

Sunset Elementary School  
923 Walter Street  
Carlsbad, New Mexico 88220

Phone: 575-234-3315

Ms. Yolanda Carrasco Pirtle, Principal

Ms. Aimee Cooper, Secretary

Ms. Anna Galindo, Receptionist

Ms. Lisa Clouthier, Counselor

Mr. Munoz, Head Custodian

February 2, 2021

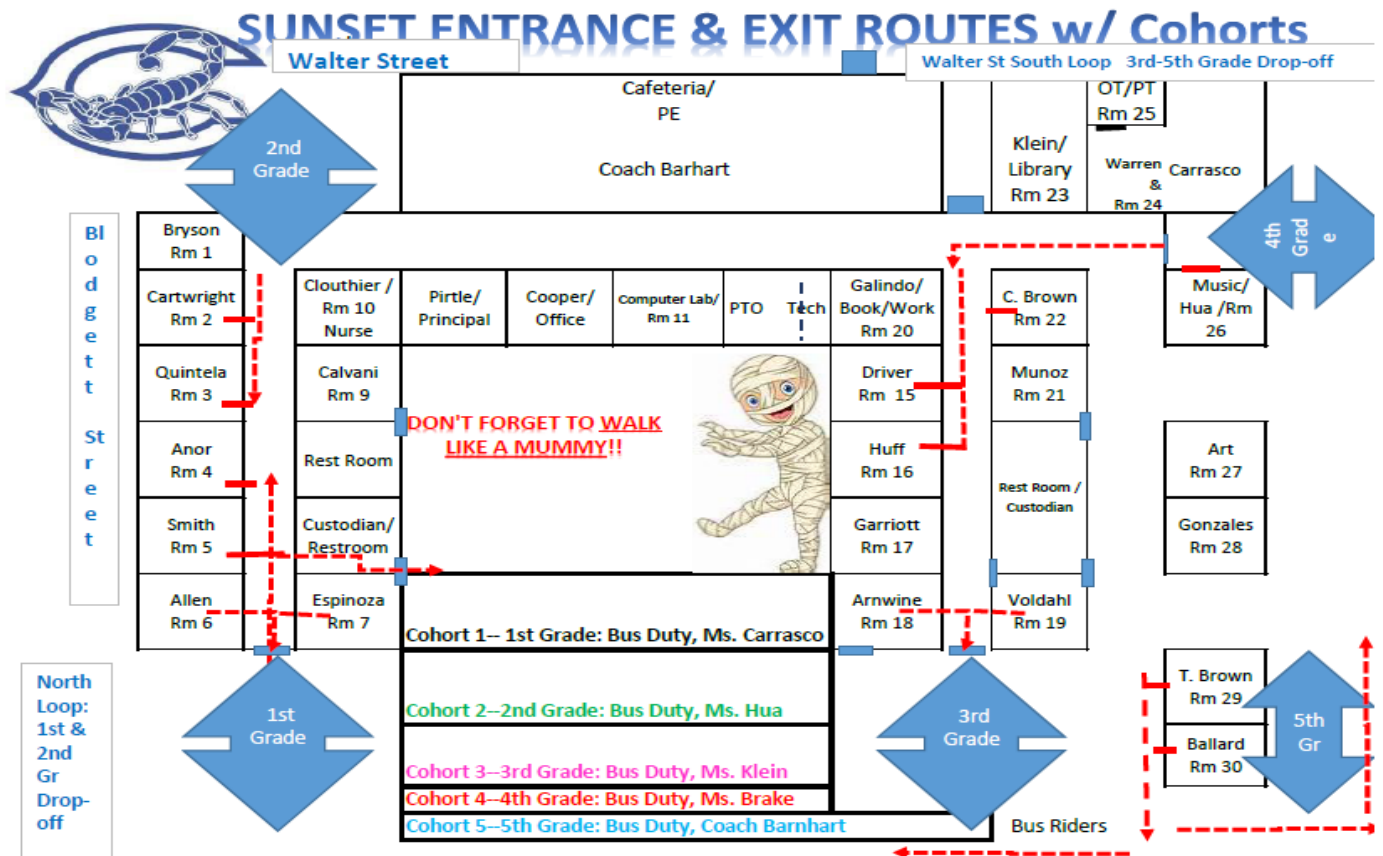
Dear Sunset Parents/Guardians,

We are very excited to welcome students back into the building for in-person learning, **Hybrid Model!** I want to thank each and every one of you for all your support this year. I know how challenging this has been. I wanted to communicate some important details as February 8 is fast approaching.

