



March 16, 2020

Dear Parents/Guardians:

Thank you for your patience during these very challenging times for our schools, our city, our state and our nation. Many have asked about the continuation of tuition for the remainder of the school year. The following plan is in place for your child(ren)'s Catholic education to continue in a quality manner. Just as we will experience our sacred mass virtually in coming weeks, our students will receive their instruction through a combination of methods, including, but not limited to Google classroom, email containing instructional materials, learning packets, video (i.e. Louisiana Public Broadcasting, YouTube, Khan Academy, etc.), and online opportunities via virtual learning platforms orchestrated by your child(ren)'s teachers. Teachers will provide instruction, attendance and/or participation will be tracked and/or monitored and completed assignments will be reviewed, evaluated and/or graded.

Our teachers will be regularly providing course work. Please expect your child(ren)'s school leader and/or teacher to call to check in with your family. Please consult your school leader or your child(ren)'s teacher for specific information pertaining to your child(ren)'s school.

This is a very challenging time for all of our families, including our teachers and school leaders, both personally and professionally. I respectfully request that we all work together in a spirit of collaboration and compassion. Be assured of our prayers for you and your family, and we ask for your prayers as well.

Therefore, in order to continue to provide your child(ren) with a Catholic education, including compensating our teachers, your commitment to honoring your monthly tuition is required. Don't hesitate to reach out to your school leader if you have questions.

Our Lady of Prompt Succor, Hasten to Help Us!

Yours in Christ,

RaeNell B. Houston, Ph.D.
Superintendent of Catholic Schools
Archdiocese of New Orleans



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SMA Parent Letter - Plans for Alternate Learning

Dear Parents:

Today, Governor John Bel Edwards issued an Executive Order asking people to refrain from attending gatherings of more than 250 people in an effort to prevent the further spread of COVID-19 (Coronavirus). In addition the Governor also mandated closing schools for the next 30 days. St. Mary's Academy, along with all Catholic schools in the State of Louisiana, will be following the Governor's Executive Order. Beginning Monday, March 16, 2020 St. Mary's Academy will be closed.

At this time, we want parents to know:

- Essential personnel will be onsite as necessary.
- Faculty and staff will continue to be paid during this time period.
- Tuition payments will be as normal.
- Students are required to attend all classes as scheduled and complete all assignments.
- Elementary students are expected to complete all age-appropriate assignments.
- Please expect further communication from us as we move forward for the next 30 days. This situation is fluid and changes are occurring rapidly.

All SMA Parents are asked to please complete the following Parent Consent Form as the link below and send it back to: info@smano.org ASAP.

*** Link for Parent Consent Form is: [March 2020 SMA Parent Consent Form](#)

- Essential personnel will be onsite as necessary.
- Faculty and staff will continue to be paid during this time period.
- Tuition payments will be as normal.
- Students are required to attend all classes as scheduled and complete all assignments.
- Elementary students are expected to complete all age-appropriate assignments.
- Please expect further communication from us as we move forward for the next 30 days. This situation is fluid and changes are occurring rapidly.

All SMA Parents are asked to please complete the following Parent Consent Form as the link below and send it back to: info@smano.org ASAP.

*** Link for Parent Consent Form is: [March 2020 SMA Parent Consent Form](#)

ELEMENTARY STUDENTS

The plan beginning on Thursday, March 19, 2020 for elementary students is as follows:

- All Elementary students received course work packets distributed Friday, March 13. If you did not receive a packet please visit the main office of the school to obtain the information.
- Elementary parents will be given a call in number for a conference call in the beginning of the week so that we will be able to respond to any questions and provide further details on the platform that will be used for the instruction of the students.
- **The Conference Call for SMA Elementary school on Wednesday, March 18, 2020 is:**

712-432-3900 with Access Code # 533249 , following the schedule as below:

- 6:00 pm for Pre-K Grade and K Grade.
- 7:00 pm for 1st Grade and 2nd Grade
- 8:00 pm for 3rd Grade and 4th Grade

MIDDLE/HIGH SCHOOL STUDENTS

The plan beginning on Thursday, March 19, 2020 for grades 5th – 12th is as follows:

- Students will receive a schedule of their classes to be viewed on Zoom – our distance learning online tool. (Directions will be posted on our Website)
- While participating in class, students must wear school uniform. This is to avoid distractions.
- Students must be prepared for class and on time.
- Classes will begin at 8:30am on Thursday, March 19, 2020
- Middle/High School parents will be given a call in number for a conference call in the beginning of the week so that we will be able to respond to any questions and provide further details on the platform that will be used for the instruction of the students.
- **The Conference Call for SMA Middle and High school on Tuesday, March 17, 2020 is:**

712-432-3900 with Access Code # 533249 , following the schedule as below:

- 6:00 pm for all 5 to 8 Grades
- 7:00 pm for 9th Grade and 10th Grade
- 8:00 pm for 11th Grade and 12th Grade

Please check your email, the school's website, and all official school social media accounts regularly for updates.

