

# COVID-19 Strategic Plan

COVID-19

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## Introduction

The virus is thought to spread mainly from person-to-person.

- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person coughs, sneezes or talks.
- These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
- **Recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.**

Knowing these facts, TLC Development Centers have implemented many new safety measures for families, children, and teachers to follow so that we do our part in reducing the spread and keeping everyone as healthy as possible.

## Guidelines for Talking to Children About Health and Safety

*Teach children everyday actions to reduce the spread of germs.*

1. Remind children to stay away from people who are coughing, sneezing or otherwise sick.
2. Discuss any new actions that may be taken to help protect children and school staff (e.g., increased handwashing, cancellation of events or activities).
3. Teach them to wash their hands with soap and water for at least 20 seconds, especially after blowing their nose, coughing, or sneezing; before and after going to the bathroom; and before eating or preparing food. Get children into a handwashing habit.
4. If soap and water are not available, teach them to use hand sanitizer. Supervise young children when they use hand sanitizer to prevent them from swallowing alcohol.

*Remain calm and reassuring.*

1. Remember that children will react to both what you say and how you say it. They will pick up cues from the conversations you have with them and with others.

*Make yourself available to listen and to talk.*

1. Make time to talk. Be sure children know they can come to you when they have questions.

*Avoid language that might blame others and lead to stigma.*

1. Remember that viruses can make anyone sick, regardless of a person's race or ethnicity. Avoid making assumptions about who might have COVID-19.

*Pay attention to what children see or hear on television, radio, or online.*

1. Consider reducing the amount of screen time focused on COVID-19. Too much information on one topic can lead to anxiety.

*Provide information that is honest and accurate.*

1. Give children information that is truthful and appropriate for their age and development.
2. Talk to children about how some stories on COVID-19 on the Internet and social media may be based on rumors and inaccurate information

## Physical Distancing Strategies

Based on recommendations from the CDC, NM Department of Health, the World Health Organization and ECECD Licensing, TLC DEVELOPMENT CENTERS will follow physical distancing strategies to include:

- Classrooms will include the same group of children each day, and the same teacher(s) will remain with the same group each day. Groups will not combine or move between classrooms.
- No more than one group will be allowed to occupy the playground at any given time. There is to be a minimum of 20 minutes between each group. During this time, equipment is to be sanitized. (2) “Sanitize” means to reduce germs on inanimate surfaces to levels considered safe by public health codes or regulations. Mix one and one half teaspoons of bleach with one gallon of cool water or use an EPA registered sanitizer.
- Arrival and drop off times will be staggered to avoid groups of people gathering at the entrance.
- Parents and visitors will not be allowed into the centers during the health crisis.
- Family style dining is suspended during the health crisis.
  - Children’s plates will be made by teachers and children will be seated as far apart as possible while still allowing for appropriate meal service and conversation.
  - Only disposable service items (plates, cups, forks, spoons, etc) and utensils should be used.
- All sensory play is suspended until further notice.
- Cots / mats / cribs will be placed 6 feet apart when possible. If not possible, children will be placed to sleep head to toe.
- Children will not share art materials. Each child will be provided their own supply box/bag that contains markers, pencils, crayons, glue, scissors, etc.
- All field trips, holiday events, and special performances are cancelled until further notice.

## Group Size

Group size and child-to-teacher ratios **for children aged six weeks through four years** must follow the group size and ratio requirements outlined in New Mexico’s FOUR STAR FOCUS-Tiered Quality Rating and Improvement System (TQRIS). Please Note: FIVE STAR programs must continue to follow the FIVE STAR FOCUS TQRIS group size and ratio to maintain their 5 STAR status.

FOUR STAR FOCUS-TQRIS GROUP SIZE AND RATIO		
Age of Children	Group Size	Child/Teacher Ratio
6 weeks to 24 months	10	5:1
24-36 months	16	8:1
Age 3	20	10:1
Age 4	20	10:1

- **Group size for school-age children must not exceed 20 with a child-to-teacher ratio of 10:1.**

Large classrooms may be divided into sections as long as you can assure that groups will not co-mingle and that the sections can be cleaned and sanitized prior to transitioning groups between them. Each group MUST be able to

access ALL interest areas within their designated space in the classroom. In other words, if you are separating the classroom, be sure to create ALL interest areas in EACH section.

