



## **Remote Instructional Plan**

**ESSENTIAL PERSONNEL/PUBLIC HEALTH RESPONSE PLAN TEAM**

Role	Duties
Superintendent	<ul style="list-style-type: none"><li>• All district operations</li><li>• Communication to all stakeholders</li><li>• Organization/Implementation of Remote Plan</li><li>• Management of Staff</li><li>• NJDOE information chain</li><li>• Collaboration with neighboring superintendents</li></ul>
Assistant Superintendent of C&I	<ul style="list-style-type: none"><li>• Provide support for implementation of instructional plan</li><li>• Operational management of education programming</li><li>• Management of instructional technology</li><li>• Communication with stakeholders</li><li>• County coordination and information chain</li></ul>
Business Administrator	<ul style="list-style-type: none"><li>• Determine meal distribution</li><li>• Manage food service staff</li><li>• Business operations</li><li>• Transportation</li><li>• OEM support</li></ul>
Assistant Superintendent of Special Services	<ul style="list-style-type: none"><li>• Special Education compliance</li><li>• Management of student compensatory services</li><li>• Manage CST</li></ul>
Director of Student Interventions and Wellness	<ul style="list-style-type: none"><li>• Manage nurses</li><li>• Liaison with Health Department</li><li>• Special Services coordination and modification</li></ul>
Director of Human Resources	<ul style="list-style-type: none"><li>• Communicate personnel expectations</li><li>• Employee regulations</li></ul>
Director of Facilities	<ul style="list-style-type: none"><li>• Sanitize/disinfect facilities</li><li>• Create rotation of custodians</li></ul>
Principals	<ul style="list-style-type: none"><li>• Assist with instructional plan</li><li>• Supervise implementation of plan</li><li>• Communicate with school community</li><li>• Monitor teachers</li></ul>
Nurses	<ul style="list-style-type: none"><li>• Educate staff, students, parents proper</li></ul>

	<p>hygiene</p> <ul style="list-style-type: none"> <li>• Coordinate nursing reports with Monmouth Regional Health Department</li> </ul>
Teachers	<ul style="list-style-type: none"> <li>• Deliver instruction as per the instructional plan</li> <li>• Report to schools when needed</li> </ul>
Secretaries	<ul style="list-style-type: none"> <li>• Complete assigned work</li> <li>• Report to schools when needed</li> </ul>
Board President	<ul style="list-style-type: none"> <li>• Communicate with Superintendent</li> <li>• Keep Board updated</li> </ul>

## **EQUITABLE ACCESS AND OPPORTUNITY TO INSTRUCTION**

The district will provide a four-hour Instruction Program for Virtual or Remote Learning Plan as follows:

### **All Elementary Schools, Grades K-5**

- Students will be informed to bring devices home: iPads, Grade K and Chromebooks, Grades 1-5
- Students will follow an early dismissal schedule and receive 4 hours of instruction
- Special area classes will push in to homeroom links
- Special education compensatory services, ESL services and general education counseling services will continue virtually
  - The district will provide translation services when needed
  - Parent communication can be translated into multiple languages within our mass communication system
- Recess will be scheduled after dismissal
- Lunch will be scheduled after dismissal.
- All students will be enrolled in a live, virtual class facilitated by a district teacher
- Title 1 Schools will continue to provide before and after school support services for identified students Via Google Meet.
- Schools with extracurricular activities will continue to meet via Google Meet.
- Attendance will be recorded via a Google Meet attendance report
  - The District will implement it's attendance policy
  - Chronic absenteeism with addressed with families on an individual basis

Arrival (Log on) 9:05 AM

Dismissal (Log off) 1:05 PM

Lunch/Recess 1:05 PM-1:45 PM

### **Wall Intermediate School, Grades 6-8**

- Students will be informed to bring devices home: Chromebooks, Grades 6-8
- Students will follow an early dismissal schedule and receive 4 hours of instruction
- Special education compensatory services, ESL services and general education counseling services will continue virtually
- Lunch scheduled after dismissal.
- All students will be enrolled in a live, virtual class facilitated by a district teacher
- Title 1 programs will continue to be provided before and after school for identified students Via Google Meet
- Extracurricular activities will continue to meet via Google Meet
- Attendance will be recorded via a Google Meet attendance report
  - The District will implement it's attendance policy
  - Chronic absenteeism with addressed with families on an individual basis

