

SY 2020-2021

# FACE-TO-FACE LEARNING ORIENTATION



*Returning to campus with  
a **focus** on **safety***





pray

# Prayer for Civility

*from the  
United States Conference of Catholic Bishops  
inspired by  
"Nine Rules for Civility"  
from the Catholic Tradition, Bishop Zubik*



**VICTORIA:** As part of our Catholic faith and school tradition, please join me in this prayer for civility before we begin.

## **A Prayer for Civility**

*from the United States Conference of Catholic Bishops  
inspired by "Nine Rules for Civility" from the Catholic Tradition,  
Bishop Zubik*

Lord, make me an instrument of your peace.  
Where uncivil words prevail, show me how to model love.  
Help me remember the God-given dignity of all and invite others to do the same.  
Show me how to build bridges and not walls  
and see first what unites us rather than how we diverge.  
Let me seek to understand before asking to be understood.  
Give me a listening heart filled with empathy and compassion.  
May I be clear in sharing my own position  
and respectful and civil in describing those of others.  
Let me never tolerate hateful ideas.

May I invite all to charity and love.

Lord, help me to imitate your compassion and mercy. Make me an instrument of your peace.

Amen.

# TODAY'S AGENDA

## CAMPUS FACILITIES

John Blanco  
Business Manager

## SAFETY PROCEDURES

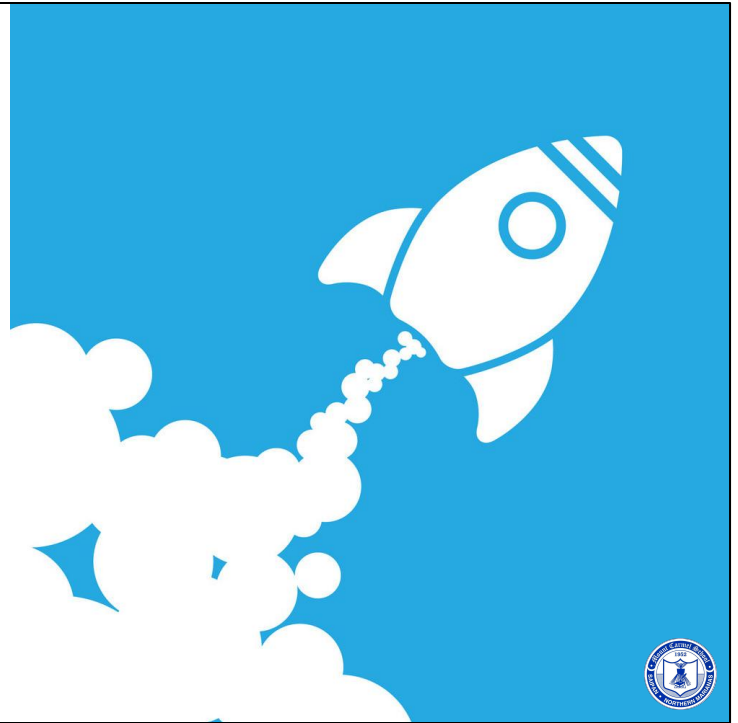
Frances Taimanao  
Principal

## DROP-OFF/PICK-UP PROCEDURES

Galvin Deleon Guerrero, EdD  
School President

## Q&A

facilitated by Victoria Deleon Guerrero  
Director of Institutional Development



**VICTORIA:** Good evening, everyone! My name is Ms. Victoria Deleon Guerrero and I am the Director of Institutional Development here at Mount Carmel School and your MC this evening.

I want to welcome you all to our Face-to-Face Learning Orientation for the 2020-2021 School Year. Just like our previous online orientations the recording of this presentation and our slides will be available on all our media outlets. This includes our social media platforms, the Knights Herald, and on our school website.

As you can see on our agenda, our first topic will focus on Campus Facilities that will be led by Mount Carmel School Business Manager Mr. John Blanco. Next, we will shift our focus to Safety Procedures led by our school principal Ms. Frances Taimanao. Lastly, Drop-Off and Pick-Up Procedures will be led by our school president Dr. Galvin Deleon Guerrero.

At the end of our presentation, we will hold a Question and Answer segment led by yours truly.

As facilitated in our previous online orientations, participants can submit their questions in the comment section below. Throughout the presentation and I will be sorting all your questions in chronological order. We are anticipating many questions this evening so I can assure you that we will do our best to get through as many of them this evening. Additionally, a “Frequently Asked Questions” document or a FAQ will also be published this week to address common inquiries about online and face-to-face Learning.

Without further ado, I welcome school president Dr. Galvin Deleon Guerrero for his welcoming remarks.



