St. Denis – St. Columba School

A Holy Ground of Loving and Learning

Family Newsletter

Week of September 21-25, 2020

Shine Like the Stars

This newsletter contains critical forms and information. Please read carefully and complete all required forms!

IMPORTANT

LAST CHANCE: Daily Self Screen for Covid-19

All parents have received the letter from the Superintendent of Schools outlining the required daily health self-check. All Parents and Students will need to conduct the self-check prior to coming to school. A parent or guardian is responsible for completing the daily screening on behalf of their child(ren). **Each family must sign and return the attached acknowledgement that you have received the self-check. If you have not done so, it is PAST DUE!** You may send it to school with your child on his/her first day. You may also scan and email to rtkrebs@stcolumba.net or fax to 845-226-8470. Your child will not be permitted to enter the school if you fail to return the form to SDSC this week.

Important! Confidential Income Survey

Each year the Archdiocese conducts a confidential income survey of our students and their families. It is very important to complete the survey and return it to school. The information provided assists SDSC in acquiring state and federal funding for various resources. If you have not done so already, please complete the attached survey **Forms are due by this Monday, September 21**, **2020**

Important! Emergency Contact Cards

All students have received an Emergency Contact Card. Please complete one per family and return it to school as soon as possible. Remote students can return their cards during any scheduled material pickup or drop-off day.

Important! Wappingers Bus Route Changes

Wappingers Central School District has made changes to some of the St Denis/St Columba bus routes. The routes will be posted to their website on Friday evening and will begin on Monday, September 21, 2020. You may also access the routs by clicking HERE.

School Bus Routes

Important! SDSC Chromebook Use Policy

All students and their parent/guardian must read and complete the attached SDSC Chromebook Policy. It governs student use of the SDSC Chromebooks both in the building and those loaned for in-home use. Chromebooks are used in every grade at SDSC so it is important that your child understands how to use the devices safely and appropriately. Students and parents/guardians must sign the last page of the Chromebook Policy and return it to school. **The last page of the Chromebook Use Policy must be signed and returned to school by this Friday, September 25th**.

Important! Family Zoom Agreement

All students and their parent/guardian must read and complete the attached Archdiocese of New York Zoom Agreement. Please review the terms of the agreement with your child as it contains very important information to keep your child safe while using Zoom for school. You may also access the Zoom Agreement under the "For Parents" tab on the school website. **The Family Zoom Agreement is due Friday, September 25th**.

Forms may be sent to school with your child, scanned/emailed to rtkrebs@stcolumba.net or faxed to 845-226-8470.

BIG Sign Needed for Car Riders

If you are picking up a child at dismissal, place a LARGE sign on your dashboard with your child's last name printed in LARGE letters! Big signs help staff quickly and safely match students with their vehicles.

CAR RIDERS
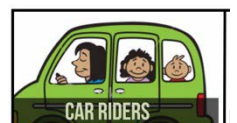
Back to School Night

Our virtual Back to School Night will take place on Wednesday, September 30th beginning at 6:30 p.m. A Zoom link will be provided prior to the event. We look forward to sharing with you news about this very "unique" School Year!

Zoom Etiquette – Please Review with your Child!
Unfortunately, the teachers are reporting some occasional issues with students on Zoom calls. Failure to follow proper Zoom etiquette can result in your child being removed from the lesson. Please help out teachers by adhering to the following:

- ✓ If you are using a personal device at home, please download and use the Zoom App to attend and have your child access ZooFor security, students should download
- ✓ For security, identity of the Zoom participant must be the name of the **student**. A teacher cannot permit a participant to enter a Zoom meeting that is identified only by a phone number or other non-personally identifying information.
- ✓ All students **must** have a camera on when entering the meeting unless excused by the teacher or aide.
- ✓ All students **must** remain on mute until told to unmute.
- ✓ Students are not to be eating and drinking while attending a Zoom meeting.
- ✓ Unless otherwise instructed, chat is **only** to be used to communicate with the teacher/aide. Students must **not** use the chat to communicate with each other. These "friendly chats" come across the teacher's Zoom feed and make it difficult to find and address real student needs.
- ✓ Students must sit up straight, have their supplies/books on hand and be ready to participate as if they were in the classroom at school.
- ✓ Remember: Student conduct while learning remotely is monitored and graded just as it in in school!

Hot Lunch Program
Our Hot Lunch Program will begin on Monday, September 21st. The menu can be accessed on the SDSC ios App or by using the lunch menu shortcut on the front page of the school website. The cost of the hot lunch $3.00, *which includes either white or chocolate milk*. Lunch tickets are available for purchase in the Front Office. Please send an envelope with check or cash marked "lunch tickets" and they will be returned to you. Tickets can be purchased in strips of 10 or greater. Students must have a lunch ticket to order lunch. We will honor any remaining lunch tickets that were purchased prior to the shutdown of school through December.

