

2024-25

Emergency Virtual or Remote Instruction Plan



MOUNT OLIVE TOWNSHIP SCHOOL DISTRICT

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2024-25 Emergency Virtual or Remote Instruction Plan

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Executive Summary and Compliance with NJDOE Road Forward

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 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.

This plan is developed to ensure that all students continue to receive high-quality, standards based virtual and/or remote instruction in the event a district 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.

This plan has been prepared to meet the criteria provided in the guidance cited by the New Jersey Department of Education. This plan has been submitted for Board of Education approval, posted on the district's website, and submitted to the Morris County Office of Education.



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Delivery of Instruction

Google meet is the platform through which students will receive daily instruction during an extended closure as outlined in executive order (P.L.2020, c.27.). Student emails and passwords have been distributed and tested with classroom teachers. Instruction will be differentiated based on the needs of students.

Teachers will continue to employ differentiated instructional strategies to meet the varied needs of their students; this includes the utilization of asynchronous and synchronous instructional practices that will maximize student growth learning.

Measuring Student Growth

MOTSD Policy 2417 is operationalized via the Board of Education-approved [RTI Manual](#) found on the district website. Our RtI practices will continue to be employed during extended closures. This includes providing students with extended support through potential work with interventionists. Some of these services are Title I funded.

MOTSD Policy 2464 is operationalized via the Board of Education-approved [Gifted and Talented Manual](#) found on the district web site.

MOTSD policy 9200 is operationalized to ensure proactive communication between school and families. A featured requirement of Policy 9200 is that all students will complete a [Personalized Success Plan](#) to track individual academic, social emotional, and behavioral growth.

Counselors will continue to closely monitor student progress and to assist students and their families in identifying appropriate credit recovery options.

Extended Learning Opportunities

Extended learning opportunities such as our Success Academy will continue to be offered to ensure student needs are met during extended closures.



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Supporting the Whole Child

Student social, emotional, and mental health will be a priority. Students need to feel connected and secure before academics can take center stage.

Universal screening through the SAEBRS platform by parent consent to identify at-risk students due to academic, social emotional, and/or behavioral factors will take place throughout 2024-2025.

Instructional Schedules

Regardless of whether schools remain open and staffed or are forced to close, students and teachers will continue to follow the school calendar as well as the bell and rotating schedule adhering to the procedures outlined below.

During remote/virtual learning days, students will receive a combination of synchronous and asynchronous learning activities and programs along with therapy and related services that are consistent within each student's IEP.

PreK

Morning Session

Time	Activity
8:30- 8:50	Arrival/Unpack
8:50-9:10	Circle Time/SEL
9:10 - 10:00	Discovery Centers (Literacy & Math)
10:00 -10:20	Wellness Break/Snack
10:20-10:40	STEAM/Sensory/Motor
10:40-11:00	PACKUP/ DISMISSAL

Afternoon Session

Time	Activity
12:00-12:20	Arrival/Unpack
12:20-12:40	Circle Time/SEL
12:40-1:30	Discovery Centers (Literacy & Math)
1:30-1:50	Wellness Break/Snack
1:50-2:10	STEAM/Sensory/Motor
2:10-2:30	Pack Up/Dismissal



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K-5

K-2		3-5	
Subject	Minutes	Subject	Minutes
Arrival	10	Arrival	10
SEL	30	SEL	30
Reading/Phonics	75	Reading	60
Interdisciplinary Writing	45	Interdisciplinary Writing	60
Math	80	Math	80
Lunch/Recess	60	Lunch/Recess	60
Special	45	Special	45
Science/Social Studies	45	Science/Social Studies	45
WINN	30	WINN	30

MOMS

MOMS Regular Day Schedule			
	6th Grade	7th Grade	8th Grade
HR	8:00–8:15	8:00–8:15	8:00–8:15
1	8:18–9:09	8:18–9:09	8:18–9:09
2	9:12–10:03	9:12–10:03	9:12–10:03
3	10:06–10:57	10:06–10:57	10:06–10:57
4 6th Lunch	11:00–11:24	11:00–11:51	11:00–11:51
5 7th Lunch	11:27–12:18	11:54–12:18	11:54–12:45
6 8th Lunch	12:21–1:12	12:21–1:12	12:48–1:12
7	1:15–2:06	1:15–2:06	1:15–2:06
8	2:09–3:00	2:09–3:00	2:09–3:00