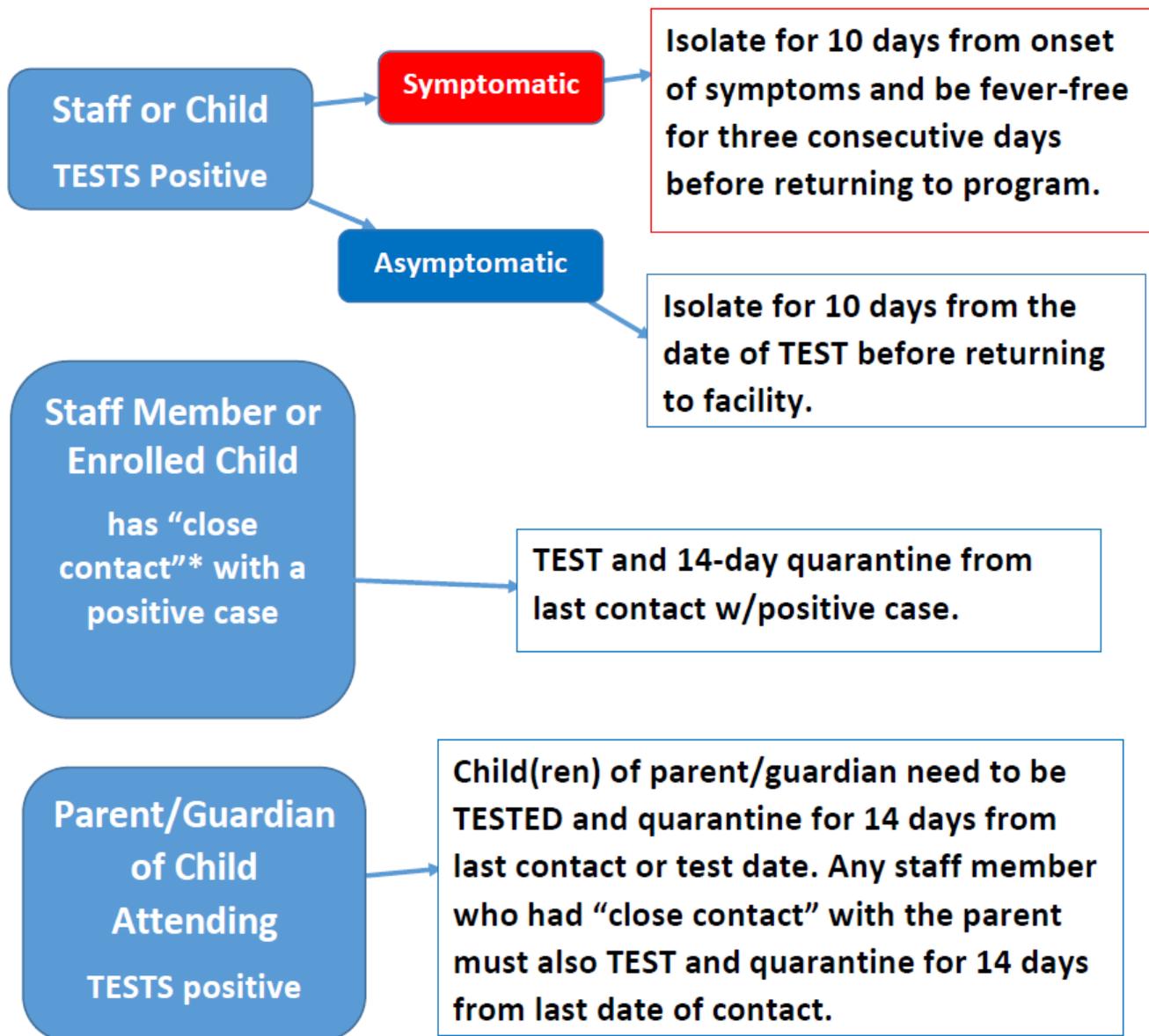
- At nap time, ensure that children's cots (or cribs) are spaced out as much as possible, ideally 6 feet apart. If the full 6 feet is not possible, ensure that children are placed head to toe at nap time. This will reduce the potential for viral spread.

