

Rockaway Borough Public Schools



Emergency

Virtual/Remote Instruction Program- 2024-2025

District Contact Information

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Introduction

This report outlines the protocols that will be implemented to ensure continuity of instruction in the event of a public-health related school district closure. The utilization of virtual/remote instruction during this closure will satisfy the 180-day requirement pursuant to N.J.S.A. 18A:7F-9. This plan would be implemented during closure lasting more than three (3) consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the local or state health agency or officer to institute a public health-related closure. The Superintendent or designee will communicate with the Board of Education prior to implementing the plan of virtual/remote instruction.

The Rockaway Borough School District has prepared this plan following guidance from the NJ Department of Education and includes these key areas:

- I. Equitable Access and Opportunity to Instruction**
- II. Addressing Special Education Needs**
- III. Addressing English Language Learner (ELL) Plan Needs**
- IV. Attendance Plan**
- V. Safe Delivery of Meals**
- VI. Facilities Plan**
- VII. Other Considerations**

I. Equitable Access and Opportunity to Instruction

The plan outlines how virtual or remote instruction will be provided to students who may not have access to sufficient broadband, or to any technology required for virtual or remote instruction. The district has a 1:1 Chromebook Program in place for students in grades Pre-K through 12. The school principals will track this information in our student information database. Similarly, the district has purchased a supply of hotspots and can distribute these to families on an as-needed basis.

Benchmark assessments will go on as regularly scheduled to address student growth and deficiencies.

II. Addressing Special Education Needs

The regular school program will continue to the greatest extent possible. Special education students will have little to no interruption of their instructional program if we go to a virtual program. If necessary, paraprofessionals will individualize instruction while being monitored by the classroom teacher. Accelerated learning opportunities and opportunities for gifted students will also continue to the greatest extent possible.

Speech, Physical and Occupational Therapists, as well as Reading Specialists and Interventionists will provide students with services virtually. Other related services not listed here will be continued based on the best platform available.

The distance learning schedule will align with the same in-person schedule and consist of online instruction. This will allow for an easier transition when students are able to return to in-person-instruction.

The following are some expectations for students learning virtually, that we believe will enhance both instruction and engagement:

- Attend daily class meetings
- Arrive on time for virtual classes
- Come to virtual classes prepared with needed materials
- Follow rules for behavior during online class time
- Use conference features appropriately; mute, camera, messaging

III. Addressing English Language Learner (ELL) Plan Needs

English Language Learners will have uninterrupted instruction to the greatest extent possible during virtual instruction. The schedule may be slightly different than during regular in-person instruction. Information and services will be provided to students/families in their native language. All students will be given the same devices for technology based instruction. If wifi is needed, the district will provide it to any student in need.

IV. Attendance

Attendance is taken at the beginning of each period/session.

Thomas Jefferson students must log in to each class period on time and have their computer cameras on in order for the student to be marked as “present”.

Lincoln students must log in at the beginning of the school day and will remain logged in to class until the lunch break, with cameras on, to be marked as present. After lunch, students must log in again and adhere to the same protocols described above.

The district attendance policy will be followed. Parents will be notified if a student is marked absent. If necessary, one of the School Resource Officers can be sent to the home for a Wellness Check if students are not participating online. The regular attendance policy will be followed.

V. Safe Delivery of Meals

Meal distribution for all students as well as those who participate in the Free and Reduced program will begin immediately. Each week a survey/order form will be available on the district website that parents can use to order breakfast and lunch for the upcoming or specified week.

- Students will be able to pick up their meals for the week at Thomas Jefferson Middle School every Monday from 11:30am -12:30pm.

- For students/families who are unable to pick up the meals, meals will be dropped off utilizing district buses and support staff.

VI. Facilities Plan

In the event of district closure, all school facilities will be properly monitored by district custodial/maintenance staff. Should health conditions warrant, a rotating skeleton crew will be deployed. In addition to all existing established cleaning procedures, the school custodial staff will implement a deep clean of the school building, including classrooms, restroom facilities, gymnasium locker rooms, and cafeterias.

In the event of district closure, all vehicles involved in the transportation of students will be cleaned and disinfected daily using a combination of sanitizing wipes and electrostatic sprayers.

The Rockaway Borough School District will follow all recommendations outlined in numerous CDC and NJDOH publications and advisories, which are already established. We will also adjust procedures and policies accordingly as new advisories are released and updated.

VII. Other Considerations

- **Social and emotional health of staff and students**
- **Title I Extended Learning Programs**
- **21st Century Community Learning Center Programs**
- **Credit recovery**
- **Other extended student learning opportunities**
- **Extra-curricular programs**
- **Childcare**
- **Community programming**

In keeping with the district's practice during a closure for inclement weather, there will not be Before-or After-Care programs held during a health-related closure. Extracurricular programs will be postponed and outside community groups will not be permitted in the school facilities. Those that can be done virtually Title I Extended Learning Programs will be rescheduled so that no instructional/intervention time is lost, or some may be done virtually.

The district does not provide credit recovery for students, but can guide them towards state approved opportunities that would be accepted..

The district does not offer a 21st Century Community Learning Center Program.

School guidance counselors and Child Study Teams will be available to check in with students and assist families. Wellness checks will also be done for all students, randomly, with priority placed on specific students. This will be done by various staff.

IEP and I&RS Meetings will be done in alternate settings, (virtual, etc.).

Professional development will be provided to teachers virtually, including but not limited to alternate methods of instruction and culturally responsive teaching.