



Board of Education
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Superintendent

CARLSBAD MUNICIPAL SCHOOLS
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September 3, 2020

Staff, Parent, Guardians & Community Members:

We recently sent out surveys to determine where we are on remote learning. The input from those surveys has been very helpful and we hear the messages loud and clear. Some issues are short-term and addressable. Some issues will take a year or more to address. And some issues are simply out of our hands.

First, let me address what is out of our hands. We are not allowed to bring students back in groups of more than five and those groups are limited to specific groups of students. We are required to deliver on-line instruction to students. We will continue to advocate for a return to in-person instruction, but ultimately that decision rests in the hands of the Governor.

Regarding internet connectivity, we continue to improve our connections, but we still have major issues across the community. Some of these issues require fiber upgrades and while that work is occurring, it will not be complete this year. If a parent is struggling with internet connectivity, they should contact their child's building principal for support.

As things stand today, the gating criteria does not offer a path forward any time soon. Our school district is a large organization, and we simply cannot say we are having in-person school tomorrow. We have to commit to a path and stay on it. To do otherwise confuses students, parents, staff and the community. For this reason, I will be recommending to the School Board that we remain in on-line learning through the first nine weeks of the year, which ends October 23, 2020. We will hope for the best, but these are uncertain times. I am also recommending that if we have not met gating criteria by October 12, 2020, we extend on-line learning for the remainder of the semester. I do not make this recommendation lightly. I know our kids need to be back in school. I also know our students, parents and staff need consistency and certainty in our instructional model.

The transition to a longer term for remote learning will require some changes. Parents, students and staff want consistent schedules. Parents, students and staff want quality instruction and a system for student support. Our staff wants to be the best they can be, and our students and parents need them to be the best they can be.

To address these issues, we are implementing the following changes: First, we will not have direct instruction on Wednesdays. This will be a day for students to work on assignments. On this day, our staff will be receiving intensive professional development on all of the on-line tools and best on-line instructional practices. Second, we will be implementing staggered schedules of instruction at the secondary level (6-12) to increase the quality of instruction and the level of student support. Finally, we are standardizing schedules in the elementary and secondary systems to ensure that parents and caregivers can coordinate their schedules and supervision. School schedules will be posted to the school websites. Please call your school with any questions.

The following are considerations as we move forward in a remote learning environment with staff, students and families. The virtual classroom is an extension of the regular classroom environment. Keeping that in mind, all classroom expectations, norms and rules apply. Please identify a workspace for your child with minimal noise and visual distractions. It is recommended that the workspace have a neutral background such as a blank wall or curtain to help limit student distractions.

We appreciate your support and patience in these ever changing times.

Respectfully,

A handwritten signature in black ink, appearing to read "Gerry C. Washburn". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Gerry C. Washburn
Superintendent

20.21 ECEC Master Daily Schedule

Wednesday Schedule is different due to early release; see second page.

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00-8:25	Morning Meeting (5 minutes) *Live Google Meet: English Language Arts (ELA) and Reading				
8:25-10:30	Independent ELA and Reading Work/Small Groups Possible activities for this time include Lexia, iStation, Ready Gen Assignments, Small Groups Google Meets				
10:00-10:30	*Online ELA and Reading (Closing/Questions/Office Hours) This is optional for the students to come and ask questions				
10:30-12:00	Buddy Bear Activities(Optional)				
	Library	Ole	Music	Art	Technology
10:30-12:00	Lunch * Play * Rest Grab and Go Lunch 9:30-11:00				
12:00-12:30	SEL/Read Aloud (Optional) (Synchronous/Asynchronous)				
12:30-12:50	Take Attendance (Previous Day)/Afternoon Meeting *Live Google Meet: Math				
12:50-2:00	Independent Math Work/Small Groups Possible activities for this time include Zearn, iStation, EnVision Assignments, Small Groups Google Meets				
2:00-2:45	ELA/Math Intervention Small Groups Possible Google Meet based on needs of students at the direction of the teacher Group Day and Times will vary and be communicated by the teacher				
2:45-3:00	*Online Math (Closing/Questions/Office Hours) This is optional for the students/parents to come and ask questions				

