

Upper Township School District 2024-2025 Remote Learning Plan (Policy 2425)

Instructional Programming

1. Regardless of the option for learning, ALL STUDENTS in Grades PK-8 will be provided with at least 4 (four) Hours of active instructional contact time per day. Additionally, all students will have equitable access and opportunity to all instructional practices and programs.
2. Active instructional contact time will include a combination of **(if needed and when permissible)**:
 - a. In-Person Instruction.
 - b. Synchronous Remote Instruction.
 - c. Asynchronous Remote Instruction.
 - d. Pre-recorded Remote Instruction.
 - e. Live Remote Instruction (Zoom).
 - f. Independent Study/Reading/Practice.
3. Teachers will provide students with any missed work or make up assignments, as needed.
4. When remote instruction is provided to individual students as needed due to quarantine, the teacher works directly with families. All communication will be between the staff member and family.
5. Whatever arrangements are made between the staff member and family will be acceptable. Once scheduled, students must have access to resources/materials/assignments in whatever form is practical for the age of the students.
6. For all intents and purposes, teachers are to treat these situations as they do for students who miss school with the flu or a medical injury.
7. **IF**, a building or school is closed due to COVID-19, **THEN**, we will replicate “remote” instruction as we did during the Pandemic in some similar format.
8. Middle School Instruction
 - a. Work will be sent home via Google Classroom (videos whenever possible). Students will have access to the work on the day it would be delivered in class.
 - b. Devices will be sent home, whenever needed.
 - c. Individual materials (i.e. independent reading books; math books) will be sent home, whenever needed.
9. Elementary School Instruction
 - a. Work will be sent home via Google Classroom (videos whenever possible). Students will have access to the work on the day it would be delivered in class.
 - b. Devices will be sent home, whenever needed.

- c. Individual materials (i.e. independent reading books; math books) will be sent home, whenever needed.
- 10. Primary School Instruction
 - a. Work will be sent home via SeeSaw (videos whenever possible). Students will have access to the work on the day it would be delivered in class.
 - b. Devices will be sent home, whenever needed.
 - c. Individual materials (i.e. independent reading books; math books) will be sent home, whenever needed.
- 11. Programs designed to continuously measure student growth and learning
 - a. BSI (push in, pull out)
 - i. Title 1 students.
 - ii. At-risk students.
 - b. Invention Blocks
 - i. Title 1 students.
 - ii. At-risk students
 - c. Accelerated Learning classes (MS)
 - d. Benchmark Assessments
 - i. F&P.
 - ii. Aimsweb Math and ELA.
 - iii. Map Math and ELA.
 - iv. NJSLA.
- 12. Social and Emotional Learning: staff and students
 - a. Various PD workshops and online resources.
 - b. Brain Break schedules for each building.
 - c. Reinstatement of all extra-curricular programs and activities.
- 13. Childcare
 - a. Communication with all case managers and outside services.
 - b. Normal operations for our before/after school childcare programs, as permitted.
 - c. Rescheduling of all required services and activities.
- 14. Community Programming
 - a. Consistent with current programing/planning with all involved stakeholders.

Digital Divide: Technology and Connectivity

- 1. ALL STUDENTS will have access to a district-owned device/charger/bag to be used for the entire 2024-2025 school year:
 - a. By way of survey, the District has identified those families in need of connectivity and/or devices and accessories.
 - b. The District will provide district-owned devices to ALL students.
 - c. The District has partnered with Comcast to ensure that all internet and WIFI services will be operational for the entire 2024-25 school year.
 - d. To ensure that all devices and remote services remain operational for the entire 2024-2025 school year, teachers and District Technicians will monitor and troubleshoot issues on a daily basis.

Addressing Special Education Needs

1. All special education students will have access to the required services and accommodations contained in current IEPs, 504s or personalized learning plans (to the greatest extent possible). Any outstanding services will be rescheduled once returned to full-day, in-person learning.
2. Case managers and support staff will continue to utilize current methods to communicate, track and document rendered services, student progress and compliance with all accommodations and modifications.
3. Case managers and support staff will continue to use alternate methods of instruction (DI, google classroom, online resources and apps, Slides) to ensure equal access to all available resources and support.
4. Any required professional development for staff working with our special education students will be provided, as needed.

Addressing Multilingual Learners (ML) Needs

1. ML students will continue to receive their ESL services and instruction remotely.
2. Communication with families of MLs will continue through classroom teachers and ESL teachers. If translation services are needed to communicate with families of MLs, they will be provided either through a teacher who speaks the language or through a contracted translator.
3. Staff will continue to use effective teaching strategies and differentiation, even remotely, to meet the needs of MLs. Several teachers in the district have received training in sheltered English instruction and will be used, as needed, to instruct MLs.
4. Professional development for staff will continue to focus on culturally responsive teaching in order to meet the needs of all students. Should we receive students who were forced to migrate from their home country, we will ensure teachers working with those students receive the training they need.

Attendance Plan

1. The appropriate changes for attendance coding and reporting have been made within Genesis (District SIS); allowing for the proper documentation of student attendance and the impact of attendance on promotion, retention, discipline and student performance.
2. Updated information regarding attendance has been provided to all families at the beginning of the 2024-2025 school year. Additionally, communication between the District and families occurs when students accrue 4, 5 and 10 days of missed school that count against truancy.

Meal Distribution

1. Students will be able to order Virtual/Remote Learning meals online through our school website: www.upperschools.org.
2. Any student requesting meals will receive 5 days of breakfast and lunch on Wednesdays.
3. If required, transportation arrangements will be scheduled.

Facilities Plan

1. Buildings will continue to be maintained throughout all extended periods of closure. Such plans are contained in the 2024-2025 Reopening Plan and available for review.
2. Custodial staff will be scheduled to work, with all safety measures remaining in place, to ensure that all buildings and facilities are properly and safely maintained, regardless of operational status.

Transportation Plan

1. Buses will be available, when possible, and utilized for required services and appointments.
2. Buses will be ready to transport students once we are able to return to live instruction.

Essential Employees

1. The list of essential employees is contained in the 2024-2025 Reopening Plan. If and when the District must transition to remote or virtual learning, all relative information including this list will be forwarded to the County DOE.