



St. Croix Preparatory Academy  
Board Meeting Agenda  
February 16, 2021

1. Call to Order
2. Open Forum
3. Board Calendar 2
4. Consent Agenda (Board Minutes)
  - A. Board Minutes 5
5. Agenda
  - A. 2021-2022 School Calendar 9
  - B. Approve Revised Learning Model Transition Plan 11
  - C. Students' Return to the Building -- Next Steps 18
    1. Approve Upper School and Middle School Hybrid Schedule
    2. Approve Learning Model Transition Days for Upper School and Middle School
  - D. Financial Statement Review
  - E. Cancel February 23 Board Meeting -- Next Meeting is March 16
6. Adjourn Meeting



# st.croixprep

## ANNUAL BOARD CALENDAR 2020-2021

July	Responsible	Notes/Status
No Meeting		

August	Responsible	Notes/Status
		Open
Retreat Planning		Completed
Status of School Opening		Completed
Vote on Board Officers <ul style="list-style-type: none"> <li>Chair</li> <li>Vice Chair</li> <li>Secretary/Board Clerk</li> <li>Treasurer</li> </ul>		Completed

September	Responsible	Notes/Status
Annual Report Approval for 2019-2020	J. Gutierrez	Completed
Seat New Board Members		Completed
Board Members Sign Conflict of Interest Forms		Completed (via Charter Assurances)
Review of MCA Test Scores	J. Gutierrez	N/A
Learning Model Review – Status	Principals	Completed
Q Comp Site Goals		Completed

October	Responsible	Notes/Status
File Charter Assurances with Friends	J. Gutierrez	Done
Board Retreat		Open
Review Strategic Plan		Open

November	Responsible	Notes/Status

Financial Statement Review		Completed
Audit Acceptance		Completed
World's Best Workforce Approval		Completed
MDE Assurance of Compliance		Completed

December	Responsible	Notes/Status
No Meeting		

January	Responsible	Notes/Status
Board Election Timeframe Discussion		Completed
Approve School Calendar		Next Month

February	Responsible	Notes/Status
Financial Statement Review		
Board Election Timeframe Discussion		Completed January
Approve School Calendar		

March	Responsible	Notes/Status
Approve Open Enrollment Period for Next Year		
Approve Board Calendar for Next Year <ul style="list-style-type: none"> <li>Meetings</li> <li>Election</li> <li>Retreat</li> </ul>		

April	Responsible	Notes/Status
Annual Budget Introduction		
Compensation Plan Introduction		
Succession Planning Update		

May	Responsible	Notes/Status
Q Comp Report Presentation		
Financial Statement Review		
Compensation Plan Approval		

Initial review of Employee Handbook		
Board Election		
Approve Annual Budget		

June	Responsible	Notes/Status
Advisory Board Presentations		
Technology Presentation		
Public Hearing on Fees - 2021		
New Board Member Training		
Q Comp Approval		
Executive Director Review		
Chief Operations Officer Review		
Read Well by Third Grade Approval		
Approval of Employee Handbook		
Introduction/approval of Family Handbook		
Annual Finance Designations for Next Year <ul style="list-style-type: none"> <li>Identified Official with Authority</li> <li>Official Newspaper</li> <li>Designation of Depository</li> <li>Account Signatories</li> <li>Collateralize Funds in Excess of FDIC Insurance</li> <li>Delegation of Authority to Make Electronic Funds Transfers</li> </ul>		



Members Present: C. Brown, K. Denzer, N. Donnay, J. Gottschalk, R. Hajlo, D. Keyes, A. Melendres, S. Mueller (via Zoom)

Members Absent:

Board Advisors Present: J. Gutierrez, K. Gutierrez, J. Karetov, A. Kleinboehl, W. Renner, P. Rosell, A. Sachariason

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## **Call to Order**

S. Mueller called the board meeting to order at 6:02 pm.

## **Consent Agenda**

Consent Agenda includes the Board Minutes from January 7, the Executive Director's Report and the Board Calendar. The Executive Director's Report notes that the 2021-2022 lottery was conducted and offer letters sent and waitlists established, the first staff COVID-19 testing was held with approximately 80 employees getting tested and the first allotment of the vaccinations has been distributed to staff.

