



# Ruidoso Municipal Schools

## RE ENTRY PLAN IMPORTANT DATES

<p>Important Dates</p>	<ul style="list-style-type: none"> <li>● <b>August 10, 2020</b> - Re-Enrollment Form due for ALL RMSD students.</li> <li>● <b>August 6-18, 2020</b> - RMSD staff professional development to prepare for high quality online instructional and learning opportunities.</li> <li>● <b>August 10,11,12, 2020</b> - RHS Chromebook pick up at RHS (schedule to follow)</li> <li>● <b>August 17-18, 2020</b> - RMS Chromebook pick up at RMS (schedule to follow)</li> <li>● <b>August 19-21, 2020</b> -SVP/WME Student Orientation (teachers contact families to schedule orientation/Chromebook pickup)</li> <li>● <b>August 19, 2020</b> - ALL RMSD students participate in <b>Remote Learning.</b> (special populations will be contacted)</li> <li>● <b>September 8, 2020</b> - <b>SVP/WME</b> students begin Hybrid Learning</li> <li>● <b>October 13, 2020</b> - <b>RMS/RHS</b> students begin Hybrid Learning</li> </ul> <p><b>Learning Options</b> - Students will transition to the Hybrid learning option of their choice:</p> <ol style="list-style-type: none"> <li>1) <b>Hybrid Learning Option - (face-to-face &amp; online)</b></li> <li>2) <b>Warrior Online Academy Option - (100% online)</b></li> </ol>
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## REMOTE LEARNING DEFINITION

<p>Students: High School, Middle School</p>	<ul style="list-style-type: none"> <li>● ALL RMS/RHS students will be enrolled in a regular course schedule and will attend those classes online 5 days a week.</li> <li>● ALL Students will be required to log into Google Classroom and attend normally scheduled classes online. Attendance will be taken.</li> </ul>
<p>Students: Elementary</p>	<p>SVP: ALL Students will be assigned to a classroom teacher who will provide remote instruction via online platform until entering</p>



# Ruidoso Municipal Schools

the hybrid model.

WME: ALL students will be assigned to a classroom teacher who will provide remote instruction via Google Classroom. Students will be required to log into Google Classroom and attend classes online 5 days per week.

## HYBRID LEARNING DEFINITION

Students: High School,  
Middle School, and  
Elementary

### HYBRID OPTION

- Students will be divided into two groups (A - Blue group and B- Gold group)
- School Buildings will be sanitized between groups A/Blue and B/Gold .
- Schools will make every effort to assign families in the same group.

#### Group A - Blue Group

- Students will attend face-to-face classes in the school buildings on Monday and Tuesday.
- Wednesday – Friday Group A will learn from home.
- On learning from home days, students will be required to log into each campus's online platform (Google Classroom, Seesaw, etc.) and attend normally scheduled classes online.
- Attendance will be taken.

#### Group B - Gold Group

- Students will attend face-to-face classes in the school buildings on Thursday and Friday.
- Monday – Wednesday Group B will learn from home.
- On learning from home days, students will be required to log into each campus's online platform (Google Classroom, Seesaw, etc.) and attend normally scheduled classes online.
- Attendance will be taken.



# Ruidoso Municipal Schools

	<p><b>Warrior Online Academy Option - (100% ONLINE)</b></p> <ul style="list-style-type: none"><li>• Warrior Online Academy will be available to RMSD students who choose not to attend face-to-face classes.</li><li>• These students will be enrolled in a regular course schedule and will attend those classes online 5 days a week.</li><li>• Students that elect to utilize the Warrior Online Academy commit to remain in that option for at least a semester period.</li></ul>
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- Warrior Online Academy will be available to RMSD students who choose not to attend face-to-face classes.
- These students will be enrolled in a regular course schedule and will attend those classes online 5 days a week.
- Students that elect to utilize the Warrior Online Academy commit to remain in that option for at least a semester period.



# Ruidoso Municipal Schools

## PERSONAL PROTECTIVE EQUIPMENT (PPE)

### Students

- Face coverings are required for all students except while eating, drinking and exercising, with limited exceptions for students who have medical reasons for not being able to wear a face covering. All medical reasons must have medical documentation. Face shields will be allowed for students.
- Face coverings will be issued to any student who needs one by the District.
- It is the responsibility of the student and parents to make sure face coverings are cleaned, and worn daily.
- Students will not be permitted in the building without a face covering; if face coverings are removed, students will be requested to put them back on.
- Face coverings must follow RMSD site based dress codes.

