



# Loving Municipal Schools Re-Entry Plan FY22

## 1. Traditional Model

- Regular School Hours
- Face to Face Instruction

To begin the 2021-22 School year, Loving Municipal Schools has chosen a traditional re-entry model to ensure that every student receives a quality education. Each district site has prepared themselves for this model, but we recognize that adjustments may be necessary. If you feel another option would be a better fit for your student, please contact your student's school at the following numbers:

Loving Elementary: 575-745-2071

Loving Middle: 575-745-2051

Loving High: 575-745-2020

## Our Commitment

### District Responsibility

- Provide a safe environment
- Provide an outstanding education for students to be successful in college or career

### Respect One Another

- Respect everyone's space. Some may be nervous during these times
- Please refrain from making derogatory comments about or to others

### Courage to do the Right Thing

- Adhere to social distancing guidelines
- Make good choices
- Practice good hygiene by washing your hands frequently

## Student Protocols

- ADA accommodations will be maintained, including for medical reasons
- Classrooms will adhere to social distance guidelines to the greatest extent possible
- Gatherings in hallways are not recommended, students should actively transition from class to class during passing periods
- Classrooms will be cleaned and disinfected daily
- All used student desks will be disinfected throughout the instructional day
- Hand Sanitizer will be available in all classrooms and at hallway stations

### General Guidelines:

- STAY AT HOME WHEN SICK, except to receive medical care
- Wash your hands frequently with soap and water
- Use hand sanitizers located throughout building
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash and wash your hands. If no tissue, cough into your elbow.
- Handshaking and hugs are discouraged.
- Maximize the use of outdoor seating areas and social distancing for any group activities, when possible.
- Avoid touching any other student's personal belongings, laptops, phones, etc.

**These protocols and guidelines are subject to change. We will communicate updates through our social media and other means.**

## Employee Protocols

- Each faculty member will set hours to assist students with instructional needs
- Notify the principal if you are ill.
- ADA accommodations will be maintained, including medical reasons

### Office Hours Protocol:

- Make appointments to discuss instructional matters with students. This helps prevent inadvertent gatherings
- Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. Clean and disinfect them before and after use.
- Students have been asked to make appointments in advance before seeing faculty, advisors and/or other employees.

## **General Guidelines:**

- STAY HOME WHEN SICK, except to get medical care
- Wash your hands frequently with soap and water
- Use the hand sanitizer frequently, found throughout each building. Cover your cough or sneeze with a tissue, then throw the tissue in the trash and wash your hands. If no tissue, cough into your elbow
- Handshaking and hugs are discouraged
- Do not bring bulk food to campus to share with other employees.
- Use outdoor seating areas and social distancing for any small group activities, when possible.
- Avoid touching any other's personal belongings, laptops, phones, etc.

**These protocols and guidelines are subject to change. We will communicate updates through our email and other means.**

## **Students Prior to Leaving Home**

- Parents checks child for symptoms, if fever over 100 observed, child remains at home until symptom-free for 48 hours; contact school to report absence
- Wash hands with soap prior to leaving home
- Ensure all materials needed for school are in hand (i.e. homework, supplies, etc.)

## **Bus Riders:**

- Student stays in vehicle while waiting for bus to observe proper social distancing
- If student has temperature over 100 they will return home with parent
- Hand sanitizer will be used entering and leaving the bus
- Students must observe proper social distancing while loading and unloading of bus
- All buses will be disinfected after each use

## **Entering School Buildings**

- Any student that has a fever above 100 will be isolated and sent home (confidentiality will be maintained)
- Students and staff will follow hallway traffic flow signage
- Visitor restrictions are in place and all visitors will be screened prior to entering
- Large gatherings should be avoided

**Transitions:**

- Follow all hallway traffic signage
- Large group gatherings should be avoided (especially in parking lots and common areas)
- Classrooms will observe distancing rules to the greatest extent possible
- Please observe and follow all hygiene signage
- Extra-curricular activities will follow NMAA guidelines

**Meals:**

- Meals will be provided for every student every day
- Lunches may be brought from home, but must be kept in specified locations until lunch time
- Cafeterias will be sanitized after each daily use
- Social distancing rules will be followed in cafeteria

