



Ranchos Elementary School

200 Ranchos Elementary Road
Ranchos de Taos, New Mexico 87557



Mrs. Lourdes Cordova, Principal
Mrs. Cathy Vigil, Secretary
School 575.737.6150 Fax 575.737.6151

This letter has important information about full re-entry and remote models. Please, take the time to read and call us if you have any questions.

March 24, 2021

Dear Ranchos Elementary Families,

I hope this letter finds you and your family well. We have certainly missed our wonderful RES students and families.

I know this has been a difficult time and many of you have suffered illness and loss of loved ones. My heart and thoughts go out to all of you as we work on healing both physically, mentally, and as we move forward.

I would like to extend my appreciation to the families who continue to make education a priority, especially during the challenges of virtual learning. Thank you for making sure your student attends virtual classes, actively participates, completes/submits assignments, and for keeping open communication with your student's teacher. Because of you, your student is able to access and reap the full benefits of learning and being a successful student.

As you know, New Mexico Public Education Department has announced that all schools are to open for full re-entry in April. The option for families to choose either the 100% remote model or the in-person model still remains. Taos Municipal Schools will begin in-person teaching on Monday, April 12th. I want to provide you with some information about what full re-entry means and how it is different from the hybrid model.

You can think of the hybrid model as a steppingstone to full re-entry because we would have had only 50% of the students who were participating in the hybrid model in the building. This would have been about 55-66 students per day with classrooms ranging from 2 to 8 students/day. We would have been able to follow the 6-foot social distancing safety protocol in all classrooms and desk arrangements would have allowed for students to sit 6 feet apart.

Full re-entry (the model we are in now), **means that students whose parents have chosen in-person learning (based on calls made to families in February or families who have contacted us)** will be in the building on Mondays, Tuesdays, Thursdays, and Fridays. Right now, this is about 4 to 20 students/class. *Please note that these numbers are frequently changing, and classroom capacities are getting larger – more students in classrooms. Regarding 6-foot social distancing in classrooms, the new rule from the NM Public Education Department is that we, “Practice social distancing to the greatest extent possible”. We will no longer have the space to sit students 6-feet apart since a larger number of students will be in classrooms.

I am neither encouraging or discouraging families from picking from the in-person model or choosing the 100% remote model. I simply want to provide families with information to help them make informed decisions that are best for their families.

It is very important that we know which model you want for your student(s) in order for us to plan appropriately. We have setup desks in classrooms for only the number of students whose parents have



chosen in-person. So again, it is very important that we know if you have changed your mind on the model, and please contact the office ASAP if your choice has changed.

It is also important for you to know:

- Our safety procedures follow CDC and PED guidelines.
- Staff, students and families will be required to follow all procedures.
- These procedures do not eliminate the risk of there being a positive case on campus, contracting, or the spread of the virus.

The first week of April, teachers will be posting a Parent/Guardian COVID-19 Agreement on their Canvas courses. For the students who will be returning to in-person learning, this document will need to be read by families, signed and submitted to the office by the due date indicated on the document. A copy of the document will be given to families to reference.

Here is some information to help you make the best choice for your family:

- We will not have early drop off. Drop off time will begin at 8:20 and families should not arrive prior to 8:15. Drop off and Pick up procedures at the end of this letter.
- Students will walk directly to their classrooms and staff will be available to help students find their classrooms. Students will remain in their classrooms for instruction, meals, art, and music.
- There will not be close contact opportunities, collaborative work or play, and we will continue to distance to the greatest extent possible.
- Students will be expected to follow social distancing and mask requirements.
- Students must have two clean (washed at home daily) proper fitting masks with them. They will wear one mask and the other will be in their backpack. Masks must have at least 2 layers of fabric and fit properly – cover the mouth and nose and fit snugly against the sides of the face in order to contain respiratory droplets. Masks that fall out of place and need to be reset are not properly fitted. Students will wear masks all day except for meals and water breaks.
- The campus, in and out, is setup with mask wearing and social distancing reminders and the floors are marked with social distancing spacers. Staff will review with students daily these expectations. It is important that families talk with their students about these expectations, so they are prepared to follow them upon entry.
- Students who violate these requirements will be given one warning. If a student violates the requirements a second time, the principal will be contacted, the student will be removed from the classroom, and parents will be contacted. A third time, and the student will be suspended.
- A student who willfully coughs, sneezes, spits, or breathes on any student or staff member will be suspended from school and allowed to return only after a behavior contract is signed by the student and parent. An incident of this nature will be treated as an assault and law enforcement will be contacted
- Two suspensions related to not following COVID safe practices and procedures will result in a student being placed on the 100% remote learning model.
- Visitors and volunteers will not be allowed in the building and will need to call the office for assistance.
- Students can wear properly fitting polo shirts, Ranchos t-shirts, Taos Tiger t-shirts, or solid t-shirts.
- We will be providing students with the basic supplies that they will need.
- We will be providing students with their own hand sanitizer bottle to keep in their desks.

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- Each day, students must bring two clean (washed daily at home) masks with at least two layers, their iPad/computer, charger, a water bottle, and any instructional items teachers are requesting. Students cannot bring other items from home. Please, check backpacks before leaving the house to make sure they have only the required items and nothing more.
- If you are choosing to have your student(s) in the in-person/full reentry model, please be sure that you are talking with your student about the additional responsibilities that will come with this.

We are doing our best to keep our students with their current teachers as scheduling and staffing allows. Teachers will be teaching both their in-person students and remote students. We ask for your patience and understanding as teachers learn to navigate this process. Note that current instructional schedules will change in order to provide our remote students with more time for live virtual instruction, and more time to interact with their teachers and peers who are in the building. Teachers will be getting these schedules out as soon as they can.

Re-entry is a big step and I want to be sure that we are taking every precaution possible to keep our students and staff safe. I think you will agree that safety needs to continue to be our #1 priority and it will take all of us working together to ensure that it is.

Thank you very much for your continued support, and I wish you all safety and wellness.

A handwritten signature in cursive script that reads "Lourdes Cordova".

Mrs. L. Cordova,
RES Principal

Drop off and pick up procedures:

8:20: Families will park in the parallel lanes, stay in their vehicles, and a staff member will go to the vehicle to complete a health screening and mask check before students will be permitted to stay. We will also:

- verify that the Parent/Guardian Covid-19 agreement has been signed and received by the office,
- and that the student is registered for the re-entry model.

Upon entry, students will receive a Grab-N-Go breakfast. Staff will be in halls all through the building to help students find their classrooms.

3:15-3:30: Dismissal will be staggered starting with 5th grade then fourth and so on. Siblings in multiple grades will be last. Parents will park and wait in their vehicles. A staff member will hold a sign showing which grade is being dismissed. When families see their student's grade, then one adult (18 or older) will get down from the vehicle and walk to the pick up area. Signs and markers will be posted that will show people the walking path to and from the pick up area. Masks must be worn and social distancing followed.



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DO choose masks that



Have two or more layers of washable, breathable fabric



Completely cover your nose and mouth



Fit snugly against the sides of your face and don't have gaps



Have a nose wire to prevent air from leaking out of the top of the mask

DO NOT choose masks that



Are made of fabric that makes it hard to breathe, for example, vinyl



Have exhalation valves or vents which allow virus particles to escape



Are intended for healthcare workers, including N95 respirators