### Faculty

- Face coverings are required for all faculty except while eating, drinking and exercising, with limited exceptions for faculty who have medical reasons for not being able to wear a face covering. All medical reasons must have medical documentation. Face Shields will be allowed for faculty.
- Staff may remove face covering when speaking/lecturing to students at a safe distance (+6 feet).
- Face masks/shields will be provided by the district.

### Visitors and Volunteers

- Visitors and volunteers are restricted from entering the school building without prior appointment or administrative approval.
- Approved visitors must wear face covering, utilize the hand sanitizing station, submit to a temperature check and follow social distancing guidelines.
- Approved visitors must check in at the front office.



# Ruidoso Municipal Schools

## DISINFECTION/SANITATION

Classrooms	<ul style="list-style-type: none"><li>• Teachers will be trained in sanitation processes and procedures.</li><li>• Students will wipe down desks prior to use each period (RHS, RMS). Desks will be wiped intermittently throughout the day with students helping as safety allows (SVP, WME).</li><li>• Teachers will keep windows open for ventilation when possible.</li><li>• Desk placement will be marked on the floor, where possible, to maintain 6 feet.</li></ul>
Common Area	<ul style="list-style-type: none"><li>• Disinfection stations will be strategically placed throughout the campus to comply with CDC and DOH guidelines.</li><li>• Signage will be posted in hallways and common areas regarding handwashing, social distancing etc.</li><li>• Common Areas are restricted from mass gatherings.</li></ul>
Restrooms	<ul style="list-style-type: none"><li>• Students are permitted to use restrooms; social distancing guidelines will be followed.</li><li>• Students will be taught to wash their hands for 20 seconds after using the restroom. Handwashing signage will be posted in restrooms</li><li>• Restrooms will be checked and cleaned regularly.</li></ul>
Touch Point Surfaces	<ul style="list-style-type: none"><li>• Surface spaces where students, staff, faculty have come into contact will be wiped down often, throughout the day.</li></ul>



# Ruidoso Municipal Schools

## SCHOOL ENTRY/EXIT

Students: High School,  
Middle School, and  
Elementary

- Beginning of Day
  - Students will enter the building
  - SVP/WME - Students will be admitted into the building at 7:15AM
    - SVP/WME - students will enter the building from bus entrance or grade level drop off entrances, they will be socially distanced and will report directly to their classroom. Duty staff will be stationed to ensure students get safely to their classrooms (at this time, parents/guardians may not accompany their students into the building).
  - RMS/RHS - Students will be admitted into the building at 8:30AM
    - RHS - All students will enter through the main entrance only.
    - RMS [Staggered drop off locations: 6th grade Playground Entrance; 7th-Main Entrance; 8th-Gym Entrance] RMS students will enter the building from bus entrance or grade level drop offs, socially distanced and will report directly to their classroom.
  - Students will use the sanitizing station when entering the building.
  - Students will enter the building socially distanced.
  - Students will have temperatures taken and basic health questions asked at the temperature station at the entrance doors; SVP/WME students temperature checks will be performed when students exit the vehicle.
  - Students must wear face coverings when they enter the building.
  - Students with a temperature of 100.4 or higher will be



# Ruidoso Municipal Schools

checked a second time before being required to go home.

- Students who have been sent home for a fever of 100.4 will not attend school until they have been fever free for 3 days.
- RHS late arrivals will check in at the front office. *SVP/WME parents/guardians will be required to accompany their child to the main entrance where they will be met by office staff for temperature check and health questions.*

Staff/Faculty

- Staff and faculty will enter their buildings through the front doors or as arranged by building administration.
- Staff and faculty will have temperatures taken and basic health questions asked at the temperature station at the entrance doors.
- Staff and faculty with a temperature of 100.4 or higher will have a second temperature check before being required to go home.
- Staff and faculty who have been sent home for a fever will not attend school until they have been fever free for 3 days.