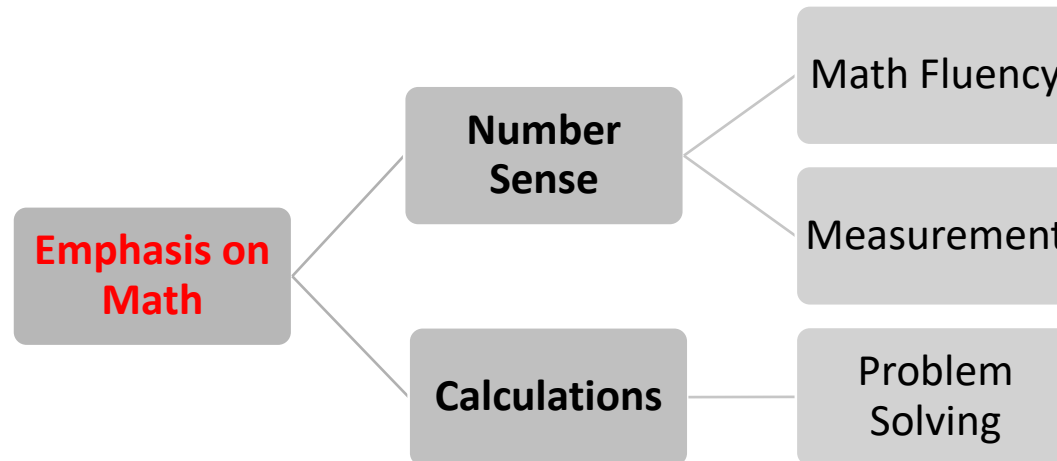
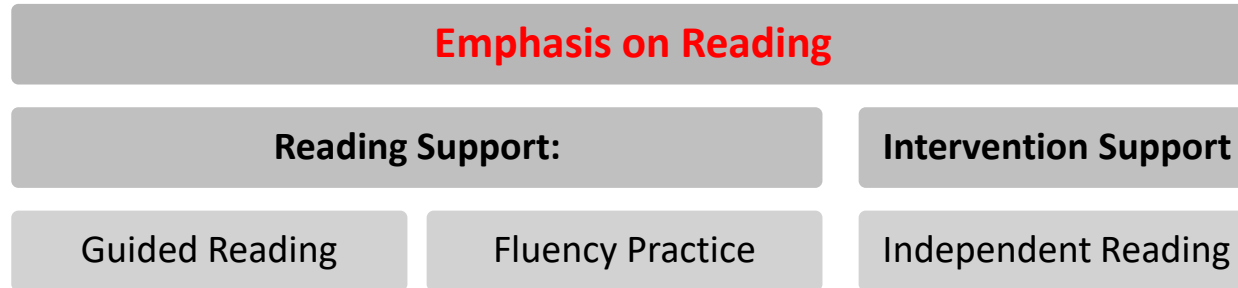
**Prevention:**

- Proper hygiene measures will be taught and reinforced (hand washing, cough covering, face coverings, social distancing, etc.)
- Hand soap and sanitizers will be available daily. Frequent hand washing will be a priority
- Frequently touched surfaces will be cleaned and sanitized daily
- Students may bring their own water bottles from home. Water filling stations will be available (water fountains will be limited)
- Deep cleaning of schools prior to opening, school breaks and evenings will occur

**Temporary Building Closure:**

- Instruction will continue using remote learning model
- Building closed off, 24 hour wait before disinfection/sanitization process occurs. Ensure safe and correct application of disinfectants occurs and keep all products away from children
- Advise all sick staff members and students not to return until NMDOH criteria has been met in order to discontinue isolation
- District to implement contact tracing guidelines in collaboration with NMDOH
- If school is closed and remote learning model is to be used, a 48-hour turnaround will be followed

# Loving Elementary Re-entry Model



## Loving Elementary Re-Entry Model FY22

**Pre-K:** Both morning and afternoon classes will begin the 2021-22 school year using a face to face direct instruction model. This age group requires hands on learning and direct instruction to help new students navigate our instruction model. We have found that this model best serves the interest of all stakeholders (Staff, Student, Family).

**Kinder:** Our kindergarten classrooms will begin the 2021-22 school year using a face to face direct instruction model. This age group requires intensive hands on/direct instruction for reading and math. Our reading core involves the use of phonics and the development of student phonemic awareness, high vocabulary, word fluency and whole word usage in order for these students to begin to develop strong literacy skills, in preparation for advancement to our first grade model.

**1<sup>st</sup> Grade:** Our First grade classrooms will begin the 2021-22 school year using a face to face direct instruction model. This age group requires intensive hands on/direct instruction for reading and math. Our reading core involves the use of phonics and the development of student phonemic awareness, high vocabulary, word fluency and whole word usage in order for these students to further hone their literacy skills, in preparation for advancement to our second grade model.

**2<sup>nd</sup> Grade:** Our Second grade classrooms will begin the 2021-22 school year using a face to face direct instruction model. This age group requires intensive hands on/direct instruction for reading and math. Our reading core involves the use of phonics and the development of student phonemic awareness, high vocabulary, word fluency and whole word usage in order for these students to further hone their literacy skills, in preparation for advancement to our third grade model.

**3<sup>rd</sup> Grade:** Our Third grade classrooms will begin the 2021-22 school year using a face to face direct instruction model. This age group requires additional literacy and math skills to fully complement their reading ability. These students will advance their curricular knowledge using our reading to learn model of instruction, in preparation for advancement to our fourth grade model.

