



# St. Charles Borromeo Catholic School

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July 9, 2020

**Our Mission: To Teach, Love, Live and Learn as Jesus Did**  
**Our Vision: Share Faith, Serve Others, Seek Knowledge**

## Update for Parents & Students - July 9, 2020

**Hello Parents and Students!** On behalf of Frs. Tom, James, & Thomas, Sr. Genevieve and Mr. Hoersten, I sincerely hope that all are healthy and well in your families as we look forward to the start of school. **We will be opening as scheduled on August 11th!** Today I am just sharing with you some general information to help you prepare over the next month. I will send out a more detailed 'Reopening School Plan' containing COVID safety protocols next week. Our plan must be first Ok'd by the Catholic Schools Office and the Allen County Board of Health before I am allowed to share. Our calendar is posted below for you to look over. Thank you! -Rob S.

### ST. CHARLES BORROMEIO SCHOOL CALENDAR 2020-2021

First Day of School Grades PreK-8:	Tuesday, August 11
Catholic School Mission Day (No School - Catholic Teacher In-Service):	<b>TBD</b>
Labor Day (No School):	September 7
Parent-Teacher-Student Conferences	October 29 & 30
INPEA Conference (No School - Teachers attend conference)	November 5 & 6
8th Grade Mass of Confirmation w/Bishop Rhoades	November 21
Thanksgiving Vacation:	Wed, Nov. 25- Fri., Nov. 27
Christmas Vacation:	December 21 - January 1
MLKing, Jr. Day (We will have school on this day):	January 18
Presidents' Day (We will have school on this day):	February 15
Spring Break:	April 2 - 9
Good Friday (No School)	April 2
Easter Sunday	April 4
Grade 8 Graduation ( <i>tentative</i> ):	Tuesday, May 25
School Ends Grades K-8 ( <i>tentative</i> ):	Friday, May 28

**From Fr. Tom Shoemaker:** We welcome a new Priest, **Fr. Thomas Zehr**, to St. Charles this month. Fr. Thomas grew up at Our Lady of Good Hope parish and has been a priest for two years, previously serving at St. Elizabeth Ann Seton. We are delighted to have him. We plan to have Fr. Thomas involved with youth ministries, school religion classes, the Knights of Columbus, and many other activities around the parish. I find that one of his hobbies is fishing. We will have to keep him away from our school pond.

### School Reopening - Some thoughts to get our minds around

- We are opening, in-person, on Tuesday, August 11th.** We have 32 days remaining and we will be ready to safely go!
- Masks:** Per order of the Catholic Schools Office, and in compliance with best practices, all Catholic schools in the Diocese will be wearing masks at various times throughout the school day - mainly for transitional movement and sustained close encounters. Most of the day, with social distancing, students will be able to remove their masks. **Think 'mask on the move.'**  
St. Charles will provide one reusable mask to each student for daily school use. These are provided by the State. We will hand these out on the first day of school - not before. Parents, please have one or two of your own masks ready for the first day of school. Having two reusable, washable masks will allow for regular cleaning and rotation. **Face masks and activity masks (the neck pull-ups pictured below) are permitted.** Kerchiefs (bandanas) & scarves are not permitted. Only plain (any color), solid-colored masks, or masks with our uniform plaid, will be allowed to be worn. Small logos are permitted.



[Face masks and activity masks (neck pullup) are permitted]

- Please discuss mask wearing with your children**, and practice a bit if needed, as to how to properly wear and remove a mask. Examples of use of masks for transitional movement and/or sustained close encounters are:
  - Entering/exiting school building: Arrival -mask on before exiting your car. Dismissal - mask until outside & spaced out.
  - Moving in the hallways to and from classes, to lunch, to recess, etc. No masks during gym, recess, lunch, etc.
  - Working in small groups or with close contact as in a teacher assisting an individual student
  - Moving to, from, and during Mass
  - At any time that students are allowed to remove their masks, an individual student has the right to keep his mask on
  - Poster- [How to Safely Wear and Take Off a Cloth Face Covering.](#)
  - Video of how to safely wear and take off a face covering - [Video Link Here](#)

