



Fairfield Township School

New Jersey Department of Education 2023-24 Virtual or Remote Instructional Plan

DOE Plan

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 under N.J.S.A. 18A:7F-9. 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 Disability (APSSDs) must annually submit its proposed program for virtual or remote instruction (plan) to the Commissioner of Education.

Instructional Plan for Continuity of Instruction

In the event a district closure occurs, the following protocol will be implemented:

- On the school day following a declaration of a district closure, Fairfield Township School District will make every effort upon dismissal to ensure that students are provided Chromebooks in preparation for the following school day. However, instructional information will be provided to all students synchronously and asynchronously via assignments to prepare and support any technology gaps or those unable to retrieve a Chromebook at dismissal. All students will be expected to report to live online instruction; however, asynchronous instruction or assignments will be made available. The day after, caregivers and their students will have adequate time to set up or pick up Chromebooks as needed, obtain an internet connection or hot spot via the school, and resolve any issues. The school district will not be closed; instruction is expected to take place. Students will follow the early dismissal schedule.

→ On the second full school day following the declaration of a district closure, students will participate in a regular schedule according to the times below. Expectations for attendance, grading, and student work will remain consistent with the expectations during in-person instruction. Communication regarding school work and attendance will be provided to families through the district website, and text messages will be sent via classroom dojo.

Virtual Schedule

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The messaging platform, emails, and phone calls. Translation and accessible communication will occur for families in need of additional support. Virtual meetings will be arranged as needed to support students and their families.

◆ **Preschool:** A specific schedule with various live meets, breaks, lunch, and independent learning times will be communicated by the classroom teacher.

◆ **Elementary School (grades K-3):** Virtual school begins at 8:50 am and ends at 1:20 pm. A specific schedule that mimics the typical classroom schedule will be communicated through each child's teacher with various breaks, lunch, and independent learning times throughout the day.

◆ **Elementary/ Middle School (grades 4-8):** Virtual school begins at 8:50 am and ends at 1: 20 pm. Students will remain with their daily schedule and take a break for lunch according to their typical schedule. Adjusted times for periods will be communicated to the students by the school.

◆ **Special Education and Related Services:** To the greatest extent possible, special education and related services will be delivered virtually by students' services as outlined in their IEPs and the schedules above. Modifications in the type, frequency, and duration of services may be required. Case managers, special education teachers, and related service providers will contact parents/ guardians to discuss their child's individualized support plan in the event of a district closure. Case Managers will follow up with families to ensure services are implemented per IEPs to the greatest extent possible. Meetings, evaluations, and re-evaluations will occur virtually when feasible. Transportation will be provided if needed to students should related services be provided on-site.

◆ **ELL Services:** In a prolonged closure (greater than one week), the school district will set up schedules for services that mirror the pull-out instruction students receive during the school day. When synchronous instruction is unavailable, students will be

provided asynchronous instruction, check-ins from the teacher(s), and relevant instruction to meet their academic needs and programmatic goals. Staff will be trained and identified.

needs. Our ELL program will continue to be aligned with State and Federal requirements to meet the needs of our ELL population. Parents will continue to receive communication from the school in their home language. Our ELL students will receive the same technology programs as their non-ELL peers, but assistive technology will help them access the material based on their needs. Teachers and staff will continue to receive training to meet the diverse needs of all their students.

◆ **Extracurricular Activities, Before and After-school Activities, and Childcare:**

In the event of a closure, activities outside the school day or those that utilize the district's buildings will not be available until further notice.

◆ **Mental Health and Student/Staff Support Services:** In the event of a closure, the guidance counselors at each school will be available to support students and families through announced open office hours and planned virtual appointments.

Addressing the Digital Divide The following is in place protocol for technology-driven instruction in a remote setting:

Devices:

→ All students have a district-provided Chromebook.

Internet Access:

→ Any family without internet access will have access to a district-provided hotspot during remote instruction. Previous community surveys and remote instruction periods have indicated that connectivity is not an issue for families with access to remote instruction.

Technology Support and Repairs:

- The district's technology department is available for Chromebook replacements and repairs.
- Families may call the schools or the technology department to have support with technology.
- A "no contact" swap will be set up at the Fairfield Township School to access ^{any} additional technology-related resources.

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Safe Delivery of Meals to Eligible Students

If the district moves to remote learning due to a pandemic, we will proceed as we have previously. Every week, there will be a designated day, time, and location for families with students enrolled in either school the opportunity to pick up meals. Breakfast and lunch will be provided following the same guidelines we currently follow set forth by the USDA. Below are the day, time, and location for ALL schools. Meals will be driven to family homes for those unable to attend at the designated times. Fairfield Township School- Preschool Entrance: Tuesdays from 10 pm - 1 pm

Facility Access and Maintenance

In the event of extended closure, facilities will continue to be maintained regularly by the maintenance department, under the discretion of the Superintendent. The situation will determine hours of access for staff or students to gather materials, conduct virtual instruction, or distribute supplies to students. Pick-up times, office hours, and building access will be communicated to the school community through various contact channels.

Staff Support

In the event of closure, the school district will provide support and training to support staff. This training may include trauma-informed teaching, social-emotional learning and support, responsive teaching, differentiated instruction, and meeting the needs of students and families in crisis. The administration will communicate frequently with staff to identify and support needy areas.

Essential Employees

The District will identify and provide a list of essential employees to the County Office at the time of the district's transition to remote or virtual instruction.

Communication

In the event of closure, a remote learning website on the district page will be activated.

Communication with families will occur through numerous platforms, including the district Website, SchoolMessengerBroadcasts email groups, and phone calls. The School offices will have set hours to answer calls and questions in the event of a prolonged closure. All information will be provided to the DOE at the time of closure.

