

S A I N T  
**MATTHEW'S**  
E P I S C O P A L ♦ S C H O O L

Dear St. Matthew's Families,

Over past decades, we have weathered many unforeseen challenges; however, this little gem of a school has persevered and continued to shine through it all. The COVID-19 pandemic presented an unprecedented challenge for schools worldwide. The leadership and faculty of St. Matthew's Episcopal School responded to the pandemic quickly and effectively by moving to distance learning over a weekend, ensuring there was no interruption in learning.

We are planning for the future while thinking outside of the box should this situation return. Posing questions like: What does school look like moving forward? How can we continue to nurture mind, heart, and soul in a Christian environment in our students during these uncertain times? Traditionally, we think that school is a building where students go to learn. Through this distance learning process, we have also learned that "school" can also be defined as guided opportunities for children to acquire knowledge in a variety of ways.

We plan to open in August ready to continue to educate and fulfill our mission of nurturing mind, heart, and soul in a Christian environment, placing the health and safety of our community first. In the meantime, we are exploring best practice options should we experience future disruptions in traditional class schedules. We will look at how lessons will be taught in real time, how time is spent, how work is assessed, and how we effectively ensure continuous learning. Teachers will participate in professional development over the summer to acquire new skills that relate to teaching, using diversified delivery platforms.

In the following pages you will find the plans we are developing for the 2020-2021 school year. Please read through this information.

Best regards,

Larke Leonard, Head of School

Kelly Phillips, Associate Head of School

# Re-entry Planning

In collaboration with the Southwestern Association of Episcopal Schools (SAES) and the Saint Matthew's re-entry task force committee, which includes medical professionals and local officials, SMES is able to execute the physical campus modifications needed to support students safely returning to campus in the fall of 2020. Tuition for Plan A & Plan B remains the same.

YES

**B**

Terrebonne Parish has lifted the school closure mandate.

NO

## ***BLENDED LEARNING***

Your child(ren) will continue with a blend of synchronous (live instruction) and asynchronous (teacher directed, independent activities) remote learning with regular modifications to ensure that students are receiving a well-balanced and academically fulfilling experience. This would look much different than what was implemented this Spring. Students will follow a daily school schedule, and receive live, interactive instruction from their teacher via video.

If you choose Blended Learning while the campus is still open to other students, you would be required to follow the regular classroom schedule by participating in live instruction via video.

YES

As a family, you have determined that you are comfortable with your child(ren) returning to the physical campus.

NO

(see eligibility for Plan B)

YES

**A**

## ***ON CAMPUS LEARNING***

Your child(ren) will begin the 2020-2021 academic year on campus with the expectation that specific health and safety procedures will be required. In the event that local authorities close schools or initiate a stay-at-home-order, students will transition to blended/remote learning.



# PLAN A

# On Campus Learning

SMES administration and faculty are preparing for on campus school operations to resume in the fall of 2020. The community will follow specific health precautions which will be in accordance with our local, state, and federal requirements. Specific decisions and plans regarding on campus modifications will be finalized over the next several weeks, however current considerations can be found on page 5 of this re-entry plan. This includes adjustments to Chapel, lunch, recess, and other large group gatherings.



The standard carpool drop-off and pick-up times will **likely** remain the same. This includes Before and Aftercare.



Athletics and extra curricular offerings will be determined by local recommendations and requirements.

## Preparing for Interruptions

Following the recommendations from our re-entry task force committee and trends from past pandemics, SMES is preparing for waves of interruption to on campus learning. In the event our local community experiences a spike in COVID -19 cases and an interruption of physical operations occurs, a shift to blended/ remote learning will happen immediately.

