

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505) 384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505) 384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505) 384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505) 384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505) 384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505) 384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505)384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan - Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505) 384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505) 384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505)384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan - Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505)384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan - Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505)384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan - Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505)384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan - Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505) 384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505) 384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505) 384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505)384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505) 384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505)384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan - Member
"Good Schools Make Fine Communities Better"

ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD
Superintendent

Phone (505) 384-2006
Fax (505) 384-2015

September 24, 2019

Dear Families:

Because your child's safety is our concern, the Estancia Municipal Schools Board of Education recently adopted the following policy and procedure for Visitors to the School (Policy 606.2).

1. All visitors will be required to present a legal, photo ID when reporting to a school campus.
2. All visitors will sign into the Visitor Log, stating their purpose for visiting and the classroom to be visited.
3. All visitors will receive a visitor badge which must be visible at all times while on campus.
4. All visitors must refrain from visiting areas other than the classroom identified in the Visitor Log.
5. All visitors must sign out in the Visitor Log before leaving campus.

As a note, the visitor will only be given a visitor badge and be allowed to proceed from the office if the visit is approved, and does not interfere with instruction. As a reminder, visitors are encouraged to schedule appointments in advance whenever possible.

Please know that you are WELCOME to visit our schools!! Your continued involvement in your child's education is very important! This change in policy and procedure is NOT to discourage your involvement in any way, but rather to ensure student safety and minimize interruptions to classroom instructional time.

Other important information: The Estancia Board of Education has allocated an additional day of Professional Development for all District Staff on Wednesday, October 23rd. Please note this change on your calendar. This will be a non-school day for students! Senate Bill 147, adopted in the 2019 Legislative Session, Relating to School Safety Establishing New Requirements for School Evacuation and Active Shooter Drills, states, "During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills. During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills." On Friday, October 11th, the staff will receive training on Situational Awareness from law enforcement; then, staff will be trained on response to an Active Shooter on Wednesday, October 23rd. Thank you for your patience and understanding as we get in compliance with school safety requirements and expectations. As a note, you will ALWAYS be informed when a drill is occurring. We have some training to do with our staff and students ahead of a drill of this nature occurring. I am meeting with city and county law enforcement officers to ensure that everyone is on the same page, and we can practice this with some expert guidance. You will be provided with copies of the District's adopted plan for a Shelter in Place (such as we had on August 29th), the Evacuation Plan, and the Lock Down Plan prior to an Active Shooter Drill occurring.

Lastly, in regard to school safety, I am happy to introduce Mr. Phil Casados as the District's new Security Assistant. Mr. Casados, a retired Marine with experience as a Secret Service Agent, Security Advisor and Provider, and Certified Law Enforcement Trainer, will be on campus daily and at home games to help provide security, ensuring a safer school campus. We will continue to work with the Town of Estancia to recruit and retain a School Resource Officer in the future. We are very fortunate to have someone of Mr. Casados's qualifications and experience join our staff.

Sincerely,

Cindy L. Sims, PhD
Superintendent of Schools

Estancia Municipal Schools Board of Education:
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,
Kendra Otis – Member, Ken Lujan – Member
"Good Schools Make Fine Communities Better"