## Steps to Take If a Child, Parent or Staff Member Develops COVID-19 Symptoms

- Staff or children with a fever (100.4 F or higher), cough, or shortness of breath or at least two of the following symptoms will be excluded from the center until diagnosis:
  - Fever
  - Chills
  - Repeated shaking with chills
  - Muscle pain
  - Headache
  - Sore throat
  - New loss of taste or smell
- Children or staff with household members who are known to have COVID-19 (or who have come into contact with a positive case) will also be excluded from the center for a minimum of 14 days. This period will be prolonged if the child or staff member develops symptoms.
- If a child or staff member develops symptoms while at the center, they are to be immediately separated from the well people until the ill person can leave the facility. First call emergency contacts, then call the DOH Coronavirus Hotline at 1-855-600-3453, and the local Child Care Licensing Office.
- Children and staff who have been sent home due to symptoms must be tested for COVID-19. If a test is refused, they may not return to the facility for a minimum of 14 days

## Positive Case of Covid-19 Within a Center

- Employees and parents are required to notify the center immediately if there is a positive COVID-19 test result within their household or workplace.
- If we are notified of a positive COVID-19 test result for ANY parent, child, employee, or anyone they live with, immediately contact the NMDOH epidemiologist at 505-827-0006 with pertinent information.
- **Centers with a confirmed case of COVID-19 WILL BE CLOSED.**
  - The center should immediately air out the facility for 24 hours and then follow the 'Cleaning Facility after Exposure' guidance.
  - *Symptom free children and staff may not attend another center for 14 days from date of positive test.*
  - The duration of the closure will be at the discretion of NM DOH and ECECD Licensing.
- All parents will be notified immediately and asked to come pick up their children if any are on site.
- All employees who have been in the facility within the last 14 days will be notified immediately.
- The identity of the individual who tested positive WILL REMAIN CONFIDENTIAL TO ABSOLUTELY EVERYONE.
- The facility will close for 24 hours from the time the last person leaves the building.
  - Prior to the last person leaving, the windows should be opened, and HVAC systems turned to 'off' and fans turned to 'on'. Call upper management for further guidance in the moment. Many factors could change this procedure.
- After 24 hours, employees who are not experiencing symptoms will be asked to report for cleaning and sanitizing.



\*"Close contact" is defined as being closer than six feet for more than three minutes to a person who is COVID-19 positive.

- Children who have symptoms should stay home
- Employees who have symptoms (i.e., fever, cough, or shortness of breath) should notify their supervisor and stay home.
- Sick employees should follow CDC-recommended steps. Employees should not return to work until the criteria to discontinue home isolation are met, in consultation with healthcare providers and state and local health departments.

- Employees who are well but who have a sick family member at home with COVID-19 should notify their supervisor and follow CDC recommended precautions.
- If an employee is confirmed to have COVID-19 infection, fellow employees will be notified of their possible exposure to COVID-19 in the workplace. Confidentiality will be maintained as required by the Americans with Disabilities Act. Fellow employees should then self-monitor for symptoms (i.e., fever, cough, or shortness of breath).
- Employees should not return to work until the criteria to end home isolation is met as instructed in consultation with healthcare providers and state and local health departments.

### Criteria to Discontinue Home Isolation

- If a test will not be administered to determine if you are still contagious, children and staff can return to TLC DEVELOPMENT CENTERS after these **three** things have happened:
  - No fever for at least 72 hours (that is three full days of no fever without the use medicine that reduces fevers)  
AND
  - other symptoms have improved (for example, when cough or shortness of breath have improved)  
AND
  - at least 14 days have passed since symptoms first appeared
- If a test is administered, children or staff can return to TLC DEVELOPMENT CENTERS after these **three** things have happened:
  - No fever (without the use medicine that reduces fevers)  
AND
  - other symptoms have improved (for example, when cough or shortness of breath have improved)  
AND
  - Received two negative tests in a row, 24 hours apart.

### Cleaning Facility After Exposure

- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, diluted household bleach solutions, or EPA-registered disinfectants are to be used.
- Diluted household bleach solutions should be used on 'bleach safe surfaces' only.
  - NEVER mix bleach with ANYTHING other than WATER
  - NEVER use bleach solution in COMBINATION with another cleaner or disinfectant – use one or the other!
  - Check the bleach container for an expiration date. Be sure it is not expired.
- Bleach solution must contain
  - 5 Tablespoons (1/3 cup) bleach per gallon of water
  - 4 teaspoons bleach per quart of water (classroom spray bottles are a quart)
- Employees are to wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash.
- Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area. Be sure to wash hands after removing gloves.
- Gloves should be removed after cleaning a room or area occupied by ill persons.
- Call NM DOH COVID-19 hotline at 1-833-551-0518 for further guidance on disinfection and cleaning after exposure.

