

Taos Municipal Schools 2021-2022 Education Plan August 2, 2021



On July 26, 2021, we received our NMPED Tool Kit. This plan was created to align with the 2021 NMPED Tool Kit. In addition, the TMS Operating Recommendation Committee was resurrected from last year. This group will be making recommendations for next steps during this school year. I would like to thank this group for all their hard work in the recommendation of our options to move our District forward in the best interest of our students and staff to keep them safe.

-Superintendent

TMS SCHOOL REOPENING RECOMMENDATION COMMITTEE MEMBERS

CJ Grace, Principal, Taos High School

Nathaniel Evans, Taos City Councilor, Taos Charter School Teacher

Luis Reyes, Community Member, Kit Carson Electric

Francis Hahn, English Teacher (THS) & T-FUSE President

April De Herrera, Nurse, Taos High School

Vernon Lujan, Chairman, Taos Pueblo Board of Education

Message from the Superintendent

This document presents information for our community to move forward together to embrace the new normal of conducting school operations during and after the COVID-19 pandemic. Reopening of, and re-entry into school buildings is dependent on several conditions and the guidance from our NM Public Education Department, the Center for Disease Control and Prevention (CDC) and NM Department of Health (DOH).

Approximately every 4 weeks, these plans will be reviewed, and recommendations will be provided to the school board to adjust the safety measures that will be implemented this school year. Therefore, this document will have revisions accordingly.

It is important to remember creating a recovery plan is only effective through a collaborative effort by all community stakeholders. Reviewing, practicing, and updating the plan on a regular basis is essential to ensuring the highest level of success in responding to this pandemic. Our goal is to communicate a vision that can be easily communicated to members of the school community.

We all want students and educators to feel comfortable and safe returning to school environments. The conditions, current medical landscape, and growing body of knowledge surrounding COVID-19 continue to evolve. This reality presents challenges to planning, preparing, and guiding school operations. Taos Municipal Schools will communicate with local authorities and always adhere to the most recent and restrictive recommendations from the NM Public Education Department and the Center for Disease Control and Prevention (CDC).

With this new pandemic environment, we must understand two key factors: 1) the district's ability to maintain a safe and healthy school environment, and 2) the prevalence of COVID-19 in our community. Schools will need to constantly evaluate these two key factors as schools and communities will most likely fluctuate between the various phases of disease transmission over the coming months. We will continue the priority of keeping our students and staff safe at the lowest risk possible while focusing on closing the learning gap of every student in every school. While focusing on this, we will have challenges in closing the learning gap of our at-risk students and will have deliberate action to ensure these students are at the forefront of showing evidence of achievement using our selected assessments.

The goal of our staff is to work on closing the learning gap of students by implementing and analyzing need assessment data to select and guide curriculum and instruction, especially in targeting resources and additional support for students most impacted by the COVID-19 school closures. Our staff will support our at-risk students by constant communication closely as a team with the parents of students with disabilities, ELL students, Native American students and our students in poverty/homeless.

-Dr. Lillian Torrez

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Our Mission

Prepare all students academically, socially physically and emotionally to succeed as responsible citizens

Our Vision

Inspire excellence and life-long success through teaching, learning, and collaboration

Our Purpose

The purpose of this document is to provide guidance and a framework designed to support learning while keeping our students, staff and community members safe. This document is designed to be flexible and reviewed periodically depending on the current Tool Kit. The release of this updated Education Plan replaces and supersedes the previously released Education Plan.

Audience

NMPED, Taos Municipal School Board, staff members, students, parents, and community members

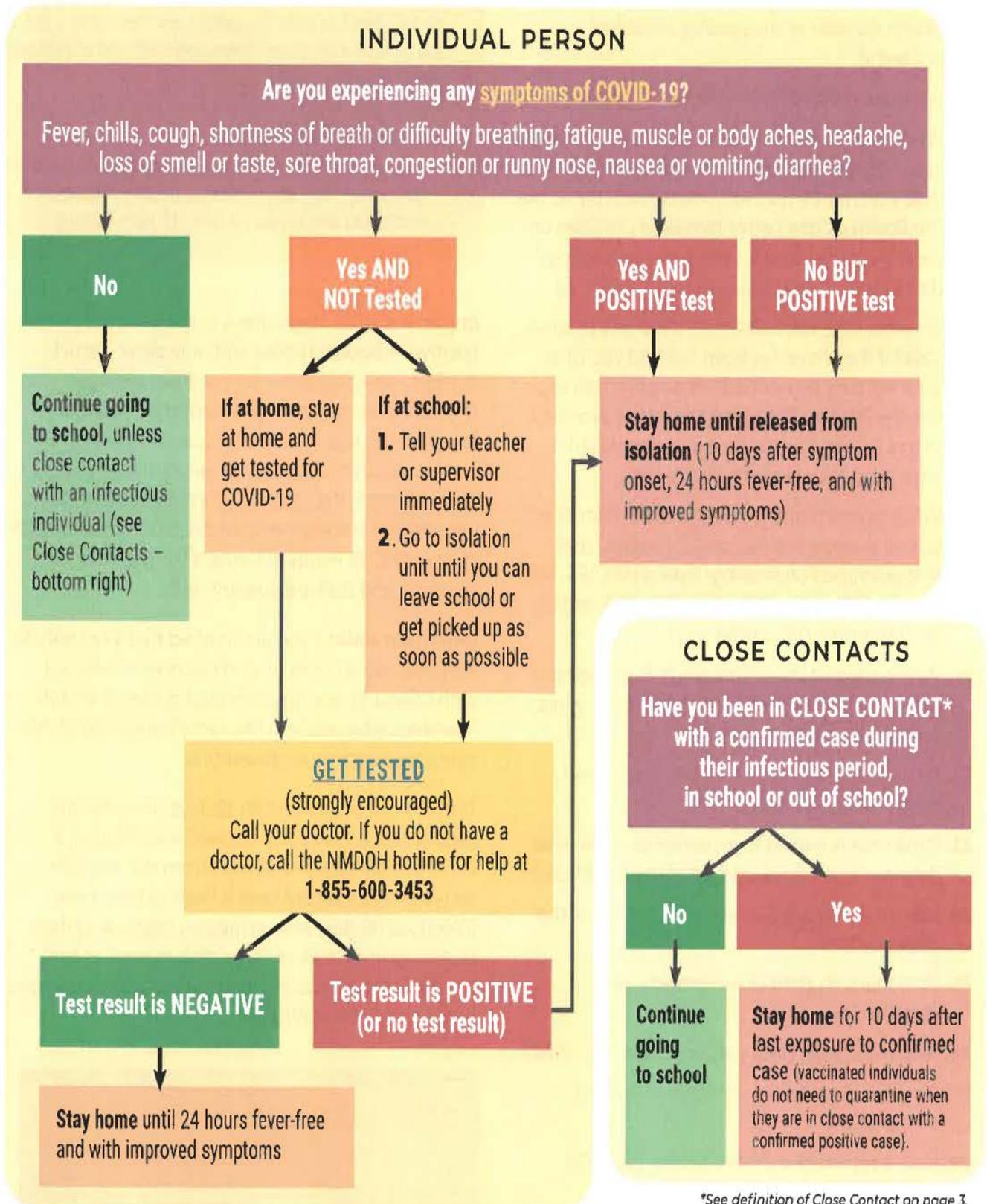


Public Relations/Communication Plan

- Production and distribution of press releases written to build confidence in our plan.
- Partner with Taos News to communicate weekly plans, an overview of the next week and to answer questions from our stakeholders. Topics will include updates on reopening timelines, device pick-up schedules and instructions, internet connection plans (hotspot pick-ups and Kit Carson hookups), safety and CDC practices, district social emotional plan, remote and hybrid learning models, student nutrition services, parent surveys and end question/answer period.
- Liaison with members of the media to ensure positive coverage of our plan (Taos News, all radio stations, website and Facebook and school messenger).
- Meet with groups and individuals to increase awareness of these plans to parents, students, community and business members (i.e., Chamber of Commerce, Kit Carson, Milagro Rotary).
- Utilize social media as a means of facilitating awareness, as well as dialog with contacts.
- Regularly update website information and updates consistently.
- School Messenger will be used on a regular basis to send updates to parent's district wide.

