



St. Elizabeth School

Community Compassion Competence Character

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Middle States Association
of Colleges and Schools
Commission on Elementary Education

March 12, 2020

Dear St. Elizabeth Families,

This is a long letter filled with a great deal of information for you. Let me begin with how we are dealing with COVID 19. Each morning we are cleaning door knobs, push bars, bathroom handles, and other surfaces with disinfectant wipes and cleaner. This is in addition to the nightly cleaning by our cleaning company. Teachers are making sure desks are clean, and on Sunday nights after the weekend when the building is used by others, we are cleaning all surfaces with disinfectants again so the building is ready for our children. At this time, I see no need to close school to clean, since our regiment of cleaning is consistent, and we are adding extra cleaning especially after weekend and night use of the building.

In the event that we are told to close school by the Board of Health, Archdiocese, or State, our teachers have been working to put lessons together by grade level. As I stated at the HSA meeting, we will be using our website as a portal for student assignments. You will find this information under the Resources Tab on the website and it is called "At Home Assignments". This tab will be activated in the event we have to close school. We will not activate this tab unless necessary. There will be approximately 2 weeks of assignments for students to complete and teachers will be available via email. Some extra books and materials will go home tomorrow with students and should be kept at home in the event of a school closing. These are not the regularly used materials for daily lessons; these are supplemental materials. You may have to print pages for your children or allow them access to programs we prescribe if closed. If this procedure is necessary, I will communicate via email, e-blast, and voice message.

Another measure of caution we are putting in place is to limit access to our school during school hours. Next week the children will be performing 5 minute short performances as a culmination of our Storytelling and Improv Program. I will be recording the performances, so I am going to ask parents to refrain from attending. I

will share the schedule, but I am requesting that you do not attend. If you feel you must, only parents will be permitted, not siblings, grandparents or others. Also, we are going to reschedule the prayer service scheduled for St. Joseph and St. Patrick Day for a later date.

You should have received the e-mail regarding the cancelling of all class trips. I am sure you understand my concerns about travel at this time.

Parent/Teacher Conferences are scheduled for March 25th. We are considering replacing these face to face conferences with phone conferences. As of today I think this would be a great option. I will make a decision by Monday.

Please understand that we are doing all we can to protect your children and our staff. If your children are sick, keep them home. If a member of your family is sick and you are uncertain what it is, keep your children home. If your child has a pre-existing condition, or if their immunity is compromised, you may want to keep them home.

Thanks in advance for your understanding and anticipated cooperation. If things change, I will contact you immediately. If someone in your home becomes ill from this virus, please notify us so we may take appropriate action. Yes, we have enough toilet paper as well.

Have a great weekend.

Sincerely,

Karen A. Lewis