# Preventative Plan and Key Facility Safety Measures

## Key Hygiene Practices

- Wash your hands often with soap and water for at least 20 seconds.
- Use hand sanitizer that contains at least 60 percent alcohol (or EPA Approved).
- Avoid touching your eyes, nose and mouth.
- Wear cloth face coverings.
- Cover your cough or sneeze with a tissue, throw the tissue in the trash, and wash hands thoroughly. If tissues are not available, cough or sneeze into your elbow.

## Face Coverings and Personal Protective Equipment

Cloth face masks of appropriate size are **required** for everyone three years of age or older. This includes all staff as well as families dropping off and picking up children. Masks should fully cover the nose and mouth without gaps and stay in place without needing adjustments.

*Cloth face coverings should:*

1. fit snugly but comfortably against the side of the face
2. be secured with ties or ear loops
3. include multiple layers of fabric
4. allow for breathing without restriction
5. be able to be laundered and machine dried without damage or change to shape

*Special Notes:*

- **Be careful not to touch your eyes, nose, or mouth while putting on, wearing, or taking off cloth masks.**
- **Wash your hands thoroughly before putting on the mask and after removing it.**
- Masks should be washed after each day of use and anytime they become soiled. It's a good idea to have more than one mask or face covering available to allow time for washing and drying after each use.
- Wearing cloth masks does not replace the need to continue frequent hand washing, avoiding touching the face, and practicing physical distancing.
- Cloth face masks should be removed completely during snack and meal times. **Do not allow children to wear masks around their necks**, as that may contaminate their hands and face while they eat.
- Masks should be removed during nap time.
- When a mask is removed, it should be stored in a paper bag with the child's name on it.

*PPE for Designated Arrival/Departure Personnel:*

Designated arrival/departure personnel (temperature checkers) must wear a removable gown or loose-fitting shirt (to be sanitized between uses), gloves, a surgical mask or cloth mask, **and** a face shield during each temperature check. ONLY no-touch thermometers are to be used for temperature checks.

## Arrival of Children

- Stagger arrival and drop off times.
- The same parent or designated person should drop off and pick up the child every day
- If possible, older people such as grandparents or those with serious underlying medical conditions should not pick up children, because they are more at risk for [severe illness from COVID-19](#)
- Parents should call the center upon arrival to be met at the door by the intake person.
- Parents and children will be temperature checked upon arrival. Children will not be allowed to stay if **either the parent or child** exhibits any of the following:
  - Fever over 100.4 (38C)
  - New cough of any kind
  - Shortness of breath
- Children should arrive with face coverings (2 is recommended) to be worn throughout the day. This applies to all children age 3 and older.
- Children will be escorted to their classroom by the intake person after washing their hands or using hand sanitizer.
- Examples of screening methods [are available here](#).

## Arrival of Employees

- All employees are to be temperature checked before they may clock in for their shift.
- All employees must wear a face covering when children are present in the classroom, excluding mealtimes. The face covering must cover the nose and mouth to qualify as ‘wearing’.
- Cooks and maintenance personnel must wear a face covering at all times while interacting with others in the facility.
- Employees are to clock in as normal – using hand sanitizer before handling the time clock
- Employees are to report directly to their assigned workspace and may not ‘wander the building’ during their shift.

## Daily Health Checks

Teachers are to perform health checks on each child each day. Daily health checks seek to identify potential concerns about a child’s health including emotional well-being and any recent illness or injury in the child and the family.

Teachers should observe children for:

- Physical symptoms of illness
- Socio-emotional well-being
- Noticeable changes in behavior

## Departure of children

- Upon arrival, parents are asked to call the center.
- Designated departure staff member will get the child and the child’s belongings from the classroom.
  - Teachers are to have children wash their hands before leaving the classroom.
  - Teachers are to ensure that each child’s belongings are sent home each day.

- Face coverings that the child has worn must be handled with gloves and placed in the laundry or sent home with the child if there is no laundry on site.
- Children will be brought outside the door to greet parents.
- Be sure to communicate any special circumstances with parents as needed.

