Saint Louis School

Ka Hoʻolālā Hoʻonaʻauao Mamao
Distance Education Plan for Families

ONLINE SCHOOLING STARTS
MARCH 30, 2020
Ka Hoʻolālā Hoʻonaʻauao Mamao
Distance Education Plan for Families

Contents

Page 3  Introduction to Saint Louis School’s Distance Education Plan
Pages 4-6  Crusader Support Team
Page 7  Technology Systems to Support Distance Education at Saint Louis School
Pages 8-9  Suggestions for Parents Supporting Teachers - Distance Education
Pages 10-11  Support and Guidance Resources - Distance Education

Holy Virgin of Guadalupe,
Queen of the Angels and Mother of the Americas.
We fly to you today as your beloved children.
We ask you to intercede for us with your Son,
as you did at the wedding in Cana.

Pray for us, loving Mother,
and gain for our nation and world,
and for all our families and loved ones,
the protection of your holy angels,
that we may be spared the worst of this illness.

For those already afflicted,
we ask you to obtain the grace of healing and deliverance.
Hear the cries of those who are vulnerable and fearful,
wipe away their tears and help them to trust.

In this time of trial and testing,
teach all of us in the Church to love one another and to be
patient and kind.
Help us to bring the peace of Jesus to our land and to
our hearts.

We come to you with confidence,
knowing that you truly are our compassionate mother,
health of the sick and cause of our joy.

Shelter us under the mantle of your protection,
keep us in the embrace of your arms,
help us always to know the love of your Son, Jesus.
Amen.
INTRODUCTION TO SAINT LOUIS SCHOOL’S DISTANCE EDUCATION PLAN

We are committed to ensuring all students continue to experience the care and commitment of our faculty and the routine of daily learning while working online. The purpose of this document is to outline the many ways in which Saint Louis School will continue to provide a strong Catholic Education for your son. Please keep in mind that this Distance Education Plan (DEP) will be updated as needed and dated accordingly. It is our intention with the DEP that we continue to live our mission and vision, in order to prepare our students to respond to an ever-changing world. Learning online will remain responsive, adaptive, personalized, and relationship-based. The implementation of this DEP provides us with a unique opportunity to keep our community safe while ensuring an education for our Saint Louis Gentlemen. During the closure of our campus and implementation of distance learning, Dr. Medeiros and Dr. Oshiro will periodically send email updates to parents and faculty/staff apprising them of any pertinent information in regards to when Saint Louis School might reopen for regular classes. As with the decision to close campus, the choice to reopen school for regular classes will be made in close consultation with the school’s Board of Trustees.

The online school day will start at 7:30 a.m. with lunch break from 12:00 p.m. to 1:00 p.m. and school ending at 3:30 p.m. Although you son may spend both day and night completing his assignments, his teachers, tutors, counselors, and others will be available during the aforementioned window of time (except during their lunch break). We recommend that students visit our school’s website and go to our online learning section every morning and afternoon to pray. In that same area on our website, we ask your son to take part in our ‘Āina-Based and Global Learning initiatives each morning by learning Hawaiian and international words and phrases.

**Morning and Afternoon Prayer**
Prayer plays an integral role in the lives of our Saint Louis Gentlemen each day in school. The Morning Prayer and our own Marianist Three O’clock Prayer frame each day of learning which allows your son to be aware of God’s presence in his life.

<table>
<thead>
<tr>
<th>Daily—Monday through Friday</th>
<th>Morning Prayer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daily—Monday through Friday</td>
<td>Marianist Three O’clock Prayer</td>
</tr>
<tr>
<td>TBA—When Announced</td>
<td>Prayer Service (may occur if social distancing policies permit us to do so)</td>
</tr>
</tbody>
</table>

**We extend our gratitude to ‘Iolani School, who provided the basic framework of our DEP.**

‘Āina-Based and Global Learning Gems
When the world community has suppressed the COVID-19 pandemic, we are confident that the global community will recover. Your sons will continue as stewards of the planet, and so Saint Louis School continues to be mindful that we are one with Hawai’i and the world. For each day of the Distance Education Plan, students are asked to go to our school website’s online learning page and click on videos from our World Language teachers as follow:

