always, be free to make appointments to see their counselor one-on-one to discuss courses, the college search, etc. Students who are remote may request a virtual meeting with their counselor; counselors will also be available by phone for students and families. Counselors will also be available to meet with students in crisis. One major change will be that students will not be allowed to drop in, appointments will be required. We anticipate a number of videos and webinars to provide broad information and replace some of our traditional parent nights.

What will the arrival and dismissal times be? How early can students enter the building? How late will students be permitted to remain in the school after dismissal?

This is a fluid situation and specifics will be communicated shortly. We anticipate that students may begin to enter the building at 7am and must leave by 3:15pm. This is an adjustment to our past practice, but is necessary to maintain supervision, distancing and allow time after school for cleaning. Athletes and other approved after-school activities will be provided with specific guidance in the fall.

What about breaks and lunch?

We are meeting with Chartwell's, our cafeteria vendor, to determine the best strategy to deliver food in a safe and timely manner to students. Lunch will take place during periods 4 and/or 5. Our cafeteria will support approximately 50 students in a safe manner, 2 per table. We also anticipate offering mask and snack breaks during the day, but still need to work out the logistics of these. Students who will be remote may log off during the time their class is on break or at lunch, but must be sure to log back in on time.

What is the status of sports?

As of July 21, the MIAA announced that fall sports may begin no earlier than September 14. As this is a fluid situation, please continue to check the ACHS website for updates as they develop.

How long will this schedule be in place?

We anticipate that this hybrid schedule will be in place until it is deemed safe by the state and the Catholic Schools Office to return to school.

What will the plan be if the school is required to close and be 100% remote?

We had a successful remote learning program in the spring and will take what we have learned and apply it to a 100% remote situation. Students will be required to log into classes on a specific schedule and complete assignments during the hours of the school day. There will be some asynchronous activities, but students will be required to spend a significant amount of time connected to their class.

What is the protocol for students or staff who are ill?

We will follow the most up-to-date guidelines provided (DESE, state, CDC). You may visit www.doe.mass.edu for information.

What will the cleaning schedule be?

Students and staff will enter a professionally cleaned building each morning, maintained by Sanitrol. A full and thorough cleaning and disinfecting will take place each weeknight. After each mod (class) teachers will spray and wipe down each used desk/chair with disinfectant. Nightly cleaning and disinfecting of the school will take place beginning at 3pm each day. Bathrooms and high-touch areas will be cleaned multiple times per day by Sanitrol's day staff and the cafeteria will receive thorough cleaning between each lunch session.

Will students be required to wear masks?

All adults and students will be required to wear a properly fitted 3-ply mask that covers their mouth and nose. Masks may not have any slogans or inappropriate designs. Families are required to provide masks for their students and should ensure an adequate supply to allow for daily washing of the mask. Cloth and disposable masks are both acceptable. Masks with a valve *are not allowed*. Bandannas or neck gaiters are not allowed because droplets go under or through those. Face shields and goggles do not replace masks or face coverings, but may be added if desired.

Will the school calendar be modified?

As mentioned previously, the first day of classes will now be September 14, 2020. Students should leave open the week of September 8-11 for orientation activities. We will communicate attendance expectations for that week soon. Other adjustments may be made to the calendar, but we do not anticipate a change to previously announced vacation schedules and other days off.

What if I have further questions?

Please reach out via email to Mr. Graceffa, Mr. Naughton, Mr. Barrett or Mrs. Boczenowski. We ask that you do not contact the Main Office, but rather email us and we will respond via email or phone call to all questions or concerns.

Blessings,
The Arlington Catholic Administrative Team