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MOHS

(Schedule #10)	Daily Bell Schedule		
Warning Bell	7:12		8 Minutes
Block 1	7:20 AM	8:10 AM	50 Minutes
Block 2	8:15 AM	9:05 AM	50 Minutes
Block 3	9:10 AM	10:00 AM	50 Minutes
TAG	10:05 AM	10:45 AM	40 Minutes
Unit Lunch	10:50 AM	11:35 AM	45 Minutes
Block 1	11:40 AM	12:30 PM	50 Minutes
Block 2	12:35 PM	1:25 PM	50 Minutes
Block 3	1:30 PM	2:20 PM	50 Minutes

(Schedule #1)	Shortened Day 6 Blocks Meet		
Warning Bell	7:12		8 Minutes
Block 1	7:20 AM	7:56 AM	36 Minutes
Block 2	8:01 AM	8:37 AM	36 minutes
Block 3	8:42 AM	9:18 AM	36 minutes
Block 1	9:23 AM	9:59 AM	36 minutes
Block 2	10:04 AM	10:40 AM	36 minutes
Block 3	10:45 AM	11:20 AM	35 minutes

(Schedule # 2)	Delayed Opening (2 Hours)		
Warning Bell	9:12 AM	9:17am	5 Minutes
Block 1	9:17 AM	9:57 AM	40 Minutes
Block 2	10:02 AM	10:39 AM	37 Minutes
Block 3	10:44 AM	11:21 AM	37 Minutes
Unit Lunch	11:26 AM	12:11 PM	45 Minutes
Block 1	12:16 PM	12:53 PM	37 Minutes
Block 2	12:58 PM	1:35 PM	37 Minutes
Block 3	1:40 PM	2:20pm	40 Minutes



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Provision of Meals

In the event of an extended closure as outlined in executive order (P.L.2020, c.27.), the school district will coordinate with our food service provider, Sodexo to ensure the provisions of meals for students. Parents will be informed about how, what time and where to access meals on a daily/weekly basis. Information will be made available on our [Mount Olive School District Food Service Page](#).

Technology and Connectivity

Chromebooks and WIFI hotspots are available and ready to be deployed in event of an extended closure as outlined in executive order (P.L.2020, c.27.). Families will be provided contact information for the technology department to email and arrange for pick-up of needed technology. The MOTSD technology department is available to answer questions and troubleshoot any problems with a device.

Equitable Access of Instruction

All teachers have a device to deliver instruction and monitor student attendance, participation, and to respond to student questions. Students will continue to participate in the content and skill-based classes appropriate to their age-appropriate needs in which they are enrolled.

All teachers, administrators and counselors will continue to employ culturally responsive teaching and learning, socio-emotional learning trauma-informed practices for all students.

Addressing Special Needs

Special Education teachers, Guidance Counselors, and/or Special Services Child Study Team Members will communicate with and assist students who have 504s/IEPs in their classes as they may have challenges related to these types of learning activity. Collaborative teachers will join and will conduct live stream classes as well as monitor student participation and will provide feedback to students. Each instructional aide will join class sessions to monitor student attendance, on task participation, to check for student understanding, and to answer student questions. Child Study Teams will conduct parent meetings via Google Meets and by phone.



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Related Service providers will provide assignments to reinforce skills while students are home. This includes the use of measurement tools and plans to communicate with families. There are a few instances where the district may need to provide compensatory services and they will be considered on a case by case basis. Compensatory services will be provided in the summer. Related service providers will communicate with families to provide support and answer questions related to their assigned activities at their scheduled weekly frequency.