*Students are participating LIVE

* Students have the option to go to a live meet for questions

20.21 ECEC

Wednesday Schedule

Time	*Wonderful & Wacky Wednesday*
8:00-10:30	ELA Independent Work
10:30-11:00	Buddy Bear Activity
11:00-12:00	Lunch, Play & Rest Grab and Go Lunch 9:30-11:00
12:00-1:30	Math Independent Work

20.21 Elementary School Master Daily Schedule

Wednesday Schedule is different due to early release; see second page.

*** All Lessons for the day will be posted before the start of the school day. A video of direct instruction will accompany each lesson.

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00-8:05	Take Attendance/Morning Meeting				
8:05-8:30	*Live Google Meet: English Language Arts (ELA) and Reading Lessons <i>Bilingual/Sped Classes and Supports with Google Meet</i>				
8:30-9:30	Independent ELA Work/Small Group Instruction Teachers will be assigning Small Groups and Independent work through any of these online platforms and programs: *Google Meet (Small Groups with Teacher) Istation Backpack Pearson Easy Bridge (Ready Gen) Lexia Kami Google Classroom *Google Meet (Small Groups for Bilingual and SPED Classes and Supports)				
9:30-10:00	*Online ELA and Reading (Closing/Questions/Office Hours) This is optional for the students to come and ask questions				
10:00-10:30	LAMPS Activity				
LAMPS					
10:30-12:00	Lunch * Play * Rest				
12:00-12:05	Take Attendance/Afternoon Meeting				
12:05-12:30	*Live Google Meet: Math Lessons <i>Sped Classes and Supports with Google Meet</i>				

20.21 Elementary School Master Daily Schedule

12:30-1:00	<p>Independent Math Work/Small Group Instruction</p> <p>Teachers will be assigning Small Groups and Independent Work through any of these online platforms and programs:</p> <ul style="list-style-type: none"> *Google Meet (Small Groups with Teacher) <li style="padding-left: 40px;">Istation Backpack <li style="padding-left: 40px;">Pearson Easy Bridge (EnVisions) <li style="padding-left: 40px;">Google Classroom *Google Meet (Small Groups for SPED Classes and Supports)
1:00-1:30	<p>*Online Math (Closing/Questions/Office Hours)</p> <p>This is optional for the students to come and ask questions</p>
1:30-2:00	<p>Mystery Science/Social Studies</p>
2:00-2:45	<p>Asynchronous Time</p> <p><u>Google Meet Sped and Bilingual Classes and Support in Small Groups</u></p> <p>Teachers- Small Group as needed, Parent Communication</p>
<p>*Students are participating LIVE</p> <p>*Students have option to go to a Live Google Meet for questions</p>	

20.21 Elementary School

Wednesday Schedule

Time	*Wonderful & Wacky Wednesday*
8:00-10:00	ELA Independent Work Assignments will be found in Google Classroom
10:00-10:30	Daily Lamps Activity
10:30-12:00	Lunch, Play & Rest Grab and Go Lunch 9:30-11:00
12:00-1:30	Math Independent Work Assignments will be found in Google Classroom

Specials	Monday	Tuesday	Wednesday	Thursday	Friday
Library	4th	3rd	2nd	1st	5th
Art	5th	4th	3rd	2nd	1st
Music	1st	5th	4th	3rd	2nd
P.E.	2nd	1st	5th	4th	3rd
SEL	3rd	2nd	1st	5th	4th



