



Emergency Remote Instruction Plan 2025-2026 School Year

In accordance with P.L.2020, c.27 which in part requires each school district to annually submit a proposed program for emergency virtual or remote instruction to the New Jersey Department of Education. This law provides for the continuity of instruction in the event of a public health-related district closure by permitting the district to utilize virtual or remote instruction to satisfy the 180-day requirement pursuant to N.J.S.A 18A:7F-9.

In the event that a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public related closure lasting more than 3 consecutive days, the following plan will be enacted.

Parents/Guardians will be notified via telephone, and email should DVSEC need to implement our remote instruction plan. School closures will be posted on the school's website.

EQUITABLE ACCESS AND OPPORTUNITY TO INSTRUCTION

The virtual plan includes all students, all disabilities and all levels of education. All academic goals will be addressed individually, as per the IEP. The teacher's plans will include asynchronous virtual/remote education to maximize student growth at the same rate as synchronous.

All students will have a Chromebook. Students not in attendance when the Chromebooks are distributed will have one delivered to them.

All students will receive a packet of work, with 2 weeks of academics, in addition to the virtual learning. This will address students that are unable to learn virtually due to lack of access or cognitive ability. If they do not receive a packet in school, it will be delivered either electronically or in person.

An administrator will reach out to the sending district of a family that may not have appropriate access to Wi-Fi/internet and see what their plan is for the same issue in district.

Teachers will reference Realtime, our student IEP portal, on a weekly basis to note progress on goals.

Teachers will use a rating system to note progress. The teachers will communicate progress monthly with parents, or after virtual learning has ceased, should it be less than a month.

ADDRESSING SPECIAL EDUCATION

In the event that remote instruction is required, the following protocols will be in place to ensure continuity of learning and compliance with students' IEPs:

Instructional Requirements

- A minimum of four (4) hours of instruction per day will be provided, incorporating both synchronous (live) and asynchronous (independent) learning activities.
- Teachers will coordinate with parents to schedule appropriate instructional times.

Technology & Learning Materials

- Chromebooks will be distributed to every student to support remote learning. These devices will be preloaded with Google Classroom.
- Students without internet access should contact their Child Study Team (CST) case manager. Teachers may also assist in facilitating district support for connectivity solutions.
- Depending on household technology capabilities, instruction may be fully or partially web based.
- Teachers will prepare a minimum of two weeks worth of printed instructional packets in case of power outages, lack of internet, or if a student's learning goals are not compatible with online learning.

Instructional Delivery

- Students will be introduced to new material via Google Classroom with supplemental activities provided for reinforcement.

Communication & Support

- Teachers will provide their email address and/or virtual classroom platform access (Google Classroom, Class Dojo, Realtime Portal, etc.) to ensure open lines of communication.
- Administrators' contact information, including cell phone numbers, will be made available to families and districts.
- All communications with families and districts will be documented.

Related Services

- Providers of Speech, and Counseling will:
 - Create home-based activities to address IEP goals.
 - Be available via the family's preferred communication method.
 - Deliver services through platforms such as Google Classroom and Zoom when appropriate.
 - Provide materials for at-home use or share alternative household items for activity completion.
- Service logs (SEMI) documenting the frequency and duration of services will be maintained and emailed monthly to CST case managers or designated district contacts.

Monitoring & Meetings

- Staff will maintain regular engagement with students to support both academic and social-emotional development.
- Monthly progress reports will be shared with families and districts unless the remote learning period is shorter than one month.
- Districts can contact school secretaries or administrators to schedule meetings, which will be conducted via virtual platforms.
- Staff are communicating and using various platforms to remain involved in the student growth, both academic and personal/social by interacting with them.
- Monthly progress will be communicated to both the family and the district, unless the declared emergency last less than a month.
- The districts will be directed to contact a secretary or administrator to schedule any meetings that may be needed, which can be completed through a virtual platform.

ADDRESSING ELL NEEDS

Not applicable for the student population, however, bilingual staff will be the communicator with families whose dominant language is Spanish.

ATTENDANCE

Teachers and/or aides will check in with students daily to record attendance. A student will be marked present if they log in and participate virtually.

If a student does not participate in virtual learning, a phone call home will be made to determine the reason for the absence.

Teachers will communicate directly with parents if a student is consistently having difficulty attending or submitting assignments. If attendance concerns persist, the district case manager will be notified.

Attendance will be submitted to the school secretary. Secretary will log attendance into the system to ensure the sending district receives monthly attendance records in their standard format.

If a student cannot be reached for five (5) consecutive days, the secretary will inform the school principal. The principal will then send formal notification to the student's district case manager documenting the absences.

MEALS

Each family will be provided contact information for their local district's meal distribution program.

FACILITIES

In the event an unforeseen school closure should occur, the landlord will assume responsibility for the building's maintenance.

ESSENTIAL STAFF

All administrators, secretaries, teachers and related service staff are considered essential staff. However, paraprofessionals, if necessary, will be considered essential as well. A list of staff will be sent to the county office should we transition to virtual instruction.