4. **We will not be sending the usual summer mailing home** as we can send this out electronically. Another letter will be sent late next week with relevant info (start times, lunch info, handbk links, free/redux lunch forms, safety protocols, etc.).
5. **School Supply List Update** - We have removed disinfectant wipes and hand sanitizer from the school supply list. We know that these items are nearly impossible to find and we do not want you worried or frustrated trying to find either. If you have found some, we would welcome them in the school. If not, do not bother looking further. We have other sanitizing products available here at school. The school supply list can be found on the school website link [here](#).
6. **Farewells and Thank-Yous:** The summer has brought a few changes for some of our teachers and staff.
  - Mrs. Kate Till, in grade 4, has decided to make a change from a homeroom teacher. She has accepted the Librarian position at St. Vincent School. I thank Mrs. Till for her time with us and we wish her the best in her new position.
  - Mrs. Erin Olson, grade 7 mathematics, has decided to step back from teaching for a bit, and focus on family and finishing her Master's degree. I appreciate her stepping in last year and doing such a nice job for us. We also wish her the best ahead.
  - Mrs. Christa Thrower, our School Nurse, will be retiring from her position to take care of her grandbabies. From little boo-boos to major breaks, she has been with our students for so many helpful years. We thank her for caring for us and we wish her enjoyable days ahead, diapers and all, with the little ones.
  - Mrs. Sue Jansen, our Life Skills Teacher, has retired (for a second time!). Mrs. Jansen arrived at our door freshly retired from the public school system, and thankfully served for five years as the Lead Teacher of our Life Skills Program. She will be spending time enjoying her soon-to-arrive new grandchild, and enjoying her home on the lake. Thank you Sue for everything!
  - Mrs. Kelsey Tippmann, Kindergarten, had a healthy baby boy last month, and will be staying home and taking a break from teaching for a while. We congratulate Mom and Dad on the new arrival, and we wish all three the best in the future!
  - Ms. Jane Freistroffer, Computer Teacher, has decided to test the waters in a new career field. I thank Jane for stepping right in as a teacher in a new field and providing great instruction for our students. We wish her the best moving forward!
7. **Welcome New Staff Members:** The summer taketh away and giveth! We welcome some new faces to our staff.
  - Mrs. Lisa Groves will be taking over for Mrs. Tippmann in Kindergarten room 54. Mrs. Groves filled in as a long-term substitute for Mrs. Baron's maternity this past year, and did a very nice job. We are excited to have her back in this new role!
  - Mrs. Angela Pikel will be moving from Resource to grade 4 to take over Mrs. Till's spot. She has experience working in grade 4 as a teaching assistant, maternity substitute, and a student teacher. She will do a great job in her new position!
  - Mrs. Anna (DeJong) Tippmann has been hired as the new PreK-4 Teacher, taking over for Mrs. Weidner who has shifted back to Kindergarten for next year. Ms. DeJong was a Student Teacher for us in grade 2 and PreK this past semester, and we are looking forward to having her with us! She will only be Ms. DeJong until this Saturday, when she becomes Mrs. Tippmann!
  - Ms. Claire Manning has been hired to take over the Life Skills Program this coming year. Ms. Manning worked in our building as part of her practicum through the University of St. Francis this past year, and we are very glad to have her with us. Like Ms. DeJong, Ms. Manning will have a wedding and a name change by the start of the school year!
8. **Job Openings:** I am looking for good people to fill open positions for the upcoming school year. Interested candidates can email me at [schooladministration@stcharlesschoolfw.org](mailto:schooladministration@stcharlesschoolfw.org) or call the school phone at (260) 438-3492 and I will be glad to respond. Also, I am at school most every day, and would be glad to speak with you in person. Here are some positions:
  - Math Teacher - Grade 7. This is a full-time position with a delightful junior high team for support. Licensed teachers are preferred, but I will also consider candidates looking to transition into teaching as a new career.
  - Computer Teacher - All grades. This is a full-time position with the enjoyment of seeing all of the students and working through a curriculum that is of great interest - technology - to young people today. Licensed or certified candidates are preferred, but I will also consider candidates looking to transition into teaching as a new career.
  - School Nurse - I began the interview process today and will continue through next week for interested candidates. This may be a full-time position and/or a shared, permanent part-time position.
  - Paraprofessional (Life Skills Program) - This is a unique position requiring a special person. As an assistant to the teacher in our Life Skills classroom, the candidate will be working with students with more severe needs than our other students who have identified learning needs. We have a great group of students in our program, who blossom with a little more 1:1 attention. This may also be a full-time position and/or a shared, permanent part-time position.
  - Various Teaching Assistant positions ranging from 4 hours a day to 5.5 hours per day. Particularly we are looking for:
    - Library Aide - 4 hours per day
    - PreK TA - 4 hours per day
    - Kindergarten TA - 5.5 hours per day
    - Grade 3 TA - 4 hours per day
    - Grade 5 TA - 5.5 hours per day