Motion to approve the Consent Agenda: J. Gottschalk

Second: D. Keyes

Approved: All

## **2021 Board Election Update – N. Donnay**

We are following the same process as in years past. The election will be held on Tuesday, May 18, nomination forms will be included in the Parent Update on February 12 with announced deadlines for turning in the nomination forms and information published in the Voter's Guide.

## **Learning Model Transition Plan (LMTP) – K. Gutierrez**

Return to School Committee was asked to bring a plan to bring kids back into the building. Framework for the work going forward: July 2020, emphasis for school opening was based strictly on the county case rate data. In Oct/Nov MDE/MDH moved to the scalpel approach which meant considering other factors besides the county case rate data. The Return to School committee and the COVID-19 Response Team (admin team) will continue to work on coming up with a recommendation for a new, updated LMTP. The November LMTP adopted by the board used firm metrics (quantitative approach) and the committee will consider other factors, specifically: COVID-19 cases within the MS and US and implementation of and adherence to safety protocols.

There was discussion. What other important metrics are there to consider? Would vaccinations of staff be a part of the metrics? How will separating the three divisions into "separate" buildings impact operations and what impact is the impact of distance learning on the students?

## **Learning Model Timeframe for MS & US – J. Gutierrez**

The COVID-19 Response team and the Return to School committee met on January 13 and January 20 and will meet again this week. K-2 started in-person on January 25 and grades 3-4 will start in-person on February 8. At this time, we can consider bringing grades 5-6 and 9-10 in hybrid on Feb 22 and on March 8 bringing grades 7-8 and 11-12 to hybrid. Propose also starting Mar 22 grades 5-8 4 days in person or hybrid (4 days in/1 day distance) and April 5 grades 9-12 4 days in person or hybrid (4 days in/1 day distance). This is subject to approval from RST which will be presented to them on Feb 10.



There was discussion.

Motion that we bring grades 5 and 6 and 9 and 10 back to school on February 22, and 7 and 8 and 11 and 12 on March 8 in the Hybrid learning model, as adopted in the 1st semester, with February 17-19 as transition days for all 5-12 staff and students, with the condition this learning model complies with the amended learning model plan: K. Denzer  
Second: S. Mueller

There was further discussion about which Upper School grades should be the ones coming back into the building first. Administration will make the final recommendation for which grades and will announce to the school community by February 5.

Motion amended that the two Upper School grades to start hybrid on Feb 22 will be identified by the Upper School administration: R. Hajlo

Yea: K. Denzer, N. Donnay, J. Gottschalk, R. Hajlo, D. Keyes, A. Melendres, S. Mueller  
Nay: C. Brown

Motion to hold a working board meeting on Tuesday, February 2 at 6:00 pm and a special board meeting on Tuesday, February 16 at 6:00 pm to approve the LMTP: K. Denzer

Second: R. Hajlo  
Approved: All

#### **Adjourn Meeting**

Motion to adjourn the meeting at 7:19 pm: R. Hajlo  
Second: D. Keyes  
Approved: All

Submitted by S. Peterson, St. Croix Preparatory Academy



Members Present: C. Brown, K. Denzer, N. Donnay, J. Gottschalk, R. Hajlo, D. Keyes, A. Melendres, S. Mueller

Members Absent:

Board Advisors Present: J. Gutierrez, K. Gutierrez, A. Kleinboehl, P. Rosell, A. Sachariason

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## **Call to Order**

S. Mueller called the board meeting to order at 6:02 pm.

## **Employee/Staff Presentation – J. Gutierrez**

Summary of presentation Jon gave to all staff on Monday, February 1:

