

# CUBA INDEPENDENT SCHOOL DISTRICT

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Teachers,

**CUBA ISD E-DAYS**

January 7, 2020

Cuba Independent Schools has pioneered a one-on-one laptop computer E-Days, an alternative to snow days and other challenges which force schools to close. School days that are canceled would normally need to be made up at the end of the school year. E-Days allow the school day to continue where students complete assignments from home, on their school issued laptop. It also provides teachers and students the opportunity to engage with digital resources, to collaborate virtually, and to develop digital skills that are used and valued beyond K-12.

Effective Fall 2019, NM PED has granted Cuba Independent Schools (CISD) the right to implement E-Days as an alternative to school closures due to inclement weather and other challenges. CISD understands that not all students have access to internet at home, therefore we are implementing E-Day assignments that can be done without internet access from home.

### Teacher Expectations:

- Teacher will provide students a lesson which is tied to their curriculum, on a weekly basis
- Teacher will guide students to access lesson and download to their computer to access offline
- Teacher will provide building attendance secretary with list of students to be marked absent for classes that would have met on the E-Day. This needs to be done by end of school day, upon returning from E-Day
- On E-Day, be available (if possible) for students who are able to communicate via Email/Google Classroom

**Note:** On the E-Day, please check-in with your supervisor and be available during school hours for students to be able to communicate via Email/Google Classroom. On the E-Day, do not send out an assignment or make changes to assignment, as students without internet access will not be able to see this. All assignments should have been provided to students and downloaded to their school laptops prior to E-Day. If students do not have a computer, please provide a hardcopy of the assignment (only for students that do not have access to computer).

Please provide assignments that are not too time-consuming, as this will discourage students from doing the work. Remember that they will be working on assignments from their other classes as well, especially if the E-Day falls on a C-Day, as they see all their classes on that day.

If you have any questions regarding E-Day, feel free to contact Edgar San Juan (Technology Integration Specialist) at [esanjuan@cuba.k12.nm.us](mailto:esanjuan@cuba.k12.nm.us) or by phone (575) 289-3211 ext. 610 during school hours. You may also contact the E-Day Hotline by phone at (505) 388-4378 in case of any issues during the E-Day.

We are excited about this great opportunity to be thinking outside of the box when it comes to your child's education and being a model of how 21st Century tool can be used to provide an equitable education for all children.

Thank you for your support in this initiative,

Edgar San Juan  
Technology Integration Specialist

**PO Box 70, #50 County Rd 13, Cuba, NM 87013, Phone: 575-289-3211, Fax: 575 289-3314**

*Cuba Independent School District does not discriminate on the basis of race, religion, color, national origin or ancestry, sex, gender identity, sexual orientation, age, marital or veteran status or disability in any educational programs, activities or employment. Cuba Independent School District also prohibits the use of racial, ethnic, and/or sexual slurs, including sexual harassment. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in a school meeting or hearing, or if you wish to receive assistance or information regarding student grievances, language translations of District policy, Section 504 or Title IX, please contact the Superintendent's Office at least one week prior to the meeting or as soon as possible. The district Title IX Officer, Dr. Griego may be contacted at the address or phone number listed above. For concerns at the school level, contact Mrs. Romero, Elementary – Ext. 403, Mr. Jacquez, Middle School – Ext. 302, or Dr. Vallejo, High School – Ext. 202.*