- As of February 8, 2021, districts and schools across all NM counties are eligible for hybrid learning if they meet PED requirements. The new eligibility requirements rely on extensive preparations and protocols to ensure the safety of students, school staff, educators, and families. Carlsbad Municipal School District is set to bring students back to school in the Hybrid Model, starting February 8.
- **HYBRID DEFINED:** Hybrid allows schools to divide their student population into at least two cohorts, bringing back up to 50% of students at a time. In addition, schools must adhere to the **COVID-safe practices (CSPs)** outlined in the PED COVID-19 Response Toolkit. All classrooms and cafeteria at Sunset have been measured and prepped to adhere to NMPED and CDC guidelines regarding Hybrid.
- **General Information**
  - School times will be 7:45-2:45.
  - Busses will run, as in years past.
  - **STUDENTS WILL REPORT DIRECTLY TO THEIR CLASSROOMS. NO MORNING RECESS.**
  - We expect all students and staff to wear a mask except while eating and drinking. If students do not have a mask, they will have one provided. Failure to comply with mask and safety requirements will result in a student being placed in on-line learning for the remainder of the year. (Face shields, bandanas, gators, and single-layer cloth masks are not compliant with school requirements.) Mask Breaks will be given at various times throughout the day as approved by NMPED/CDC.
  - Students are scheduled in two groups: Group A (Last Name: A-L) & Group B (Last Name: M-Z); siblings are assigned to the same group. You're also welcome to call Sunset for this information as well. Because our class sizes are leveled, we may not be able to switch students' group.
    - Group A will be on campus Monday/Tuesday & will learn Wednesday-Friday remotely.
    - Group B will learn Monday-Wednesday remotely & will be on campus Thursday/Friday. (Teachers will provide more detailed info, re Remote Learning.)
    - No students will be on campus Wednesdays; they will continue with Remote Learning.
    - **Parents/Guardians PLEASE screen your student each morning before sending them to school.** If your child is experiencing any of the following symptoms, please keep them home and report symptoms to Sunset's office staff and/or nurse: If your child is running a fever above 100.4 degrees, experiencing shortness of breath, cough, sore throat, headache, muscle aches, chills, repeated shaking with chills, or loss of taste or smell.
- **Breakfast/Lunch**
  - Cafeteria staff will deliver breakfast to the classrooms by 7:45am.
  - Lunch will be served in the cafeteria while adhering to CSPs.
  - Students will have 15-minute lunch recess while adhering to CSPs.
  - Breakfast/Lunch is free for all students.
  - **While in Hybrid, Sunset will not be accepting Parents/Guardians/Visitors during lunch (or in the classroom.)**

➤ **Entering & Exiting the building/Cohorts**

- In order to adhere to CSPs and keeping our students and staff as safe as possible, all students have been placed in a Cohort. Students' contact with staff will be limited to those servicing their Cohort.
  - 1<sup>st</sup> Grade Cohort Leader: Ms. Carrasco
  - 2<sup>nd</sup> Grade Cohort Leader: Ms. Yua
  - 3<sup>rd</sup> Grade Cohort Leader: Ms. Klein
  - 4<sup>th</sup> Grade Cohort Leader: Ms. Brake
  - 5<sup>th</sup> Grade Cohort Leader: Coach Barnhart
- The building has also been divided up into Cohorts by Grade Level. Students will enter and exit the building per their Grade Level Cohort. (Please see map) If you are still unsure which door your student should enter, please get with your student's teacher, or call Sunset.



Thank you, again, for all of your support and please let us know if you have any questions or concerns. Our office number is 575-234-3315 or email me at the email address below. We are so ready to see our Sunset Scorpions!

*Sincerely,*

*Yolanda Carrasco Pirtle*  
 Yolanda Carrasco Pirtle  
 Principal, Sunset Elementary  
[yolanda.pirtle@carlsbadschools.net](mailto:yolanda.pirtle@carlsbadschools.net)  
 575-234-3315 ext. 1836