School Staff and Student Decision Tree

The following decision tree was created for families, students, and staff to better understand the steps that should be taken if an individual develops symptoms. Testing of unvaccinated close contacts (strongly encouraged) should happen 7–10 days into quarantine, or at onset of symptoms. A negative test for an unvaccinated close contact of a COVID-19 positive individual does not end the quarantine period



Symptoms in a Recovered Individual: If a person is positive for COVID-19, completes their self-isolation, recovers, and then develops new COVID-like symptoms within 90 days of their first infection, they should stay home until fever-free for at least 24 hours without fever-reducing medication and with improvement in symptoms. They may consider consulting their healthcare provider for additional guidance. If a person who was positive for COVID-19 more than 90 days ago develops new COVID-like symptoms, they should follow the same guidance as for someone who was never previously a case.

Plan 1-All District In-Person Learning

TMS is providing a framework that will allow for students and staff to safely return to in-person school for the 2021-2022 school year as the COVID-19 pandemic continues to disrupt the lives of New Mexicans. The guiding principles of the New Mexico Public Education Department (NMPED) and Taos Municipal Schools (TMS) is to:

- Keep students, staff and the community safe through the implementation of nationally recognized COVID-safe practices (CSPs)
- Prioritize in-person learning.

Please review the COVID-19 Response Toolkit for New Mexico's Public Schools for School Year 2021-2022 at [COVID-19 Response Toolkit](#) . For additional information please review Back to School FAQs SY21-22 at [FAQ on the new guidance](#) and Mask Guidance for PreK-12 Public Schools at [Mask Guidance](#) . Please keep in mind that Taos Municipal has chosen to supplement the requirements of the Toolkit with additional COVID-safe practices (**to include mask wearing for all Pre-K-12 students and staff indoors and outdoors**) to protect our students, staff and community members as the delta variant continues to spread rapidly across the U.S.

Taos Municipal Schools will begin the school year with the following COVID-safe practices:

(This plan will be reviewed regularly and be modified as necessary (please review school board agendas for any updates))

- **All students and adults will be required to wear face masks all day while inside and outside school buildings regardless of vaccination status, including school-sponsored events and on school transportation.** There are very limited circumstances under which a face mask cannot be worn, please reference page 17 of the NMPED Toolkit. Please contact Lynn Brashar at 575-737-6114 if you have any questions.
- Face masks must be worn all day while inside and outside school buildings, at school-sponsored events and on school transportation.
- The only time the face mask may be off is while eating and drinking during allowed times.
- Face masks must cover the mouth and nose and fit snugly against the sides of the face and under the chin in order to contain respiratory droplets.
- The types of allowable face masks include:
 1. Face masks made of two or more layers of cloth
 2. Face masks with a clear plastic window
 3. Surgical, procedural, N95 or KN95. Face masks that are not permitted include those that have exhalation valves or vents, bandanas, scarves, or neck gaiters.
- Wash your hands before putting on your mask.

- Wash your hands before and after you eat and frequently throughout the day.
- In addition to the deep clean of spaces occupied by COVID-19 infectious individuals, all of our schools will maintain a daily cleaning schedule, focused high-touch surfaces.
- Use hand sanitizer when you are unable to wash your hands with soap and water.
- Face masks are not allowed around your neck or up on the forehead.
- If a student removes the face mask and refuses to wear the mask, then the student will have to be picked up from school and taken home.
- COVID-safe practices are to be enforced for all out-of-town, overnight travel and school sponsored-activities. Unvaccinated individuals, who are not household members, may not share sleeping quarters. Stagger arrival and drop-off times and locations will be arranged by the coach. Students waiting to be picked up should maintain 3 feet social distancing.
- Adults who refuse to wear a face mask will be required to leave.
- Staff who refuse to wear a face mask will be referred to HR Department
- Cloth face masks should be washed and dried after each use.
- Unvaccinated Students will be required to social distance 3 feet.
- Unvaccinated Adults will be required to social distance 6 feet.
- Temperature Checks will be required for all students and adults regardless of vaccination status.
- COVID-safe practices for Athletics and Activities will be followed based on the comprehensive guidance for NMAA activities covering eligibility to participate. Please keep in mind that Taos Municipal Schools has chosen to supplement the guidance.
- Plan for when a student, staff, volunteer or visitor becomes sick. Staff members are not to return until they have met DOH criteria to discontinue home isolation.
- COVID-19 surveillance testing is required for all school providing in-person student services, including athletics. Staff and students who provide evidence of COVID-19 vaccination, and those who have tested positive in the past 90 days, are not included in the surveillance. TMS will require testing 25% of staff who have not provided evidence of COVID-19 vaccination each week that student services are provided. Schools are currently working on providing student surveillance testing programs to all unvaccinated students on a voluntary basis.
- All students will return to in-person learning in their classroom and have lunch in the cafeteria as they did before the pandemic.
- All students will be afforded a district loaned computer device and/or hotspot – internet connectivity for those indicating need, thus all students will have access.
- The school will be cleaned more than once a day in accordance with CDC recommendations.
- Hand sanitizer is provided in each classroom and in main locations throughout all schools and frequently used.
- Students and staff will be asked to remain home if sick based on the guidance of the Staff and Student Decision Tree and NMPED Toolkit.

- All adults must check in at the main office. Non-Essential visitors, volunteers, parents will not be allowed in the hallways, classrooms and common areas at this time.
- Continue to teach and reinforce good hygiene measures such as handwashing covering coughs and proper wearing of face masks.
- Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas.
- Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols.
- Continue to clean/disinfect frequently touched surfaces at least daily and shared objects after each use.
- Students and staff will be allowed to bring face masks to use from home.
- Ventilation systems operate properly and increase circulation of outdoor air as much as possible, as long as this does not pose a safety or health risk.
- Conduct deep cleaning of schools prior to students/staff returning.

Safety while in-person learning:

Procedures will be in place to ensure students follow CDC guidelines for three feet social distancing and wearing face masks.

- Recess and other breaks will be staggered to allow students to break outdoors.
- When possible, all students will face in the same direction in classrooms.

In-person learning/Assessment

- All teachers will be using the same learning platform – CANVAS.
- All teachers will be following the same priority standards and pacing guides.
- Special Education accommodations and supports will be provided according to IEPs.
- We will begin administering beginning of year (BOY) assessments to include:
 - IStation (K-2)
 - Dyslexia Screener (1st grade)
 - NWEA – Math/Teach to One (5-11)
 - NWEA -Reading (9-11)
 - Cogna (3-8)
 - Heggerty (at least K/1)
 - WIDA (K-12)
 - Mastery Connect (9-12)
- Students in need of support will be identified using beginning of year data and using the MLSS Guidelines to determine the levels of support needed.

- Parents will be notified when their student is identified as needing additional support.
- Students in need of support will receive additional in-person instructional support.
- Teachers will analyze data to make instructional decisions.

Instructional/Professional Development

- All staff will wear face masks while on campus with the exception of when they are alone in their individual classroom/office.
- All staff are being offered training in online course design for Canvas.
- All staff are being offered training in use of the online platform – Canvas.
- All staff delivering math instruction will receive training on math program implementation.
- Modules will be available to view for those teachers who did not attend the PD.
- Elementary staff will receive training on Canvas and SeeSaw (SeeSaw will provide elementary specific learning tools).
- Parents/caregivers will be provided with professional development via on-line learning platforms i.e. Canvas on accessing the online resources.

Technology Needs

- All students will receive a district device that has been prepared with all the leaning tools/platforms that students will need.
- Parents will need Tech support:
 - Connecting to Hotspots
 - Connecting to Online Learning Tools
 - Assistance will be available to students and families to troubleshoot or assist in supporting instructional programming. IT (Sharp) department will be available through help desk from 8am to 6 pm, and e-mail.