# **WELCOMING REMARKS**

Galvin Deleon Guerrero, EdD  
School President





# CAMPUS FACILITIES

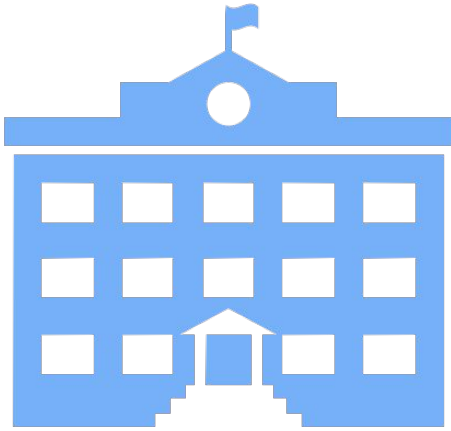
John Blanco  
Business Manager



VICTORIA: Thank you, Dr.G.

As a reminder to our community, if you have any questions throughout the presentation, feel free to submit your questions in the comment section below.

I now welcome our business manager Mr. John Blanco to discuss Campus Facilities.



## RETROFITTED FACILITIES

- Markers
- Shields & Dividers
- UV Fixtures
- Wash Basins



***Over the past few months, Mount Carmel School has invested considerable time, money, and effort into retrofitting our campus to meet and exceed guidelines set forth by the Governor's COVID-19 Task Force.***

- We have set markers all over campus to guide and ensure physical distancing of six feet.
- Where possible, student desks will have a plexiglass shield to minimize airflow between students.
- Dividers have been or are being installed in all our offices and restrooms to provide an additional layer of protection.
- We have installed UVC lighting fixtures in the classrooms. These fixtures disinfect the air circulated in the room and are safely positioned to avoid any contact with students, teachers, and parents.
- We have also installed new outdoor wash basins



- around campus to promote hand-washing for all our students, teachers, and parents.



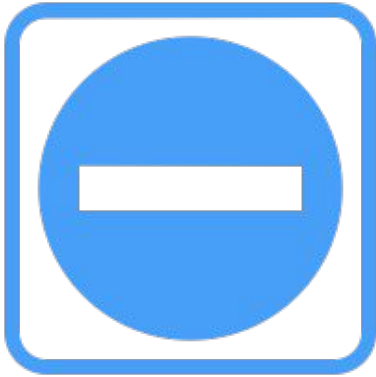
## ROUTINE CLEANING & DISINFECTING

- Twice a Day in Classrooms
- More Frequent in Common Areas



**We have also stepped up our efforts to routinely clean and disinfect our facilities.**

- Classrooms will be cleaned and disinfected twice a day, once in the morning before students and teachers arrive and once after students and teachers leave.
- Common areas, like restrooms, the cafeteria, and offices, will be cleaned more frequently throughout the day.



## CLOSED AREAS

- Playground
- Gym
- Canteen



***Campus areas that could attract assemblies and congregations are closed off. These areas include:***

- The playground
- The gym
- The canteen



# SAFETY PROCEDURES

Frances Taimanao  
Principal



VICTORIA: Thank you, Mr. Blanco

In addition to our facility adjustments, we contracted the same company that the Commonwealth Healthcare Corporation and the Commonwealth Ports Authority contract for their commercial cleaning services.

As a reminder to our participants, if you have any questions throughout the presentation, feel free to submit your questions in the comment section below. We will have a Question and Answer segment at the end of the presentation.

I now welcome our school principal Ms. Frances Taimanao to discuss Safety Procedures.

Good afternoon Mount Carmel School Families. Welcome to our orientation. Thank you for giving us your time this afternoon.



## OVERALL SAFETY

- COVID-19 Protocols
- Physical Distancing
- Personal Protection
- 3 Ws



### CNMI COVID-19 Protocols

- For this school year, we will follow the CNMI Policies and procedures for COVID-19 Prevention and Control in Educational Institutions.
- Mount Carmel School has also adopted its own Policies and Procedures for COVID-19 Prevention and Control that augment what is set forth in the CNMI guidelines.
- You can log on the school's website, [www.mountcarmelsaipan.com](http://www.mountcarmelsaipan.com), for more information on these protocols and procedures.
- If you've been on our campus, you have seen posters, distancing signs, entrance/exit signs, posted inside and outside the classrooms to assist our students and teachers, and for visitors to be guided.

### Physical Distancing

- All students will be required to maintain physical distancing of at least six feet at all times.
- Markers have been placed in the classrooms and around

- campus to guide students in following the physical distancing procedure.

### **Personal Protection**

- As a school and family, we are requiring all faculty and staff to be tested before the opening of the school year. By doing this, your child is protected and others too.
- For further personal protection, teachers and staff will wear face shields or masks. Plexiglas will be placed around the teachers' desks.
- All students will be required to wear face masks on campus.
- The school will provide extra masks in each classroom.
- Proper hand-washing and hygiene will be taught and reinforced by all teachers. Thermometers and hand sanitizers will be readily available in all classrooms.
- Also, we would like to encourage parents to practice with your children the 3 W's:
  - Wash your hands for at least 20 seconds.
  - Watch your distance by observing distance of at least 6 ft. and,
  - Wear a face covering at all times.



