

WHITE TOWNSHIP SCHOOL DISTRICT
565 COUNTY ROUTE 519
BELVIDERE, NEW JERSEY 07823



Virtual / Remote Instruction Plan
2023-2024

Introduction

In April 2020, Governor Murphy issued an executive order that became P.L.2020, c.27. This law provides for the continuity of instruction in the event of a public-health related district closure so that LEAs can utilize virtual or remote instruction to satisfy the 180-day requirement pursuant to N.J.S.A. 18A:7F-9. In order to provide transparency and ensure that New Jersey students continue to receive high quality, standards-based instruction, each school district, charter school, renaissance school project and Approved Private School for Students with Disabilities (APSSDs) must annually submit its proposed program for virtual or remote instruction (Plan) to the New Jersey Commissioner of Education. This plan would be implemented during an LEA closure lasting more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health related closure.

A chief school administrator or lead person must consult with the board of education or board of trustees, if practicable, prior to implementing the LEA's plan of virtual or remote instruction. A day of virtual or remote instruction, if instituted under a plan approved by the New Jersey Commissioner of Education, is considered the equivalent of a full day of school attendance for the purposes of meeting State and local graduation requirements, awarding of course credit, and other such matters as determined by the New Jersey Commissioner of Education.

Virtual / Remote School Day Schedule

- The virtual school day will be 9:00 a.m to 1:30 p.m.
 - For grades 5-8, students will follow their assigned, in-person schedules and will meet with teachers via Google Meet or Zoom to receive synchronous instruction.
 - For grades K-4, students will meet with their teachers at assigned times via Google Meet or Zoom to receive synchronous instruction in language arts, math, science, social studies, and specials.
- Students will be required to attend virtual meetings, and teachers will take attendance at virtual meetings.
- Assignments and meeting links will be posted to Google Classroom for students in grades 5-8. For elementary students, assignments and meeting links will be emailed to parents.

Section I - Equitable Access & Opportunity to Instruction

Student Learning Opportunities

- Students will follow their assigned schedules and Google Meets will be used as the primary tool for delivering synchronous instruction.
- Classes will be run as close to an in-person format as possible utilizing synchronized instruction. New instruction will be provided, activities conducted, and assignments given.
- All cameras must be turned on at all times and the students must be seen in the frame.

Technology and Access for All Students

- In the event of an emergency closure, chromebooks are available for any student requiring one to complete synchronous and asynchronous work remotely.
- All students have been provided with district Google accounts.
- All staff have been issued laptops, so they can continue to provide instruction remotely.
- Students without Internet connectivity will be provided with assistance.

Grading Considerations

- The grading system will remain the same unless changes are deemed necessary by the Chief School Administrator. Should this occur, notification will be given to students, teachers, and parents.

Section II - Addressing Special Education Needs

IEP Implementation

- The synchronized delivery of virtual instruction will allow for the implementation, to the greatest extent possible, of students' individualized education programs (IEPs).
- Tracking of students' progress, accommodations, and modifications will be handled virtually through the District's student data management system and the Google Platform.
- Students who receive related services will continue to receive services per their IEP via Google Meets.
- Case managers and case monitors will check-in with students and parents to ensure students' needs are being addressed.
- All communication with parents will be conducted through telephone, email, or Google Meets.

Evaluations and Meetings

- Child Study Team evaluations and meetings will be held onsite if possible. If not possible, then meetings will be held virtually.

Section III - Addressing English Language Learner Needs

- ELL screening will occur for all incoming identified students.
- ELL services will be provided as dictated by the student's program.
- The District will make all efforts to provide translation services as needed.

Section IV- Attendance Plan

Students will be required to attend a virtual meet every time their class is scheduled. Attendance will be recorded by the teacher. During every period a class meets, teachers and students are required to be present. If a class is meeting synchronously through Google Meets, the student must be visible for the duration of the class in order to be marked present. If the class is working on an asynchronous assignment, then attendance will be recorded based on completion of the assignment.

Parents and guardians will be notified through email or telephone if their child is not attending virtual classes in the same manner as if they were in the building.

Section V - Delivery of Meals Plan

- During an emergency closure, administration will assess the safety of the situation and determine the distribution of lunches.
- The free and reduced lunch list will be used to determine eligibility for lunches.
- The district will work with Maschio's Food Services to coordinate the preparation and distribution of student lunches. Lunches will be available for pick up at the cafeteria door on Mondays and Wednesdays from 10:00 a.m. to 12:00 p.m.

Section VI - Facilities Plan

- Custodial cleaning time will be maximized.
- A schedule has been developed for increased, routine cleaning and disinfection. Examples of frequently touched areas in school that will be routinely cleaned:
 - Classroom desks and chairs
 - Door handles and push plates
 - Handrails
 - Kitchens and bathrooms
 - Light switches
 - Handles on equipment
 - Buttons on elevators
 - Telephones
 - Computers and electronic devices
 - Drinking fountains (Will be closed other than the non-touch bottle filling stations)
 - Sanitize bathrooms daily, or between use as much as possible, using protocols outlined by the Environmental Protection Agency (EPA).
- To limit crowds in the bathroom, the District will limit the number of students who can enter the bathrooms to no more than three students at a time. A sign out sheet will be utilized to facilitate this practice.
- Bathroom doors will be propped open to limit contact.
- Hand sanitizer will be made available in all classrooms and non-touch hand sanitizer dispensers will be accessible in high traffic areas.
- EPA approved disposable wipes will be available to all staff to clean commonly used surfaces such as keyboards, desks, etc. before use.
- The District will ensure adequate supplies to support cleaning and disinfection practices. Additional cleaning supplies and equipment have been purchased.
- If the building is unoccupied due to circumstances, then a custodian will complete daily building checks as deemed necessary by the CSA.

Section VII - Other Considerations

Accelerated Learning

Accelerated learning opportunities will be offered through online platforms and personalized learning.

Social-Emotional Learning

- The guidance counselor will conduct check-ins with students as needed. Students can also request a meeting with the counselor at any time.
- Child study team members will also be available to assist any student who may need social-emotional assistance.
- Outside agency resource information is available to all parents/guardians through the guidance counselor.
- The social-emotional well-being of our staff and students will continue to be one of our top priorities.

Extra Curricular Activities

All meetings and clubs will be held virtually whenever it is feasible through Google Meets.

Professional Development

- Professional development will continue to be provided for faculty regarding safety, social-emotional learning, and personalized learning.

Essential Employees

Based on circumstances, the CSA will identify essential employees required to work onsite to meet the needs of students.