# Ruidoso Municipal Schools

## SOCIAL DISTANCING/CLASSROOM

<p>Classroom Space Class Sizes</p>	<p>All classrooms have been arranged to follow CDC and PED Reentry Guidelines: “The number of students in the building at any time is capped by the number that can be accommodated while adhering to at least six feet of social distancing or 50% classroom capacity level.”</p> <p>Teachers should open windows for ventilation when possible.</p>
<p>Elementary</p>	<ul style="list-style-type: none"><li>● Students will enter the classroom and go immediately to their assigned seats.</li><li>● Classrooms/Learning spaces have been measured to accommodate social distancing</li><li>● Seats/desks are spaced 6 ft apart.</li><li>● Social distancing guidelines will be followed during classroom instruction.</li><li>● Desk placement will be visibly marked.</li><li>● Students will have assigned seating.</li><li>● Adults will be responsible for maintaining the cleanliness of the classrooms and class materials. Tables and desks will be wiped down regularly.</li><li>● Teachers will facilitate disinfecting the classroom.</li><li>● Students will be dismissed to leave the classroom practicing social distancing.</li></ul>
<p>Middle School/High School</p>	<ul style="list-style-type: none"><li>● Students will enter the classroom and wipe down their seat/desk upon entry.</li><li>● Cleaning Solutions and materials will be provided.</li><li>● Students will go immediately to their assigned seats.</li><li>● Classroom seating:<ul style="list-style-type: none"><li>○ Classrooms/Learning spaces have been measured to accommodate social distancing</li><li>○ Seats/desks are spaced 6 ft. apart</li><li>○ Students will remain 6 ft. apart during classroom instruction</li><li>○ Desk placement will be visibly marked.</li><li>○ Students will have assigned seating.</li></ul></li></ul>





# Ruidoso Municipal Schools

	<ul style="list-style-type: none"><li>○ Teachers will facilitate disinfecting the classroom common areas.</li><li>○ Students will be dismissed to leave the classroom practicing social distancing.</li></ul>
Band/ Choir/ PE/Shop	<ul style="list-style-type: none"><li>● The curriculum will be modified to follow CDC and PED guidelines that additionally support social distancing.</li></ul>



# Ruidoso Municipal Schools

## SOCIAL DISTANCING/OTHER

Athletics	<ul style="list-style-type: none"><li>• Coaches and athletes will follow NMAA guidelines for safety of staff and students.</li></ul>
Lockers	<ul style="list-style-type: none"><li>• Students <b>will not</b> have access to lockers at this time.</li><li>• Students will have assigned Chromebooks and carrying cases to complete assignments (RMS &amp; RHS)</li><li>• Textbooks will be checked out for students to use at home if needed or requested.</li><li>• Students will use their backpacks to carry materials throughout the day and to and from home.</li></ul>
Passing Periods: High School and Middle School	<ul style="list-style-type: none"><li>• Students will remain seated in their classrooms until dismissed by the bell/teacher.</li><li>• Students will transition to their next class following the “flow of traffic” and maintaining social distancing and wearing face covering.</li><li>• There will be strict adherence to flow of traffic to be defined by floor decals.</li></ul>



# Ruidoso Municipal Schools

## COMMON AREAS

Playground/ Recess	<p>*Elementary students will receive recess. Playground equipment may be used when restrictions have been lifted.</p> <p>*If playground equipment is restricted due to COVID-19, teachers may utilize different activities (i.e. go for a walk, stretching, hop scotch).</p> <p>*Teachers will continue to support students in social distancing:</p> <ul style="list-style-type: none"><li>• Students will wash hands before and after use of playground equipment.</li><li>• Playground equipment will be disinfected regularly.</li><li>• Hand sanitizing stations will be utilized.</li><li>• Teachers will set expectations for shared use of equipment by students and may support students with schedules for when specific equipment may be used.</li><li>• Students will play with students in clusters of no more than five students.</li></ul>
Common Areas	Common Area use will be limited to approved activities and social distancing will be practiced/required.
Teacher Lounge; Copy Room	<ul style="list-style-type: none"><li>• Teachers must follow social distancing in the teacher's lounge and in the copy machine room.</li><li>• The teachers' lounge and copy machine room will be wiped down by the teacher after each use.</li><li>• No more than 5 teachers will be allowed in the teachers' lounge or copy room at one time.</li></ul>