<table>
<thead>
<tr>
<th>Daily—Monday through Friday</th>
<th>A Hawaiian Phrase of the Day - Kumu Keli’i (‘Āina-Based Learning)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>Japanese Word of the Day (Global Learning) - Mr. Los Baños</td>
</tr>
<tr>
<td>Tuesday</td>
<td>Spanish Word of the Day (Global Learning) - Sra. Pérez</td>
</tr>
<tr>
<td>Wednesday</td>
<td>Samoan Word of the Day (Global Learning) - Mrs. Fuimaono</td>
</tr>
<tr>
<td>Thursday</td>
<td>Filipino Word of the Day (Global Learning) - Ginoong Los Baños</td>
</tr>
<tr>
<td>Friday</td>
<td>Hawaiian Word of the Day (Global Learning) - Kumu Leopoldino</td>
</tr>
</tbody>
</table>
It is easy to feel in the midst of this pandemic that Jesus is absent, but He is always with us. We are one with you in prayer.

This Distance Education Plan represents a collaborative effort to provide your son/s a personalized learning experience in the Marianist tradition through online platforms. We commend our employees and families for exemplifying our Marianist Characteristics of Adaptation and Change.

In this time of darkness let us always look toward the true light, Jesus Christ. Our team will continue to offer prayers and the sacrifice of the Mass. We encourage you to send your special intentions.

The prayers and reflection we offer when your son/s are here on campus will continue daily on our [website] in the form of morning and afternoon prayer in the Marianist Tradition here at Saint Louis School.

We understand the financial challenges you may be experiencing due to the pandemic and the negative impact that it has had on our economy. Know that we are here to assist while also maintaining responsible stewardship of our school’s resources.

Due dates for tuition payments remain unchanged in order to ensure the continuity of our services.

If your employment has been impacted by the pandemic, please contact the Saint Louis School Business Office.
Counseling Team

If you have any concerns about your son’s progress using our new online format, our team of counselors will be making contact on a weekly basis to ensure optimal performance. Finally, please do not hesitate to reach out to these counselors for assistance by visiting our website.

Educational Technology Team

We provide you support in specific areas of online learning: courses, uploading, accessibility, internet-based tools, and basically the essential trouble-shooting that you or your son may require while navigating the cyber-world of distance education.

Please click on any of our names to contact us.

Saint Louis School’s IT Department is also available via email: helpme@saintlouishawaii.org
Our Personalized Tutoring team is dedicated to providing additional help to keep your son/s on the path to success from 7:30 a.m. to 3:30 p.m. every school day. As with all support provided in this Distance Education Plan, initial contact should be made by email. Simply click on the name of any team member to submit your request for assistance. We will promptly respond by email to determine preferable means of communication, i.e. phone call, Zoom, etc., depending on each student’s skill level and his access to technology.
Saint Louis School offers the following FAQs to describe how we manage student online learning. A survey was distributed to our families to determine if access is available for learning at home. When access is unavailable we will work with the individual family to develop a working solution.

**How will Saint Louis School communicate with parents, students, and faculty/staff in an extended campus closure?**

- Saint Louis School will continue to use the same modes of communication that we employ for normal day-to-day communications with parents, students, and faculty/staff. All of these systems are remotely accessible and will function during school closure. The table below describes these systems.
- Counselors will be contacting students and families weekly to check progress and be available for additional support.
- Both Dean of Students and Dean of Student Life will check in with teachers and students periodically and tutors will be available upon request when needed.

<table>
<thead>
<tr>
<th>Channel</th>
<th>Audience</th>
<th>Description and Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>Google GSuite</td>
<td>Students across Lower, Middle and High School</td>
<td>Google GSuite (including Gmail, Docs, Classroom, etc.) will continue to be the platform used by many teachers.</td>
</tr>
<tr>
<td>Google Meet</td>
<td>Students across Lower, Middle, and High School</td>
<td>Google Meet is an online video conferencing platform that allows for live individual meetings between a student and teacher.</td>
</tr>
<tr>
<td>Family Link</td>
<td>Parents and Students</td>
<td>Family Link will be online for parents and students to check their grades and can communicate with families. For questions about Family Link, please contact Petra Ozoa at <a href="mailto:pozoa@saintlouishawaii.org">pozoa@saintlouishawaii.org</a></td>
</tr>
<tr>
<td>School Website</td>
<td>General Public</td>
<td>Saint Louis School will maintain general information on its campus closure status for the public at <a href="http://www.saintlouishawaii.org">www.saintlouishawaii.org</a></td>
</tr>
</tbody>
</table>

**Teachers may use other online programs that are familiar to their students in the interest of providing a smooth transition to online learning. Students who have questions about using a certain program can email their teacher directly.**
SUGGESTIONS FOR PARENTS SUPPORTING TEACHERS DURING DISTANCE EDUCATION

The five guidelines provided below are intended to help you think about what you can do to support your son/s success in a distance learning environment.

