

St. Coletta Day School of Milwaukee

1740 North 55th Street, Milwaukee WI 53208 | (414) 453-1850
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Friday, March 13, 2020

Dear Saint Sebastian and Saint Coletta School Families,

I am writing to share that **Saint Sebastian School and most Parish operations have determined it is best for our community to close for at minimum, the next two weeks.**

We will inform you by email blast on Wednesday, March 25th, as to whether our campus will re-open the following week and continue to inform you on a week-by-week basis, each Wednesday. This way, you will have 4 days' notice if you need to arrange for childcare the following week. **Please do not call the school office, as we do not expect office staff to be at the phones these weeks while away.

To eliminate any confusion, regardless of other Catholic Schools' decisions, St. Sebastian School campus is confirmed as closed from Monday, March 16th - Friday, March 27th.

PAL CHILDCARE - Will be closed the same as the school dates above, and information will also be communicated on Wednesdays for the following week's status.

SUNDAY MASS - We will still be celebrating Mass at the usual times on Sundays, unless otherwise communicated from the parish. The Archbishop has given dispensation for the upcoming three Sundays, should your families choose not to attend.

ACTIVITIES & EVENTS - All activities and events are cancelled through at least April 1st. This includes sports, Scouts, Forensics, Trivia Night, etc.

FISH FRY - Tonight's "Carry-Out" Fish Fry is STILL ON. Fish Fry will be cancelled the next two weeks, at minimum, however.

FACILITY CLEANLINESS - The school will be thoroughly wiped down, disinfected, and cleaned while all students and employees are out these next two weeks.

CURRICULUM & INSTRUCTION WHILE AWAY - Today, our St. Coletta Staff are preparing to plan how we will handle continued instruction for our students while we are not in the building. It is expected that you treat each day as an 'at home school'. Look for an additional email that will be sent early next week with more details. We are doing this so that we can continue to meet our educational hours required by the Department of Public Instruction.

In the meantime:

- Read to them for a minimum of 30 minutes
- Have them read independently, if able, for a minimum of 30 minutes
- Math, Moby Max!!!

Though, of course, we recognize you are the parent(s) or guardian(s) of our students, we want to stress the goal of limiting screen time, video game time, and ensuring proper sleep for the children. This will all aid in continued learning and in keeping with routine for when students transition back.



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STAFF & FUTURE INSTRUCTIONAL PLANNING - All staff will report Monday and Tuesday of next week to further plan for students' learning while away. We are consulting with the Archdiocese and the Department of Public Instruction how we may best continue our students' learning, as well as hopefully avoid having to officially extend the school year. Once we meet, information will be shared out to you (most likely Tuesday or Wednesday of next week) on any updates in how you may need to support and ensure your child's/children's learning from home during this time. Please look for that in your email inbox.

We are hopeful that by Monday afternoon, we will have the necessary items ready for you to pick up at school. We are also including the student's school iPad to be used at home to help facilitate their "at-home" learning.

We are also taking this opportunity to introduce our new communication system, Bright Arrow, through our PowerSchool system. When it is completely set up, we will be able to instantly send a message to all of our families via: phone, text and email all at the same time. Watch for a 'test' communication probably by Monday afternoon. Going forward, this will be an extremely efficient method of letting you all know important information quickly.

Finally, please know this decision comes very thoughtfully and intentionally by the following individuals:

- Our pastor, Father Peter Patrick
- Heather Grams, Principal, St. Sebastian School
- Joann Perleberg, Finance Director St. Sebastian Community
- Frank Maloney, Director of before/after school care (PAL)
- Bryan Kirkpatrick, Maintenance Director
- Carole Poth, Cluster Administrator

We apologize for the inconvenience this may cause your families, while trust you understand our concern is first and foremost the safety and well-being of our community.

Thank you,

William A. Koehn
Administrator
St. Coletta Day School