**4<sup>th</sup> Grade:** Our Fourth grade classrooms will begin the 2021-22 school year using a face to face direct instruction model. This age group will enrich their knowledge of reading and math using various manipulatives and resources provided throughout the instructional year, in preparation for advancement to our fifth grade model.

**5<sup>th</sup> Grade:** Our Fifth grade classrooms will begin the 2021-22 school year using a face to face direct instruction model. This age group will continue to enrich their knowledge of reading and math using various manipulatives and resources provided throughout the instructional year, in preparation for advancement to our middle school model.

All special classroom pullouts (PE, Music, Library, Etc.) will continue using our direct instruction model. Any additions or modifications to meet varied student needs will be addressed on an individual student need.



## Loving Middle School Re-Entry Plan FY22

Loving Middle School has designed a re-entry plan that places students and teacher's safety as the top concern. This reentry plan will allow students to attend school four days a week using a direct instructional model. Each core grade level course will be adjusted to allow for the maximum spacing allowed. While attending the four days a week at Loving Middle school, students will follow a structured, organized schedule.

In order to keep the student's safety needs in mind, each classroom teacher will teach rigorous routines and procedures the students will follow in the classroom setting as well as during transitional time. Routines and procedures will be developed school wide to ensure that students understand the common language of how to transition and move about the school.

### Proposed 6<sup>th</sup> through 8<sup>th</sup> Grade Student Schedule:

**1<sup>st</sup> period-** 8:00-9:25- During first hour, the core teacher will allow twenty minutes for the student to eat breakfast. The remainder of the time will be allotted for direct instruction.

**2<sup>nd</sup> period-** 9:29-10:24- Direct instruction

**3<sup>rd</sup> period-** 10:29-11:23- Direct instruction

**4<sup>th</sup> period-** 11-27-12:22- Direct instruction

**12:22-1:00-** Student Lunch

**5<sup>th</sup> Period-** 1:00-1:54- Direct instruction

**6<sup>th</sup> Period-** 1:59-2:53- Direct instruction

**7<sup>th</sup> Period-** 2:58-3:52- Direct instruction

Structured interventions and enrichments will be provided through each core class. Additional student individual academic needs will be supported based on defined needs.

### Transitions:

- During transitions, students will transition at all times with a staff member. The staff member will ensure that student cohorts are together while students maintain social distancing.

**Breakfast:**

- Breakfast will be served to students during first period in the classroom setting. Cafeteria workers will provide breakfast in breakfast boxes.

**Lunch:**

- All students at Loving Middle School will have lunch from 12:20 p.m. -1:00 p.m.
- Students will eat lunch within the confines of the cafeteria, library and outdoor spaces provided.

**Entry Plan / Dismissal Plan**

- Each student will be assigned an entry point. The first hour teacher will meet the students at the entry point, check them in and then escort the cohort to the classroom setting.
- When bus students arrive in the mornings, students will walk around the outside of the building to their assigned entry point.
- All Bus students will be released from building at 3:45
- Each teacher will transition their students out of the building
- Mrs. Ballard and Mrs. Cooksey will be outside mornings guiding kids to entry points and enforcing social distancing.
- Mrs. Ballard and Mrs. Cooksey will be in hallways and outside after school to enforce social distancing.

**Re- Entry Notes Proposal**

- All teachers will have their curriculum, scope and sequence and daily academic needs available through Canvas to help any student that is absent or away to maintain their academic learning.
- Each teacher will establish a set of routine and procedures for transitions and restroom breaks.

**Illnesses**

If a student becomes ill with any symptoms, contact the Principal or the front office immediately. The student will be taken to the isolation room and the nurse will be notified. If a staff member becomes ill, please contact the Principal immediately and proper precautions will be followed.

### **Student Checklist**

- Student Supplies
- Students need to bring the following items each day:
- Device and power cord (please charge devices overnight)
- Earbuds
- Clear water bottle
- Supplies such as pencils, paper, notebooks, etc.
- Mask

### **Checklist for Staff**

- Label desks for student seating that is spaced appropriately
- Ensure hand sanitizer is available in an easily accessible location
- Synexis machine is on and at a minimum of the first setting
- Maintain a seating chart
- Maintain a log for students or other staff members who come in and out of the room

### **Safety Assurances**

Health screenings for staff and students will take place should a situation arise that warrants them prior to entering the building. Students will enter and exit at certain points depending upon the assigned point of entry/exit.

In the classroom setting, desks are spaced apart appropriately. While this plan provides for reduced contact, it also allows flexibility for teachers to have small group instruction either virtually or safely in the classrooms during work blocks. Hand sanitizer will be provided in each classroom and many locations throughout the school. A centralized hand washing station will also be available in the science lab.