**Carlsbad Enrichment Center-Eddy Campus
Student Hybrid Schedule for in-depth learning with support for students**

	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 8:30	Work on Assignments			Work on Assignments	
8:30 – 9:30	Period 1 Direct Instruction	Period 2 Direct Instruction		Period 1 Direct Instruction	Period 2 Direct Instruction
9:30 – 10:30	Period 3 Direct Instruction	Period 4 Direct Instruction		Period 3 Direct Instruction	Period 4 Direct Instruction
10:30 – 12:15	Work on Assignments		Work on Assignments	Work on Assignments	
12:15 – 12:45	Lunch	Lunch		Lunch	Lunch
12:45 – 1:45	Work on Assignments		Work on Assignments	Work on Assignments	
1:45 – 2:30	Period 5 Student work on Electives/Email for Assistance if needed	Work on Assignments		Period 5 Student work on Electives/Email for Assistance if needed	Work on Assignments
2:30 – 3:05	Work on Assignments	Work on Assignments		Work on Assignments	Work on Assignments
3:05 – 3:40	Work on Assignments			Work on Assignments	

*Should various grade levels still be required to operate in on-line on October 12th pursuant to the Governors orders, the district will commit to on-line/remote learning plans until the end of the 1st semester.

Students requiring varying work times due to OJT or other reasons may contact their Homeroom Instructor to determine a flexible schedule.

Lunch Schedule: While in Remote Learning: Middle School Students may pick up lunches at CIS (Meal Pick-Up available from: 9:30-11:00). High School Students may pick up lunches at CHS (Meal Pick-up is available Monday-Friday from 10:30 – 12:10).



Student Schedule for Hybrid students while Online only.

	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 8:30	Work on Assignments	Work on Assignments	Work on Assignments	Work on Assignments	Work on Assignments
8:30 – 9:30	Period 1 Live teaching through Google classroom	Period 2 Live teaching through Google Classroom	Work on Assignments (lunch can be picked up at CSGA from 9:45-11:15)	Period 1 Live teaching through Google Classroom	Period 2 Live teaching through Google Classroom
9:40 – 10:40	Period 3 Live teaching through Google Classroom	Period 4 Live teaching through Google Classroom		Period 3 Live teaching through Google Classroom	Period 4 Live teaching through Google Classroom
10:40 – 11:40	Work on Assignments (lunch can be picked up at CSGA from 9:45-11:15)	Work on Assignments (lunch can be picked up at CSGA from 9:45-11:15)	Work on Assignments (lunch can be picked up at CSGA from 9:45-11:15)	Work on Assignments (lunch can be picked up at CSGA from 9:45-11:15)	Work on Assignments (lunch can be picked up at CSGA from 9:45-11:15)
11:40 – 12:10	Lunch	Lunch		Lunch	Lunch
12:10 – 1:10	Work on Assignments	Work on Assignments	Work on Assignments	Work on Assignments	Work on Assignments
1:10 – 2:10	Period 5 Live teaching through Google Classroom	Period 6 Live teaching through Google Classroom	Work on Assignments	Period 5 Live teaching through Google Classroom	Period 6 Live teaching through Google Classroom
2:10 – 3:10	Work on Assignments	Work on Assignments		Work on Assignments	Work on Assignments

*Should various grade levels still be required to operate in on-line on October 12th pursuant to the Governors orders, the district will commit to on-line/remote learning plans until the end of the 1st semester.

Meals Pick-up: Monday – Friday 9:45 – 11:15.



Carlsbad Intermediate School

Student schedule for in-depth learning with support for students

	Monday	Tuesday	Wednesday	Thursday	Friday
7:50 – 8:20	Work on Assignments			Work on Assignments	
8:20 – 9:20	Period 1 Virtual Direct Instruction	Period 2 Virtual Direct Instruction	Work on Assignments	Period 1 Virtual Direct Instruction	Period 2 Virtual Direct Instruction
9:30 – 10:30	Period 3 Virtual Direct Instruction	Period 4 Virtual Direct Instruction		Period 3 Virtual Direct Instruction	Period 4 Virtual Direct Instruction
10:30 – 11:30	Work on Assignments			Work on Assignments	
11:30 – 12:00	Lunch	Lunch		Lunch	Lunch
12:00 – 1:00	Work on Assignments			Work on Assignments	
1:00 – 2:00	Period 5 Virtual Direct Instruction	Period 6 Virtual Direct Instruction		Period 5 Virtual Direct Instruction	Period 6 Virtual Direct Instruction
2:10 – 3:10	Work on Assignment	Work on Assignments		Work on Assignments	Work on Assignments
3:10 – 3:30	Work on Assignments			Work on Assignments	

*Should various grade levels still be required to operate in on-line on October 12th pursuant to the Governors orders, the district will commit to on-line/remote learning plans until the end of the 1st semester.