## NURSES OFFICE

Regular medication distribution	<ul style="list-style-type: none"><li>• Nurses will schedule times for students taking medication to come to the nurse's office.</li><li>• Students will need to complete a medication form and bring medicines to the Nurse's office.</li></ul>
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# Ruidoso Municipal Schools

<p>Potentially ill individuals</p>	<ul style="list-style-type: none"><li>● Depending on the student's health care needs, the Nurse will schedule times to address the student's needs.</li><li>● Students &amp; Staff who wake up feeling sick should stay home.</li><li>● Students &amp; Staff arriving sick to the school setting or reporting illness during the school day, will be:<ul style="list-style-type: none"><li>○ Isolated in a separate room immediately pending assessment and evaluation</li><li>○ All ill students will be assessed and evaluated by the school nurse.</li><li>○ Students will be sent home when it is determined the individual is too ill to remain in school.</li><li>○ Students must be retrieved by the parent/guardian within two hours. All parents/guardians will be met at the entrance door to escort their child home. CYFD/local authorities will be notified if any child left longer than two hours without reasonable notification.</li><li>○ 911 WILL be called for situations which are life-threatening in nature.</li></ul></li></ul>
<p>Potential Outbreak</p>	<ul style="list-style-type: none"><li>● All CDC, NMDOH and local medical directives will be adhered to and followed.</li><li>● Students &amp; Staff with signs of COVID-19<ul style="list-style-type: none"><li>○ Will remain isolated until leaving campus.</li><li>○ Personal belongings will be brought to the Nursing Office.</li><li>○ The Nurse will recommend COVID-19 testing or stay at home isolation based on NMDOH/CDC guidelines.</li></ul></li><li>● Illness screenings will be conducted by the Nurse in separate rooms when necessary (each school has two rooms: isolation room and other). Equipment will be wiped down &amp; sanitized between students. Students will be scheduled for screening optimizing social distancing.</li><li>● Students who test positive for COVID-19 will be required to self-quarantine according to NMDOH guidelines. Students will be required to have a physician or DOH release to return to the school building.</li></ul>



# Ruidoso Municipal Schools

## TRANSPORTATION

<b>Bus Transportation: Students To and From School</b>	<ul style="list-style-type: none"><li>● Transporting students to and from schools requires the following:<ul style="list-style-type: none"><li>○ Students to sit in an assigned seating</li><li>○ A maximum of two students may sit together on a bus seat.</li></ul></li><li>● Hand Sanitizer will be provided for all busses.</li><li>● All bus drivers and riders are required to wear a face covering.</li><li>● Protocols will be created for loading/unloading students at bus stops to minimize the congregation of children from different households. Students and bus drivers will practice social distancing.</li></ul>
<b>Bus Disinfection Process</b>	<ul style="list-style-type: none"><li>● Buses will be disinfected after each student group following CDC guidelines.</li><li>● Buses will be aired out when not in use.</li></ul>
<b>Bus Transportation: Extracurricular</b>	<ul style="list-style-type: none"><li>● Non-essential extracurricular travel is prohibited until further notice.</li><li>● Restrict group transportation including carpooling</li></ul>

## NUTRITION

<b>Breakfast</b>	<ul style="list-style-type: none"><li>● High School and Middle School<ul style="list-style-type: none"><li>○ Breakfast will be available on carts at the entry points.</li><li>○ Students will eat in designated areas while adhering to social distancing.</li><li>○ Outdoor seating will be available depending on weather. (RHS)</li><li>○ Outside food deliveries will not be allowed.</li></ul></li><li>● Elementary<ul style="list-style-type: none"><li>○ Breakfast will be served in the classrooms</li><li>○ Meals will be delivered to the classrooms by school personnel</li></ul></li></ul>
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# Ruidoso Municipal Schools