Only two students at a time will be allowed in the restrooms. High touch areas will be cleaned throughout the day.

# Loving High School Re-entry FY22

**LHS Point of Contact:** Catherine Bass [cbass@lovingschools.org](mailto:cbass@lovingschools.org) 575-745-2025 (office) 575-361-3064 (cell)

## Reopening

Loving High School will return to full reentry on Monday, August 9, 2021.

### Entrance and Exit Locations

Entrance	Exit
<u>Main Entrance #1:</u> Chacon Finch Forehand Villegas / Romero Pina Patton	<u>Main Entrance #1:</u> Chacon Cordova Finch Forehand Villegas / Romero Pina Patton
<u>Front Entrance #2:</u> Granado Gut-omen Hill A Lopez M Lopez May	<u>Front Entrance #2:</u> Granado Gut-omen Hill A Lopez May
<u>Band Entrance #3:</u> West	<u>Side Exit</u> Finch M Lopez



## **Entrance and Exit Procedures**

The entry doors will open at 7:55 am. Staff members will ensure the students are appropriately prepared for entry. Staff will contact the Principal for any student that is identified as being ill prior to the student entering the building.

Teachers will monitor their assigned exit to ensure that students adhere to all policies and procedures.

## **Breakfast and Lunch Procedures**

Breakfast will be eaten in the classrooms during the advisory period. The cafeteria, gym, and lobby will be used for lunch locations as needed. Touchless trash cans will be placed in eating areas.

## **Morning Procedures**

Water bottles and devices will be distributed to students needing them by their assigned teachers to eliminate the need for students to come to the front office. Teachers will also determine if students need a device, and those will also be checked out to students.

## **Illnesses**

If a student becomes ill, contact the Principal or the front office immediately. The student will be taken to the isolation room and the nurse will be notified. If a staff member becomes ill, please contact the Principal immediately and proper precautions will be followed.

## **Student Supplies**

Students need to bring the following items each day:

- ✓ Device and power cord (please charge devices overnight), if assigned
- ✓ Earbuds
- ✓ Clear water bottle
- ✓ Supplies such as pencils, paper, notebooks, etc.

## **Checklist for Staff**

1. Arrange seating where students are physically separated to the extent possible, depending upon each class roster.
2. Ensure hand sanitizer is available in an easily accessible location.
3. Ensure the Synexis machine is on and at a minimum of the first setting. (It is recommended you turn your machine up to the third setting at the end of the day.)

4. Maintain a seating chart for each class. The seating chart feature in Synergy can be used.
5. Maintain a log for students or other staff members who come in and out of the room.

### **Classroom and Transition Procedures**

All students attending school in the building will rotate through their regular class schedule to maintain an optimal educational experience. Students will be expected to “stay in their lanes” in the hallways and maintain a steady traffic flow without congregating in the hallways. The back wing will release first, and then the front and trades wings will release at the same time for a continual traffic flow. Only two students will be allowed in the restrooms at a time.

All classes will follow guidelines, safety and sanitation protocols already established for LHS.

### **Safety Assurances**

If necessary, health screenings for staff and students will take place prior to entering the building. Multiple entrance and exit points are assigned at Loving High School (see page 2). Students will enter and exit at certain points depending upon their 1<sup>st</sup> Period and 7<sup>th</sup> Period classes.

In the classroom setting, students will be physically separated to the extent possible. Desks will be cleaned throughout the instructional day. Hand sanitizer will be provided in each classroom and many locations throughout the school. Hand washing stations are available in the science lab, Room 101, Room 108, the shop, and each restroom. Only two students at a time will be allowed in the restrooms. The water fountains will remain limited, but the bottle fillers can be used. High touch areas will be cleaned throughout the day.

## **Parent/Student Considerations**

Loving Municipal Schools is proud to offer our preferred method of instruction will always be face-to-face direct instruction. Based on research, this model is designed to produce the most positive results for most students and allows staff to effectively gauge performance and provide interventions more effectively. Research shows that younger students display more of a learning gap when instruction is interrupted, this is likely caused by literacy deficits created from the inconsistencies. We will perform formative assessment screenings of our students during the first week of the 2021-22 school year, to determine any student learning gaps that may exist. Student assessment results will help the instructional staff to determine the correct learning action plan needed for each student.

## **Staff Development**

Our staff will continue receiving professional development to help them grow professionally and address the instructional needs of their respective students.

## **English Language Learners**

Language instruction services will be provided to students who qualify.

## **Special Needs Students**

Based on the Individuals with Disabilities Education Act, each student with an identified disability will continue to have access with grade level standards and support towards meeting their instructional goals. Each students Individualized Educational Plan has identified academic performance goals, via their Multidisciplinary Team meeting thus, each student will receive their instruction based upon the modality which will allow for the greatest success.