Wallington Public Schools

Emergency Virtual/Remote Instruction Plan

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Superintendent of Schools

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FOREWORD

Dr. James J. Albro - Superintendent of Schools

In April 2020, Governor Murphy issued an executive order that became P.L.2020, c.27. This law provides for the continuity of instruction and other services in the event of a public-health related district closure so that Districts can utilize virtual or remote instruction to satisfy the 180-day requirement pursuant to N.J.S.A. 18A:7F-9. In order to provide transparency and ensure that Wallington Students continue to receive high quality, standards-based instruction, our district must annually submit its proposed program for virtual or remote instruction (plan) to the Commissioner of Education. This plan would be implemented during 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.

As part of this plan, the Superintendent must consult with the board of education, if practicable, prior to implementing the school district's plan of virtual or remote instruction. A day of virtual or remote instruction, if instituted under a plan approved by the Commissioner of Education, is considered the equivalent of a full day of school attendance for the purposes of meeting State and local graduation requirements, awarding of course credit, and such other matters as determined by the Commissioner of Education.

Districts must include the statutory requirements listed in the "LEA Guidance for Chapter 27 Emergency Virtual or Remote Instruction Programs for the 2021-2022 SY," in their plans for virtual or remote instruction for each school year. The current plans must be approved by the District's board of education or board of trustees (board), submitted to the county office of education for review and approval, and posted on the LEA's website - www.wboe.org. In the event that the District is directed to provide virtual or remote instruction before garnering county office approval, the approval date will be retroactive.

Sincerely,
James J. Albro
Dr. James J. Albro
Superintendent of Schools

REMOTE/VIRTUAL INSTRUCTION PLAN

The express goal of the Wallington Public Schools is to provide a thorough and efficient education in an environment that is safe for all students and staff members. While it is the unspoken goal of our district to provide this education in-person to all students, there is the potential that the district or a school may be closed to in person instruction due to health concerns, safety issues, or other mitigating circumstances that would warrant temporary closure. In the event that these kinds of closures become necessary, it may be advisable to institute Remote/Virtual Learning to ensure the continuity of education for Wallington Students. It is important to note that districts must be prepared to move from in-person learning to virtual at any time and without notice.

As noted in N.J.S.A. 18A:7F-9(c)c: The commissioner shall define virtual and remote instruction and establish guidance for its use. The guidance shall provide schools with information on: (1) providing instruction to students who may not have access to a computer or to sufficient broadband, or to any technology required for virtual or remote instruction; (2) the required length of a virtual or remote instruction day; (3) the impact of virtual or remote instruction on the schedule for administering State assessments; and (4) such other topics as the commissioner deems necessary

Delivery of Instruction

The primary means of the delivery of remote and virtual instruction shall be the utilization of the Google Suite of Services. As components of these services, all students in grades PK-12 shall have access to:

- Google Classroom Accounts for each of their classes or instructors
  - For the posting of assignments, notes, instructional videos, etc.
  - For asynchronous instruction or feedback from teacher to student.

- To communicate important information and messages to students and families
- Google Meet Invitations for each of their classes or instructors
  - For "live" communication with instructors, other students, or presenters
  - For "live" instruction in various subject/content areas
  - For synchronous instruction of specific content areas

- Several other applications from the Google Suite of Services including but not limited to: Google Slides, Google Drive, Google Sheets, Google Docs.

- Depending on the age and grade level of students, other applications that provide real time and asynchronous instruction and feedback shall be utilized.

Assessment of the Digital Divide

To ensure that students have adequate access to technology that is required for virtual learning, the district will ensure the following annually:

- By October 15 of each school year, the district will survey all parents to determine the following:
  - The extent to which they have adequate devices to access virtual learning. (Laptops, PC, Chromebooks, Ipads, etc)
  - The extent to which they have adequate access to Wifi or other connectivity to access virtual learning.
- Surveys will be conducted through each Homeroom class prior to October 15 of each school year.
- Survey data will be collected and shared with administrators and technology personnel so that plans can be made to ensure that students who do NOT have access to adequate technology or service are given such access in the event that the district must move to a virtual learning environment.

