



Dear Bishop Hartley Families:

We continue to pray for the safety and well-being of our families during this difficult time. We want to reiterate that we will come through this stronger and more unified than we have ever been. Tough times eventually end, and it will serve as a reminder of just how tough and resilient we are. The rich history that is Bishop Hartley would not expect anything less.

Our theme for the 2020-2021 school year is from Saint Catherine of Siena:

“Be who God meant you to be and you will set the world on fire.”

As we all continue on our journey to be the best version of ourselves, we hope this theme centers our attention on the need for daily prayer and reflection in order to understand who God is calling us to be. If we can figure this out, there is no telling what we can accomplish. Good luck to all of us in this endeavor during the upcoming school year.

This letter serves as a continuation of important announcements regarding the opening of school from the Final Forms notification dated June 23. You will recall that the Diocese sent out an Executive Summary explaining the three tiers in reopening:

Tier 1 – Normal operations, face-to-face instruction

Tier 2 – Blended Learning – partial in-person attendance and partial remote instruction

Tier 3 – Full Distance Learning – all instruction provided in a digital format

In addition, Hartley’s accompanying letter of the same date stated two decisions that have already been made for the 2020-2021 school year:

1. The start date for school was changed to August 31, 2020.
2. The service requirement of 25 hours is no longer mandated.

The purpose of this letter is to highlight several new hires, calendar changes related to vacation dates, and, most importantly, the safety and security guidelines and recommendations our task force has established.

We wish to extend a warm Bishop Hartley welcome to the following:

1. Fr. Mike Fulton – Bishop Brennan has assigned Fr. Mike to both Christ the King Parish and Bishop Hartley. Father will work part-time at Hartley and will assist in the spiritual development of our entire community.
2. Tim Schmitz – Tim will be working closely with Chief D. as our new school safety officer.
3. Kim Donnelly – Kim will be working full time with both teachers and students on our learning management system, Power School®.
4. Regina Hinterschied – Although Nurse Hinterschied is not new to our family; we are delighted to announce that she will be with us four days a week this year.

No doubt, these four good people will contribute to the safety, security, health, and happiness of our school. We will communicate a list of additional new teachers and staff members later in July.

We also want to pass on vacation dates and the subsequent changes that have been made:

1. Thanksgiving – This break will run from Wednesday, November 25 to Sunday, November 29. We **will be** in school on Monday, November 30.
2. Christmas – This break will not begin on Friday, December 18 as previously scheduled, but will run from Saturday, December 19 through Sunday, January 3.
3. Spring Break – This break **will not** be the week after Easter. The Diocese has asked all schools to rearrange this break. Hartley has decided to schedule Spring Break the week of March 15 through March 21.
4. Easter – This break will run from Holy Thursday, April 1 through Easter Monday, April 5.

Finally, there is nothing more important than the safety and security of our students, faculty, and staff. The following recommendations and guidelines related to the safety and security of our people come from hours of discussion and research by both the Diocesan Task Force and the Bishop Hartley Task Force. It is important for Hartley families to know that these guidelines **might change** in the weeks and months to come. We might get updates or changes in the guidelines from the Center for Disease Control, the Ohio Department of Health, or the Ohio Department of Education that would change our recommendations. The decisions that have been made are primarily for the Tier 2 format:

- **Masks** – All teachers, staff, and students will be required to wear masks from the time they enter the school building until the time they leave.
 - **Social Distancing** – All teachers, staff, and students will maintain a distance of six feet whether in classrooms or common areas. **Social distancing can only be accomplished if we have only half of our enrolled students in school at a time** (blended learning).
 - **Lockers** – For the first several months of the school year, lockers **will not** be used. Students will be allowed to carry book bags for electronic devices, notebooks, hand sanitizer, wipes, pens, pencils, etc.
 - **Locker Rooms** – There will be **no access** to any locker room facilities at Bishop Hartley.
 - **Parking/Entrances and Exits** – All vehicles must be registered, but this will be at no cost to the student. Details regarding registration will be sent in later communications. It will take place the week of August 31st. Students will not be assigned a specific parking space, but will be assigned to a particular lot – either the main lot or the back lot. Students parking in the main lot will enter through the main lobby. Students parking in the back lot will enter through the art wing doors. Students who are dropped off in the morning will enter through the main lobby. Departure times will be staggered, and students will exit through the same doors through which they enter in the morning.
 - **Hallways** will be directional with signage posted.
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- **Visitors** – No visitors will be allowed in the building without a scheduled appointment with a staff member. If a student needs to be picked up, parents will call the main office, and a staff member will escort the student to the car. If something needs to be dropped off for a student, it will be given to a staff member at the temporary desk in the main lobby and delivered to the student.

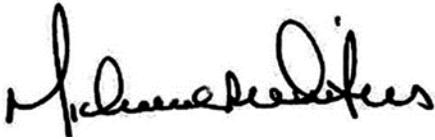
- **Lunch** – Depending on the school day model, we will utilize classrooms, lunch rooms, and the main gym in order to safely accommodate students. We are initially leaning toward brown bag lunches either brought from home or prepared by our cafeteria staff.

That is enough for now. Rest assured further communication covering facility changes, maintenance directives, daily medical accommodations, instruction and schedule logistics will be forthcoming.

Please complete the survey that accompanies this Final Forms communication to assist us as we continue to plan.

Have a restful July!

Sincerely,

A handwritten signature in black ink, appearing to read "Michael R. Winters". The signature is fluid and cursive, with a large initial "M" and "W".

Michael R. Winters
Principal