Beverages Available for Lunch Purchase
We are offering three beverages for purchase during lunch. Exact change is preferred.
- Chocolate or white milk: $.50
- 8 oz bottled water: $.50
- 16 oz bottled water: $1.00

2019-20 Yearbooks (Finally) Arrived!

LifeTouch has at long last delivered the 2019-20 Yearbooks. Students who pre-purchased their yearbooks will receive them when they next attend school in person. Remote learners will receive their copies when they pick up their books at school. If you did not order one and would like to have a copy, a limited supply is available for purchase at $35 each. Please send check or cash to school in an envelope marked "yearbook" or contact the main office to arrange for purchase and pickup.

The SDSC School Day begins at 8:00 a.m.
All students should be ready and signed on for **MORNING PRAYERS each day by 8:10 a.m**. Please use the MORNING PRAYER link in your children's Google Classroom. It is also attached here: [Join Zoom Meeting](#)
Meeting ID: 992 0013 6352   Passcode: 968627

Paul Effman Music Program

Paul Effman Music Service will be continuing the SDSC band and strings programs this year. All lessons will be conducted online. A separate email with details has been sent to you. For more information or to register for the program, please visit https://ed.pemusic.com/join/

Get Well Soon!
Please continue to keep Mrs. Sharon Senno, our Second Grade Teacher, in your prayers. We wish her a speedy return. May God hold her in the palm of His hands!

Daily Health Self-Screening Requirements
and at Home Daily Checklist for Employees, Parents, Children and Essential Visitors.

All School Employees, Parents, Children and Essential Visitors will need to complete a daily health self-check by answering the questions listed below and by taking their own temperatures each day prior to entering the school or being on the school property. A parent or guardian is responsible for completing the daily screening on behalf of their child(ren).

Self-Screening:
Below are the self-screening questions that employees, parents, children and essential visitors are required to answer daily.   If the answers are "No" to all of the following questions, individuals may enter the school, if you answer yes please contact the school principal. (If employees, parents, children and/or essential visitors cannot take their temperature at home, but answer "No" to all other questions, they may report to the school to have their temperature taken on-site).

(a)Have you been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of COVID-19?

(b) Have you tested positive through a diagnostic test for COVID-19 in the past 14 days?

(c) Are you currently experiencing any symptoms of COVID-19, including a temperature of greater than 100.0°F in the past 14 days.

(d) Is your body temperature at or above 100.0 degrees Fahrenheit or have you or your child (ren) taken any temperature reducing drug. (ie. Tylenol, Advil, Benadryl, Motrin, Aspirin) within the last 24 hours?

 (e) Have you traveled internationally or from a state with widespread community transmission of COVID-19 per the New York State Travel Advisory in the past 14 days? (https://coronavirus.health.ny.gov/covid-19-travel-advisory for Official State List)

If you answer YES to any of these questions on any given day, you or your child may not enter the school building. Contact a medical professional for guidance and notify the school principal.

Depending upon the answers to the screening questions, you or your child may need to receive medical clearance to return to work or school. If you or your child is sick with a common cold or other ailment not related to COVID-19, stay home until symptoms subside and you or your child (ren) fever free without the aid of a temperature reducing drug.

By signing below and submitting this form, you acknowledge that you received the attached daily checklist that you will complete it each school day for yourself or your child (ren) for the 2020-2021 School Year.

Signature of Parent or Guardian_____**Date:**_____
Student Name _____**Grade:** _____

Restricted States 8/31/2020
Based upon Governor Cuomo's Executive Order 205, issued June 25, 2020, the following states &territories meet the criteria for required quarantine: This is based upon a seven-day rolling average, of positive tests in excess of 10%, or number of positive cases exceeding 10 per 100,000 residents. Check website above for updated list daily.

- Alabama
- Arkansas
- California
- Florida
- Georgia
- Guam
- Hawaii
- Idaho
- Illinois
- Indiana
- Iowa

- Kansas
- Kentucky
- Louisiana
- Minnesota
- Mississippi
- Missouri
- Nebraska
- Nevada
- North Carolina
- North Dakota
- Oklahoma

- Puerto Rico
- South Carolina
- South Dakota
- Tennessee
- Texas
- Utah
- Virginia
- Virgin Islands
- Wisconsin

EACH RETURNED SURVEY COULD PROVIDE UP TO $2000 FOR EACH STUDENT
RETURN TO SCHOOL September 25, 2020

1. Use the chart below to answer the questions in item #1. (Include all members who live in your household)

    Is your family income less than the amount in column A?