9. **Fall Athletics:** Incoming students in grades 5-8 may participate in St. Charles Borromeo Fall Athletic Programs. Please look for announcements of start times in the Church bulletin or in future school electronic messages. All fall sports practices may officially begin, with safety protocols, the week of Monday, August 3rd. Voluntary outdoor conditioning may take place in July if coaches desire. Any outdoor conditioning must follow social distancing guidelines including proper spacing, no shared water, no person-to-person contact, and after session sanitizing of hands and any equipment used (footballs, etc.). Cross Country has already been approved for voluntary training runs at Shoaff Park utilizing these protocols. Indoor safety protocols will be shared with all coaches, parents, and students later this month. Cheerleading practice in the cafeteria may need to wait until the week of Monday, August 10th, nearer the start of school, as the cafeteria may be used for storage due building renovations. We will have a better idea of cafeteria availability at the end of the month.
10. **Athletic Physicals and/or 2019-2020 Carry-over Consent Forms:** Normally, an annual physical is needed on file before incoming students in grades 5-8 may participate in official school athletic practices. However, due to COVID-19 restrictions and the unavailability of doctor appointments for many months, the State of Indiana has agreed that a waiver may be granted for the coming 2020-2021 school year. Any students who had a physical during the 2019-2020 season may use that physical for the 2020-2021 school year. Parents must sign a waiver/acknowledgement form and provide proof the 2019-2020 physical before the waiver will be accepted. In coordination with the St. Charles Athletic Board, the school office has kept a master list and copies of student physicals from 2019-2020. Coaches will be provided with the master list for cross-referencing in the coming weeks, and parents will only need to sign the waiver/acknowledgement form when provided. We will post electronic acknowledgement forms on our school website for access by our parents by next Tuesday.  
**Students who did not have a physical in 2019-2020 must obtain a physical before participation in school practices.** If you are having difficulty seeing your family Doctor, please know that RediMed (there may be others) conducts walk-in physicals for \$35. We will post updated physical forms on our school website for access by our parents next Tuesday.  
**Digital Athletic Fees & Forms:** We have invested in online fee payments and athletic form collections for the convenience of parents and coaches alike as part of our implementation of the FACTS system. All player fees will now be paid and recorded online through FACTS fees management. Relevant forms, directions, links, etc. will be accessed through our school website under the "Athletics" tab. The online payment process and forms will be available for use by the week of July 27th.
11. **PreK, Kindergarten, & Grade 1 Parent Orientation and 'Meet the Teacher Day' Information:** I thank you for your patience in waiting to receive information regarding these dates. I know parents new to the school are especially anxious to receive information. As we are finally able to firm up our reopening plans, teachers now have the information needed to share with you. Our PreK and Kindergarten Teachers traditionally hold a 'Meet the Teacher Day' for all incoming students. We will continue that in-person tradition and expand 'Meet the Teacher Day' to include Grade 1 students for this year, also allowing for in-person visits. The PreK, Kindergarten, and Grade 1 Teachers will be mailing and emailing a letter out by next Thursday introducing themselves and detailing dates and times of importance and classroom expectations.  
Additionally, our PreK, Kindergarten, and Grade 1 Teachers have held in-person parent orientations before the start of school to collaborate and communicate to parents the expectations for the year and to answer questions parents may have. Due to social distancing difficulties, that in-person orientation, as we have held it in prior years, is not realistic this year. Teachers will share a video with parents to view as their orientation and we will be using the 'Meet the Teacher Day' to drop off student supplies, meet the teacher, and answer a few questions that parents may have for the teacher. Again, details for the day will be coming home by mail and in email form later next week.
12. **In closing, before I share Immunization information,** I just wanted to thank you for choosing St. Charles Borromeo for your children for this upcoming school year. The COVID pandemic has been a scary time for many of the vulnerable in our families, communities, and nation at large. The quarantines and restrictions have been especially hard on seniors and others who longed for human contact, but could not risk exposure, and also for many without immediate family who could not connect personally with friends, neighbors, and co-workers. We are made for personal human interaction.  
I am thankful that we live in Indiana and that our Governor, legislators, municipal leaders, faith leaders, and most importantly, we the common folk - have worked together in a reasoned and fairly successful approach in dealing with the pandemic - protecting our vulnerable and phasing in a balanced reopening. Great job by our essential workers and families!  
I also know that passions run deep regarding masking protocols, herd immunity, testing data, civil liberties, etc. We have our opinions, but this is a time to set aside any debatable topics, come together, sensibly care for and protect the vulnerable adults and children among us, and get this school year started! We need to once again share our faith, provide personal instruction, support student learning, encourage dreams, and be able to visit with and embrace one another as a school family. If you look at the heading of this letter, peak in any classroom, or peruse a student planner, you will find our School