Communication

- Taos Municipal schools will follow the guidelines established in the TMS District Safety plan to communicate changing circumstances to families, caregivers, and the community.
- Families and caregivers will be notified using the district “School Reach” outreach system, Taos News and via updated info on the district webpage.
- “School Reach” will notify families through email, text, and phone calls.
- Local news agencies will be notified of changing circumstances following guidelines from TMS District Safety plan.
- Local school sites have access and the ability to utilize “School Reach” when school site circumstances necessitate information being shared to families and care givers from that school site.

- District communications are provided to families in the language that has been identified as their home language.
- School site staff will communicate with families regarding progress, updates, check-ins and to provide social/emotional support.

Health & Wellness of Students/Staff-

Rapid Response Teams for referral, tracing, and isolation of staff or students with symptoms/diagnosis of COVID-19

- **Rapid response teams (RRT) will consist of the following personnel:**
 - Administration Member-Team Leader
- **Nursing/Medical Member**
- **Safety & Security Member**
 - Staff Member
- **Each school shall create RRTs as needed.**
- **RRTs will respond to the location of a student or staff member needing assistance. This includes escorting students to the care room.**
- **The RRT leader shall notify the District Response Team.**
- **If a student or staff member has been found to be infected with COVID- 19, a school representative will review video surveillance footage to assist in contact tracing.**
 - **The New Mexico Department of Health will be contacted to activate their contact tracing efforts.**
 - **Care rooms will continue to be utilized in every school, and will be equipped with all necessary PPE, technology and any other items that will assist students while staying in the care room.**

Coordination with other government agencies for maximizing limited resources:

- **Create a Communication Team consisting of:**
 - Chief Health/Wellness Leader
 - Safety & Security Director
 - Facilities/Maintenance Director
 - School Principals
- **Participate in meetings with government partners to discuss best practices in mitigating COVID-19 and sharing other pertinent information as needed.**

Strategies that encourage the District to be flexible so that we can quickly shift to alternate C19 plans when warranted or required by the State:

- **The Health and Safety Team will be ready to change and implement any plans as necessary.**
- **Maintain operational flexibility to adapt to the dynamic environment of COVID-19.**

Safety training for staff, students and families on ways to combat or reduce Covid-19 outbreaks.

- Staff are required to complete a Safe Schools training related to COVID-19.
- Posters that detail processes to mitigate the spread of COVID-19 shall be placed in predetermined locations throughout all TMS Facilities.

Building-entry protocols for screening of virus symptoms (e.g. temperature scans and automatic rejection if fever is present)

- Temperature Checks will be conducted upon arrival.
- Students who arrive at school with a temperature of 100.00 degrees or higher will be given PPE and escorted to a designated care room.
 - A parent or guardian will be immediately notified and directed to pick up their student as soon as possible.
 - Staff members who arrive at work with a fever of 100.0 degrees or higher will be immediately sent home and follow established guidelines.

Transportation-

- School buses run with social distancing practice in place.
- Drivers and students will wear face masks at all times.

Risk Reduction Strategies:

Wash Hands Frequently

- *Will have hand sanitizer Bottles Per Office/Classroom*
- *Use No-Contact Soap Dispensers*
- *Use No-Contact Hand Sanitizer Dispensers (Wall & Stands at Entry Ways)*
- *Use No-Contact Paper Towel Dispensers*
- *Use No-Contact Water Fountains*

Maximize Physical Distance

- *Student Desks Facing Same Direction*
- *Desk Trifold Carrels for ExPro, Intervention & Elementary Classes to Support Small Group Settings*

Disinfect Objects Between Users

- *Rejuvenal Spray Per Office/Classroom*
- *Disposable Sanitizer Wipes Per Office/Classroom*

- ***At Least Two Custodial Staff Disinfecting Throughout the Day***

Orientation & Training

- ***Student***
- ***Healthy Hygiene***
- ***Visitor***
- ***Virtual Meetings when needed***
- ***Temperature Check/Questionnaire***
- ***Face Masks Required***
- ***Staff Training***
- ***Healthy Hygiene Expectations***
- ***Disinfecting Between Users***

School Protocols/Classroom Protocols

- ***Temperature Checks***
- ***Staggered Recess Times***
- ***Sanitize Before and After***
- ***Limit Shared Equipment***
- ***Require Face Masks***
- ***Disinfecting classrooms and equipment***
- ***Eliminate and/or Reduce Shared Supplies-Equipment***

Healthy Hygiene

- ***Washing Hands/Sanitizing***
- ***Display Signs Around the School As Reminders, Rules, Roles, And Responsibilities***
- ***Follow “No Sharing” Guidelines***
- ***Temperature Checks/Questionnaire***
- ***Disinfecting Between Users***
- ***Use Sprays & Wipes frequently***
- ***Temperature Verification Stations***
- ***No Touch Thermometers***
- ***Thermal Imaging Stations***
- ***Recorded High Temperatures***

Plan 2-Blended Models (Low/Moderate Spread)

Option A: Students attend school in person two days week and remote learning two days a week with Wednesdays remote 3.25 hours in the morning.

Option A: 2-Day (AA/BB) Schedule for In-Person Learning.

Students will have remote learning the remainder of the week.

Monday *	Tuesday	Wednesday*	Thursday	Friday
Group A	Group A	Learning 3.25 hours in the morning	Group B	Group B

Note: Every Wednesday will be for remote learning for 3.25 hours in the morning and staff collaboration in the afternoon.

Options A and B are similar in that all students would attend school at least one or two days per week and receive remote instruction on the days in which they do not attend in person. And every Wednesday would be reserved for additional in-person learning or services for priority students.

Instructional/Professional Development- In determining the “A” and “B” student groups for each scenario, siblings will be prioritized so that they can be attending in-person learning on the same schedule.

- When students are not in the classroom, they will participate in online/distance learning
- Procedures will be in place to ensure students will follow 3 feet social distancing guideline.
- Recess and other breaks will be staggered to allow students to go outside
- Special Education accommodations and supports will be provided according to IEPs

Safety while in-person learning

- Procedures will be in place to ensure students follow CDC guidelines for social distancing, wear masks guidelines and will only interact with their class.
- Recess and other breaks will be staggered to allow students to break outdoors or in small groups to accommodate social distancing.

In-person learning/remote learning/Assessment

- When students are not in the classroom, they will participate in online/distance learning.
- All teachers will be using the same learning platform - CANVAS
- All teachers will be following the same priority standards and pacing guides
- Special Education accommodations and supports will be provided according to IEPs
- We will begin administering beginning of year (BOY) assessments to include:
 - IStation (K-2)
 - Dyslexia Screening (1st grade)
 - NWEA – Math/Teach to One (5-11)
 - NWEA -Reading (9-11)
 - Cogna (3-8)
 - Heggerty (at least K/1)
 - WIDA (K-12)
 - Mastery Connect (9-12)

- Priority students will be identified using beginning of year data and using the MLSS Guidelines to determine the levels of support needed.
- Parents will be notified when their student is identified as needing additional support.
- Priority students will receive additional in-person instructional support.
- Assessments will be administered in-school when possible and virtual administration will be proctored.
- Teachers will analyze data to make instructional decisions.

Facilities-

- Staff allowed in buildings with permission while wearing face masks.
- The school is thoroughly cleaned more than once a day in accordance with CDC recommendations
- Hand sanitizer is provided in each classroom and in main locations throughout all schools and frequently used
- There will be transition time allowing for cleaning/disinfecting classroom
- Students and staff will be asked to remain home if sick
- Parents/guardians will be allowed in schools by appoint only
- School building access will be limited to people providing essential functions only

Professional Development

- All staff are being offered training in online course design for CANVAS.
- All staff are being offered training in use of the online platform – CANVAS.
- All staff delivering math instruction will receive training on math program implementation.
- Modules will be available to view for those teachers who did not attend the PD.
- Elementary staff will receive training on CANVAS and SeeSaw (SeeSaw will provide elementary specific learning tools).
- Parents/caregivers will be provided with professional development via virtual meeting platforms i.e. Canvas on accessing the online resources.