    Yes _____   No _____

    Is your family income less than the amounts in columns B?

    Yes _____   No _____

    Is your family income less than the amounts in columns C?

    Yes _____   No _____

2. Are you receiving assistance under the Temporary Assistance to Needy Families (TANF) program?

    Yes _____   No _____

3. Are any of your children eligible to receive medical assistance under the Medicaid program?

    Yes _____   No _____

4. What School and Grade(s) is(are) your child(ren) in?

    School Name _____Grade(s)_____

    Home Address (required): _____
    City _____ State_____ Zip_____

Complete last section below:

Household Size	A	B			C		
	Annual	Annual	Month	Week	Annual	Month	Week
1	$12,760	$16,588	$1,383	$319	$23,606	$1,968	$454
2	$17,240	$22,412	$1,868	$431	$31,894	$2,658	$614
3	$21,720	$28,236	$2,353	$543	$40,182	$3,349	$773
4	$26,200	$34,060	$2,839	$655	$48,470	$4,040	$933
5	$30,680	$39.884	$3,324	$767	$56,758	$4,730	$1,092
6	$35,160	$45,708	$3,809	$879	$65,046	$5,421	$1,251
7	$39,640	$51,532	$4,295	$991	$73,334	$6,112	$1,411
8	$44,120	$57,356	$4,780	$1,103	$81,662	$6,802	$1,570
For each additional family member add:	$4,480	$5,824	$486	$112	$8,177	$691	$160

ALL QUESTIONS MUST BE ANSWERED COMPLETELY
To protect your privacy, this will be detached from this form once the schools records that a family returned it and the data aggregated.

Student (s) Name(s) _____
Public School District_____

St. Denis-St. Columba School Family-Student ZOOM Agreement

- I agree never share call information (links, personal ID numbers, times of calls, screenshots) with anyone outside my family, including anywhere on social media.
- I agree not to record audio or video, and to not take pictures of my class (both students and teachers) while on a Zoom call, because this is a breach of trust and violates the privacy of my peers and teacher.
- I agree not to record audio or video, and not to take pictures of any audio or video resources my teacher provides, because this is a breach of trust and violates the privacy of my peers and teacher.
- I agree that sharing call information creates a dangerous environment for me, my classmates, my teacher, my school, and my family.
- I agree to join meetings using the screen name template my teacher has instructed me to use.
- I agree to connect to my calls with audio and video and to change audio and video settings once connected to the call and with my teacher's guidelines.
- I agree to join all Zoom calls from the Chromebook app, not from my internet browser. I acknowledge that this keeps me, my classmates, and my teacher safe.
- I agree to use appropriate, teacher-approved images for any profile pictures or virtual backgrounds. I agree to check with my teacher before using images.
- I agree to follow my teacher's guidelines for communicating in a timely manner when my Zoom isn't connecting or when my internet goes out.
- I agree to treat my classmates, teacher, and school with respect while participating in a Zoom call, including the way I appear on camera, the way I speak to others on the call, and the way I type in the chat window.
- I agree that my teacher can change settings during a call to keep me, my classmates, and my school safe and that I will cooperate with their directions.
- I agree that my teacher or principal can update these agreements to help keep everyone safe on Zoom.
- I agree that these policies are in addition to my school's Parent/Student Handbook and the Technology Use/Telecommunications Policy Agreement.

_____   _____

Student Name / Signature   *Date*

_____   _____

Student Name / Signature   *Date*

_____   _____

Student Name / Signature   *Date*

_____   _____

Student Name / Signature   *Date*

_____   _____

Parent/Guardian Signature   *Date*

TAKING CARE OF YOUR CHROMEBOOK
Students are responsible for the care of the Chromebooks that have been issued by St. Denis-St. Columba School. <u>No other person should have use of this Chromebook except the student to whom it was issued.</u>

1. **GENERAL PRECAUTIONS**
   - Chromebooks should never be left unattended.
   - Chromebooks should only be used by the assigned student. Under no circumstances should a student use a Chromebook that is assigned to another student
   - Only use a clean, soft cloth to clean the screen, no water or cleaners of any type.
   - Chromebooks must remain free of any writing, drawing, stickers, or labels not placed by SDSC.
   - Chromebooks must never be left in an unsupervised area.
   - Students are responsible for keeping their Chromebook's battery charged for school each day.
   - DO NOT stack any books, heavy materials, etc. on top of the Chromebook as it could damage device.
   - DO NOT force anything into the ports and slots on the side of the Chromebook.
   - DO NOT slam closed the cover of the Chromebook.
   - DO NOT carry the Chromebook by the screen.
   - DO NOT put the Chromebook on the floor or on any unstable surface.
   - DO NOT throw or toss the Chromebook or mistreat it.