Mission 'To Teach, Love, Live, & Learn as Jesus did.' After nearly five months of being apart, the Band needs to get back together and rock that Mission a bit! I look forward to seeing everyone soon! Please pray for our School. Sincerely -Rob S.

13. **Current Immunizations are still needed for the 2020-2021 school year:** We understand that the pandemic has caused a crunch in time and pediatrician availability. Parents, I recommend that if you can't see your family Doctor in time, that you take advantage of Supershots for obtaining needed vaccinations prior to the start of school. Here is a reminder list of needed immunizations by grade level. The related Supershot links for times and locations can be found [here](#).

**School Vaccination updates are still required. If you haven't already, please make appointments as soon as possible.**

All students are required to be up-to-date with 2 Hepatitis A vaccinations from grades pre-K to grade 12 this year.

Pre K required Vaccinations:

4 Dtap	1 MMR
3 Polio	2 Hepatitis A
1 Varicella	3 Hepatitis B

Kindergarten required Vaccinations:

5 Dtap	2 MMR
4 Polio	2 Hepatitis A
2 Varicella	3 Hepatitis B

6th Grade required Vaccinations:

5 Dtap	2 MMR
4 Polio	2 Hepatitis A
2 Varicella	3 Hepatitis B
1 Tdap	1 Meningococcal



**CLINIC TIMES & LOCATIONS - WHAT TO KNOW BEFORE VISITING A SUPER SHOT CLINIC**

Super Shot is a walk-in clinic, no appointment is necessary, everyone will be seen on a first come first serve basis. Everyone must bring a current shot record to every visit. There is a \$15 administrative fee per immunization. **No one will be turned away for inability to pay.**

**Children (Under 18 years of age)**

- We serve Medicaid, uninsured and underinsured children from birth through 18 years of age.
- All children under the age of 18, must be accompanied by a parent or legal guardian.
- All CDC recommended vaccinations for children are available.
- Must bring a copy of the child's shot record and your insurance card if insured.
- Speed up the process by printing and filling out [this form](#) beforehand.

**Adults (18 years of age+)**

- We also serve underinsured and uninsured adults by offering a limited number of vaccinations, including Hepatitis A and B, Human Papillomavirus (HPV), Influenza, Varicella, Tetanus, Diphtheria, Pertussis (Tdap), Measles, Mumps and Rubella (MMR), Meningococcal, Pneumococcal 13 valent conjugate (PCV13), Pneumococcal polysaccharide (PSV23).
- All adults must bring a copy of their shot record.
- Speed up the process by printing and filling out [this form](#) beforehand.

Shot records can be found by contacting your primary care doctor or by going to [MyVaxIndiana](#).

**Printable Clinic Schedule**

Want a clinic schedule you can post or carry with you? Download and print the [Super Shot Clinic Schedule \(PDF\)](#).

[Horarios de atención Super Shot. \(PDF\)](#)

**COVID-19 UPDATE** To protect our team, patients, and community, Super Shot will be moving all clinic locations to 1515 Hobson. This means the Saturday clinic (located at Parkview First Care), the Wednesday night and Thursday morning clinics (located at the Anthony Medical Center), and the Monday Grabill clinic will be moved to our 1515 Hobson location until further notice.

**Please call 260-424-7468(SHOT) to make an appointment.** This will save you time, prevent large groups in our waiting rooms, and keep the entire community healthy.

Remember, it is highly recommended that everyone gets/has had a Flu shot during this COVID-19 pandemic. We have Flu shots available.