

# Clayton Municipal Schools

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Mr. Ray Maestas  
Interim Superintendent

Mrs. Claudia Montoya  
Clayton High School Principal  
Mr. Henry McCain  
Clayton Junior High Principal  
Kiser Elementary Principal  
Mrs. Hesper Heimann  
Alvis Elementary Principal  
Mrs. Janis Ruf

**October 12, 2020**

## **To: Parents or Guardians of children who attend Alvis Elementary School:**

Alvis Elementary is working with the New Mexico Public Education Department (NMPED) and New Mexico's Department of Health (NMDOH) because a child who attends our school has tested positive for COVID-19.

This letter is to inform you about the steps we have implemented to protect your child and our community from COVID-19. Per guidance from both NMPED and NMDOH, we have investigated to see who had "close contact" with the student who tested positive for COVID-19. A "close contact" is defined as being closer than six feet for more than three minutes to a person who is positive for COVID-19 and all staff and students who were in the same classroom or on the same bus as the infected individual. All staff that were in "close contact" with the infected individual will be tested seven to 10 days after close contact exposure to the positive COVID-19 individual. *All students who were close contacts are strongly encouraged to be tested. All staff and student close contacts must self-quarantine at home for 14 days, regardless of the test result.*

In the meantime, if you or your child begin to develop symptoms of COVID-19, which are fever, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of smell or taste, sore throat, congestion or runny nose, nausea or vomiting, diarrhea [<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>], please call your healthcare provider or the COVID-19 Hotline at 1-855-600-3453 as soon as possible. It is important that you call ahead to your healthcare provider *before* presenting to the physician's office, clinic, urgent care or emergency room so that they can be prepared for your arrival.

Areas of the school (including buses) in which the COVID-19 positive individual spent time have been cleaned and disinfected and those who were close contacts of the positive case have been notified.

**Please continue to send your child to school unless you are notified that your child was a close contact of a positive COVID-19 individual, your child develops COVID-19 symptoms, or your child has a positive COVID-19 test. Likewise, your household members do not need to quarantine unless your child tests positive for COVID-19 or your household members are identified as a close contact of a positive COVID-19 individual.**

You may call Shelly Trujillo, school nurse at (575) 374-9611 or NMDOH at (505) 827-0006, if you have any additional questions.

Thank you for your support in our efforts to keep Clayton Municipal Schools safe, healthy, and open for our students.

Sincerely,

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Ray Maestas  
Superintendent

Clayton Municipal Schools

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Hesper Heimann  
Elementary Principal

Clayton Municipal Schools

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Shelly Trujillo, BSN, RN  
School Nurse

Clayton Municipal Schools