Establish routines and expectations
Our objective is to do the best we can to establish the same routines used when learning on campus. Encourage your son to visit the online learning page of Saint Louis’ website each morning to take part in morning prayer at 7:30 a.m. and to learn the Hawaiian Phrase of the Day and the Word of the Day. On or before the first day of online learning, your son’s teachers will make initial contact to establish the online platform that will be employed for each respective class for which your son is enrolled.

To avoid technical difficulties, we have made a decision as a school to allow for a flexible schedule of classes between daily start and end times. This means students will check at the beginning of each day to see the assignments that have been assigned to them by their respective teachers at the website designated by that teacher. Please remind your son about the importance of doing this each day. Once your son knows what assignments are due, this flexible method of scheduling allows him to prioritize the order in which he is to work on each subject. At 3:30 p.m. each school day your son should revisit the online learning page of our website for the Marianist Three O’clock Prayer. Depending on age, structure time with your son for breaks throughout the day. Boys need to move regularly and take periodic breaks as they study. As a reminder, the school day starts at 7:30 a.m. and ends at 3:30 p.m. Our tutors, counselors, and other faculty and staff will be available to help during this period of time each school day.

Students in Kindergarten through First Grade still working towards using computers independently will need assistance from a parent or guardian to communicate with teachers, navigate the internet, and complete assignments. Following recommended procedures to avoid cross-contamination, Saint Louis will not utilize packets with assignments that go back and forth between home and school.

Because we are a Blended Learning School, we invest thousands of dollars each year into online programs that benefit your son. This provides a daily opportunity for him to work within his own Zone of Proximal Development, thus allowing for optimal growth in skills when monitored by your son’s respective teachers. Since our upper grade school students (Grades 2 to 5) learn in a Blended Learning environment, their ability to work independently online should be adequate. However, if you find this not to be the case, simply allow them to work independently, then facilitate their learning.

Define the physical space for your son’s study
We recommend your son to have a regular place for doing homework that is conducive to learning and enables him to participate in distance education with a strong wireless internet signal.

Encourage physical activity and/or exercise
Kinesthetic movements are part of the daily routine at Saint Louis School. This is a key element in how boys learn. Taking breaks that allow movement and/or play will refocus, re-energize, and reward your son for the work he has completed.
Remain mindful of your son’s stress or worry

As educators of Saint Louis men, we are aware that young men may sometimes hide their emotions. Take this as an opportunity to encourage your son to openly express his inner thoughts. Should you need assistance, we have trained professionals in counseling and spiritual guidance available.

Keep your son social, but set rules around his social media interactions

Excitement and uncertainty are normal when there is a significant change to a routine, like school. When Saint Louis School implements this DEP, the initial excitement of school being closed will fade quickly when students start missing their friends, classmates, and teachers. Help your son maintain appropriate contact with friends. Please also monitor his social media use, especially during an extended campus closure. Students are expected to uphold the policies/expectations laid out in our Parent/Student Handbook K-5 or 6-12

THE MARIANIST THREE O’CLOCK PRAYER

Lord Jesus,
we gather in spirit at the foot of the Cross
with your Mother and the disciple whom you loved.
We ask your pardon for our sins,
which are the cause of your death.

We thank you for remembering us
in that hour of salvation
and for giving us Mary as our Mother.

Holy Virgin,
take us under your protection
and open us to the action of
the Holy Spirit.

Saint John,
obtain for us the grace of taking Mary
into our lives as you did,
and of assisting her in her mission.

May the Father and the Son
and the Holy Spirit
be glorified in all places
through the Immaculate Virgin Mary.

Amen.
Frequently Asked Questions (FAQs)

1) **Will there be more information provided beyond what is available in the Distance Education Plan?**

Yes. Individual teachers will make contact with students and parents prior to the start of the first day of online instruction to provide specific details about where to go for assignments, how to turn them in, etc.