### Departure of Employees

- Ensure that all trash is taken to the dumpster and your classroom is properly shut down prior to leaving for the day.
- Closing staff will take turns for 'laundry duty'.
- A change of clothes is recommended each day.
  - Teachers should change out of the clothing they wore during their shift PRIOR to leaving for the day.
  - Soiled clothing and face covering should be put into the laundry.
  - Masks should be washed in hot water with Oxi Clean on sanitize cycle if the washer has one
- Wash hands immediately after handling laundry

### Cleaning and Sanitizing

- High touch surfaces are to be cleaned and sanitized no less than 5 times per day. This can be done more often if needed. High touch surfaces are doorknobs, light switches, countertops, faucet handles, etc.
- Toys that cannot be cleaned and sanitized are to be removed from all classrooms. These include things such as stuffed animals, pillows, cloth dolls, etc.
- Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions should be set aside until they are cleaned by a person wearing gloves. Clean with water and detergent, rinse, sanitize with an EPA-registered disinfectant, rinse again, and air-dry. You may also clean in a mechanical dishwasher.
- All children's face coverings, blankets and extra clothes are to stay at the center to reduce the transmission of Covid-19 from home to school. **These must be laundered daily.** If there is no laundry on site, children's soiled blankets, clothing and face coverings must be sent home daily in a sealed bag for the parents to launder and return.
- Set aside toys that need to be cleaned. Place in a separate container marked for "soiled toys." These are to be cleaned and sanitized before being placed back in use. Rotate toys through cleanings.
- Be mindful of items more likely to be placed in a child's mouth, like play food, dishes, and utensils.
- Children's books, like other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures.
- Using gloves all day everyday could instill a false sense of security. Therefore, gloved hands will be reserve for the following times
  - Universal Precautions
  - Diaper changing
  - Nose blowing
  - Handling soiled items
  - Garbage removal
  - Food service gloves are to be used for food service as usual

### Diapering, Feeding, or Holding a Child

It is important to comfort crying, sad, and/or anxious infants and toddlers, and they often need to be held. To the extent possible when diapering, feeding, or holding very young children:

- Wear an over-sized button-down, long sleeved shirt and wear long hair up off the collar in a ponytail or other updo.
- Wash your hands, neck, and anywhere touched by a child's secretions.
- Change the child's clothes if secretions are on the child's clothes. Change your button-down shirt, if there are secretions on it, and wash your hands again.
- Contaminated clothes should be placed in a plastic bag or washed in a washing machine.
- Infants, toddlers, and staff should have multiple changes of clothes on hand in the center.
- Teachers should wash their hands before and after handling infant bottles prepared at home or prepared in the center. Bottles, bottle caps, nipples, and other equipment used for bottle-feeding should be thoroughly cleaned after each use by washing in a dishwasher or by washing with a bottlebrush, soap, and water.

## Hand Washing

Handwashing posters should be posted at every hand washing sink within the center. All children and staff should engage in hand hygiene at the following times

- Arrival at the center
- Before and after preparing food or drinks
- Before and after eating or handling food, or feeding children
- Before and after administering medication or medical ointment
- Before and after diapering
- After using the toilet or helping a child use the bathroom
- After coming in contact with bodily fluid
- After handling animals or cleaning up animal waste
- After playing outdoors or in sand
- After handling garbage
- After blowing one's nose, coughing, or sneezing
- After using the restroom
- Before coming in contact with any child
- After touching or cleaning surfaces that may be contaminated
- After using shared equipment like toys, computer keyboards, mouse, scissors, pens. etc
- All staff and children must adhere to regular hand washing with soap and water for at least 20 seconds
  - Turn water on and wet hands, remove from water
  - Add soap to hands and create friction to make bubbles
  - Scrub for 20 seconds, sing Happy Birthday or ABC's
  - Rinse hands under running water
  - Dry hands with single use paper towels
  - Turn off faucet with paper towels

## Hand Sanitizers

Use of an alcohol based hand sanitizer should only be practiced when soap and water method is not available. Children must be supervised when they use hand sanitizer to prevent ingestion.

## Changes in Business Operations

If a center is temporarily closed, whether at the request of DOH or by our choice, immediately notify your designated ECECD Licensing person. Be sure to document the reasons and keep records of what steps are being taken during the closure. A reentry plan may be needed depending on the circumstances for closure.