# CLASSROOM SAFETY

- Small Class Sizes
- Students to Remain in One Classroom
- Meals in Classrooms



***Please note the following safety procedures and precautions for classroom learning.***

- To support adequate physical distancing of at least six feet apart, the maximum number of students allowed in a classroom will be adjusted per grade level and depending on square footage of a classroom.
- To minimize congestion and congregations in the hallways and walkways, once students are on campus, they will remain in one classroom all day. Junior high and high school teachers will transition between classrooms for different subjects.
- Students will eat all meals in their classrooms. Breaks/Recess will be taken in the classrooms.



# RESPONSE PROCEDURES

- Waiting Room
- Safe and Supervised
- Contingencies



## Response Procedures

*What do we do with a staff or a student showing symptoms? These are the steps that the school will take in the event that anyone on campus display symptoms of COVID-19.*

- If any individual on campus shows symptoms of COVID-19, that individual will be escorted to a waiting room from where they will wait to leave campus.
- Physical distancing will be ensured within that room, hand sanitizers will be available, and the room will be deep cleaned and disinfected after each use.
- The room will be situated to allow for adequate supervision.
- If one confirmed case on campus, classroom cohort will be shut down and everyone in that area will transition to fully remote learning.
- If more than one case is confirmed on campus, the entire school will be shut down and everyone will transition to fully remote learning.

During these new normal and challenging times, we ask everyone's



cooperation and support. Our first and foremost priority right now is SAFETY for everyone. We are all in this together. Thank you and God bless us all.



# DROP-OFF/PICK-UP

Galvin Deleon Guerrero, EdD  
School President



VICTORIA: Thank you, Ms. Taimanao

As a reminder to our community, we are still accepting questions from our participants for the Question and Answer segment at the end of our presentation. Please submit your questions in the comment section below.

I now welcome our school president Dr. Galvin Deleon Guerrero to give us an overview of our Drop-Off and Pick-Up procedures.



# DROP OFF PICK UP

- Three Stations
- *Do not exit vehicles unless authorized.*
- Digital Ticketing System for After-School Pick-Up
  - K4, K5, 9-12: Maturana
  - 1-3: Elementary
  - 4-8: Gym



## Morning Drop Off

- For each station, students are to remain in their vehicles until allowed to exit by school officials.
- Once a student or family of students exits their vehicle, they will be placed in a physically distanced line through which they will be guided towards screening points to take temperature and assess other symptoms. Once cleared, the student will proceed directly to the classroom.
- Please note that only one parent or authorized family member may walk their child to a classroom.

## Afternoon Pick Up

- For afternoon pick up, parents and families will not be permitted to exit their vehicles. Instead, school personnel will utilize a digital ticketing system to take student names, summon those students, and line them up safely for pick-up.
- During morning drop-off and afternoon pick-up, the Business Office and Main Office will be closed to relieve congestion and allow staff to assist with supervision.

- Please be advised that Pick up areas are designated by grade levels.
  - If you have a child in K4, K5, and grades 9-12, Pick Up Zone is at the Maturana Building.
  - If your child is in grades 1st-3rd, the Pick Up Zone is at the front of C-building by the cathedral.
  - If your child is in grades 4th-8th, the Pick Up Zone is at the gym.
- Now, if you have children in K4, 2nd, 5th, and 9th grade, please decide where you want to pick them up and then have your oldest child pick up everyone and then proceed to the Pick Up Zone closest probably to the youngest child.



# DROP-OFF/PICK-UP AREAS



To avoid congestion that may jeopardize the safety of our students and to ensure smooth traffic flow, we have worked with the Department of Public Safety's Traffic Division to allow traffic on Knight Street to run one-way eastbound during morning drop-off and afternoon pick-up. This means that when you exit the Maturana Drive, you must turn right. You will not be allowed to turn left.



## BE KIND

- Be patient.
- Follow directions.
- **Safety** is our top priority.
- *See with Christ's eyes.*



***This is a difficult time for all of us--parents, students, and teachers. Now, more than ever, we must be kind to one another.***

- We ask that we all be patient with each other.
- Follow directions from teachers that are supervising morning drop-off and afternoon pick-up.
- Know that safety is our top priority, not driver convenience.
- The best way to do this is to remember our school mission, "To educate the whole person to see with Christ's eyes." This means to see each other with the understanding and compassionate eyes of Christ.



# QUESTIONS & ANSWERS

facilitated by Victoria Deleon Guerrero  
Director of Institutional Development



VICTORIA: Thank you, Dr. G, Ms. Taimanao, and Mr. Blanco for sharing all that information with our participants. Throughout the presentation I have been sorting and organizing questions from our community regarding campus facilities, safety procedures, drop-off and pick-up procedures, and additional inquiries.

At this time, we have about \_\_\_\_ questions submitted and we will do our best to get through most if not all of them depending on the time.

If we are unable to get through all the questions asked this evening, we will be posting a “Frequently Asked Question” document or FAQ on all our media outlets.

***Thank You!***

***Hope to see you  
on September 8!***