Lunch	<ul style="list-style-type: none"><li>● High School<ul style="list-style-type: none"><li>○ Lunch will be available on carts.</li><li>○ Social Distancing is required in line.</li><li>○ Seats will be arranged for social distancing.</li><li>○ Outside seating will be available depending on weather</li></ul></li> <li>● Middle School<ul style="list-style-type: none"><li>○ Lunch will be available on the commons area tables.</li><li>○ Assigned seats will be arranged for social distancing.</li><li>○ Outside food deliveries will not be allowed.</li></ul></li> <li>● Elementary<ul style="list-style-type: none"><li>○ Lunch will be served in the classrooms for SVP.</li><li>○ Grades 3-5: lunches will be served in the cafeteria with social distancing measures in place</li><li>○ Students will use disinfection stations to clean hands before and after lunch.</li></ul></li></ul>
Meal Delivery	<ul style="list-style-type: none"><li>● Distance Learning students will receive breakfasts/lunches via bus delivery or pick up.</li></ul>
Vending Machines	<ul style="list-style-type: none"><li>● Vending machines will be shut down until guidelines provide for reopening them.</li></ul>
Water Fountains	<ul style="list-style-type: none"><li>● Water fountains will not be available.</li><li>● Students will be encouraged to bring their own water bottles.</li></ul>



# Ruidoso Municipal Schools

## Instructional Platforms

Google Classroom

- Grades 3-12 will be utilizing Google Classroom for remote learning.
- Professional Development will be provided for all teachers/staff for Google Classroom, Hapara, Virtual Instruction etc.

- Students will also be trained and taught how to access and use Google classroom and Hapara during remote learning orientation.
- Teachers will upload lessons and curriculum onto Google classroom so that parents and students will gain access to all materials in a central location.
- Google classroom will become the platform teachers will use in the classroom for students to receive and submit lessons and homework.
- SVP will follow the same procedures using Seesaw (Istation, Wonders, and other learning resources).

## INSTRUCTION

Student Expectations

- Students will be expected to attend school regardless if it is face to face or in a virtual setting. Attendance will be taken regularly in both settings.
- Students will submit assignments that will be graded in accordance with the individual schools grading policies.
- Students can expect new rigorous content and topics to be taught.
- Students will be expected to follow guidelines for face covering, hand washing, and social distancing while at school.
- Students will be expected to stay at home when symptoms of COVID-19 are present or when they or a family member is asked to isolate in the home environment by the NMDOH or RMSD Nurse due to the presence of an active, positive case



# Ruidoso Municipal Schools

	<p>of COVID-19.</p> <ul style="list-style-type: none"><li>• Students that elect to utilize the Warrior Online Academy commit to remain in that option for at least a semester period. Parents will be required to sign a letter of declaration agreeing to commit to the Warrior Online Academy.</li></ul>
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<p>Teacher Expectations</p>	<ul style="list-style-type: none"><li>• During this time, RMSD instructional and support staff employees have the option to work at home.</li><li>• Teachers will embed interventions in their daily lessons to support the learning loss for all students.</li><li>• Teachers will continue to record two grades per week.</li><li>• Teachers will provide timely feedback for all assignments.</li><li>• Teachers will implement high-quality, culturally responsive grade-level CCSS/NM specific materials approved through NMPED.</li><li>• Teacher lesson plans will address standards and objectives to include in person and virtual teaching strategies, sequence of learning activities, differentiation, materials, student modifications, academic vocabulary, specific grouping strategies, assessment and reflection.</li><li>• Teachers will upload their lessons on Google Classroom, according to campus expectations, making lessons accessible to all students (RHS/RMS/WME).</li><li>• Teachers will hold weekly PLCs (either in person or virtually) to discuss student progress and collect data on re-teaching/intervention.</li><li>• Teachers will continue formative assessments to create action plans for intervention and acceleration.</li></ul>
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<p>Building Principal</p>	<ul style="list-style-type: none"><li>• Building principals will meet with teachers to discuss lesson plans and support teachers in planning.</li><li>• Building principals will review teacher lesson plans and provide teachers with feedback.</li><li>• Building principals will evaluate teachers according to the PED guidelines.</li></ul>
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# Ruidoso Municipal Schools