Technology Needs

- All students will receive a district device that has been prepared with all the leaning tools/platforms that students will need.
- Parents will need Tech support:
 - Connecting to Hotspots
 - Connecting to Online Learning Tools
 - District instructional coaches and family liaisons will be available to help students and families troubleshoot or assist in supporting instructional programming. IT (Sharp) department will be available through help desk from 8am to 6 pm, and e-mail.

Communication

- Taos Municipal schools will follow the guidelines established in the TMS District Safety plan to communicate changing circumstances to families, caregivers, and the community.
- Families and caregivers will be notified using the district “School Reach” outreach system, Taos News and via updated info on the district webpage.
- “School Reach” will notify families through email, text, and phone calls.
- Local news agencies will be notified of changing circumstances following guidelines from TMS District Safety plan.

- Local school sites have access and the ability to utilize “School Reach” when school site circumstances necessitate information being shared to families and care givers from that school site.
- District communications are provided to families in the language that has been identified as their home language.
- School site staff will communicate with families regarding progress, updates, check-ins and to provide social/emotional support.

Facilities

- Staff allowed in buildings with permission while wearing face masks.
- The school is thoroughly cleaned more than once a day in accordance with CDC recommendations
- Hand sanitizer is provided in each classroom and in main locations throughout all schools and frequently used
- Classes will be divided into small groups, for example in alternating days in order to have fewer students at a time
- The classroom will be arranged to accommodate fewer students and allow for social distancing
- There will be transition time allowing for cleaning/disinfecting classroom
- Students and staff will be asked to remain home if sick
- Parents/guardians will be allowed in schools by appoint only
- School building access will be limited to people providing essential functions only

Health & Wellness of Students/Staff

Rapid Response Teams for referral, tracing, and isolation of staff or students with symptoms/diagnosis of COVID-19

- Rapid response teams (RRT) will consist of the following personnel:
 - Administration Member-Team Leader
 - Nursing/Medical Member
 - Safety & Security Member
 - Staff Member
- Each school shall create RRTs as needed.
- RRTs will respond to the location of a student or staff member needing assistance. This includes escorting students to the care room.
- The RRT leader shall notify the District Response Team.
- If a student or staff member has been found to be infected with COVID- 19, a school representative will review video surveillance footage to assist in contact tracing.
 - The New Mexico Department of Health will be contacted to activate their contact tracing efforts
 - Care rooms will be established in every school, and will be equipped with all necessary PPE, technology and any other items that will assist students while staying in the care room.

Coordination with other government agencies for maximizing limited resources:

- Create a Communication Team consisting of:
 - Chief Health/Wellness Leader
 - Safety & Security Director
 - Facilities/Maintenance Director
 - School Principals

- Participate in meetings with government partners to discuss best practices in mitigating COVID-19 and sharing other pertinent information as needed.

Strategies to encourage the District to be flexible so that we can quickly shift to alternate COVID-19 plans when warranted or required by the State:

- The Health and Safety Team will be ready to change and implement any plans as necessary.
- Maintain operational flexibility to adapt to the dynamic environment of COVID-19
 - Participate in monthly meetings with government partners to discuss best practices in mitigating COVID-19 and share other pertinent information.

Safety training for staff, students and families on ways to combat or reduce Covid-19 outbreaks

- Staff are required to complete a Safe Schools training related to COVID-19.
- Posters that detail processes to mitigate the spread of COVID-19 shall be placed in predetermined locations throughout all TMS facilities.

Building-entry protocols for screening of virus symptoms (e.g. temperature scans and automatic rejection if fever is present)

- Temperature checks will be conducted upon entry of any school or facility.
- Students who arrive at school with a temperature of 100.00 degrees or higher will be given PPE and escorted to a designated care room.
 - A parent or guardian will be immediately notified and directed to pick up their student as soon as possible.
 - Staff members who arrive at work with a fever of 100.0 degrees or higher will be immediately sent home and follow established guidelines.

Transportation

- School buses run with social distancing practice in place.
- Bus drivers and students will wear appropriate 'personal protective equipment' (PPE)

During COVID-19, health conditions and guidance will continue to evolve over time. These health guidelines below represent the latest guidance as of July 26, 2021.

- **COVID-19 Symptoms:** Parents/guardians will be asked to check for COVID-19 symptoms at home prior to departing for school each day. Parents will be provided information on COVID-19 in order to know what to look for in their children.
- **Face Masks:** All adults and students are required to wear masks when on school grounds, with the exception of time for eating. Face masks will also be required for students riding the bus to/from school.
- **Handwashing:** Students and staff will wash hands or use hand sanitizer every few hours throughout the day. Students and staff regularly wash hands and time is provided during the school day to do such
- **Gloves:** Teachers and other staff will not be asked to wear gloves. Cleaning, kitchen and other special staff like Health Care Providers or Occupational Therapists will be asked to wear gloves based on health guidelines.
- **Symptom screening:** There will be a process to screen all parents/guardians, staff, and students for COVID-19 symptoms before they come into school each day. Based on temperature checks, students/staff with a temperature of 100.0 or above will not be permitted to stay at school. We ask all students, family members, and staff to stay home if they are feeling ill (including symptoms like fever, cough, shortness of breath, sore throat, abdominal pain, fatigue, muscle aches, or headache).

Our at-risk students will be supported by our District Parent Engagement Coordinator, our Enos Community Schools Coordinator, Social workers and counselors at every school and elementary and secondary Reading Interventionists who will support students who need additional assistance. In addition, TMS has district staff who are assigned to support Native American students through push-in or pull-out services; these individuals along with the Native Ed. Liaison will continue to provide tutorial support through CANVAS in reading, math, attendance and other needs as identified. TMS does not currently have Migrant students but do have a high population of English Language Learners who are also supported through bilingual intervention courses, ELD classes and a part-time bilingual liaison who supports with academics and attendance issues. We will be monitoring the special challenges and address issues faced by our parents of students with disabilities, for whom disruption in regular school schedules and services can be especially concerning. School personnel will be reaching out to our families to determine their accessibility to devices, technology, and internet. To the greatest extent possible, each student with a disability will be provided the special education and related services identified in the student's IEP by the use of technology, tele-therapy, or distance instruction. This information will help our staff decide next steps for creating alternative methods, such as instructional telephone calls, online or virtual school programs, and other curriculum-based activities to the extent available. Also, case managers will contact parents to discuss alternative ways for students to receive services and a proposed amendment to the IEP to reflect those specific needs. Staff will review all student data and goals to determine next steps. ELL students will continue to be supported by classroom teachers with lessons that are developed to meet their learning needs. Teachers and district Bilingual liaison will provide translations and supports as needed. All Bilingually Endorsed teachers will provide additional supports for translation as needed for ELL students and their families. Teachers will develop engaging lessons based on student grade level and learning needs. Native American students will continue to be supported with Native American tutors to ensure grades and completion of course and class work. Tutors are assigned at the Elementary, Mid school and High School level. Three tutors are specifically assigned to High School students to ensure completion of assignments and remain in close contact with all students on their caseloads. Tutors work alongside High School Counselors, Tribal Government, and district coordinator to provide needed supports. All tutors elementary through high school will document their contact with students and families and remain in contact with school and home to ensure the success of Native American students. Taos Pueblo Education & Training director will partner with district leadership to address concerns of Taos Pueblo students. Tiwa language classes will continue for students participating in the classes at Enos Garcia Elementary and Taos Mid-School. Taos Pueblo Education and Training Center and TMS will collaborate to place Tiwa language instructors on online tools utilized by Enos Elementary and Taos Mid-School. TMS district coordinator will work with Taos Pueblo Red Willow Learning Center to ensure the support of Taos Pueblo students. Our homeless coordinator will follow established guidelines provided by NMPED to maintain support of

identified homeless population in our district. School sites will utilize counselors, social workers as well as outside school partners to support students and families during the transition to online learning as well as providing social emotional support. The homeless coordinator will contact families to determine needs and then work with the school district as well as outside agencies to find community resources to support the needs of families. All individuals will manage supports through phone calls, CANVAS sessions or Microsoft Teams meetings.