Based on survey data collected, the district will annually ensure the following:

- That budgetary funds are set aside for the provision of devices to students who are in need of adequate technology.

- That budgetary funds are set aside for the provision of "hotspots" for students who lack any or adequate access to the internet in their homes

Such technology and access shall be provided by schools to the families of those in need.

Provision of the Safe Delivery of Meals

To ensure that students who qualify have adequate access to meals, the district will:

- Maintain an updated database of students who qualify for free or reduced lunch
  - This data will be maintained through the Genesis Student Information System and shall be coordinated by the Lunch Program Coordinator

- Maintain a staff of aides who are responsible for the set up, proper serving, and delivery of meals to eligible students.

- Meals will be provided to eligible students on a "grab and go" basis either at each student's school, or if more practical at a central location for all students.
  - Breakfast will be provided between the hours of 7:15 A.M. and 8:00 A.M.
  - Lunch will be provided between the hours of 12:30 P.M. and 1:45 P.M.

- Breakfast/Lunch aides will be utilized for the delivery of meals and/or the "grab and go" pick up of meals.

- Communication on how families can acquire meals will be provided through the district School Messenger system, and will be communicated through the district website: www.wboe.org

Remote/Virtual Instruction School Day

Specific schedules will be utilized to ensure that students have a minimum of four hours of instruction on days when the school(s) must be closed for remote/virtual learning. Below are the schedules for each school and program in the district:

Jefferson School Annex

Jefferson School Annex Schedule Detail

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:40 A.M. – 8:50 A.M.	Homeroom	Homeroom	Homeroom	Homeroom	Homeroom
8:50 A.M. – 9:23 A.M.	Period 1	Period 1	Period 1	Period 1	Period 1
9:23 A.M. – 9:56 A.M.	Period 2	Period 2	Period 2	Period 2	Period 2
9:56 A.M. – 10:29 A.M.	Period 3	Period 3	Period 3	Period 3	Period 3
10:29 A.M. –11:02 A.M.	Period 4	Period 4	Period 4	Period 4	Period 4
11:02 A.M.-11:16 A.M.	SEL	SEL	SEL	SEL	SEL
11:16 A.M. –11:49 A.M.	Period 5	Period 5	Period 5	Period 5	Period 5
11:49 A.M. –12:22 P.M.	Period 6	Period 6	Period 6	Period 6	Period 6
12:22 P.M. -12:55 P.M.	Period 7	Period 7	Period 7	Period 7	Period 7
12:55 P.M. - 1:45 P.M.	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess
1:45 P.M. - 3:25 P.M.	Pupil Support	Pupil Support	Pupil Support	Pupil Support	Pupil Support

Student Arrival/Dismissal: Grade 1 and 2: 8:30 A.M./12:55 P.M. PK and K: 8:30 A.M./12:50 P.M.

Frank W. Gavlak School

Frank W. Gavlak School Schedule Detail

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:35 A.M. – 8:50 A.M.	Homeroom	Homeroom	Homeroom	Homeroom	Homeroom
8:50 A.M. – 9:23 A.M.	Period 1	Period 1	Period 1	Period 1	Period 1
9:23 A.M. – 9:56 A.M.	Period 2	Period 2	Period 2	Period 2	Period 2
9:56 A.M. – 10:29 A.M.	Period 3	Period 3	Period 3	Period 3	Period 3
10:29 A.M. –11:02 A.M.	Period 4	Period 4	Period 4	Period 4	Period 4
11:02 A.M.-11:16 A.M.	SEL	SEL	SEL	SEL	SEL
11:16 A.M. –11:49 A.M.	Period 5	Period 5	Period 5	Period 5	Period 5
11:49 A.M. –12:22 P.M.	Period 6	Period 6	Period 6	Period 6	Period 6
12:22 P.M. -12:55 P.M.	Period 7	Period 7	Period 7	Period 7	Period 7
12:55 P.M. - 1:45 P.M.	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess
1:45 P.M. - 3:25 P.M.	Pupil Support	Pupil Support	Pupil Support	Pupil Support	Pupil Support

Student Arrival/Dismissal:

Grade 3-4: 8:30 A.M./12:50 P.M.