- In July through November the county case rate data was the driver in determining the learning model plan.
- On November 12, the board approved a Learning Model Transition Plan (LMTP) which would require a change in learning models when the county case rate is above/below the threshold for three weeks. This LMTP is currently is still in place.
- On November 23 the school moved to Distance Learning.
- On December 21 the Governor announced that elementary students may move to in person learning as long as additional mitigation strategies are in place: rollout of three grades at a time with a two week interval between, staff COVID-19 testing every two weeks starting January 25, lunches and specialists in the classrooms.
- The COVID-19 Response team (CRT) and the Board Return to School (RTS) Committee has been working on how to get additional grades back into school. Note: 20% of LS is remaining in DL. They are considering a staggered hybrid approach: grades 5 & 6 /9 & 10 returning on February 22 and grades 7 & 8 /11 & 12 returning on and March 8.
- During the January meetings for the CRT/RTS committee, there is consideration for moving from a quantitative approach to a more qualitative approach in terms of metrics to use for revising the learning model transition plan. A qualitative approach looks at how things are going within the school, specifically school Covid-19 cases, ability to staff and evaluation of the additional mitigation strategies implemented. This qualitative approach, the school 'Temperature Check' and the Safety Measures Rubric, illuminates what the Covid-19 program coordinators have been doing throughout the past year. A weekly review of this information by the committee will now add representation from staff and parent board members.
- 89 staff have either had their first vaccination or have an appointment for their first vaccination.
- A survey will go out to Middle School and Upper School families asking them their intent regarding sending their student(s) back to hybrid and/or in-person so the divisions can begin planning.

There was discussion regarding the Temperature Check and the Safety Measures Rubric presented.

The next board meeting will be Tuesday, February 16, 2021 at 6pm. There will be a zoom link.

## **Adjourn Meeting**

Motion to adjourn the meeting at 7:36 pm: D. Keyes

Second: J. Gottschalk



Approved: All

Submitted by S. Peterson, St. Croix Preparatory Academy



# 2021-2022 School Calendar

191 New Staff Days

186 Returning Staff Days

172 MS/US Student Days

170 LS Student Days

JULY 2021				
M	T	W	TH	F
			1	2
5 No School Offices Closed	6 No School Offices Closed	7 No School Offices Closed	8 No School Offices Closed	9 No School Offices Closed
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

AUGUST 2021 (T7/S2)				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16 New Teacher Workshop	17 New Teacher Workshop	18 New Teacher Workshop	19 New Teacher Workshop	20 New Teacher Workshop
23 All Teacher Workshop	24 All Teacher Workshop	25 All Teacher Workshop	26 All Teacher Workshop	27 All Teacher Workshop
30 First Day of School	31			

SEPTEMBER 2021 (T20/S20)				
M	T	W	TH	F
		1	2	3 No School
6 No School Offices Closed	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

OCTOBER 2021 (T19/S19)				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21 PD day	22 No School
25	26	27	28	29

NOVEMBER 2021 (T20/S17)				
M	T	W	TH	F
1 No School	2 PD day	3	4	5 *End of Quarter
8 Grading Day	9	10	11 LS PM Conf.	12 No School LS Only LS Conf.
15	16	17	18 MS & US PM Conf.	19
22	23	24	25 No School Offices Closed	26 No School Offices Closed
29	30			

DECEMBER 2021 (T16/S16)				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23 No School Offices Closed	24 No School Offices Closed
27 No School Offices Closed	28 No School Offices Closed	29 No School Offices Closed	30 No School Offices Closed	31 No School Offices Closed

\*End of 1st Qtr (44 Days)

JANUARY 2022 (T21/S19)				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17 PD Day	18	19	20	21 *End of Quarter
24 Grading Day	25	26	27	28
31				

FEBRUARY 2022 (T20/S19)				
M	T	W	TH	F
	1	2	3	4
7	8	9	10 LS PM Conf.	11 No School LS Only LS Conf.
14	15	16	17	18
21 PD Day	22	23	24	25
28				