Option B: Students attend school one day a week with two days for students academically at-risk.

Option B: 1-Day Block (A/B/C/D) Schedule for In-Person Learning.
Students will have remote learning the remainder of the week.

Monday *	Tuesday	Wednesday*	Thursday	Friday
Group A	Group B	Learning 3.5 hours in the morning	Group C	Group D

Note: Every Wednesday will be for remote learning for 3.25 hours in the morning and staff collaboration in the afternoon.

Instructional/Professional Development-

HYBRID MODEL		Monday	Tuesday	Wednesday	Thursday	Friday
SECONDARY – 6th -12th	REMOTE ONLY <i>Grades 6-12</i> Edgenuity	100% Off-Site	Self-Paced/Flexible Schedule Parent/Student Initiated Contact (Daily Resets, Review Completion, Grade)	Self-Paced/Flexible Schedule Parent/Student Initiated Contact (Daily Resets, Review Completion, Grade)	Self-Paced/Flexible Schedule Pre-Scheduled Teacher Weekly Check In w/ Students Parent/Student Initiated Contact (Daily Resets, Review Completion, Grade)	Self-Paced/Flexible Schedule Parent/Student Initiated Contact (Daily Resets, Review Completion, Grade)
	BLENDED <i>Grades 6-12</i> District Adopted Curricula Teacher Prepared	25% On-Site	Last Names A-F Skinny Matrix Periods 1-8	Last Names G-L Skinny Matrix Periods 1-8	Last Names A-Z Multi-Layered Systems of Support (MLSS) in Math/Reading Intervention and Social Emotional Wellbeing	Last Names M-Q Skinny Matrix Periods 1-8

		75% Off-Site	CANVAS Live & Independent Study Periods – 1, 3, 5, 7	CANVAS Live & Independent Study Periods – 2, 4, 6, 8	Multi-Layered Systems of Support (MLSS) in Math/Reading Intervention and Social Emotional Wellbeing	CANVAS Live & Independent Study Periods – 1, 3, 5, 7	CANVAS Live & Independent Study Periods – 2, 4, 6, 8					
ELEMENTARY Pre-K – 5 th	REMOTE ONLY K – 4 District Adopted Curricula Teacher Prepared	100% Off-Site	Parent/Student Initiated Contact (Review Completion, Plan, Record Instruction, Grade, Communicate)	Parent/Student Initiated Contact (Review Completion, Plan, Record Instruction, Grade, Communicate)	Pre-Scheduled Teacher Weekly Check In w/ Students	Parent/Student Initiated Contact (Review Completion, Plan, Record Instruction, Grade, Communicate)	Parent/Student Initiated Contact (Review Completion, Plan, Record Instruction, Grade, Communicate)					
	REMOTE ONLY 5 TH Program Pending		Parent/Student Initiated Contact Self-Paced/Flexible Schedule	Parent/Student Initiated Contact Self-Paced/Flexible Schedule	Self-Paced/Flexible Schedule Pre-Scheduled Teacher Weekly Check In w/ Students	Parent/Student Initiated Contact Self-Paced/Flexible Schedule	Parent/Student Initiated Contact Self-Paced/Flexible Schedule					
	BLENDED K-5 District Adopted Curricula Teacher Prepared	25% On-Site	Last Names A-F Math, Reading & Activities Focus	Last Names G-L Math, Reading & Activities Focus	Last Names A-Z Multi-Layered Systems of Support (MLSS) in Math/Reading Intervention and Social Emotional Wellbeing	Last Names M-Q Math, Reading & Activities Focus	Last Names R-Z Math, Reading & Activities Focus					
			CANVAS/SEESAW Live Sessions for K, 2, 4	CANVAS/SEESAW Live Sessions for 1, 3, 5	CANVAS/SEESAW Social Emotional Activities (SW) Math/Reading Digital Platforms -RTI	CANVAS/SEESAW Live Sessions for K, 2, 4	CANVAS/SEESAW Live Sessions for 1, 3, 5					
	Second	75% Off-Site	Reading	8:00-9:30	<i>Math</i>	<i>Independent Study w/ Recorded Sessions & Assignments</i>	MLSS	8:00-9:30	Math	8:00-9:30	<i>Math</i>	<i>Independent Study w/ Recorded Sessions & Assignments</i>
	Kindergarten		Reading	9:30-10:00	<i>Math</i>	<i>Independent Study w/ Recorded Sessions & Assignments</i>	MLSS	9:30-10:00	Math	9:30-10:00	<i>Math</i>	<i>Independent Study w/ Recorded Sessions & Assignments</i>
	Fourth		Reading	10:00-11:30	<i>Math</i>	<i>Independent Study w/ Recorded Sessions & Assignments</i>	MLSS	10:00-11:30	Math	10:00-11:30	<i>Math</i>	<i>Independent Study w/ Recorded Sessions & Assignments</i>

	Fifth	50% On-Site	Reading	Independent Study w/ Recorded Sessions & Assignments	Reading	12:00-1:30	MLSS	12:00-1:30	Reading	Independent Study w/ Recorded Sessions & Assignments	Math	12:00-1:30
	First		Reading	Independent Study w/ Recorded Sessions & Assignments	Reading	1:30-2:15	MLSS	1:30-2:15	Reading	Independent Study w/ Recorded Sessions & Assignments	Math	1:30-2:15
	Third		Reading	Independent Study w/ Recorded Sessions & Assignments	Reading	2:00-3:30	MLSS	2:00-3:30	Reading	Independent Study w/ Recorded Sessions & Assignments	Math	2:00-3:30
	Pre -K		Students with Last Names A-L				No School		Students with Last Names M-Z			

- When students are not in the classroom, they will participate in online/distance learning
- Procedures will be in place to ensure students will follow social distancing guidelines and will only interact with their class.
- Recess and other breaks will be staggered to allow students to break outdoors or in small groups to accommodate social distancing
- Special Education accommodations and supports will be provided according to IEP's

Facilities-

Safety while in-person learning

- Procedures will be in place to ensure students follow CDC guidelines for social distancing, wear masks guidelines and will only interact with their class.
- Recess and other breaks will be staggered to allow students to break outdoors or in small groups to accommodate social distancing

In-person learning/remote learning/Assessment

- When students are not in the classroom, they will participate in online/distance learning.
- All teachers will be using the same learning platform - CANVAS
- All teachers will be following the same priority standards and pacing guides
- Special Education accommodations and supports will be provided according to IEPs
- We will begin administering beginning of year (BOY) assessments to include:
 - IStation (K-2)
 - Dyslexia Screening (K-1)
 - NWEA – Math/Teach to One (5-11)
 - NWEA -Reading (9-11)
 - Cogna (3-8)
 - Heggerty (at least K/1)

- WIDA (K-12)
- Mastery Connect (9-12)
- Priority students will be identified using beginning of year data and using the MLSS Guidelines to determine the levels of support needed.
- Parents will be notified when their student is identified as needing additional support.
- Priority students will receive additional in-person instructional support.
- Assessments will be administered in-school when possible and virtual administration will be proctored.
- Teachers will analyze data to make instructional decisions.

Professional Development

- All staff are being offered training in online course design for CANVAS.
- All staff are being offered training in use of the online platform – CANVAS.
- All staff delivering math instruction will receive training on math program implementation.
- Modules will be available to view for those teachers who did not attend the PD.
- Elementary staff will receive training on CANVAS and SeeSaw (SeeSaw will provide elementary specific learning tools).
- Parents/caregivers will be provided with professional development via virtual meeting platforms i.e. CANVAS on accessing the online resources.