Grade 5-6: 8:30 A.M./12:55 P.M.

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WALLINGTON JR/SR HIGH SCHOOL

Wallington Jr/Sr High School Schedule Detail

Monday	Tuesday	Wednesday	Thursday	Friday	
Homeroom 8:22 A.M. – 8:34 A.M.	Homeroom 8:22 A.M. – 8:34 A.M.	Homeroom 8:22 A.M. – 8:34 A.M.	Homeroom 8:22 A.M. – 8:34 A.M.	Homeroom 8:22 A.M. – 8:34 A.M.	
Period 1 8:38 A.M. – 9:47 A.M.	Period 2 8:38 A.M. – 9:47 A.M.	Period 1 8:38 A.M. – 9:11 A.M.	Period 1 8:38 A.M. – 9:47 A.M.	Period 2 8:38 A.M. – 9:47 A.M.	
Period 3 9:50 A.M. – 10:59 A.M.	Period 4 9:50 A.M. – 10:59 A.M.	Period 2 9:14 A.M. – 9:47 A.M.	Period 3 9:50 A.M. – 10:59 A.M.	Period 4 9:50 A.M. – 10:59 A.M.	
Period 5/6 11:02 A.M. – 11:35 A.M.	Period 5/6 11:02 A.M. – 11:35 A.M.	Period 3 9:50 A.M. – 10:23 A.M.	Period 5/6 11:02 A.M. – 11:35 A.M	Period 5/6 11:02 A.M. – 11:35 A.M.	
Period 7 11:38 A.M. – 12:47 P.M.	Period 8 11:38 A.M. – 12:47 P.M.	Period 4 10:26 A.M. – 10:59 P.M.	Period 7 11:38 A.M. – 12:47 P.M.	Period 8 11:38 A.M. – 12:47 P.M.	
		Period 5/6 11:02 A.M. – 11:35 A.M.			
		Period 7 11:38 A.M. – 12:11 P.M.			
		Period 8 12:14 P.M. – 12:47 P.M.			
12:47 P.M. - 1:45 P.M.	Lunch	Lunch	Lunch	Lunch	Lunch
1:45 P.M. - 3:25 P.M.	Pupil Support	Pupil Support	Pupil Support	Pupil Support	Pupil Support

Student Arrival: Grades 7-9: 8:05 A.M. – 8:13 A.M., Grades 10-12: 8:13 A.M. – 8:22 A.M
Student Dismissal: Floor 1: 12:45 P.M., Floor 2: 12:46 P.M., Floor 3: 12:47 P.M.

GENERAL CONSIDERATIONS

1. Please note that this document constitutes only the provision of remote/virtual learning. In the event that the school or district must institute remote/virtual learning there will be more information that is school-specific and grade level specific for all students.

2. Principals will share this information with parents and staff, and will also detail specific requests and requirements for their school.

3. Additional information will be provided to parents and staff by building principals and central administration as information becomes available.

4. Revised or more detailed information for the school day - including meals, entry/exit points, screening procedures, etc - will come from the Principals of each building under separate heading for each phase.

5. Principals will notify parents of student schedules as well as any changes.

6. The Plan (including any changes) will be posted on the district website: www.wboe.org. Please navigate to the About Us>Remote/Virtual Instruction Plan section to view the plan.

7. There will surely be questions about the plan, as well as particular details that parents and staff would like more information about for particular schools. Please reach out to the building principals first with any questions:

   Dr. Yvette Lozanski, Principal - Jefferson School Annex - lozanski@wboe.org
   Ms. Nancy Giambrone, Principal - F.W. Gavlak School - giambrone@wboe.org
   Mr. Fred "Mike" Fromfield, Principal - Wallington Jr/Sr High School - fromfield@wboe.org