2) **What kinds of routines that occur on campus will also be available online?**

Beyond providing feedback from your son’s teachers, counselors will call every student at least once per week, tutors will help anyone who makes requests for assistance, and Deans of Students will monitor online behavior of students. We also have a Distance Education Page on our school website where we ask students to check in each day to click on the Morning Prayer, Word of the Day, and Phrase of the Day. We also ask our students to visit the same page at the end of each school day to recite our Three o’clock Prayer.

3) **Why are classes for specific subjects not scheduled at a particular time of the day?**

Because we are a boys’ school and many of our students have siblings and parents with whom share computers, we did not want our students to miss their classes. In addition, with live online courses, technical difficulties can cause a student to miss a session and not be able to make it up. Finally, pre-taping teacher instruction or providing instruction via PowerPoint, Google Slides, etc. can help students to learn at their own pace, stopping instruction as needed for them to fully understand what is being taught.

4) **I see that tutoring and counseling are available and that feedback from teachers will take place in writing and on video when needed. How do I request this?**

From 7:30 a.m. to 3:30 p.m. each school day, teachers, tutors, and counselors will be available for all students. On the DEP, simply click on the name of the individual you would like to use as a tutor, counselor, etc. and that will allow you to send an email directly to that person. Once sent, the tutor or counselor, etc. will respond with an email requesting your preference as to how that person should contact you. Teachers can also contact tutors/counselors and ask them to call or send an email to individual students that may need help. Parents can do the same.

5) **Will there be any LIVE video involved?**

Yes, but only for individuals who need personalized assistance either from teachers, counselors or tutors on a one-to-one basis.

6) **Some schools utilize hardcopy packets for elementary students and teachers to exchange assignments between home and school. Why teach completely online?**

Safety is our number one concern. We know that many of our elementary students live with their grandparents. Taking materials to and from can easily transmit the virus. Our educators are designing schoolwork that can be digitally carried via the internet. In addition, SLS uses a Blended Learning Curriculum that balances both traditional teaching techniques and online learning. Our teachers are comfortable using computer technology and the tools associated with them.

7) **Will there be a refund of tuition because online learning is taking place instead of learning in the classroom?**

The same amount of resources in the form of teachers and programs that we spend to educate your sons on campus is utilized to educate them online. Given this, the school will not provide a refund for our distance education program.

8) **Will my son be assigned schoolwork from each subject every day?**

This may apply for students in grades K-5, however, for grades 6-12, students will continue to receive work that is to be completed every other day as done when classes are held on campus.
### SUPPORT AND GUIDANCE RESOURCES

#### DISTANCE LEARNING

**Stay at Home Resources**

<table>
<thead>
<tr>
<th>EDUCATIONAL RESOURCES</th>
<th>LINK</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>COMPILATIONS</strong></td>
<td></td>
</tr>
<tr>
<td>A giant list of free Resources for learning at home from the incomparable Joyce Valenza, librarian extraordinaire</td>
<td><a href="http://blogs.slj.com/neverendingsearch/2020/03/15/resources-for-learning-at-home-while-were-keeping-each-other-safe/">http://blogs.slj.com/neverendingsearch/2020/03/15/resources-for-learning-at-home-while-were-keeping-each-other-safe/</a></td>
</tr>
<tr>
<td>TOP school library blogs. All ages, find the one that speaks to you. These people are my rock stars</td>
<td><a href="https://www.teachercertificationdegrees.com/top-blogs/school-library/">https://www.teachercertificationdegrees.com/top-blogs/school-library/</a></td>
</tr>
<tr>
<td>Children’s book author Kate Messner compiled a great page of resources and fun stuff! Really well done, a super site that she keeps updating.</td>
<td><a href="http://bit.ly/38SogM0">http://bit.ly/38SogM0</a></td>
</tr>
<tr>
<td><strong>STORYTIMES &amp; INDIVIDUALS</strong></td>
<td></td>
</tr>
<tr>
<td>Daily Doodles with Mo Willems</td>
<td><a href="https://www.kennedy-center.org/education/mo-willems/">https://www.kennedy-center.org/education/mo-willems/</a></td>
</tr>
<tr>
<td>Storytime with Pete the Cat author at Noon</td>
<td>On Instagram: <a href="https://www.instagram.com/petethecatofficial/">https://www.instagram.com/petethecatofficial/</a></td>
</tr>
<tr>
<td>Storytime with Peter Reynolds, author or The Dot and MANY other great books</td>
<td>On facebook <a href="https://www.instagram.com/petethecatofficial/">@peterhamiltonreynolds</a></td>
</tr>
<tr>
<td><strong>COOL WEBSITES</strong></td>
<td></td>
</tr>
<tr>
<td>Scholastic Learn at Home Resource</td>
<td><a href="https://classroommagazines.scholastic.com/support/learnathome.html">https://classroommagazines.scholastic.com/support/learnathome.html</a></td>
</tr>
<tr>
<td>Khan Academy</td>
<td>Khan Academy</td>
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<tr>
<td>National Geographic kids</td>
<td>National Geographic Kids</td>
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<tr>
<td>ST Math - lessons by grade level</td>
<td>ST Math</td>
</tr>
<tr>
<td>Duolingo - language learning</td>
<td>Duolingo</td>
</tr>
<tr>
<td>Brainpop - topics galore via video</td>
<td>BrainPop</td>
</tr>
<tr>
<td>Skype a Scientist</td>
<td><a href="https://www.skypeascientist.com/for-families.html">https://www.skypeascientist.com/for-families.html</a></td>
</tr>
<tr>
<td>PBS KIDS</td>
<td><a href="https://pbskids.org/">https://pbskids.org/</a></td>
</tr>
</tbody>
</table>
### SUPPORT AND GUIDANCE RESOURCES