- SMA Website: smaneworleans.com
- SMA Facebook: www.facebook.com/maryitecentral
- SMA Instagram: @maryitecentral
- SMA Twitter: @maryitecentral
- Email Request to: info@smano.org
- Student Email/RenWeb accounts or ParentsWeb account Inquiry: tech@smano.org

Thank you so much for your cooperation, we ask that you continue to pray for the continued health and safety of our Students, Families, Faculty, Staff and Communities.

God bless you,
Sister Jennie Jones
Principal

COVID-19 Communication #1 - [covid-19 letter to stmarysacademy community](#)

COVID-19 Communication #2 - [covid-19 letter2 to stmarysacademy community](#)

Zoom app for online classes at SMA

Connection Instruction for students

St. Mary's Academy Student Schedules for Online Classes

(Please click the file to view your schedule to login in at the appropriate times.)

High School Online Student Class Schedules: [SMA High School - Online Class Schedule](#)

Middle School Online Student Class Schedules: [Middle School-Online Class Schedule](#)

Elementary Student Class Schedules: [SMA Elementary Online Student Class Schedule](#)

Students will use the following Teacher's Email list to obtain Zoom ID directly from teacher if needed:

SMA Middle/High Teachers Email are as below:

1. Sr. Barial: judithbarial@stmarysno.org
2. Mrs. Bell: LBell@smano.org
3. Sr. Beatrice: Sr.Iroegbu@smano.org
4. Mr. Boissiere: RBoissiere@smano.org
5. Ms. Jasmine Brown: Jasmine.Brown@smano.org
6. Mr. Brunus: KBrunus@smano.org
7. Mr. Gates: JGates@smano.org
8. Mrs. Green-Miner: CGreen-Miner@smano.org
9. Mr. Haywood: KHaywood@smano.org
10. Mrs. James: EJames@smano.org
11. Ms. Johnson: TJohnson@smano.org
12. Ms. Joseph: MJoseph@smano.org
13. Mrs. Keys: JKeys@smano.org
14. Mr. Martin: JMartin@smano.org
15. Mr. Meehan: JMeehan@smano.org
16. Ms. Moore: VMoore@smano.org
17. Mrs. Palmer-Joyce: MPalmer@smano.org
18. Mrs. Russell: ERussell@smano.org
19. Mr. Smith: JSmith@smano.org
20. Mr. Watson: EWatson@smano.org
21. Mrs. Young: IYoung@smano.org
22. Mrs. Duncan: VDuncan@smano.org
23. Mrs. Bradford: SBradford@smano.org
24. Mr. Lagarde: ELagarde@smano.org
25. Mrs. Thomas: SThomas@smano.org
26. Mrs. Etienne: JEtienne@smano.org
27. Mr. Gremillion: JGremillion@smano.org
28. Mrs. Sherman: JSherman@smano.org
29. Mrs. Winder: KWinder@smano.org
30. Ms. Katie Chaffin: KChaffin@smano.org
31. Ms. Jessica Coalson: JCoalson@smano.org
32. Mr. Dong Nguyen: tech@smano.org
33. Mrs. Aisha Jones: AJones@smano.org
34. Mrs. Scavo: JScavo@smano.org
35. Mr. Scavo: JScavo@smano.org
36. Sr. Jennie: jjones@smano.org
37. Mrs. Rogers: info@smano.org
38. Mrs. Ochillo: MOchillo@smano.org

SMA Elementary Teachers Email are as below:

1. Mrs. Ancar: AAncar@smano.org
2. Mrs. Arnold: MArnold@smano.org

3. Mrs. Barnhizer: TBarnhizer@smano.org
4. Mrs. Bemiss: NBemiss@smano.org
5. Mrs. Crayton: LCrayton@smano.org
6. Mrs. Elum: WElum@smano.org
7. Mr. Evans: AEvans@smano.org
8. Sr. Ferguson: SrFerguson@smano.org
9. Sr. Jackson: SrJackson@smano.org
10. Mrs. Jumpiere: LJumpiere@smano.org
11. Sr. Lenehan: SrLenehan@smano.org
12. Mrs. Moore: LMoore@smano.org
13. Mrs. Sebastien: MSebastien@smano.org
14. Mrs. Young: IYoung@smano.org
15. Mrs. Arcenaux: PArcenaux@smano.org
16. Mrs. Marion: SMarion@smano.org
17. Mrs. Creighton: CCreighton@smano.org
18. Mrs. Slack: SSlack@smano.org

1. Download the free **Zoom** app from AppStore for iOS devices or Google PlayStore for Android devices.

Then, follow these steps below to connect to your teacher session:

2. Open the Zoom app on your device.
3. Click **Join a Meeting** to join **without signing in**.

The Zoom logo is displayed in a blue, lowercase, sans-serif font.A blue, rounded rectangular button with the text "Join a Meeting" in white, sans-serif font.A white, rounded rectangular button with a thin grey border and the text "Sign In" in grey, sans-serif font.

4. Enter the **meeting ID** number, or the **Personal Link Name** of your teacher that you are connecting to; **and input your display name**, which must be your First and Last name.

Note: Meeting ID of your teacher are given, or will be posted visible on the frontpage of our school website at: www.smaneworleans.com

5. Allow the app to connect audio and video access on your device, and click **Join**.

If your app lost connection to teacher, just repeat Step 2 to 5 to reconnect to the teacher session.