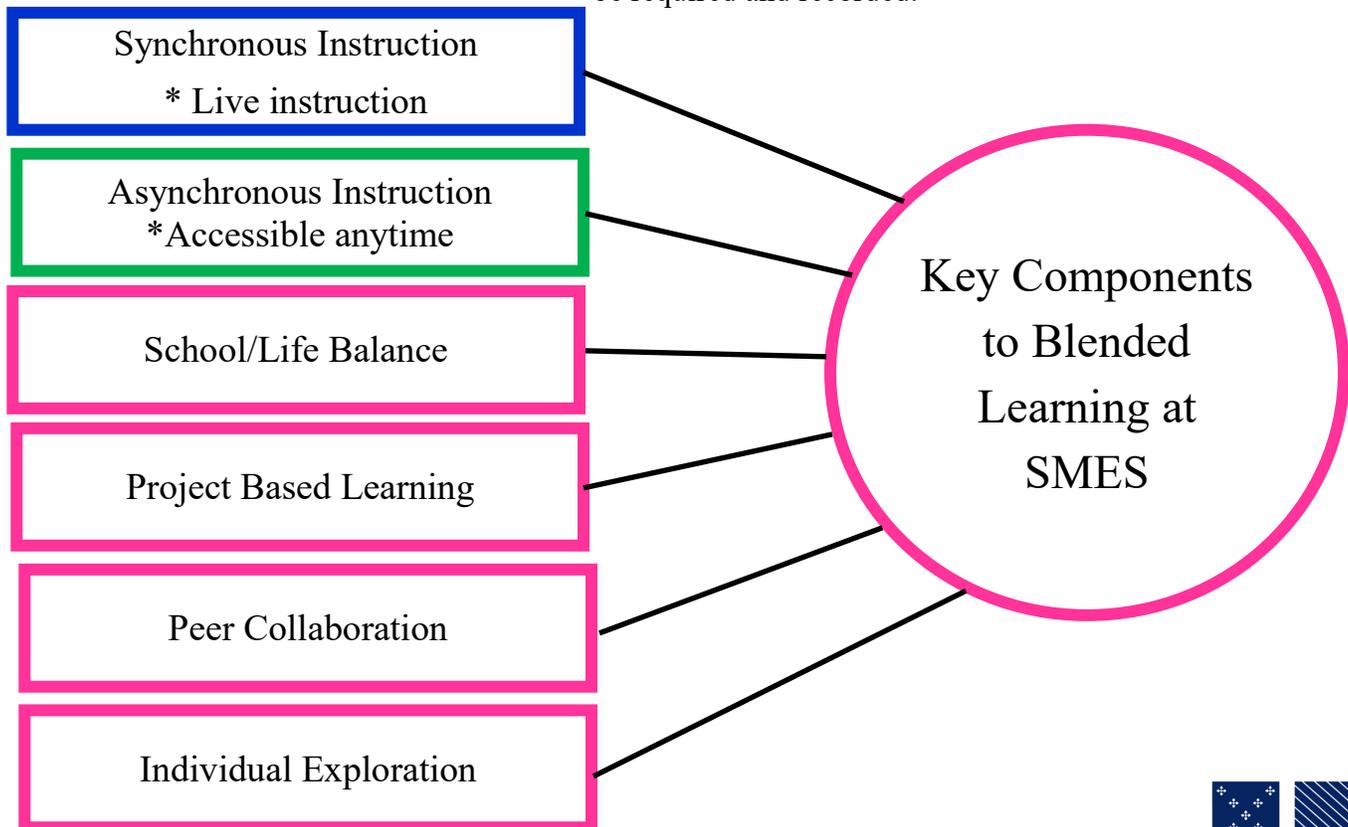
If the physical campus closes and SMES transitions to blended learning, families will be extended financial credit towards fees coinciding with being on campus (lunch and prorated field trip and supply fees.)



# PLAN B

# Blended Learning

Blended learning (previously referred to as distance learning) does not change our mission of nurturing mind, heart, and soul in a Christian environment. This would look much different than what was implemented this Spring. Students will follow a daily school schedule, and receive live, interactive instruction from their teacher via video. In this new model, we continue to educate the whole child, promote life balance, build confidence and develop character, encourage exploration as a foundation of learning, and provide interactive learning experiences. The SMES blended learning model blends daily synchronous (live) instruction with asynchronous (accessible anytime) instruction with a schedule intentionally designed to provide school/life balance, explorations, projects, collaboration, daily reading and journal writing. Daily student attendance will be required and recorded.



## Who is eligible?

Due to the independent nature of blended learning, students interested in maintaining their status remotely must be a good candidate for this model. Families must indicate a health or medical reason for their decision to remain in a remote capacity. Other extenuating circumstances may apply and could be considered for Plan B eligibility. Tuition for Plan A & B remain the same. Fill out this online form if you would like to be considered for Blended Learning in the fall, even if campus is open. <https://forms.gle/jK7Nv1ynWp3pjHGa6>



# Physical Campus

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While specific decisions and plans will be finalized over the next several weeks as more information and updated public health guidelines are issued, strategies are being developed in the following areas including but not limited to:

daily temperature checks for students, faculty, staff, and visitors; stricter guidelines for students/ faculty who are ill (in compliance with CDC recommendations)

capacity limits to allow for social distancing in spaces such as classrooms, Parish Hall, church, etc.

if mandated, use of masks during classes and in public gathering spaces; any person has the option to wear a mask

increased and more frequent sanitizing and cleaning processes; emphasis on hand-washing and cleanliness

modification of programs and events in compliance with limits on crowd sizes and social distancing measures

changes to campus access for visitors and parents

\*\*other recommended accommodations and guidelines will be implemented, as directed





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**BLENDED LEARNING**  
**SAMPLE 3<sup>rd</sup> GRADE SCHEDULE**

Time:	Monday	Tuesday	Wednesday	Thursday	Friday
8:00-8:15	Morning Meeting – Prayers, Pledge, Celebrations, Chapel Time, Announcements				
8:15-8:45	Reading Instruction				
8:45-9:15	Grammar/Writing Instruction				
8:30-8:45	Break				
8:45-9:15	Math Instruction				
9:15-10:15	Independent Work Time Small Group Instruction/Practice with Teacher				
10:15-10:45	Social Studies & Science Instruction (alternating)				
10:45-11:15	Enrichment Classes				
11:15-12:15	Break/Lunch				
12:15-3:15	Independent Work Time Small Group Instruction with Teacher Student/Teacher Conference Peer Collaboration Individual Exploration AR & AM Time Pearson Online				

Blue – Synchronous Instruction: live interactive instruction with the teacher via video

Green – Asynchronous Instruction: student work time away from live instruction with the teacher

**Disclaimer:** This sample was created for a 3<sup>rd</sup> grade classroom. This could vary from day to day. Schedules for other grade levels will be created as needed, to create an age-appropriate learning environment.