## Communication Plan

- Ensure that signs are prominently posted that demonstrate proper hand washing, detail symptoms of COVID-19, prohibit visitors into the center, etc. These signs are all available on our internal server.
- Regular communication will continue through phone, email, Kids Reports, and our Facebook Pages.
- Ensure that all contact information for families and employees in ProCare is accurate and current.

## Scheduling Plan

***It is important to adhere to schedules as strictly as possible during the health crisis.*** Children are to be assigned to a stable group. Teachers are to be assigned to only one group of children. Each group is to be assigned to only one classroom. Groups should not mix or combine in any way.

- Center directors/administrators will prepare a weekly schedule ***in advance*** for each week of operations during the health crisis. This schedule should clearly define the following:
  - names and ages of each group of children for the week
  - teacher(s) assigned to each group
  - classroom assigned to each group
  - teacher's work schedule
  - children's schedules
- Center administrators will monitor and respond to absenteeism.
  - If a child is scheduled for the day, but not present, parents must be contacted and the reason for the absence must be documented on the current schedule.
  - Scheduled children and staff will be compared to actual attendance by upper management to assist in monitoring absenteeism.

## Teacher Retention Plan

***Employees (or any employee who lives with someone) with underlying health conditions or in any at risk category will NOT be required to work in the facilities during the health crisis.***

TLC Development Centers had originally planned to pay staff as close to their normal hours as possible through April 15, 2020. Due to the extended funding provided by ECECD, we were able to extend that paid time through May 31, 2020. Unfortunately, that can not be extended any further.

Effective June 1, 2020, if you or someone you live with have any health conditions in the CDC's 'High Risk' Category for COVID-19, you may choose to be voluntarily laid off.

- TLC Development Centers will ***not*** require documentation of this risk.
- ***This is NOT a termination of employment.***
- When the situation changes, you may return to work and ***retain your original hire date/seniority***
  - You must maintain licensing standards while on leave to qualify
- For those enrolled in college courses, TLC Development Centers will pay for one additional college course for the Fall 2020 semester whether you are still on leave or not. After the Fall 2020 semester, no further student financial aid will occur if you have not returned to your position (for Spring 2021 semester).
- It will be your responsibility to file for unemployment – TLC Development Centers will provide any

documentation required by Workforce Solutions.

As we ‘reopen’, the hours of operation may fluctuate depending on the needs of our families. **Working hours cannot be guaranteed.** Some weeks, you may be working very little – some weeks more. We will do our best to ensure that those who WANT to work have the opportunity to work. Hours will be distributed as fairly as possible. Also, effective June 1, 2020, employees will return to being paid for actual on-site hours worked only. Due to the uncertainty of our long-term financial viability, no Paid Time Off that is accrued will be paid out until after October 1, 2020.

We greatly appreciate your understanding and flexibility during this difficult time. We will get through this together!

## Facility Information and Contact Numbers

### Department of Health Contact Numbers:

- Bernalillo Co – Midtown PHO: (505) 841-4106 or (505) 841-4681 [Metrotest.request@state.nm.us](mailto:Metrotest.request@state.nm.us)
- Santa Fe Public Health Office (605 Letrado Street): 505-476-2600
- Valencia Co PHO (Belen and Los Lunas): 505-864-7743
- NM Coronavirus Health Hotline: 855-600-3453
- NM Coronavirus Information Hotline: 833-551-0518

### Early Childhood Lead Contact Info:

[acarbajal@nappr.org](mailto:acarbajal@nappr.org) or [empadilla@ydinm.org](mailto:empadilla@ydinm.org)

### County Emergency Managers Contact Info:

#### Bernalillo County:

Richard Clark [rclark@bernco.gov](mailto:rclark@bernco.gov) Office: 505-468-1301 Cell: 505-382-4640

Tom Walmsley [twalmsley@bernco.gov](mailto:twalmsley@bernco.gov) Office: 505-468-1309 Cell: 505-977-5212

#### Santa Fe County:

Martin Vigil [mavigil@santafecountynm.gov](mailto:mavigil@santafecountynm.gov) Office: 505-992-3072 Cell: 505-670-0207

#### Valencia County:

Sarah Gillen [sarah.gillen@co.valencia.nm.us](mailto:sarah.gillen@co.valencia.nm.us) Office: 505-866-2043 Cell: 505-264-6240