**Virtual Direct Instruction – Students will need to log into their Google Classrooms for the assigned course. Specific content will be taught during this time.

Meal Pick-Up available from: 9:30-11:00



**Carlsbad Early College High School* Grades 9-10
(and Juniors in ECHS Geometry class-seminar class is on the 11+12 schedule)
Student Schedule for In-Depth Learning with Support for Students**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:10 – 8:20	0 hour Spanish			0 hour Spanish	
8:30 – 9:35	Period 1 Synchronous (Direct Instruction)	Period 1 Synchronous (Direct Instruction)	Work on Assignments	Period 1 Synchronous (Direct Instruction)	Period 1 Synchronous (Direct Instruction)
9:45 – 10:50	Period 2 Synchronous (Direct Instruction)	Period 2 Synchronous (Direct Instruction)		Period 2 Synchronous (Direct Instruction)	Period 2 Synchronous (Direct Instruction)
10:50 – 11:30	Student/Support/Work on Assignments	Student/Support/Work on Assignments		Student/Support/Work on Assignments	Student/Support/Work on Assignments
11:30 – 12:00	Lunch-Grab&Go @ CHS 10:30-12:06 (requires student ID)	Lunch-Grab&Go @ CHS 10:30-12:06 (requires student ID)		Lunch-Grab&Go @ CHS 10:30-12:06 (requires student ID)	Lunch-Grab&Go @ CHS 10:30-12:06 (requires student ID)
12:00 – 12:30	Student/Support/Work on Assignments	Student/Support/Work on Assignments		Student/Support/Work on Assignments	Student/Support/Work on Assignments
12:30 – 1:35	Period 3 Synchronous (Direct Instruction)	Period 3 Synchronous (Direct Instruction)	Period 3 Synchronous (Direct Instruction)	Period 3 Synchronous (Direct Instruction)	Period 3 Synchronous (Direct Instruction)
1:45 – 2:50	Period 4 Synchronous (Direct Instruction)	Period 4 Synchronous (Direct Instruction)	Period 4 Synchronous (Direct Instruction)	Period 4 Synchronous (Direct Instruction)	Period 4 Synchronous (Direct Instruction)
3:00 – 3:40	5 th period	5 th period	5 th period	5 th period	5 th period

Should various grade bands still be required to operate in on-line on October 12th pursuant to the Governors orders, the district will commit to on-line/remote learning plans until the end of the 1st semester.

*CECHS runs on a block schedule and utilizes dual credit/college content; therefore, students (9+10) will continue to have their 4 core classes and 5th period. Zero hour is only for students scheduled in Choir or Spanish.

Meal Pick-up is available at CHS Monday-Friday from 10:30 – 12:10.



Carlsbad Early College High School** Grades 11-12 Seminar & Economics Student Schedule for In-Depth Learning with Support for Students