Technology Needs

- All students will receive a district device that has been prepared with all the learning tools/platforms that students will need.
- Parents will need Tech support:
 - Connecting to Hotspots
 - Connecting to Online Learning Tools
 - District instructional coaches and family liaisons will be available to help students and families troubleshoot or assist in supporting instructional programming. IT (Sharp) department will be available through help desk from 8am to 6 pm, and e-mail.

Communication

- Taos Municipal schools will follow the guidelines established in the TMS District Safety plan to communicate changing circumstances to families, caregivers, and the community.
- Families and caregivers will be notified using the district “School Reach” outreach system , Taos News and via updated info on the district webpage.
- “School Reach” will notify families through email, text, and phone calls.
- Local news agencies will be notified of changing circumstances following guidelines from TMS District Safety plan.
- Local school sites have access and the ability to utilize “School Reach” when school site circumstances necessitate information being shared to families and care givers from that school site.
- District communications are provided to families in the language that has been identified as their home language.
- School site staff will communicate with families regarding progress, updates, check-ins and to provide social/emotional support.

Facilities-

- Staff allowed in buildings with permission while wearing face masks.
- The school is thoroughly cleaned more than once a day in accordance with CDC recommendations
- Hand sanitizer is provided in each classroom and in main locations throughout all schools and frequently used
- Classes will be divided into small groups, for example in alternating days in order to have fewer students at a time
- The classroom will be arranged to accommodate fewer students and allow for social distancing
- There will be transition time allowing for cleaning/disinfecting classroom
- Students and staff will be asked to remain home if sick
- Parents/guardians will be allowed in schools by appoint only
- School building access will be limited to people providing essential functions only
- Visitors and volunteers will not be deemed essential and thus not be allowed on campus

Health & Wellness of Students/Staff-

Rapid Response Teams for referral, tracing, and isolation of staff or students with symptoms/diagnosis of COVID-19

- Rapid response teams (RRT) will consist of the following personnel:

-Administration Member-Team Leader

- Nursing/Medical Member
- Safety & Security Member
- Staff Member
- Each school shall create RRTs as needed.
- RRTs will respond to the location of a student or staff member needing assistance. This includes escorting students to the care room.
- The RRT leader shall notify the District Response Team.
- If a student or staff member has been found to be infected with COVID- 19, a school representative will review video surveillance footage to assist in contact tracing.
 - The New Mexico Department of Health will be contacted to activate their contact tracing efforts
 - Care rooms will be established in every school, and will be equipped with all necessary PPE, technology and any other items that will assist students while staying in the care room.

Coordination with other government agencies for maximizing limited resources:

- Create a Communication Team consisting of:
 - Chief Health/Wellness Leader
 - Safety & Security Director
 - Facilities/Maintenance Director
 - School Principals
- Participate in meetings with government partners to discuss best practices in mitigating COVID-19 and sharing other pertinent information as needed.

Strategies that encourage the District to be flexible so that we can quickly shift to alternate C19 plans when warranted or required by the State:

- The Health and Safety Team will be ready to change and implement any plans as necessary.
- Maintain operational flexibility to adapt to the dynamic environment of COVID-19
 - Participate in monthly meetings with government partners to discuss best practices in mitigating COVID-19 and share other pertinent information.

Safety training for staff, students and families on ways to combat or reduce Covid-19 outbreaks

- Staff are required to complete a Safe Schools training related to Covid-19.
- Posters that detail processes to mitigate the spread of COVID-19 shall be placed in predetermined locations throughout all TMS facilities.

Building-entry protocols for screening of virus symptoms (e.g. temperature scans and automatic rejection if fever is present)

- Temperature checks will be conducted upon entry to any school or facility.
- Students who arrive at school with a temperature of 100.00 degrees or higher will be given PPE and escorted to a designated care room.
 - A parent or guardian will be immediately notified and directed to pick up their student as soon as possible.
 - Staff members who arrive at work with a fever of 100.0 degrees or higher will be immediately sent home and follow established guidelines.

Transportation-

- School buses run with social distancing practice in place
- Bus drivers and students will wear face masks at all times

Our at-risk students will be supported by our District Parent Engagement Coordinator, our Enos Community Schools Coordinator, Social workers and counselors at every school and elementary and secondary Reading Interventionists who will support students who need additional assistance. In addition, TMS has district staff who are assigned to support Native American students through push-in or pull out services; these individuals along with the Native Ed. Liaison will continue to provide tutorial support through CANVAS in reading, math, attendance and other needs as identified.

TMS does not currently have Migrant students but do have a high population of English Language Learners who are also supported through bilingual intervention courses, ELD classes and a part-time bilingual liaison who supports with academics and attendance issues. We will be monitoring the special challenges and address issues faced by our parents of students with disabilities, for whom disruption in regular school schedules and services can be especially concerning. School personnel will be reaching out to our families to determine their accessibility to devices, technology, and internet. To the greatest extent possible, each student with a disability will be provided the special education and related services identified in the student's

IEP by the use of technology, tele-therapy, or distance instruction. This information will help our staff decide next steps for creating alternative methods, such as instructional telephone calls, online or virtual school programs, and other curriculum-based activities to the extent available. Also, case managers will contact parents to discuss alternative ways for students to receive services and a proposed amendment to the IEP to reflect those specific needs. Staff will review all student data and goals to determine next steps. ELL students will continue to be supported by classroom teachers with lessons that are developed to meet their learning needs. Teachers and district Bilingual liaison will provide translations and supports as needed. All Bilingually Endorsed teachers will provide additional supports for translation as needed for ELL students and their families. Teachers will develop engaging lessons based on student grade level and learning needs. Native American students will continue to be supported with Native American tutors to ensure grades and completion of course and class work. Tutors are assigned at the Elementary, Mid school and High School level. Three tutors are specifically assigned to High School students to ensure completion of assignments and remain in close contact with all students on their caseloads. Tutors work alongside High School Counselors, Tribal Government, and district coordinator to provide needed supports. All tutors elementary through high school will document their contact with students and families and remain in contact with school and home to ensure the success of Native American students. Taos Pueblo Education & Training director will partner with district

leadership to address concerns of Taos Pueblo students. Tiwa language classes will continue for students participating in the classes at Enos Garcia Elementary and Taos Mid-School. Taos Pueblo Education and Training Center and TMS will collaborate to place Tiwa language instructors on online tools utilized by Enos Elementary and Taos Mid-School. TMS district coordinator will work with Taos Pueblo Red Willow Learning Center to ensure the support of Taos Pueblo students. Our homeless coordinator will follow established guidelines provided by NMPED to maintain support of identified homeless population in our district. School sites will utilize counselors, social workers as well as outside school partners to support students and families during the transition to online learning as well as providing social emotional support. The homeless coordinator will contact families to determine needs and then work with the school district as well as outside agencies to find community resources to support the needs of families. All individuals will manage supports through phone calls, CANVAS sessions or Microsoft Teams meetings.

Plan 3-Remote Learning Plan (Substantial Spread)

Students will gradually begin school by the following schedule:

All students will do remote learning until it is determined to go to the next plan.

Instructional/Professional Development-

TMSD will be in the remote learning model to ensure student and staff safety.

