



August 19, 2020

Greetings Urban University Parents,

Following a successful summer session, the Erie City Mission Youth Ministry will be pressing on in offering city students the opportunity for in-person after school programs this fall retaining our focus on leadership development. And in these continued and unprecedented times, we believe that teaching quality leadership is more important than ever.

Rest assured that we will continue to support Covid-19 mitigation efforts as we maintain small groups, a simplified schedule, as well as practicing the guidelines set forth by the Pennsylvania Department of Health, that will include enhanced cleaning and disinfecting, staff and student screenings upon arrival, use of face masks when indoors, social distancing, and frequent handwashing.

Please refer to our updated COVID Response Plan in a separate document included with this letter.

If you are interested in having your student apply for the courses we are offering this fall, please review the schedule on the next page and contact us **by Friday, August 28** to schedule an interview either in person or virtually through a Zoom Video Conference call. Both parent and student are expected to be in attendance as we consider this an opportunity to partner with you in the personal growth and development of your child. While this may be inconvenient, we see these continuous connections as a critical part of this equation.

Because of our limited spots and our short time frame, please be sure to consider carefully their ability to adhere to our COVID safety protocols, to give their best effort and show respect, to meet our expectations of 100% commitment, and for their willingness to be challenged and mature toward servant leadership and a growth mindset, before you schedule an interview.

For the latest on Urban University follow us on Instagram @uueriepa

2020 Fall Semester Schedule:

FALL SESSION #1 – Begins week of September 14 and concludes week of October 5

Digital Animation:

Mondays and Wednesdays/Total 8 sessions
at Community Access Media – 142 West 12th Street
3:15PM-6:15PM

Parents drop off and pick up at CAM

Students will learn how to create a digitally animated video using the Adobe Animate software under the professional guidance of Community Access Media staff.

Outdoor Science:

Tuesdays and Thursdays/Total 8 sessions
at Asbury Woods Nature Center – 4105 Asbury Road
3:15PM-6:15PM

Parents drop off and pick up at ECM

Students will discover through hands-on experiences the critical importance of our natural resources, and implement projects that take responsibility in protecting them.

FALL SESSION #2 – Begins week of October 12 and concludes week of November 2

Sewing Exploration:

Mondays and Wednesdays/Total 8 sessions
at Erie City Mission – 1017 French Street
3:15PM-6:15PM

Parents drop off and pick up at ECM

Whether you are a newbie or coming back for more, students will learn basic and advanced sewing skills through a variety of creative, useful and fun projects.

Baking 101:

Tuesdays and Thursdays/Total 8 sessions
at Erie City Mission – 1017 French Street
3:15PM-6:15PM

Parents drop off and pick up at ECM

Students will learn hands-on the science and art of baking through an assortment of recipes and delicacies.

***Because our mission is to intentionally develop student leaders, students that apply for two or more courses will have greater consideration in our acceptance process.**

- Each course will have a maximum of 6 students and 6 mentors.
- Students are dropped off by 3:15PM and picked up by 6:15PM for each session.
- Students may opt for a “ToGo” dinner each evening.
- Fee per course is \$10.00, payable upon student acceptance.

While we feel it is vitally important for students to have extra-curricular and social outlets, we want parents to know that we are continuing our programs with an equal emphasis in maintaining thorough mitigation efforts to help prevent the spread of COVID-19. We would look forward to considering your student for our programs should you and they wish to apply. Please contact me by phone or email with any questions and/or to schedule an interview.

Respectfully,

Rose Marie Lackey

RoseMarie Lackey,
Director of Youth Ministries
814.452.4421 Ext. 226 Office
814-572-2365 Cell
rmlackey@eriecitymission.org





2020 COVID19 RESPONSE PLAN

✓ Arrival/Dismissal

- It is critical that a staff or student does not report to UU if they are not feeling well or experiencing the following symptoms: fever, cough, sore throat, body aches, fatigue, loss of taste or smell, difficulty breathing. Any staff or student who exhibits any of these symptoms or with a temperature of 100.4 or greater will be sent home immediately.
- Parents will drop off students at 3:15PM at designated course location. Parents and students will remain in vehicle until UU staff approaches for verification that no one in the household has tested positive for COVID-19 or is awaiting test results. Student will exit car for staff to administer temperature screening.
- Screening and temperature results will be documented. A checklist will be used to document that the assessment was done at the beginning of each session.
- Face masks will be worn and social distancing will be practiced as able. (UU will provide students a cloth mask upon arrival of first day of programming if they do not have one.)
- Parents will text UU Director upon arrival to ECM main entrance at 1017 French Street and remain in vehicle for student pick up at 6:15PM. Student will be accompanied to car by UU staff.

✓ Safety Actions During Workshops

- Mentors and students will be required to wear masks when indoors but will not be required to wear masks when outdoors. Social distancing while outdoors will be practiced.
- Course groups will stay consistent throughout each week with the same 6 students and 6 mentors. This will limit the number of individuals that students interact with.
- Handwashing by students and mentors will be done upon entrance to the facility, before and after eating, during restroom breaks and frequently throughout the session. Hand sanitizer will also be available and students are welcome to carry their own personal hand sanitizer if desired.
- Whenever possible students will be supplied their own set of project items to use for the session. When not possible, specialized equipment or other high touch objects that will need to be shared will be sanitized after each use.
- Students will have a designated space for their personal belongings; backpack, lunchbox, jacket, etc.
- Classroom seating arrangements and spacing will permit 6 feet of distance between students and mentors whenever possible.
- An isolation area will be established for any student who begins to exhibit symptoms during the session to ensure their separation from other students and mentors until the time they are picked up by designated parent or guardian.

✓ Transportation

- When students are being transported in vans they will sit in a staggered formation in a row by themselves.

✓ Meals

- The Erie City Mission kitchen staff will provide a “ToGo” dinner for students that would request one.
- If there are any meal times during course sessions, students and mentors will sit in staggered formation with 6 feet distancing and clear their own place setting afterwards.

✓ Follow Up Cleaning

- Erie City Mission will follow CDC guidelines on cleaning and disinfecting the various types of surfaces that students and mentors may contact following each day’s session. We will also frequently clean high-touch areas throughout the day.
- CDC protocols for cleaning and disinfecting after any suspected or confirmed case of COVID-19 will be observed.

These are our current guidelines and may be adjusted as warranted.

Please contact the Erie City Mission’s Director of Youth Ministries if you have any questions in regard to this plan at 814.452.4421 Extension 226