Arrival (Log on) 8:10 AM

Dismissal (Log Off) 12:20 PM

### **Wall High School, Grades 9-12**

- Students will be informed to bring devices home: Chromebooks, Grades 9-12
- Students will follow an early dismissal schedule and receive 4 hours of instruction
- Special education compensatory services, ESL services and general education counseling services will continue virtually
- Lunch scheduled after dismissal
- All students will be enrolled in a live, virtual class facilitated by a district teacher
- Title 1 programs will continue to be provided before and after school for identified students Via Google Meet.
- Extracurricular activities will continue to meet via Google Meet.
- Attendance will be recorded via a Google Meet attendance report
  - The District will implement it's attendance policy
  - Chronic absenteeism with addressed with families on an individual basis

Arrival (Log on)7:20 AM

Dismissal (Log off)11:45 PM

Teachers continue to receive ongoing professional development in the following areas:  
The culturally inclusive classroom, best practices, social emotional learning, and trauma informed instruction.

### **Digital Divide Concerns**

In the event that distance learning is implemented, a two-tiered plan will be implemented to provide students identified as lacking internet connectivity with Wi-Fi access.

The first step will be to contract with Wall Township's internet service provider Lightpath, and utilize their pole mounted wireless access points for connectivity. This service will be selectively enabled on a per-device basis by providing Lightpath a list of media access control (MAC) addresses that corresponds to the respective Chromebooks or iPads issued to the students. In the event the amount of Wi-Fi signal attenuation prohibits connectivity for a student, the second tier will be utilized. This will consist of ordering Verizon cellular modems with Wi-Fi capability. These cellular modems will be deployed on a per-residence basis and will not be limited in data nor will they throttle or limit data transfer rates.

Students in grades 6-12 take district issued Chromebooks home with them on a daily basis, while the devices that are used in grades K-5 remain at their respective schools in the evenings. In the event that advance notice of distance learning is available, students in grades K-5 will be provided with devices and chargers to take home with them. If advance notice of distance learning is not available, parents/guardians will be notified of pickup times and locations to retrieve devices or home delivery will be coordinated as needed.

### **Special Education Services**

#### **Child Study Team Meetings**

- CST related meetings will be held virtually through Google Meet
- Electronic signatures will be accepted for all documents
- Google Meet attendance reports will be used for attendance documentation.
- Evaluations will continue to be conducted in-person as long as safety and health protocols can be followed.

#### **Delivery of Services**

- Behavior Analysts
  - Support ABA teachers with planning for maintenance of skills, updating programs, collection of data
  - Maintain weekly parent contacts through training sessions with ABA teacher
  - Provide ongoing paraprofessional training
- Speech-Language Services, Occupational/Physical Therapy, Counseling and Social Skills
  - Lessons, activities, and related materials will be posted on Google Classroom.
  - Teletherapy will be provided to the greatest extent possible for all therapy sessions.
- Paraprofessionals
  - As per student IEPs, paraprofessionals will provide support to students in breakout sessions within the Google Classroom and provide organizational and behavioral support.
- Home Instruction
  - Students on home instruction will be included in their Google Classroom as per their daily school schedule.
  - Home instruction will be discontinued during remote learning where feasible.
  - Owed home instruction hours will be delivered after school hours.

#### **Nurses**

- Track staff illness during closure and report to local health department
- Monitor NJDOH, CDC, WHO guidelines
- Assist community wide efforts to support families in need

### **School Counselors**

- Monitor student attendance and engagement
- Follow up with families
- Reach out to students regularly
- Support students' mental health needs
- Maintain contact logs

### **Addressing English Language Learners**

All ML students will continue to receive ESL services. Services will be provided as they would during an in person school setting. Students will receive push-in services and/or pull-out services via Google Classroom. If needed students can use the closed captioning on Google Meet.

The ESL teachers and building administrators will communicate regularly with the families. Translation services will be provided if needed. Parents can also set a Google Meet to a specific language and then put the closed captioning option on for translation. Written and oral communications can be translated into multiple languages within our mass communication system.

### **Safe Delivery of Meals Plan**

Students eligible for free breakfast & lunch will be surveyed to determine which students will participate in the program if meals were delivered to their residence during the period that school is virtual/remote.

- Wall Township Schools maintains an in-house food service program and staff will prepare meals at the Wall High School.
- Meals will be delivered once or twice a week as necessary (multiple meals will be delivered at a time) by the Wall Township School employees that work in the Student Transportation department.

### **Facilities Plan**

The Director of Facilities will create a schedule for the custodial staff. The staff will continue with their daily responsibilities when in the buildings.