



'Lord, light the path and I will lead others.'

Date: April 4, 2020 4:00pm

To: Parents/Guardians

From: Mrs. Mundorf - Principal

Re: Online learning

Please read the entire memo:

1. The school is **NOT** collecting any fees at this time. This includes transportation fees.
2. Reimbursement for fees already paid: I am waiting for further direction from Red Deer Catholic.
3. Classes are cancelled indefinitely.
4. The school is open from 9:00am-3:00pm, with office staff and 1 administrator in the building. Please call the school office if you require assistance as we are trying to avoid physical contact. If you have to come in, we are maintaining 'physical distancing'.
5. **ONLINE LEARNING:**
 - a. As we have learned from our colleagues, online learning is unlike a traditional school day.
 - b. This is a process and a very new and different way for teachers to deliver material. Please be patient with yourselves, children, and teachers as we journey through this together.
 - c. Do not expect 6 hours of school work for your child.
 - d. Teachers are preparing material for a week at a time. If your child finishes the work early, the teacher has been directed not to provide additional work for the week.
 - e. All of your children, Pre-Kindergarten - Grade 9, have a gmail account associated with Red Deer Catholic ex): FirstMLa###@rdcrs.ca. This is how they logon to their Google classroom. The primary online delivery for education is **Google classroom** and video conferencing using **Google Hangouts**. Please download the Google app and then you can use your child's login and password. Teachers have been given your child's/children's username and password.
 - f. There are many other conferencing apps/web based programs available to use; we have been directed by Red Deer Catholic not to use them, due to security reasons.
 - g. Teachers have been directed to also contact you via email or phone to ensure you can communicate with them. Staff will not be sharing their personal phone numbers with you.
 - h. Staff can either work from home or at school, so email is the most reliable way to contact your child's teacher.
 - i. Educational Assistants have been assigned to personally check in with students/families to provide additional support starting Wednesday, April 8.

- j. Monday, April 6 and Tuesday April 7- the first two days of online learning are homeroom teachers reconnecting with your children.
- k. Wednesday, April 8 - first day for academic online learning. The focus will be on Math and English Language Arts.
- l. Teachers will be available daily from 9:00am-3:00pm.
- m. Dress Code- please remind your child/children that school dress code is expected when engaging with teachers online.
- n. School Chromebooks/student supplies:
 - i. Please remember that the Chromebook belongs to the school. If there are repair/replacement costs needed upon its return, your family will be expected to pay for those costs. Please look after it and keep it in a safe place. The Chromebook is for educational purposes only.
 - ii. Borrowing a Chromebook: the link to the google form will be sent out Monday, April 6 @ 9:00am and close at 3:00pm, as the school needs Tuesday to assign Chromebooks to families.
 - iii. If you already have a Chromebook from the school, please do not fill out the form. We are assigning 1 per family, as the school has a limited number of Chromebooks.
 - iv. Wednesday, April 8:
 - a. Pick up your child's/children's school supplies. All student materials will be placed on tables outside the front doors.
 - b. Pick up Chromebooks - a staff member will be at the front doors to give you a Chromebook. Please continue to practice 'physical distancing' and stay 6 feet apart.

7. Mental Health Supports:

- a. Kids Help Phone number : 1-800-668-6868; website: <https://kidshelpphone.ca>
- b. STP's Family School Enhancement Counselor will continue to check in with families.
- c. If your family has an emergency, please call 911.

8. School calendar: we continue to observe holidays ex) Good Friday and Easter Monday. No teachers are available these days and the school is closed.

9. School information:

- a. We will text and send emails to you.
- b. Visit our school website at <https://stpatsschool.ca>, follow us on Facebook: @StPatsRD or Twitter: @Stpatsrd

We understand that you will have more questions as we progress through this new learning environment and together we will address your concerns.

We are keeping you and your children in prayers. Stay healthy and safe.

Blessings,

TL Mundorf

Terri Lynn Mundorf