MARCH 2022 (T18/S18)				
M	T	W	TH	F
	1	2	3	4
7 No School	8 No School	9 No School	10 No School	11 No School
14	15	16	17	18
21	22	23	24	25
28	29	30	31 *End of Quarter	

\*End of 2nd Qtr (44 days)

\*End of 3rd Quarter (42 Days)

APRIL 2022 (T21/S19)				
M	T	W	TH	F
				1 Grading Day
4	5	6	7	8
11	12	13	14	15 No School
18	19	20	21	22
25	26	27	28	29

MAY 2022 (T21/S21)				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30 No School Offices Closed	31			

JUNE 2022 (T4/S2)				
M	T	W	TH	F
		1	2 *Last Day of School	3 Grading Day
6 PD Day	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

\*End of 4th Qtr (42 days)

01/29/2021

School Day
No School Day
No School Day for LS Only
No School Day/Students
No School Day and Offices Closed

	<b>Teachers</b>	<b>Students</b>
<b>July</b>	0	0
<b>August</b>	7	2
<b>September</b>	20	20
<b>October</b>	19	19
<b>November</b>	20	17
<b>December</b>	16	16
<b>January</b>	21	19
<b>February</b>	20	19
<b>March</b>	18	18
<b>April</b>	21	19
<b>May</b>	21	21
<b>June</b>	4	2
	187	172

**Learning Model Transition Plan- Factors to Weigh**

per MN Safe Learning Plan, Regional Support Team and Wash Co Epidemiologist

Category	Factor	Red	Yellow	Green	Reference from MN Safe Learning Plan
Covid In Washington County.	County Case Rate	30+	11-29	10 or less	p. 6
	County Case Rate-Trends	increasing 3 consecutive weeks	both increasing and decreasing over 3 week period	decreasing 3 consecutive weeks	p. 12
	Is there substantial uncontrolled COVID-19 outbreak in community	yes	somewhat	no	p. 12, 13, 14
Impact of Covid In Our School	Ability to Staff	>25% division absences, and/or key operational staff absences <b>prohibit</b> delivery of essential services (food service, health room, custodial,	15-25% staff absences and/or key operational staff absences <b>approaching</b> level which would prohibit delivery of essential services (food service,	<15% staff absences and staffing of essential services is solid	p. 12, 13
	School absences due to Covid (ill, quarantined or isolated) over past 5 school days	>5%	3-5%	<3%	p. 13
	Ability to Trace & Isolate cases within 24 hours	multiple cases not traced w/I 24 hours	occasional case not traced w/I 24 hrs	all cases traced w/I 24 hours	p. 12, 14
	New cases- common theme?	no	some yes/some no	yes	p. 12, 14
	New cases- traceable to school community?	yes		no	p. 9, 14
	New cases- spread over several weeks or close together?	2 weeks or less	2-4 weeks	>4 weeks	p. 13
	sharing information on symptoms/covid testing/covid testing results	no		yes	p. 13
	# of new cases - SCPA Community (not in bldg while contagious)	increasing	steady	decreasing or zero cases	p. 13
	# of new cases -in building (while contagious)	increasing	steady	decreasing or zero cases	p. 12
	# of close contacts	increasing	steady	decreasing or zero cases	p. 12, 13
Mitigation Strategies	red On-site Testing Program -for	not conducted	successfully conducted with <90% staff participation	successfully conducted with >90% staff participation	p. 13
	community Testing Capacity-for families	limited availability of free community testing	>2 day leadtime to receive free community testing	2 day or less lead time to receive free community testing	
	Implementation of Mitigation Strategies	required strategies not implemented	100% of required and most recommended strategies implemented	100% of required and nearly all recommended strategies implemented	

es in Our School	Weekly Safety Protocol Assessment	<80%	80-89%	90% or higher
	% of Staff either vaccinated or opting to not be vaccinated	<25%	25-75%	>75%
	% of Staff either vaccinated or opting to not be vaccinated 6+	<25%	25-75%	>75%

