

## Financial Literacy Programs – Social Distancing Option

With all of the changes that the COVID-19 Pandemic has brought to the upcoming school year, Pheple FCU has been working to come up with a way to be able to still help your students learn about Financial Literacy and continue to participate in the programs that they have been a part of in the past years. Through careful thought, we have developed a plan that enables Pheple and Penn Trafford to still partner and achieve these goals. Our focus has always been, and will continue to be, to run our programs with as little hassle to the school and staff as possible. We ask that you please read through our proposal for maintaining our partnership for the start of the 2020-2021 school year and provide us with guidance and feedback.

### Save Day for Elementary Level

- New memberships will be encouraged by an online video that schools can send out to parents and attach to their school website,
  - The video will explain the parts of the program and the importance of financial literacy.
  - Enrollment Forms/Applications will be sent home for non-participants the first week of school. Pheple will supply an envelope labeled for each students and deliver them to the school, organized by homeroom. There will also be a PDF provided and available for the school website that parents may email or print and mail.
    - Save Day dates would still follow monthly schedule
    - Take home Tuesday reminders would be sent prior to Save Day date (video form for parents and students to watch – reminder and piece of financial literacy information included, such as tip of the month)
    - Each home room would have a bin to place their Save Day Deposits in during homeroom time
    - Teachers would send the bin to the office after all class deposits are collected
    - Pheple staff will pick up bins from the office and take to a branch to process
    - Receipts mailed or emailed (when applicable with valid email address) to the parents
    - Each bin will be returned with prizes labeled for each participant, prizes will be handled with gloves and bins will be sanitized.
    - Late deposits may be sent to the office with students information, Pheple will call 1 week after scheduled Save Day to see if there are any to pick up and coordinate a pick up time if necessary
    - Extra teaching lessons/activities can be made available through pre-recorded videos upon request
    - Annual events will be later in the year or virtual if possible

## Save Day for Middle School Level

- New memberships will be encouraged by an online video that schools can send out to parents and attach to their school website,
  - The video will explain the parts of the program and the importance of financial literacy.
  - Enrollment Forms/Applications will be sent home for non-participants the first week of school. Pheple will supply an envelope labeled for each student and deliver them to the school, organized by homeroom. There will also be a PDF provided and available for the school website that parents may email or print and mail.
    - Save Day dates would still follow monthly schedule
    - Reminders would be sent prior to Save Day date (video form for parents and students to watch – reminder and piece of financial literacy information included, such as tip of the month)
    - Each home room would have an envelope to place their Save Day Deposits in during homeroom time
    - Teachers would send envelopes to the office after all class deposits are collected
    - Pheple staff will pick up envelopes from the office and take to a branch to process
    - Receipts mailed or emailed (when applicable with valid email address) to the parents
    - Each homeroom envelope will be returned to the school
    - Gift Card Winner will also be sent their prize
    - Late deposits may be sent to the office with student information, Pheple will call 1 week after scheduled Save Day to see if there are any to pick up and coordinate a pick up time if necessary
    - Extra teaching lessons/activities can be made available through pre-recorded videos upon request
    - Annual events will be later in the year or virtual if possible

## High School

- Social Distancing Guidelines may be met inside the Warrior Cash Stash
  - Pheple staff will arrive early and leave late to avoid crowded hallways
  - Limit the number of students allowed in the WCS
  - Floor Spacers to keep 6ft apart
  - Masks mandatory by staff and students
  - Sanitizer and gloves available
  - Utilize paperless receipts when possible
  - Online promotions for cash stash members
  - Plexiglas dividers can be installed if necessary