

Pueblo of Laguna Department of Education

LAGUNA ELEMENTARY SCHOOL

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OLD LAGUNA, NM 87026
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LAGUNA MIDDLE SCHOOL

P.O. BOX 268
OLD LAGUNA, NM 87026
PHONE: (505) 552-9091, FAX: (505) 552-6466

Superintendent: Patricia Sandoval

Principal: Holly Gurule

Assistant Principal: Nimrah Marquez

August 7, 2020

Dear Parents:

At a Special Board Meeting held on August 6, 2020, the Laguna Department of Education School Board voted to implement the Learn-At-Home model for students from September 8 – December 23, 2020. This means that students will **not** be on campus for the first half of the school year and will do all their learning from home.

As a reminder, students must be enrolled in LES/LMS in order to access the services that we provide. This includes meals, education materials, and instructional services and support. Registration packets are available online (www.lagunaed.net) or at both schools.

Please be aware that staff at LES and LMS are hard at work planning instruction and ways to support your student(s) during this Learn-At-Home time. Below is some information specific to the LES/LMS Learn-At-Home Model.

During the week of August 24, staff at the LMS and LES will be reaching out to students and their parents. They will introduce themselves as the class teacher (LES) or the Advisory teacher (LMS). During the conversation with parents, staff will determine if students have access to the internet and can participate in online learning or if they will need packet-only instruction.

During the week of September 8, staff at LMS and LES will work with students and parents to distribute school supplies, textbooks and other learning materials, as well as Chromebooks (students in grades 2-8) or iPads (students in grades K-1). Staff will review the learning expectations with students and parents. In addition, for students who will be learning online, students and parents will be taught how to utilize the technology.

Instruction will start for students on September 14.

For online learners:

- Students are required to log into their classes every Monday – Thursday.
 - LES online times are 9:30 – 12:00; additional SPED support will be 12:30 – 3:00
 - LMS online times are 12:00 – 3:30; additional SPED support will be 9:30 – 11:30
- Attendance and grades are an expectation of online learning.

For students who do not have access to the internet, they will be provided learning packets.

- Students should engage in their learning packets every day.
- Packets will be available for pick/up delivery on Monday and should be returned the following Monday.
- The return of the packet will determine a student's grade/attendance for that week of work.
- Special Education Students who do not have internet access will continue to receive support services through other methods. The Director of Student Services, Mr. Peter Carlton-McQueen, along with your child's Special Education Teacher will be in touch with you.

Whether students learn through online or through learning packets, teachers and other support staff will be in contact with students to ensure that they are engaging with the learning, receiving necessary supports, and progressing with instruction.

We want to stress the importance of helping your child to re-engage in the school experience and to learn how to engage in school from home. Here are some tips to help your child(ren):

- Create a Workspace
 - Find a quiet space where you can keep all of your supplies and school items and where you will do your work every day.
- Be Ready!
 - Body – change into school clothes; brush your teeth and wash your face
 - Mind – create your school mindset – be focused and engaged in instruction
 - Learning Space – turn off the TV and any music; have all your materials ready; if you are using a laptop, make sure it is charged and can connect
- Follow a Schedule
 - Attendance will be counted for online classes and for packets being turned in on time
 - Online classes are Mon – Thurs from 9:30 – 12:00 (LES) or 12:00 – 3:30 (LMS)
 - For packet instruction, set a specific time each day that you will work on your school work.
 - Schedule time for homework and other learning opportunities
- Ask for Help
 - You will get a grade for your work
 - Teachers have Office Hours – contact them if you are having trouble.
 - Staff is available online, by email, and by phone.

If you have any questions, please feel free to contact the school (LES: 505-552-9200 or LMS: 505-552-9091). More specific information will be provided closer to August 24.

Sincerely,
 Holly Gurule
 LES/LMS Principal