	Monday	Tuesday	Wednesday	Thursday	Friday
7:30-8:30	Period 0 - Sr. Seminar (Google Meet)	Period 0-Jr. Seminar (Google Meet)		Period 0 – Jr. Seminar (Online Assignments)	Period 0- Jr./Sr. Seminar Support
8:30-9:45	Period 1 - Sr. ECON (APEX)	Period 1 - Sr. ECON (APEX)		Period 1 - Sr. ECON (APEX)	Period 1 - Sr. ECON (APEX)
8:40-9:40	Period 1 - Sr. Seminar (Google Meet)	Period 1 - Jr. Seminar (Google Meet)		Period 1 - Jr. Seminar (Online Assignments)	Period 1 - Jr./Sr. Seminar Support
10:00-11:00	Period 2 - Sr. Seminar (Google Meet)	Period 2 - Jr. Seminar (Google Meet)	*Senior Seminar (All Periods)	Period 2 - Jr. Seminar (Online Assignments)	Period 2 - Jr./Sr. Seminar Support
10:00-11:15	Period 2 - Sr. ECON (APEX)	Period 2 - Sr. ECON (APEX)	Online assignment	Period 2 - Sr. ECON (APEX)	Period 2 - Sr. ECON (APEX)
11:15-12:00	Lunch-Grab&Go @ CHS 10:30-12:06 (requires student ID)	Lunch-Grab&Go @ CHS 10:30-12:06 (requires student ID)		Lunch-Grab&Go @ CHS 10:30-12:06 (requires student ID)	
12:00 – 1:35	Student Support/Work on Assignments (Seminar)	Student Support/Work on Assignments		Student Support/Work on Assignments (Seminar)	Student Support/Work on Assignments
1:45-2:50	Student Support/Work on Assignments (Seminar)	Student Support/Work on Assignments		Student Support/Work on Assignments (Seminar)	Student Support/Work on Assignments
3:00 – 3:40	Student Support (ECON) / 5 th period	Student Support (ECON) / 5 th period		Student Support (ECON) / 5 th period	Student Support (ECON) / 5 th period

*Should various grade levels still be required to operate in on-line on October 12th pursuant to the Governors orders, the district will commit to on-line/remote learning plans until the end of the 1st semester.

**Student Support times are available as indicated on schedule above. Students should coordinate via Google Classroom/Remind in order to set up individual times to receive support as needed.

**CECHS Juniors and Seniors have a flexible schedule due to enrollment in college courses through NMSU-C. A few Juniors are taking Geometry at ECHS (refer to the 9-10 schedule for your class), all are taking Econ and a seminar. This schedule does not indicate students' NMSU-C schedule only the ECHS schedule. ** NMSU –C Schedule has not changed.

Meal Pick-up is available at CHS Monday-Friday from 10:30 – 12:10.



Carlsbad High School 2020-2021
Student schedule for in-depth learning with support for students

	Monday	Tuesday	Wednesday	Thursday	Friday
8:10 – 8:45	Work on Assignments	Work on Assignments	Work on Assignments	Work on Assignments	Work on Assignments
8:45 – 9:45	Period 1 Synchronous (Direct Instruction)	Period 2 Synchronous (Direct Instruction)		Period 1 Synchronous (Direct Instruction)	Period 2 Synchronous (Direct Instruction)
9:55 – 10:55	Period 3 Synchronous (Direct Instruction)	Period 4 Synchronous (Direct Instruction)		Period 3 Synchronous (Direct Instruction)	Period 4 Synchronous (Direct Instruction)
10:55 – 11:30	Work on Assignments	Work on Assignments		Work on Assignments	Work on Assignments
11:30 – 12:00	Lunch	Lunch		Lunch	Lunch
12:00 – 1:25	Work on Assignments	Work on Assignments		Work on Assignments	Work on Assignments
1:25 – 2:25	Period 5 Synchronous (Direct Instruction)	Period 6 Synchronous (Direct Instruction)		Period 5 Synchronous (Direct Instruction)	Period 6 Synchronous (Direct Instruction)
2:35 – 3:35	Period 7 Synchronous (Direct Instruction)	Work on Assignments	Period 7 Synchronous (Direct Instruction)	Work on Assignments	
3:35 – 3:50	Work on Assignments	Work on Assignments	Work on Assignments	Work on Assignments	Work on Assignments

*Should various grade levels still be required to operate in on-line on October 12th pursuant to the Governors orders, the district will commit to on-line/remote learning plans until the end of the 1st semester.

Synchronous (Direct Instruction) will take place Virtually.

Meal Pick-up is available Monday-Friday from 10:30 – 12:10.