



A Catholic Tradition of Excellence in College Preparatory Education

November 12, 2020

Bishop Hartley Families,

We want to reiterate how thankful we are for your continued dedication to the Hartley family and following the necessary health protocols and procedures. With cases on the rise in Ohio, it is more important than ever to continue to do a self-assessment every day before coming to school, to stay home when you are sick, and to follow the procedures for reporting COVID-19 illness and/or exposure.

This letter's purpose is to communicate various pieces of information as we begin Quarter 2 and head into the holiday season.

### **Parent-Teacher Conferences**

Attached to this correspondence you will find instructions for how to sign up for virtual parent-teacher conferences being held on Monday, November 23<sup>rd</sup> and Tuesday, November 24<sup>th</sup> from 12:30 p.m. – 3:15 p.m. These instructions include who to contact should you have any issues with the booking process.

If you would like to schedule a conference with your student's school counselor, please contact them directly via email.

### **Email Response Timeline**

If a student needs to contact a teacher with a question and cannot do so in person, the students MUST use their BishopHartley.org email for all correspondence. This will ensure that a teacher sees the correspondence. In our current hybrid model, we have students in the building or at home every other day, in addition to our students who are full remote. As a result, there has been a significant increase in student and parent emails this school year.

All communication is important, and we encourage you to keep in touch as often as necessary while monitoring PowerSchool from home. However, it has become very challenging for teachers to respond to the mass amount of student emails within a 24-hour period while planning their instruction, teaching, and grading assessments. Please practice patience and understanding if as a parent or student you do not receive an immediate reply. We are asking teachers to reply at their earliest convenience, but no later than 72 hours. If there is an emergent situation, please call the main office or call/email an administrator or counselor who can assist you.

### **Lockers & Snow Days**

We are evaluating a plan to assign lockers while maintaining social distancing in the event of cold weather so students can store their jackets and other materials (sports apparel/equipment) in the morning and retrieve them after school. More information on this topic is forthcoming once we devise a plan and feel we can execute it with success. With respect for snow days, school will be canceled for the day when you see COLUMBUS CATHOLIC SCHOOLS are closed.

**Remote Learning – Monday, November 23<sup>rd</sup> & Tuesday, November 24<sup>th</sup>**

Please recall that Monday, November 23<sup>rd</sup> and Tuesday, November 24<sup>th</sup> are all remote days. On these days, students will NOT report to the school building. Asynchronous learning will take place on these days. This means that students will be working independently on material provided by teachers through PowerSchool. Examples of asynchronous learning tasks could include an introductory activity to a unit, a flipped classroom video, or an article that will be discussed in class. There will not be any Microsoft Teams meetings. Teachers will be checking their email periodically throughout the morning while they are working on grading, planning, and collaboration with colleagues.

The academic day ends at 12:00 p.m. on both days due to parent-teacher conferences. Students should check PowerSchool by subject on the following days:

**Monday, November 23<sup>rd</sup>**

Check PowerSchool and complete tasks for the following classes in:

- Math
- Social Studies
- Religion
- Health Promotion & Sport Science Electives
- Engineering

**Tuesday, November 24<sup>th</sup>**

Check PowerSchool and complete tasks for the following classes in:

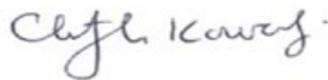
- Science
- English
- CPC: Communication for Social Action
- World Languages
- Visual & Performing Arts Electives
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We hope that everyone has a safe and healthy Thanksgiving holiday and break. Please be assured of our prayers for you and your family and know how genuinely thankful we are for every member of the Hartley family!

God bless and Go Hawks!



Mr. Winters  
Principal



Mr. Kowalski  
Assistant Principal