St. Paul's Lutheran School
Virtual Learning Plan

A. Timeline:
In response to both the COVID-19 outbreak and Governor Ever's mandate, St. Paul's Lutheran School
   (1) will now be closed to student education until at least April 6. We will continue to monitor the updates from the Governor and make a decision on reopening at a date closer to April 6.
   (2) will implement virtual learning days on March 19-20 and March 30-April 3. Those seven days will be marked for attendance for grades K4-8. (Virtual learning school days could continue beyond April 3).
   (3) will recognize the week of March 23-27 as the scheduled spring break and not as virtual learning days for students.

B. Attendance:
Virtual learning days are school days. Unlike a traditional school day, attendance is not determined based on being physically present in the school building. Instead, attendance is tracked through work completion. Attendance is counted each virtual learning day for all students in K4-8.

For each virtual learning day, the classroom teacher will assign work for students to complete in various subject areas. In order to be counted as "present" on a virtual learning day, all of the work assigned must be completed. Upper grade students may be asked to complete work in academic areas not required of younger students. Students not completing the work for that day will be marked "absent" for the school day. Partial day attendance will not be considered on virtual learning days. These absences will count toward the student's yearly total of absences for the 2019-2020 school year. In the event your child falls ill, you are not required to inform the school office. If they are still able to complete all the required daily work, they can be marked "present" for the virtual learning day. Daily assignments for the week need to be completed by the end of the week. We recognize that due to various circumstances, there may be a day during the week when work cannot be completed. What matters most is that everything in the packet is completed by the time it is returned to school. If your child does not do their work on Monday, they will need to work twice as hard on Tuesday to catch up.

While teachers will set daily work requirements, attendance will be marked as we are able to verify that the work is completed. In many cases, that will take place after the completed work is returned to the school (see section C - Distribution of Materials) and corrected by the teacher. If some assignments are completed on-line, the finished work will be included when determining the student's daily attendance. Students are encouraged to spend time each day in completing the assignments to ensure that all work is finished by the end of the week.

C. Distribution of Materials
St. Paul's will implement the following schedule for pick up and drop off of materials for virtual learning days. Please make every effort to pick up and drop off all work during the designated times:
   ● Week 1 - Virtual Learning Days on March 19 and March 20
      ○ Pick up work packets along with books, materials and all other personal items.
         ■ Wednesday, March 18 - 7:30 AM - 9:30 AM or
         ■ Wednesday, March 18 - 4:30 PM - 5:30 PM
      ○ Drop off completed work from Thursday and Friday on Sunday, March 22 (10:30-11:30 AM) or on Monday, March 23 (7:30-9:30 AM) - No pick up of new materials.

   ● Week of March 23-27 - Spring Break - No work assigned for this week.

   ● Week of March 30 - April 3
      ○ Pick up new work packets on Sunday, March 29 from 10:30-11:30 AM or on Monday, March 30 from 7:30-9:30 AM.
      ○ Drop off completed work on Sunday, April 5 from 10:30-11:30 AM or on Monday, April 6 from 7:30-9:30 AM if school is still closed for the week of April 6.

   ● For all additional weeks after April 3 where Virtual Learning Days are implemented until we return to regular classes at school:
      ○ Drop off completed work and pick up new packets on Sundays from 10:30-11:30 AM or on Mondays from 7:30 - 9:30 AM.

Grade Level Specific Academic Expectations

K4 (Mrs. Smukowski)
K4 student participation in virtual learning days is required for school attendance. All activities and work provided by Mrs. Smukowski is required to be completed in order for the student to be counted as "present" for that day.

K5 (Mrs. Nommensen)
K5 student participation in virtual learning days is required for school attendance. All Christ Light w/art activities, Math w/manipulatives, and SuperKids w/handwriting daily work is required to be completed in order for the student to be counted as "present" for that day.

Grades 1-2 (Mrs. Ubl and Mrs. Kolosovsky)
Students in grades 1-2 are required to participate in virtual learning days for school attendance. All Religion, Math, Reading, and Handwriting daily work is required to be completed in order for the student to be counted as "present" for that day. Some additional "fun" worksheets could also be added to enhance learning!