100% REMOTE MODEL		Monday	Tuesday	Wednesday	Thursday	Friday
6 th – 12 th	Grades 6-12 <i>Edgenuity</i>	<i>Parent/Student Initiated Contact</i> <i>Self-Paced Flexible Schedule</i>	<i>Parent/Student Initiated Contact</i> <i>Self-Paced Flexible Schedule</i>	<i>Pre-Scheduled Teacher Weekly Check In w/ Students</i> <i>Self-Paced Flexible Schedule</i>	<i>Parent/Student Initiated Contact</i> <i>Self-Paced Flexible Schedule</i>	<i>Parent/Student Initiated Contact</i> <i>Self-Paced Flexible Schedule</i>
		100% of Students	100% of Students	100% of Students	100% of Students	100% of Students
Secondary 6 th -12 th	Grades 6-12 District Adopted Curricula Teacher Prepared Student Live Sessions: <ul style="list-style-type: none"> • Maximum 3 hours Live sessions per day • Minimum of 1 hour per day 	CANVAS Live & Independent Study Periods – 1, 3, 5, 7 <i>Live sessions 45 minutes per period</i>	CANVAS Live & Independent Study Periods – 2, 4, 6, 8 <i>Live sessions 45 minutes per period</i>	CANVAS Multi-Layered Systems of Support (MLSS) in Math/Reading Intervention and Social Emotional Wellbeing OR Independent Study w/ Recorded Sessions & Assignments	CANVAS Live & Independent Study Periods – 1, 3, 5, 7 <i>Live sessions 45 minutes per period</i>	CANVAS Live & Independent Study Periods – 2, 4, 6, 8 <i>Live sessions 45 minutes per period</i>
		100% of Students	100% of Students	100% of Students	100% of Students	100% of Students
Elementary k-5	Kinder – 5th CANVAS/SEESAW	100% of Students	100% of Students	100% of Students	100% of Students	100% of Students
		Math & Reading Focus Live Sessions based on Grade & Developmental Level	Math & Reading Focus Live Sessions based on Grade & Developmental Level	Multi-Layered Systems of Support (MLSS) in Math/Reading Intervention and	Math & Reading Focus Live Sessions based on Grade & Developmental Level	Math & Reading Focus Live Sessions based on Grade & Developmental Level

ADOPTED CURRICULA	Math Video Recording Flexible Schedule		Reading Video Recording Flexible Schedule		Social Emotional Wellbeing OR Independent Study w/ Recorded Sessions & Assignments		Math Video Recording Flexible Schedule		Developmental Level Reading Video Recording Flexible Schedule	
	Second	Reading	8:30-9:30	Math	8:30-9:30	MLSS	8:30-9:30	Reading	8:30-9:30	Math
Kindergarten	Reading	9:30-10:00	Math	9:30-10:00	MLSS	9:30-10:00	Reading	9:30-10:00	Math	9:30-10:00
Fourth	Reading	10:00-11:30	Math	10:00-11:30	MLSS	10:00-11:30	Reading	10:00-11:30	Math	10:00-11:30
Fifth	Reading	12:00-1:30	Math	12:00-1:30	MLSS	12:00-1:30	Reading	12:00-1:30	Math	12:00-1:30
First	Reading	1:30-2:15	Math	1:30-2:15	MLSS	1:30-2:15	Reading	1:30-2:15	Math	1:30-2:15
Third	Reading	2:00-3:30	Math	2:00-3:30	MLSS	2:00-3:30	Reading	2:00-3:30	Math	2:00-3:30

Taos Municipal Schools will be providing remote learning for K-12 students via Learning Management System (LMS) Canvas. Through Canvas, teachers will be scheduled to provide live sessions, post recordings, and link assignments for all adopted/approved curriculum offered by the district. K-5 students will receive Math & Reading manipulative kits for use during live instruction and assigned tasks. All staff is required to participate in training to address district wide protocols to ensure students and parents can easily navigate and participate remotely.

Teachers will also be required to collaborate the first three days of school in order to review 19-20 4th quarter data, identify assessment tool(s) and preliminarily identify essential standards to begin Fall 2020 school year and develop scaffolds to address student deficiency in Layered 2 & 3 MLSS structure. District will be administering state required and district approved Short Cycle Assessment (I-Station, NWEA MAPS & Cognia) beginning September 8. The district is reverting to our approved grading system (A-F @ secondary and Standards Based @ elementary) as we identified significant decrease in participation with the Pass/Fail approach in spring. Student participation in live sessions, recordings and completion of tasks will monitored and graded via Canvas and SeeSaw. School and district administrators will have administrative access in Canvas and SeeSaw to participate

in virtual instruction/live sessions, track student participation/completion to provide observation/evaluative feedback to teachers and support staff.

All students will be afforded a district loaned computer device and/or hotspot – internet connectivity for those indicating need, thus all students will have access. To ensure engagement, support personnel such as social workers, educational assistants, secretaries, counselors will be granted accounts within Canvas to monitor student connection and progress to assist teachers in contacting parents.

Our at-risk students will be supported by our District Parent Engagement Coordinator, our Enos Community Schools Coordinator, Social workers and counselors at every school and elementary and secondary Reading Interventionists who will support students who need additional assistance. In addition, TMS has district staff who are assigned to support Native American students through push-in or pull out services; these individuals along with the Native Ed. Liaison will continue to provide tutorial support through CANVAS in reading, math, attendance and other needs as identified.

TMS does not currently have Migrant students but do have a high population of English Language Learners who are also supported through bilingual intervention courses, ELD classes and a part-time bilingual liaison who supports with academics and attendance issues. We will be monitoring the special challenges and address issues faced by our parents of students with disabilities, for whom disruption in regular school schedules and services can be especially concerning. School personnel will be reaching out to our families to determine their accessibility to devices, technology, and internet. To the greatest extent possible, each student with a disability will be provided the special education and related services identified in the student's IEP by use of technology, tele-therapy, or distance instruction. This information will help our staff decide next steps for creating alternative methods, such as instructional telephone calls, online or virtual school programs, and other curriculum-based activities to the extent available. Also, case managers will contact parents to discuss alternative ways for students to receive services and a proposed amendment to the IEP to reflect those specific needs.

Staff will review all student data and goals to determine next steps. ELL students will continue to be supported by classroom teachers with lessons that are developed to meet their learning needs. Teachers and district Bilingual liaison will provide translations and supports as needed. All Bilingually Endorsed teachers will provide additional supports for translation as needed for ELL students and their families. Teachers will develop engaging lessons based on student grade level and learning needs. Native American students will continue to be supported with Native American tutors to ensure grades and completion of course and class work. Tutors are assigned at the Elementary, Mid school and High School level. Three tutors are specifically assigned to High School students to ensure completion of assignments and remain in close contact with all students on their caseloads. Tutors work alongside High School Counselors, Tribal Government, and district coordinator to provide needed supports. All tutors elementary through high school will document their contact with students and families and remain in contact with school and home to ensure the success of Native American students. Taos Pueblo Education & Training director will partner with district leadership to address concerns of Taos Pueblo students. Tiwa language classes will continue for students participating in the classes at Enos Garcia Elementary and Taos Mid-School. Taos Pueblo Education and Training Center and TMS will collaborate to place Tiwa language instructors on online tools utilized by Enos Elementary and Taos Mid-School. TMS district coordinator will work with Taos Pueblo Red Willow Learning Center to ensure the support of Taos Pueblo students.

Our homeless coordinator will follow established guidelines provided by NMPED to maintain support of identified homeless population in our district. School sites will utilize counselors, social workers as well as

outside school partners to support students and families during the transition to online learning as well as providing social emotional support. The homeless coordinator will contact families to determine needs and then work with the school district as well as outside agencies to find community resources to support the needs of families. All individuals will manage supports through phone calls, CANVAS sessions or Microsoft Teams meetings.

Facilities-

No staff allowed in schools without permission from principal.

- All district schools and facilities are closed for students and the public until further notice. We will reconsider after the last day of school for our District.
- Custodial staff will have limited access during this time. School Nutrition will be onsite daily to prepare meals for our students but will be limited to the kitchens. All other access by employees and staff will be limited to supervisor approval.
- Maintenance staff will check facilities frequently to ensure there are not any major issues.
- HVAC schedules will be adjusted back to save energy.