## SUPPLIES

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| <ul style="list-style-type: none"><li>● Classroom Materials/Individual Supplies</li><li>● Books</li><li>● Chromebooks</li><br/><li>● Hotspots/Internet</li></ul> | <ul style="list-style-type: none"><li>● Materials: Each classroom will limit sharing of supplies (ie scissors/ pencils). Students are required to keep personal supplies at their desks for personal use.</li><li>● Books: Students may check out a textbook for personal use, if available.<ul style="list-style-type: none"><li>● SVP/WME: library books will not be checked out until further notice.</li></ul></li><li>● Chromebooks will be checked out to each student at RMS and RHS. Students are expected to bring Chromebooks to and from school daily, follow all technology device policies, and complete assigned work on Chromebooks. The RMSD tech department will be available to support technical difficulties and issues with Chromebooks.</li><li>● SVP and WME students may check out a Chromebook as needed and will follow all technology device policies.</li><li>● Students will not share Chromebooks with other students.</li><li>● Hotspots/Internet: The district is working with local Internet providers to assist families.</li></ul> |
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## ATTENDANCE



# Ruidoso Municipal Schools

<p><b>HYBRID MODEL ONLY</b></p> <p>Face to Face/ Remote Learning</p>	<ul style="list-style-type: none"> <li>• For students who attend school on designated days, face-to-face, attendance will be taken daily as in a “regular” school setting.</li> <li>• For students who attend school via distance learning, you are expected to login (all schools) and attend each class virtually (RMS/RHS). Login will be tracked with Hapara or other electronic means.</li> <li>• Attendance letters (5 day, 9 day, 18 day, 36 day) will be mailed home.</li> <li>• The District Attendance Team will contact students and parents/guardians with attendance issues and create restorative measures for students.</li> </ul>
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<b>GENERAL CONCERNS</b>	
<p>Communication</p>	<ul style="list-style-type: none"> <li>• Communication is of the utmost importance. Ruidoso Municipal Schools will communicate important health issues and school closures via the RMSD Facebook page, the RMSD web page, Robocall, and texts, as appropriate.</li> <li>• In the event of emergency communication concerning COVID-19 or other issues, the school nurse or designee will inform families as appropriate.</li> </ul>
<p>EL Students &amp; Native American Students</p>	<ul style="list-style-type: none"> <li>• English Learners receive instructional support by teachers who are TESOL endorsed to ensure that they develop English proficiency and meet the same academic content and academic achievement standards required of all students.</li> <li>• RMSD is committed to communicate with families and students in a language that they can read and understand. Language Usage Survey (LUS) forms will be used to identify the heritage language of the students.</li> <li>• Native American Liaisons in collaboration with teachers, school counselors and social workers will provide additional support and resources for Native American students.</li> </ul>
<p>Early Checkout</p>	<ul style="list-style-type: none"> <li>• For students with early checkout, the parents will call the office to have the student released.</li> <li>• A liaison/designated employee will gather the child and his/her belongings and escort the child to the parents who will be waiting outside.</li> <li>• The liaison/designated employee will greet the</li> </ul>



# Ruidoso Municipal Schools

	<p>parent/guardian.</p> <ul style="list-style-type: none"> <li>• Bus or Pickup note changes: Telephone bus or pick up changes need to be made before 1:30pm (SVP/WME) and 3:00pm at RMS</li> </ul>
Emergency Drills	<ul style="list-style-type: none"> <li>• Fire Drills, Shelter in Place, Evacuation and Active Shooter Drills will be conducted regularly, practicing social distancing.</li> </ul>
Counselor Social Worker	<ul style="list-style-type: none"> <li>• The site counselors and social workers will support students as needed.</li> </ul>
Travel	<ul style="list-style-type: none"> <li>• Students/Staff/Faculty who have traveled outside of the state will self-quarantine for the CDC and NMDOT recommended time frame before they return to school.</li> <li>• The District will follow FMLA guidelines.</li> </ul>

## Social Emotional Learning

Social Emotional Learning	<ul style="list-style-type: none"> <li>• District social workers and counselors will be available for all students.</li> <li>• Region 9 School Based Health will provide support as needed. Staff will be trained during the first nine weeks on Social Emotional Learning.</li> <li>• All staff will be trained on recognizing child abuse and neglect.</li> <li>• Teachers will integrate Social Emotional strategies with a focus on culturally responsive practices.</li> <li>• SAT Team will meet with students and families identified “at risk” to create strategies to support the student.</li> <li>• Region 9 School Based Health professionals will be available to complete risk assessments and counsel students as needed or requested by student/parent.</li> </ul>
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