Child Study Team members will work on scoring and report writing of recent testing and will continue to develop draft IEPs for upcoming meetings. IEP meetings will be held through the Google Meets platform. All appropriate meetings will be held with the exception of re-evaluation meetings where the testing has not yet been completed. These meetings will be delayed and held at the CST's earliest opportunity upon the reopening of school. Child Study Team members will be available during the designated window of instruction to provide support to students, teachers, and field any concerns related to the implementation of the IEP from families under these circumstances.

The Child Study Team will maintain close contact with OOD placements. The district, through the CST and office of Special Education, will remain in contact with the OOD placements during school closure and check for updates as time passes.

Addressing Needs of English Language Learners

ELL teachers will contact parents/guardians of ELL students. Students enrolled in ELL classes will continue to meet remotely in those classes with the assigned teacher(s). Administrators and counselors will communicate with families of ELL students to provide translation and interpretive services. English Language Learners, as well as all students, have a district-issued ChromeBook. ELL students will participate in asynchronous and live synchronous classes according to the schedule described on pages 7-9.

All teachers, administrators and counselors will continue to employ culturally responsive teaching and learning, socio-emotional learning trauma-informed practices for all students.



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Attendance Plan

Teachers will report attendance on RealTime, our student data management system. Teachers, aides, and assigned counselors will contact students and their parents when students are absent and/or not participating in remote instruction. Promotion, retention, graduation, and discipline decisions related to student attendance will continue to be consistent with the student handbook and Board Policy.

Transportation Protocols

The District Transportation Coordinator will coordinate with sending districts, district drivers, and transportation providers to ensure continuity of transportation when conditions are safe and resources are available.

Athletics and Student Activities

The New Jersey State Interscholastic Athletic Association (NJSIAA) has established a COVID-19 medical advisory task force responsible for providing the NJSIAA with COVID guidance to allow safe play. Information regarding COVID resources specific to athletics can be found on [NJSIAA COVID Resources](#).

MOHS will continue athletics based on NJSIAA's health and safety protocols and practice guidelines consistent with this reopening plan. Middle school athletics will follow the same guidelines as NJSIAA provides for high school students.

Student activities in each school will follow guidelines and recommendations per the NJDOH and NJ DOE.

Community Programming

In the event of school closure, community programming such as evening events will be conducted in person when it is safe to do so. When conditions indicate, events may be postponed or conducted remotely online.

Childcare

The Mount Olive Township School District has entered into an agreement with [RightAtSchool](#) to provide before/aftercare services to the district starting in September, 2020.

The District is working with RightAtSchool to incorporate as many programs as possible to address parent/guardian needs.



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Essential Employees

Essential employees will include district administrators, school administrators, technology staff, custodial staff, transportation staff and food service personnel. A list of individuals deemed essential will be provided to the county office if remote or virtual instruction occurs.

Facilities Plan

The Director of Buildings and Grounds and Essential Employees reporting onsite will ensure that essential operating systems remain functional to the extent possible.

Daily systems checks will be conducted in person and remotely.

- Building structural integrity including roofing systems
- Electricity
- Fire alarm systems
- Ventilation systems
- Heat and natural gas systems
- Water, including well pumps
- Plumbing
- Food service equipment - specifically refrigerators and freezers

The Buildings and Grounds staff will monitor facilities and properly shut down systems if necessary to ensure the preservation of and successful restart when possible. Examples are shutting down a non-winterized rooftop cooling unit or working with food services to clean out cold storage after extended power failures.

Essential employees will continue to follow cleaning procedures and building maintenance requirements, ensure that emergency generators are operational, and maintain access to district property and buildings for emergency responders. Technology Department personnel will ensure that both onsite and offsite systems remain operable to the maximum extent possible to facilitate online teaching and learning.

In addition, all of our schools will continue to follow standard procedures for cleaning and disinfecting with EPA-registered products for use against SARS-CoV-2.

On a daily basis, at minimum, the district will continue to clean and disinfect surfaces and objects that are touched often; such as desks, countertops, doorknobs, computer keyboards, hands-on learning items, faucet handles, phones, and toys at least daily.

The district has also taken measures to improve airflow to the extent possible to increase circulation of outdoor air, increase the delivery of clean air, and dilute potential contaminants.