#### DISTANCE LEARNING

<table>
<thead>
<tr>
<th><strong>Hawaii State Public Library</strong> has lots of online resources! Check them out</th>
<th><a href="https://www.librarieshawaii.org/">https://www.librarieshawaii.org/</a></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TIME for Kids</strong></td>
<td><a href="https://www.timeforkids.com/">https://www.timeforkids.com/</a></td>
</tr>
<tr>
<td><strong>Fact Monster - a place to learn together</strong></td>
<td><a href="https://www.factmonster.com/">https://www.factmonster.com/</a></td>
</tr>
<tr>
<td><strong>FUNOLOGY - resources to educate and entertain</strong></td>
<td><a href="https://www.funology.com/">https://www.funology.com/</a></td>
</tr>
<tr>
<td><strong>Edutube - videos on endless topics</strong></td>
<td><a href="https://www.edutube.org/en">https://www.edutube.org/en</a></td>
</tr>
</tbody>
</table>

#### MUSEUMS/THEATRE

| **Smithsonian** - FABULOUS site for kids! | [https://www.si.edu/kids](https://www.si.edu/kids) |
| **Boston Children’s Museum** | Boston Children’s Museum |
| **Guggenheim Museum** | Guggenheim Museum |
| **Van Gogh Museum** | Van Gogh Museum |
| **The Louvre** | The Louvre |
| **Live Theatre from New York! Updated daily** | [https://www.timeout.com/newyork/theater/the-best-theater-you-can-watch-from-home-today?utm_medium=Social&utm_source=Facebook&utm_campaign=Social%20Media&utm_term=Home%20Theatre&utm_content=hit%20list&utm_source=facebook%20page&utm_source=%E2%80%9CWhat%20to%20Watch%20at%20Home%20This%20Week%22&utm_source=facebook&utm_source=%7Enewyork%7Enatso%7Efacebook%7Eechobox#%E2%80%9CHome%20Theatre%20Hit%20List%7Eechobox=1584483764](https://www.timeout.com/newyork/theater/the-best-theater-you-can-watch-from-home-today?utm_medium=Social&utm_source=Facebook&utm_campaign=Social%20Media&utm_term=Home%20Theatre&utm_content=hit%20list&utm_source=facebook%20page&utm_source=%E2%80%9CWhat%20to%20Watch%20at%20Home%20This%20Week%22&utm_source=facebook&utm_source=%7Enewyork%7Enatso%7Efacebook%7Eechobox#%E2%80%9CHome%20Theatre%20Hit%20List%7Eechobox=1584483764) |

#### ANIMALS/ZOOS

| **Houston Zoo Live Animal Camera** | Houston Zoo live animal cameras |

#### STAY ACTIVE

| **Cosmic Kids Yoga** | YouTube channel |

From Time Out New York, some cool stuff to access at home! Opera, comedy, fitness, museums, webinars, etc.
The Six A’s:
Building the Men of Kalaepōhaku