2. **CARRYING THE CHROMEBOOK**
   - Chromebooks should be closed when carrying unless otherwise directed by a teacher.
   - Chromebooks should never be held by the screen as this can cause screen damage.
   - **Students who are assigned a Chromebook for home use must purchase a padded Chromebook carrying case for storage and transport of the Chromebook.**
   - **Do not transport the Chromebook without a carrying case. A backpack is NOT an acceptable case.**

3. **SCREEN CARE**
   Chromebook screens can be damaged if subjected to rough treatment. The screens are particularly sensitive to damage from excessive pressure on the screen. To avoid damage adhere to the following rules:
   - Do not lean on the Chromebook.
   - Do not place anything near the Chromebook that could put pressure on the screen.
   - Do not place anything in between the keyboard and screen when the Chromebook is closed.
   - Do not place anything on top of the Chromebook.
   - Clean the screen only with a soft, dry microfiber cloth. DO NOT use paper towels, napkins, or other paper products as these can scratch the screen.
   - Do not use glass cleaner or any other harsh cleaning chemicals on the display.
   - Do not spray water or any other liquid directly onto the screen or any part of the Chromebook.

4. **USING YOUR CHROMEBOOK**
   - Students are responsible for properly connecting the charging cable to their Chromebook at the end of the school day to ensure it is fully charged for the beginning of the next day. If a student is unable to use their Chromebook because it was not properly charged, teachers may issue a consequence.
   - Inappropriate media may not be used as a screensaver or background on your device. Presence of inappropriate material will result in disciplinary actions.
   - Students using Chromebooks in school must have their sound muted at all times unless permission is obtained from the teacher for instructional purposes.
   - Students must have personal earbuds or earphones to use with their Chromebook as needed.

5. **MANAGING FILES AND SAVING WORK**
   - Students will use their Google Classroom to save their work. Each classroom teacher will instruct their class on how to submit their work. Students are not permitted to save files on the physical storage of the device or to use any external device such as a flash drive, etc.

6. **PROTECTING AND STORING YOUR CHROMEBOOK**
   - All Chromebooks will be labeled in the manner specified by the SDSC administration. Under no circumstances are students to modify, remove, or destroy these identification labels.
     They can be identified in the following ways:
       o record of serial number
       o student name or number label
       o individual Google account username *(stcolumba.net)*
   - Any technical issues or physical damage should be immediately reported to the teacher. Teachers will contact the school administration to have issues resolved.

7. **TECHNOLOGY RESPONSIBLE USE**

   General Guidelines
   - Students must only access forms of media and communication in support of their learning, research and in support of educational goals and objectives of SDSC.
   - Students are responsible for their ethical and educational use of SDSC technology resources.
   - Access to SDSC technology resources is a privilege and not a right. Any violation of these rules will result in the loss of privileges, as well as other disciplinary action as defined by the SDSC's Responsible Use Policy, Discipline Policy, or other policies set forth in the Parent-Student Handbook or established by a Teacher.
   - Recognizing it is impossible to define every instance of responsible and irresponsible use, it will be at the discretion of the school administration to use judgment as to what is responsible in any undefined instance that may arise.
   - Instances of downloading apps that have not been approved by the school or the teacher are carefully monitored and will result in deletion of the program from the Chromebook device and disciplinary action.
   - Students are prohibited from using the Chromebook for personal use including, but not limited to social media sites, video games, or recreational browsing.

   Privacy and Safety
   - NEVER enter into any type of chat rooms other than those set up by your teacher.
   - NEVER open, use, or change computer files not belonging to you.
   - NEVER reveal your full name online to anyone, except to your classmates, teachers, etc. in the context of a Zoom Class, classwork, etc.
   - NEVER reveal your phone number, home address, social security number, credit card numbers, passwords, or passwords of other people's Email and Google Suite
   - In any communication in the Google Classroom, etc. students are expected to respond respectfully and to avoid inappropriate language, including comments that are hurtful, unkind, abusive, or offensive to others. Communication should always be constructive and related to the subject and class assignments. Student conduct must comport always to the standards set forth in the Parent-Student Handbook.

8. **LOSS, DAMAGE, AND THEFT**
   - Any damage to a Chromebook will result in the loss of Chromebook privileges, appropriate disciplinary actions, and a fine to cover the cost of the repairs or replacement.
   - Parents/Guardians are responsible for the cost of replacement of any Chromebook issued to their child that is lost or stolen.
   - Any of the above consequences can be modified at the discretion of the school administration.