Grades 3-4 (Mrs. Janikowski)
Students in grades 3-4 are required to participate in virtual learning days for school attendance. All Religion, Math, Language Arts, and Science daily work is required to be completed in order for the student to be counted as "present" for that day. At some point we may try to use Google classroom for some assignments.

Grades 5-6 (Mr. Nommensen)
Students in grades 5-6 are required to participate in virtual learning days for school attendance. All Religion, Math, Reading, English, History, and Science daily work is required to be completed in order for the student to be counted as "present" for that day.

Grades 7-8 (Mr. Kolander & Mrs. Kolosovsky)
Students in grades 7-8 are required to participate in virtual learning days for school attendance. All Religion, Math, Language Arts (Literature, English, Spelling, Writing, etc.), History/Geography, and Science daily work is required to be completed in order for the student to be counted as "present" for that day. At some point we may try to use Google classroom for some assignments. However, that will not be a part of the first week plan. We will have a plan for catechism by the time our spring break is finished.

Staff Email
- Donald Kolander   dkolander@stpaulscudahy.com
- Brad Nommensen   bnommensen@stpaulscudahy.com
- Janise Janikowski   jjanikowski@stpaulscudahy.com
- Kelly Ubl   kubl@stpaulscudahy.com
- Dyann Nommensen   dnommensen@stpaulscudahy.com
- Tammy Smukowski   tsmukowski@stpaulscudahy.com
- Heidi Dauer   hdauer@stpaulscudahy.com

Communication
On most virtual learning days, staff will be working from home. If you come to the school building during regular school hours, the teachers will likely not be in the building to answer your questions. So what should you do if your child needs help with the work that has been assigned?
- Teachers have been asked to include a note in the packets indicating how they can best provide any needed assistance and how you can best make contact with them.
- Teachers have been encouraged to check their email on a regular basis. We recognize that it is important to get back to you in a timely manner.
- We ask for your understanding as we try to figure out together how to make the concept of virtual learning work at St. Paul's.

Office Hours:
There will be people in the school office during the scheduled pick up and drop off times. If you have something that needs attention you can ask during pick up/drop off or send an email. Again, after this first week, the pick up/drop off schedule is as follows:
- **Sundays from 10:30-11:30 AM**
- **Mondays from 7:30 - 9:30 AM.**

Internet Access:
Internet access is not required for most student participation and attendance on virtual learning days. We may at some point try and implement some of the Google classroom materials in the middle and upper grades. A paper copy of weekly instructional material will be included in each work packet that is picked up.

There are several new options for families that do not have the internet. Comcast and Spectrum are both offering free internet for two months. See the information at the links below:

https://www.internetessentials.com/covid19

https://www.fdlreporter.com/story/news/2020/03/13/wisconsin-coronavirus-spectrum-offers-students-free-internet-access

Other Items to Note
- All student activities - such as singing in church, the math meet, etc. - are cancelled at this time.
- We are no longer planning to have the Social Studies/Book Fair on April 24. Some teachers may still require the projects to be completed for their classroom grades.
- We still plan to move forward with the Reading Challenge sponsored by the Lakeshore Chinooks. Hopefully, at some point we will be able have a night at the ballpark. If nothing else, kids should have a good share of time to read these next few weeks!
- I am planning to send a weekly email to all school families with updates.
- Please be sure to contact me if you have any questions - dkolander@stpaulscudahy.com

Closing:
We hope that the plan that we have put in place will help us to work together to get through this challenging time. Please be sure to contact your child's teacher if help is needed. We recognize that closing school is indeed a hardship on families and you as parents. Continue to pray for our school, the safety of our families, and our nation. Never lose sight that our loving and gracious God is watching over you and your family. As the prophet Nahum reminds us, *The Lord is good, a refuge in times of trouble. He cares for those who trust in him (Nahum 1:7).*