

Montville Township
Public Schools
Virtual or Remote
Instruction Plan
2022-23

Introduction

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 so that school districts can utilize virtual or remote instruction to satisfy the 180-day requirement pursuant to N.J.S.A. 18A:7F-9. This plan would be implemented during a school 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. School districts must annually submit its proposed program for virtual or remote instruction (Plan) to the New Jersey Commissioner of Education.

The Montville Township 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

All district students have been issued a Chromebook and a power cord. This device will permit a student to log into their classes virtually to attend synchronous and asynchronous instruction. Students must log in and be virtually present for all of their assigned classes. Device cameras must be on during all classes to enable the teacher to observe the student. Students will be expected to participate in all virtual classroom meetings and to complete all online assignments as directed by their teacher. Various teacher assessments and commercial assessment tools (such as i-Ready) will be used to continuously measure student growth and progress while participating in remote instruction.

Any families who do not have Internet access available in their home should contact the Technology Department regarding assistance in obtaining Internet access either through a service provider or with a hot spot device to be provided by the school district.

II. Addressing Special Education Needs

The regular school program will continue to the greatest extent possible. The elementary, middle, and high school instructional day will follow a normal school day, which may include a combination of synchronous and asynchronous instruction.

Special education students will have little to no interruption of their instructional program. If necessary, paraprofessionals can individualize instruction while being monitored by the classroom teacher. Special education case managers will work collaboratively with the teaching staff and families remotely to ensure services are implemented in accordance with IEPs to the greatest extent possible. IEP implementation and tracking of student progress will be assisted through the district's IEP Direct Software Program.

III. Addressing English Language Learner (ELL) Plan Needs

English Language Learners will have uninterrupted virtual instruction. All ELL students will engage with their ESL teacher using a modified schedule in coordination with regular in-person instruction. Additionally, the district will assign a community liaison to assist and coordinate with other district staff to enhance family communication and translation services for ELL students and families. Document translation options are available through the district website using the translation tool.

All district teachers have received, or are in the process of receiving, at least 15 hours of Sheltered Observation Protocol (SIOP) training. This training includes sensitivity training towards immigrant migration and transition into the schools.

IV. Attendance Plan

Attendance is taken at the beginning of each period at the middle and high school level. 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". Elementary students must log in at the beginning of the school day and will remain logged in to class as directed by their teacher. Students must have their computer cameras on in order for the student to be marked as "present."

The district attendance policy will be followed. Parents will be notified if a student is marked absent via the district student management system - Genesis. If necessary, the School Resource Officer can be sent to the home for a wellness check.

V. Safe Delivery of Meals

In the event of a district closure, the Free and Reduced Meal program will continue and the distribution of school meals for approved students will be available daily at Montville Township High School between 11:00 a.m. - 12 p.m. Delivery by our district courier can be arranged for families who are unable to get to the high school.

VI. Facilities Plan

In the event of district closure, all school facilities will be properly monitored by district custodial/maintenance staff. All existing established cleaning procedures will be maintained, and as necessary the district can implement a deep clean of the school building, including classrooms, restroom facilities, gymnasium locker rooms, and cafeterias.

The school district will follow all recommendations outlined in numerous government publications and advisories, which are already established and will adjust procedures and policies accordingly as new advisories are released and updated.

VII. Other Considerations

- Accelerated learning opportunities
- 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
- Transportation
- Extra-curricular programs
- Childcare
- Community programming

In keeping with the district's practice during a school district extended emergency closure due to weather or health emergencies, there will not be before or after school care (MEDLC) programs held during an emergency district closure. Extracurricular programs will be postponed and outside community groups will not be permitted in the school facilities. Title I Extended Learning Programs and Accelerated learning opportunities will continue to be scheduled before and/or after school so that no instructional/intervention time is lost. There will be no transportation available during a health closure/emergency. All student transportation vehicles will be cleaned and disinfected after each use as required.

The district does not provide credit recovery for students. The district does not offer a 21st Century Community Learning Center Program.

School counselors and child study teams will be available to check in with students and to assist families.

A list of essential employees is contained below.

Montville Township School District
List of Essential Employees - Remote/Virtual Instruction
973-331-7100
first.last@montville.net

Dr. Thomas Gorman	Superintendent
Dr. Casey Shorter	Assistant Superintendent
Ms. Andrea Woodring	Asst. Superintendent for Curr & Instr.
Ms. Katine Slunt	Business Administrator/Board Secretary
Mr. Austin Thomsen	Technology Manager
Mr. Steve Toth	Facilities Manager

DIRECTORS

Ms. Leslee Scheckman	Director of School Counseling
Mrs. Erica Cerilli-Levine	Director of Special Services
Mr. Wayne Guarino	Director of Athletics

PRINCIPALS AND ASSISTANT PRINCIPALS

Dr. Michael Raj	Principal, Cedar Hill
Ms. Jill Cisneros	Principal, Hilldale
Dr. Patricia Kennedy	Principal, Valley View
Mr. David Melucci	Principal William Mason
Mr. Dominic Esposito	Principal, Woodmont
Mr. Michael Pasciuto	Principal, Robert R. Lazar
Mr. Michael Shera	Asst. Principal, Lazar
Mr. John Piselli	Asst. Principal, Lazar
Mr. Douglas Sanford	Principal, Montville Township HS
Mr. Ken Nadzak	Asst. Principal, Montville Township HS
Mr. David Gelber	Asst. Principal, Montville Township HS

SUPERVISORS

Mr. Ed Fleischman	Supervisor of the Arts
Ms. Elise Miller	Supervisor of Elementary Education
Mr. David Tubbs	Supervisor of Humanities
Dr. Sandra Schwartz	Supervisor of Math, Science & Business
Mrs. Tamar Spitzer	Supervisor of World Languages
Mrs. Tara Monaco	Supervisor of Special Services

Ms. Sue Marinello	District Communications Officer
CONFERENCE ROOM	