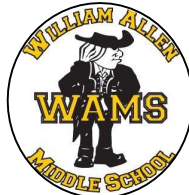


Moorestown Township Public Schools

September 19, 2023

2023-2024 Emergency Remote Instructional Plan



Moorestown Township Public Schools

Remote Learning Plan



- Plan takes effect for a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute public health-related closure of a district or school
- In the event of a mandated district/school closure, asynchronous learning will begin immediately. Virtual (synchronous) instruction will begin by the third day of closure to allow for any material pickup and device distribution
- Days of remote instruction under this plan will count toward the 180 day requirement



Moorestown Township Public Schools

Equitable Access and Opportunity Through Technology



- **Student Devices-** Pre-K and Kindergarten: Students will use a home device. Those who request a school-issued device will receive one.
 - Gr 1: Students will receive a school-issued device to take home
 - Grades 2-12: Students are 1 :1 and will take home their school-issued Chromebook or laptop
- District will work with families that do not have Internet access at home to help them find service and may loan a hotspot to families with no other options for broadband/internet service.
- Back to School forms included technology access survey to identify any families who will need technology assistance if needed

Moorestown Township Public Schools

Length of Remote Day

Preschool

-AM Session - 9:00 am -11:30 am

-PM Session - 12:30 am -3:00 pm

Elementary K-6 - 9:00 am-3:00pm

Secondary 7-12 - 8:30 am-2:30pm

Attendance will be monitored by teachers when students log on. All attendance information will be recorded in our SIS, Genesis, just like attendance for any typical day.

Board policy 5200 and procedures as outlined in the Board reviewed Student Handbooks guide how a student's attendance will factor into promotion, retention, graduation, and discipline and are available for parents to review at any time on our website. Handbooks are also disseminated annually.

If and when a student is not participating in online instruction and/or submitting assignments, teachers, nurses, counselors, and administration will make contact to parents via multiple methods (emails, phone calls, etc.) to ensure learning is taking place.



Moorestown Township Public Schools

Safe Delivery of Meals Plan



- District will utilize a centralized pick up site for weekly drive through pickup.
- Cafeteria staff will adhere to all Department of Health guidelines while preparing and distributing meals.
- Student eligibility will be determined based on State guidelines and data entered in our student information system.
- Meals served will be tracked utilizing Lunchtime for state reporting purposes.
- District will contact families that have limited transportation and assist on an as needed basis.

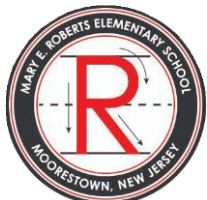
Moorestown Township Public Schools

Facilities and Transportation Plan



- Custodial, Maintenance, and certain Administrative staff will be identified as essential employees and approved as such
- Custodial, Maintenance, and Grounds personnel will be in the buildings providing cleaning and maintenance services on a daily basis.
- Buildings and Grounds personnel will perform regular "rounds" to identify issues within the building and update/repair as needed.
- Buildings will be put into "unoccupied" modes for controls, but the District will carefully manage setpoints to avoid pipe breaks, overcooling, humidity issues, etc.
- Transportation - Vehicles will be maintained and any significant projects will be performed. Vendor contracts will be reviewed and negotiated.

Pre-Kindergarten Full Remote Schedule



Sign In/Greeting

Morning Meeting

Movement/Song

Read Aloud

Activity- Math/Literacy/Science

Small Group Breakout

Play/Communication

Closing Circle

Pre-Kindergarten Instructional Plan



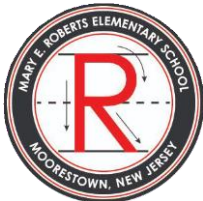
- Remote schedule would follow the in person schedule
- AM Preschool - 9:00-11:30 am; PM Preschool - 12:30-3:00 pm
- Specials and Related Services (if required) would be scheduled to complement instruction
- Instruction will be held through LIVE Google/Zoom/Class Dojo meetings with some small group/individual breakout time included
- Parents/Guardians will be required to pick up student materials for remote learning
- Progress is monitored through our cloud based Teaching Strategies Gold platform in the key areas of early childhood development.