Facilities-Risk Reduction Strategies

Health Classrooms/Buildings

- ***Personal Protective Equipment***

- *District Will Supply 3 Ply Masks or Re-Usable Face Shields for Staff*
- *District Will Supply Higher Risks Staff Gowns*
- *District Will Supply 3 Ply Masks One Per Week for Students in Need*
- *District Will Supply PreK/Kinder Re-Usable Face Shields*
- *Office Spaces/Desks Installed with Plexiglass Shielding*

- ***Wash Hands Frequently***

- *Sanitizer Bottles Per Office/Classroom*
- *No-Contact Soap Dispensers*
- *No-Contact Hand Sanitizer Dispensers (Wall & Stands @ Entry Ways)*
- *No-Contact Paper Towel Dispensers*

- ***Maximize Physical Distance***

- *Student Desks Facing Same Direction*
- *Individual Desk Trifold Carrels (10/Class)*
- *Clear Desk Trifold Carrels for ExPro, Intervention & Elementary Classes to Support Small Group Settings*

- ***Maximize Group Distancing***

- *6-9 Students Per Class Maximum*
- *Signage Indicating 6 Ft Spacing*
- *Clearly Marked One-Way Paths*
- *Cafeteria Areas Used as Staff Lounge*

- *Student Lunch in Classroom*
- *Virtual Meetings to Extent Possible*
- *Structured Supervised Settings*
- **Objects Between Users**
 - *Rejuvenal Spray Per Office/Classroom*
 - *Disposable Sanitizer Wipes Per Office/Classroom*
 - *At Least Two Custodial Staff Disinfecting Throughout the Day*

Orientation & Training

- **Student**
 - *On-Site Transitions*
 - *Healthy Hygiene*
- **Visitor**
 - *Appointment Only*
 - *Virtual Meetings to Extent Possible*
 - *Temperature Check/Questionnaire*
 - *Masks Required*
- **Staff Training**
 - *On-Site Transitions*
 - *Healthy Hygiene Expectations*
 - *Disinfecting Between Users*

School Protocols/Classroom Protocols

- **School**
 - *Established Separate Entrances*
 - *Temperature Checks*
 - *Increase And/or Adjust Duty Personnel to High Traffic Areas*
 - *One-Way Passage- Well Marked Directional Lines*
 - *Staggered Transitions (Secondary)*
 - *Staggered Recess Times*
 - *Sanitize Before and After*
 - *Limit Shared Equipment*
 - *Wear Masks*
 - *Eliminate Pe Dress Out*
 - *Eliminate and/or Reduce Shared Supplies-Equipment*
 - *Disinfecting*
- **Healthy Hygiene**
 - *Homeroom or Advisory Teacher Via School Nurses*
 - *Washing Hands/Sanitizing*
 - *Reward Good Behavior???*
 - *Display Signs Around the School as Reminders, Rules, Roles, And Responsibilities*
 - *Establish "No Sharing" Guidelines*
- **Visitor Protocols**
 - *Temperature Checks*
 - *Questionnaire*
 - *Appointment Only*

- *Restrict Non-Essential Visitors/Volunteers*
- ***Disinfecting Between Users***
 - *Sprays & Wipes*
 - *How, When*
- ***Temperature Verification Stations***
 - *No Touch Thermometers*
 - *Thermal Imaging Stations*
 - *Recorded High Temperature*
 - *Post Signage*

Health & Wellness Students/Staff-

Counselors, social workers, bilingual and Indian Ed liaisons will reach out to the students' families by phone, text, Canvas, Zoom, and email. Counselors and Social workers will continue work via Canvas, phone, and email with students that they will be working with; Las Cumbres Nurturing Center Staff (located at Enos Garcia) will continue to provide supports via phone, food delivery services, providing students with school supplies, and links to community resources to identified students and their families.

Staff will interact with students through virtual means. If students need support, referrals are being made internally and with community providers/ external agencies. The individual contacted will provide the student with an appropriate next step, referral, + follow up. Staff are prepared to screen and refer students as needed to district and local services appropriate to their needs. Introducing and inviting parents to speak with a SW or therapist on the phone first when they have been identified by a staff member to have social/ emotional needs; family issues and require the support; Families will be provided with contact information for counselors and social workers, on the school webpage, in the event students need social-emotional support; Teachers will contact counselors and social workers when they have concerns; Counselors and social workers will provide families with needed resources and available community services; Social workers from Taos Behavior Health will continue to meet with the students on their caseloads. Our El Centro Medical Clinic will continue counseling via teletherapy. Community Schools Coordinator will support these efforts at Enos Elementary.

Families will receive information on school messenger, emails, announcements on phone and text, on website, school facebook, all radio stations and the Taos News. Social workers and counselors will utilize Microsoft Team, cell phone (text or phone conversation), and/or email in making contact in order to provide social emotional support. Social workers and counselors will adhere to FERPA and respective professional code of ethics and core conditions, while using evidence based/best practices.

Social workers and Counselor will provide social emotional support to students and their caregivers. Additionally, these supports will extend to teachers and other staff members who may be experiencing anxiety or other related struggles, during the COVID 19 pandemic, during the 2021/2022 academic school year. Social workers and Counselors will collaborate with community partners as necessary in providing social and emotional support or clinical services for Taos Middle School students. Staff will provide community resources and referral for students and families to help meet their needs. Families will be provided with training on how to use Canvas; District and school updates will continue via School Messenger, the district webpage, school

Facebook pages, and local media; We will partner with local community organizations (Twirl) to provide additional learning resources. Our Community Schools Coordinator will facilitate community resources for Enos Elementary. In addition, The Las Cumbres Nurturing Center (Enos Elementary) will work with families to support them in receiving resources that are needed.

Social workers and counselors will call student caregivers and verbally secure permission to provide social emotional supports for their children, via telecommunication technology. Social workers and counselors will provide caregivers with contact information, which will include the utilization of Microsoft Team, cell phone (text or phone conversation), and/or email in order to provide social emotional support. Social workers and counselors will provide support using evidence based/best practices. Support staff are prepared to screen and refer students as needed to district and local services appropriate to their needs. Families will be provided with contact information for counselors and social workers, on the school webpage, in the event students need social-emotional support; Teachers will contact counselors and social workers when they have concerns; Counselors and social workers will provide families with needed resources and available community services; Social workers from Taos Behavior Health will continue to meet with the students on their caseloads; Las Cumbres Nurturing Center Staff (located at Enos Garcia) will continue to provide supports via phone, food delivery services, providing students with school supplies, and links to community resources to identified students and their families; Via Canvas and phone, counselors and social workers will continue with the implementation of PAX – self regulation activities and games. In addition. Our El Centro medical Clinic will remain open and provide tele-medicine and counseling services via teletherapy.

Operations -Student Nutrition/Transportation-

- a. Student Nutrition would continue daily throughout our District with breakfast/lunch at all schools (except Arroyos) from 10am-Noon.
- b. No transportation needed for students. However, we would maintain busses with routes to over 100 bus stops.
- c. **Meals will be offered to all students enrolled at TMS.**
- d. **All schools will begin offering breakfast/lunch by drive-up on M-F, from 10am Noon. (Both meals served at the same time).**
- e. **We have expanded to over 100 bus route stops to hand out breakfast/lunches. [Click on this link](#) to see the specific bus routes.**

CDC guidelines provide considerations for schools planning to reopen safely in the fall

Though a number of actions will need to be taken by schools, CDC has guidance and gating criteria that should allow for schools to safely reopen if applicable state and local orders allow it (see Appendix D). The CDC guidelines allow for school reopening with the following safeguards to protect children and employees at higher risk for severe illness.

- **Face Masks:** All staff and students must wear face masks.
- **Training and Education:** Schools must have adequate supplies to support healthy hygiene behaviors and post signs on how to stop the spread of COVID-19. All staff must be trained in safety actions.
- **Social Distancing:** Schools must promote social distancing, which includes spacing desks at least six feet apart, limiting gatherings, restricting all nonessential visitors, and closing communal use spaces, including cafeterias. Schools must limit the sharing of toys, personal belongings, books, and other equipment. Arrival and drop-off times and locations should also be staggered, and seating on buses should be staggered to create social distance.
- **Increased Cleaning:** Schools must intensify cleaning, disinfectant, and ventilations.
- **Tracking symptoms:** Schools should check for signs of symptoms among students and staff daily and should plan for when a staff member, child, or visitor becomes sick.
- **Contingency Plan:** Schools should have a closing plan in case of new outbreaks. This includes checking state and local health department notices daily about transmission in the area and adjusting operations accordingly. The school should maintain healthy operations, including flexible sick leave policies and maintaining a roster of trained back-up staff.

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