Center Contact Info:

**TLC Development Centers Contact Info**

**NM PreK Sites**

**Parent Corporation:**

**Building Bridges Child Development Center, Inc**

**FEIN 20-3724136**

**NM CRS 03-055588-00-4**

**Building Blocks Learning Center**

Director: Jamie Tipton

Email: [jamie.tlcdc@gmail.com](mailto:jamie.tlcdc@gmail.com)

Phone: 505-864-6131

Mobile: 505-401-3963

Physical Location: 301 W Reinken Ave  
Belen, NM 87002

**Building Bridges Child Development Center**

Director: Wynee Sanchez

Email: [wynees7@gmail.com](mailto:wynees7@gmail.com)

Phone: 505-243-6639

Mobile: 505-620-4028

Physical Location: 2400 Bridge Blvd SW  
Albuquerque, NM 87105

**Building Blocks 2**

Director: Rosemarie Martinez

Email: [rosemartinez133@gmail.com](mailto:rosemartinez133@gmail.com)

Phone: 505-916-0418

Mobile: 505-730-5405

Physical Location: 611 Taylor Rd NE  
Los Lunas, NM 87031

**Parent Corporation:**

**Parkside Child Development Center, Inc**

**FEIN 26-2894628**

**NM CRS 03-141047-00-2**

**Parkside Child Dev Center South**

Director: Tamara Baca

Email: [tamarabaca8825@yahoo.com](mailto:tamarabaca8825@yahoo.com)

Mobile: 505-307-9414

Administrator: Shayna Archuleta

Email: [archuletashayna@yahoo.com](mailto:archuletashayna@yahoo.com)

Mobile: 505-319-4930

Phone: 505-873-3426

Physical Location: 3248A Isleta Blvd SW  
Albuquerque, NM 87105

**Little Blessings Child Development Center**

Director: Janet Rendon

Email: [janet.tlcdc@gmail.com](mailto:janet.tlcdc@gmail.com)

Mobile: 505-554-7972

Administrator: Rachel Lopez

Email: [racheall15@yahoo.com](mailto:racheall15@yahoo.com)

Mobile: 505-318-6314

Phone: 505-639-4458

Physical Location: 901 86th St SW  
Albuquerque, NM 87121

**Parent Corporation:**

**Eastern Child Development Center, Inc**

**FEIN 20-3523780**

**NM CRS 03-052088-00-6**

**Eastern Child Development Center**

Director: Rachelle Card

Email: [rachelle.tlcdc@gmail.com](mailto:rachelle.tlcdc@gmail.com)

Mobile: 505-206-2863

Administrator: Starr Ward

Email: [starrkeshaw@gmail.com](mailto:starrkeshaw@gmail.com)

Mobile: 505-203-1403

Phone: 505-232-2883

Physical Location: 5100 Eastern Ave SE  
Albuquerque, NM 87108

**Jeanie's Child Development Center**

Director: Jean Herrera

Email: [jeanieschilddevelop@gmail.com](mailto:jeanieschilddevelop@gmail.com)

Mobile: 505-259-5123

Phone: 505-268-5088

Fax: 505-268-5087

Physical Location: 1300 Girard Blvd NE  
Albuquerque, NM 87106

**The Learning Curve Child Dev Center**

Director: Ruthie Moffett

Email: [ruthiemoffett1951@gmail.com](mailto:ruthiemoffett1951@gmail.com)

Mobile: 505-373-4159

Administrator: Heather Wolf

Email: [HAWolf67@gmail.com](mailto:HAWolf67@gmail.com)

Mobile: 505-730-7749

Phone: 505-286-4077

Physical Location: 48 Horton Road South  
Edgewood, NM 87015

**Corporate Contact**

CFO: Teena Dehne

Email: [easterncdc@gmail.com](mailto:easterncdc@gmail.com)

Phone: 505-459-3294

Fax: 505-349-4186

Office Location: 6 Marquez Lane  
Los Lunas, NM 87031

**Secondary Corporate Contact**

Exec Administrator: Hannah Tapia

Email: [LTAPIA081703@yahoo.com](mailto:LTAPIA081703@yahoo.com)

Phone: 505-934-4504

Fax: 505-212-3523

Office Location: 12509 Catskill Way NE  
Albuquerque, NM 87111