

March 9, 2020

Dear St. Michael families,

As you are well aware, many parts of the world, including the United States, are experiencing an expanding outbreak of respiratory illness COVID-19. The virus is spreading from person to person and the number of detected cases is growing.

There are currently no confirmed cases in Lancaster County but at St. Michael School we continue to stay abreast of the rapidly changing situation and follow recommendations of the Health Department and Department of Education. We are monitoring daily absenteeism, planning and preparing for the possibility of a local community-level outbreak, and taking steps to help stop or slow the spread of respiratory infectious diseases.

Unfortunately, at this time, there is no vaccine to protect against COVID-19 and no approved medication to treat it. Therefore, nonpharmaceutical interventions are the most important response strategy. To reduce the risk for contracting and spreading viral respiratory infections, including the flu and common cold, we will continue to emphasize common-sense preventions that include:

- Staying home when sick. Students and staff who have a fever and other symptoms (cough, sore throat, rash, vomiting or diarrhea) will be excluded. A fever is a temperature above 100 degrees axillary or 101 degrees orally. **Students and staff must be fever free for at least 24 hours, without the use of fever reducing medication, before returning to school.** If a student becomes ill at school, they will be isolated in a location away from other students until a parent/guardian can take them home.
- Frequent handwashing with soap and water for at least 20 seconds, especially after going to the restroom, before eating, and after nose blowing.
- If soap and water are not readily available, using alcohol-based hand sanitizer with at least 60% alcohol. We would welcome donations of 60% alcohol hand sanitizer.
- Avoiding contact with eyes, nose, and mouth with unwashed hands.
- Covering coughs and sneezes with a tissue, then throwing tissue in the trash and cleaning hands with soap and water or hand sanitizer, if soap and water are not readily available.
- Avoiding close contact with people who are sick. When you are sick, keep your distance from others to protect them from getting sick, too.
- Contacting your doctor with symptoms of cough, fever, or other respiratory problems.
- Heightening environmental disinfecting/cleaning routines. We would welcome donations of Clorox Wipes and Lysol spray.
- Staying informed. Information is changing frequently

As confirmed cases increase, our response, too, will change. Before determining to close schools, each individual situation will be analyzed in close cooperation with the Lancaster County Health Department and the Diocesan Education Office. In preparation for the possibility of school closure, teachers at St. Michael School are preparing and organizing for remote learning opportunities. PowerSchool Learning, currently used by many teachers, is the platform we will use to deliver academic content to students and ensure a continuity of teaching and learning in the event that school is closed.

For those who have not created a PowerSchool Learning account, here are the directions:

In order to access your student's PowerSchool Learning account you must first set up your PowerSchool SIS account at www.powerschool.cdolinc.net/public and link to your child with their unique access codes. Please contact Katie Zaworski, in the school office, if you need assistance locating your child's access code and password.

If you have already created your PowerSchool Learning (PSL) account please visit the web address below and sign in with your existing username and password. This may not be the same credentials used for PowerSchool SIS.

- Visit <https://cdol.learning.powerschool.com>
- Scroll to the bottom and sign in with Username and Password under the PowerSchool Learning account.

To Create You're PowerSchool Learning (PSL) Account:

- Visit <https://cdol.learning.powerschool.com>
- Scroll to the bottom and click on "Forgot your Username or Password"
- On the following screen, enter the email address or the username that you already set up in PowerSchool and click submit.
- Check your email for a Diocese of Lincoln Schools password change request email and don't forget to check the junk/spam folder if you haven't seen the email after 5 minutes.
- Click the link in the email and follow the instructions to reset your password.
 - We recommend, for the sake of simplicity, that you use the same password as you set up in PowerSchool SIS although you may utilize a different password.
 - Remember, if you change your password for PowerSchool it is not automatically changed in PSL and vice versa.
 - If you forget your username or password for either PowerSchool sites please utilize the "forgot password" options. The school does not keep a record of your password and will be unable to retrieve it.
- Once you have successfully reset your password you should be able to return to <https://cdol.learning.powerschool.com> and login under the PowerSchool Learning account section in the bottom half of the login screen.

Please be assured that as new information becomes available we will keep our school community updated. Thank you for your support and continuing prayers.

May God protect us and keep us safe.

+In Christ's name,

Sue