Impact on kids	Grades compared to prior year at this point			
	School Counselor Referrals			
	Increase/Decrease Failing Classes			
	Daily Average Absences/Check Ins			
	Families Desiring IP/504 evals			
	students in inpatient mental health facility			

## Athletics Covid-19 Safety Measures Rubric

An unscheduled observation of team practices and home game/match will occur weekly to provide assurance of compliance with the safety measures set in place to mitigate the spread of the COVID 19 virus. Each team's practice and one home game will be observed 1x per week at a minimum. The walkthrough will be conducted by St. Croix Prep Athletic Director or his assignee who will work in cooperation with Coaches and St. Croix Prep COVID-19 Coordinators. The Athletic Director will work with the coach in the point of observation to determine a plan for compliance and assure the implementation of the safety measure in question.

**Date/Time:** \_\_\_\_\_ **Activity Observed** \_\_\_\_\_

**Type of Observation:** **Game or Practice** (circle one) **Conducted by** \_\_\_\_\_

### Definitions:

**Masking:** Fans and participants will wear a face always covering over their mouth and nose except for eating and drinking

**Physical Distancing:** Fans and participants will maintain a physical distance of six feet when not competing.

**Capacity:** Rooms will not exceed a capacity that does not allow for the recommended physical distancing

### Games:

Point of Observation	Participants (coaches/athletes)	Fans	Area of improvement
<b>Masking</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Physical Distancing</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Capacity</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	

### Practice:

Point of Observation	Participants (coaches/athletes)	Area of improvement
<b>Masking</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Physical Distancing</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Capacity</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	

## Covid-19 Safety Measures Rubric

An unscheduled walkthrough will occur weekly to provide assurance of compliance with the safety measures set in place to mitigate the spread of the COVID 19 virus. The walkthrough will be conducted by St. Croix Prep Facility Director who will work in cooperation with Division Principals and St. Croix Prep COVID-19 Coordinators.

The Facility Director will work with the staff in the point of observation to determine a plan for compliance and assure the implementation of the safety measure in question.

**Date/Time:** \_\_\_\_\_ **Conducted by** \_\_\_\_\_

**Masking:** All staff, student and visitors to the building will wear a face always covering over their mouth and nose except for eating and drinking

Point of Observation	Lower School	Middle School	Upper School	Other Areas	Area of improvement
<b>Classrooms</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Hallways</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Offices</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Workrooms</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Atrium</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Cafeteria</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Gym</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>PAC</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Auxiliary Gym</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	

**Physical distancing:** Staff will always maintain a physical distance of six feet, students will always maintain a physical distance of three feet if in In-Person Learning Model and six feet if in Hybrid Learning Model.

Point of Observation	Lower School	Middle School	Upper School	Other Areas	Area of improvement
<b>Classrooms</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Hallways</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Offices</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Workrooms</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Atrium</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Cafeteria</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Gym</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>PAC</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Auxiliary Gym</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	

**Sanitization:** Commonly touched surfaces will be sanitized at two-hour intervals or between the changing of cohorts in any given area.

Point of Observation	Lower School	Middle School	Upper School	Other Areas	Area of improvement
<b>Classrooms</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Hallways</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Offices</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Workrooms</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Atrium</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Cafeteria</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Gym</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>PAC</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Auxiliary Gym</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	



**Hand Hygiene:** Adequate supplies will be available, and staff and students will appropriately utilize the opportunities to do hand hygiene, including washing hands after lunch, bathroom use, and when able and use of sanitizer at all other times.

