



June 23, 2020

Dear TKLS Families,

We pray your family is well and staying healthy this summer. If there is any way that we can serve your family this summer, please reach out to us!

Over the past few weeks, the administrative team has been busy planning and preparing for the 2020-21 school year. We are currently prepared to bring students back to campus in August as well as offer eLearning for families with medical concerns that prohibit them from returning to campus.

Safety Protocols and Guidelines

1. The Texas Education Agency (TEA) is expected to release guidelines that establish the standard of care for Texas schools in the fall. Private and parochial schools are being advised by the Texas Private School Association to meet or exceed this standard of care. Our administration has developed a multi-tiered plan for the fall that will be aligned with the TEA standards and released to our families in a timely manner. We appreciate your patience as we ensure that our plans create the safest environment for our Trinity Klein family.
2. Essential changes to our campus are already being implemented.
 - Water fountains are being replaced with hands-free water bottle fillers. All students will need a refillable water bottle for the fall.
 - Lunch and recess schedules are being reevaluated to provide adequate social distancing and limited participants in these communal activities.
 - Classroom layouts are being adjusted to provide distancing while still allowing for classroom interactions and participation.
 - Outdoor spaces are being evaluated and considered for use throughout the day to allow for classroom and grade-level activities.
 - The Swivl robot rotates to follow the teacher automatically. This will create the most interactive environment for students who are participating in eLearning through interactive zoom and provide recorded lessons for students review on campus.
 - New sanitation equipment has been purchased that will remain on campus and be utilized in classrooms and common areas throughout the school year.

Staffing Changes

The impact of the COVID-19 pandemic and economic downturn has been felt by our community and has been reflected in our school enrollment. As we move into the 2020-21 school year, we are committed to keeping our tuition low, operating with a balanced budget and meeting the needs of our students. At this time, it is the collective decision of SAS, the School Board, and the Executive Team to:

1. In order to keep all grade levels open for enrollment, maintaining our homeroom core teachers and utilizing their skills in other areas was prioritized. This means that our reductions in staff occurred in auxiliary staff positions while continuing to provide the same services.
2. Restructure the Admissions department and processes to incorporate admissions into the roles of the School Administrative Staff, Director of Development, and Campus Registrar. Please provide the email admissions@trinityklein.org to any referrals and we will make sure it is directed to the appropriate staff. Ashley Hale has been instrumental in establishing a professional Admissions program for us. We are grateful for her continued commitment to and love for Trinity Klein.
3. Reorganize Elementary Music in lieu of rehiring for the Elementary Music position vacated by Jessica Albers' resignation. Dr. Brusick will be assuming the 3rd-4th Grade Music instruction and schedules will be adjusted to allow for K-2nd Grade Music instruction to be taught by the grade-level teachers.



4. Restructure our student support services to be provided by our trained teachers. This means that Lisa Rostkowski's position as our Educational Consultant and Marilyn Petersen's position as her aide will be eliminated. Decisions based on financial circumstances do not reflect on the excellence we have achieved with Lisa and Marilyn as part of our staff. They have served our campus well and faithfully for many years. They will remain a part of our Trinity Klein family and in our prayers.

Mrs. Mailand and Mrs. Campbell are both trained and experienced in student intervention. Next year, we will operate with a full academic and student support program under their expertise. They will share the duties of academic interventionist allowing them to stay in their designated grade levels for a portion of the day. If you have a student who has received services in the past or may need services in the future, please reach out to Katy Lawrence for Elementary School and/or Tracy King for Middle School.

If the TEA releases the school opening guidelines today, we will be able to release our strategic plan and school calendar by July 1, 2020. We are excited for the opportunity to have students back on campus and look forward to sharing our safety plans with you. We encourage you to watch your email for a back to school letter as well as class lists by the end of the second week of August.

In Christ,
School Administrative Staff