9. **MISUSE OF CHROMEBOOKS**
    - Misuse of a Chromebook may warrant appropriate disciplinary actions and loss of Chromebook privileges. Examples of misuse, but are not limited to:
        - ✓ Downloading unapproved apps, etc. without receiving permission.
        - ✓ Leaving Chromebook unattended.
        - ✓ Removal of student name, or other labels from the Chromebook or case.
        - ✓ Deleting school installed settings from a Chromebook.
        - ✓ Lack of adequate care for Chromebook, case, etc.
        - ✓ Resetting Chromebook to factory defaults.
        - ✓ Tampering or altering in any way the Chromebook of another SDSC student.
        - ✓ Adding a credit card to a Google Account to purchase music/unapproved apps.
        - ✓ Logging in under personal Google account to download apps for yourself or others.
        - ✓ Loaning of student device to other students.
        - ✓ Failure to utilize a protective carrying case for transporting the Chromebook.

10. **EXPECTATIONS FOR TEACHERS**
    - Teachers will monitor student use of Chromebooks for inappropriate use or inappropriate content.
    - Teachers will provide opportunities for students to develop current technology skills using Chromebooks, Google Apps for Education, and other available web tools. Teachers will make course materials available online to students in the Google Classroom.
    - Teachers will discuss school policies with students each year so students understand expectations.
    - Teachers will monitor students' online behavior at all times.
    - Teachers will model and hold high expectations for students while sharing and gathering information online.
    - Teachers will model responsible care and use of the Chromebooks.
    - Teachers will follow and enforce school policy and procedure in regard to Chromebooks.

STUDENT PLEDGE FOR CHROMEBOOK USE
- I will take care of my Chromebook and never leave the Chromebook unattended.
- I will never loan out my Chromebook to other individuals.
- I will know where my Chromebook is at all times.
- I will keep food and beverages away from my Chromebook to prevent damage.
- I will not disassemble any part of my Chromebook or attempt any repairs.
- I will protect my Chromebook by only transporting it in a protective case.
- I will use my Chromebook in ways that are appropriate and educational according to SDSC policies.
- I will not place decorations (such as stickers, markers, etc.) on the Chromebook or case.
- I will not deface any of the SDSC or manufacturer labels/identifiers on any Chromebook.
- I understand that my Chromebook is subject to inspection without notice and is the property of SDSC
- I will follow all school policies and those outlined in the Chromebook Use Policy.
- I will be responsible for all damage or loss caused by neglect or abuse.
- I agree to return the Chromebook and case in good working condition.
- I will be a proactive digital citizen when using my Chromebook.
- I understand that Chromebook use is subject to all applicable Archdiocesan/SDSC policies/regulations.

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<h1 style="text-align:center">Parent-Student Chromebook User Agreement 2020-2021</h1>

St. Denis-St. Columba School's Chromebook program for students and teachers is an effort to embrace 21st Century Skills. Some of our goals for students include:

- To increase productivity and engagement of all learners.
- To make student-centered learning a priority.
- To increase collaboration, creativity, critical thinking and communication in our students.
- To prepare students for a 21st Century environment.

Acceptable Use
While at school, Internet and Chromebook use will be monitored. Anyone found violating acceptable use will be subject to disciplinary actions. Students are responsible for the care of the Chromebook they have been issued as defined in the above agreement and in the Parent-Student Handbook.

Parent or Guardian Agreement
- I understand that this Chromebook is designated for educational purposes and therefore my child's irresponsible actions may cause the removal of his/her Chromebook privileges.
- I assume financial responsibility should my child be deemed responsible for a lost or damaged Chromebook.
- I understand that the Chromebooks are school or district-owned devices, and all content stored on the Chromebook is subject to review at any time.
- I understand that I am responsible for monitoring my child's use of the Chromebook when not at school to ensure that the above policies are being followed at all times.
- **In understand that I am responsible for installing and/enabling my router or internet service provider's security applications to configure child-safe internet filtering**.

As the parent or guardian of the student(s), I have read and agree to the guidelines in the Chromebook User Agreement. The parent and each student using a device needs to sign and date this agreement

_____   _____   _____
Parent/Guardian's Printed Name   Parent/Guardian's Signature   Date

_____   _____   _____
Student's Printed Name   Student's Signature   Date

_____   _____   _____
Student's Printed Name   Student's Signature   Date

_____   _____   _____
Student's Printed Name   Student's Signature   Date