Point of Observation	Lower School	Middle School	Upper School	Other Areas	Area of improvement
<b>Classrooms</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>After Lunch</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>After Use of Restroom</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	

**Capacity:** Rooms will not exceed a capacity that does not allow for the recommended physical distancing

Point of Observation	Lower School	Middle School	Upper School	Upper School	Area of improvement
<b>Classrooms</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Offices</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Workrooms</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Atrium</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Cafeteria</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Gym</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>PAC</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	
<b>Auxiliary Gym</b>	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	<input type="radio"/> >90% <input type="radio"/> Partially <input type="radio"/> Not at all	

**Jon Gutierrez**

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**From:** St. Croix Prep <communications@stcroixprep.ccsend.com> on behalf of St. Croix Prep  
**Sent:** Friday, February 12, 2021 1:43 PM  
**To:** jgutierrez@stcroixprep.org  
**Subject:** IMPORTANT Update to Learning Model Transition Timeline



# st.croixprep

announcements

Friday, February 12, 2021

**Next Step in Bringing Students Back into the Building**. On Wednesday, we had our monthly call with our Regional Support Team (RST). Please note a summary of the call, which follows:

- **Attendance**. Those in attendance included personnel from MDE, MDH, Washington County, as well as four St. Croix Prep board members, three principals/directors, the School's Covid coordinators, and other key operational personnel (e.g. finance, human resources).
- **Initial Proposal**. Based on work by the Covid-19 Response Team/Board School Opening Committee, we presented rationale (e.g. reduced Covid-19 case rates, MN Safe Learning Plan prior to December 21 update, current data related to K-4 in-person learning, etc.) to begin 5-12 hybrid learning on February 22 with migration to in-person learning on March 22. Our intent was to receive approval for this, then see if there were ways to immediately accelerate to in-person learning.
- **Feedback from the RST**. The feedback we received was:
  - The RST was concerned with the immediate migration to 5-12 hybrid due to updated guidance in the MN Safe Learning Plan (December 21), namely the staggered implementation guidelines (three grades/two weeks), the single building occupied by our K-12 program, and recent experiences in surrounding districts.
  - Given our work on additional mitigation strategies (e.g. employee testing, vaccinations, solutions attempting to treat

divisions as separate buildings), they agreed that we could pursue implementation of hybrid solutions for up to four grades every two weeks (as noted in our February 2 board packet - click [here](#)). In addition, they suggested that we did not need to split the grades across divisions, but would be comfortable if we brought an entire division back every two weeks.

- Note: To clarify the role of the RST – they offer guidance, allow schools to make their own decisions, and if the RST believes a school's decisions result in public health concerns, they will escalate our situation to authorities within MDE who will contact us to strongly encourage us to reconsider our decision. After continued pressing by our team, the RST indicated that the implementation of 5-12 hybrid on February 22 would be a public health concern; therefore they would not support this option.

**Next Steps.** Given follow up meetings and discussions, the Back to School Board Committee and Covid-19 Response team will recommend the following at the board meeting on Tuesday.

- **Upper School will return to the hybrid model of learning on February 22; Middle School will return to hybrid on March 8.** While this decision is not easy, Upper School students will receive long term benefit through AP test preparation, credit achievement, college admissions processes, and GPA improvement.
- **Upper School will have one day of transition planning on Friday, February 19. Middle School will have one day of transition planning on Friday, March 5.**

Thanks for your attention to this.

### **Proposed School Schedule**

**Lower School Schedule**

Mon	Tue	Wed	Thu	Fri
2/15	2/16	2/17	2/18	2/19
OFF	OFF	In Person		OFF

**Middle School Schedule**

Mon	Tue	Wed	Thu	Fri
2/15	2/16	2/17	2/18	2/19
OFF	OFF	Distance Learning		
Mon	Tue	Wed	Thu	Fri
2/22	2/23	2/24	2/25	2/26
Distance Learning				
Mon	Tue	Wed	Thu	Fri
3/1	3/2	3/3	3/4	3/5
Distance Learning				OFF
Mon				
3/5				
Hybrid begins				

**Upper School Schedule**

Mon	Tue	Wed	Thu	Fri
2/15	2/16	2/17	2/18	2/19
OFF	OFF	Distance Learning		OFF
Mon				
2/22				
Hybrid begins				

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