Grades K-3 Full Remote Schedule



Morning Meeting	15 minutes
Word Study	30 minutes
Reading/Writing	60 minutes
Snack/Break	15 minutes
Special	40 minutes
Science/Social Studies	40 minutes
Lunch/Recess	60 minutes
Math	60 minutes
Independent Practice/Academic Extension	40 minutes

Grades K-3 Instructional Plan



- Remote schedule would follow the in person schedule
- Specials, Academic Support, Related Services would take place at the same time
- AM Preschool - 9:00-11:30 am; PM Preschool - 12:30-3:00 pm
- Morning Kindergarten - 9:00 - 11:45 am
- Instruction will be held through LIVE Google/Zoom meetings with some independent work time included
- Parents/Guardians will be required to pick up student materials for remote learning
- Assessment and progress-monitoring is met through the use of online curricular platforms, personalized learning tools, and teacher-generated resources.

UES Full Remote Schedule



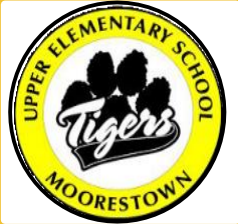
Full Remote Model

HR/MM	9:00	-	9:15
1	9:20	-	10:00
2	10:05	-	10:45
3	10:50	-	11:30
4 (Grade 5 Lunch/Break)	11:35	-	12:25
5 (Grade 6 Lunch/Break)	12:30	-	1:10
6 (Grade 4 Lunch/Break)	1:15	-	1:55
7	2:00	-	2:40
HR	2:45	-	3:00

Periods are 40
minutes long

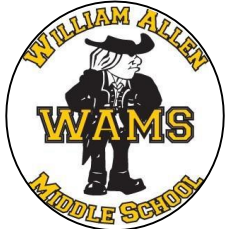
5 minutes
between periods

Grades 4-6 Instructional Plan



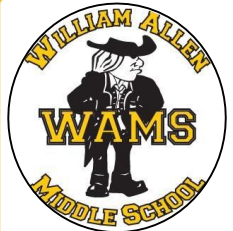
- Remote schedule will mirror the in person schedule.
- Homeroom/Morning Meeting will begin at 9:00 AM. Class periods are 40 minutes long and a 5 minute block is built in between periods to allow for a short break, and exit and entry to a new class Google Meet/Zoom.
- Specials, Academic Support, Related Services and Electives will be held during the same period as in-person
- Instruction will be held through LIVE Google/Zoom meetings with some independent work time included
- Teachers will use Google Classroom
- Parents/Guardians may be required to pick up student materials for Remote Learning for certain subjects.
- Student progress and learning will be continuously monitored and communicated to families through feedback given through Google Classroom, Genesis gradebook, as well as online curricular platforms and personalized learning tools.

WAMS Full Remote Schedule



Full Remote Model		
PD.	Start	End
HR	8:30AM	8:34AM
1	8:39AM	9:14AM
2	9:19AM	9:54AM
Move Break	9:57AM	10:07AM
3	10:10AM	10:45AM
4	10:50AM	11:25AM
5 (7th Lunch)	11:30AM	12:05 PM
6 (8th Lunch)	12:10 PM	12:45 PM
7	12:50 PM	1:25 PM
8	1:30 PM	2:05 PM
Scheduled Extra-Help, Clubs & Meetings	2:10 PM	2:30 PM

WAMS Instructional Plan



- Remote schedule will mirror the in person schedule. Student day will begin at 8:30 AM. Class periods will be 35 minutes long and a 5 minute block is built in between periods to allow for a short break, and exit and entry to a new class Google Meet/Zoom.
- Students will receive an additional 10 minute move break between 2nd and 3rd period to allow for students to move away from their computers to refresh and reset.
- A lunch break is also scheduled for all students, to give them a natural break in their day, much like their regular schedule.
- Parents/Guardians may be required to pick up student materials for Remote Learning for certain subjects.
- Teachers will use Google Classroom
- Instruction will be held through LIVE Google/Zoom meetings with some independent work time included
- Student progress and learning will be continuously monitored and communicated to families through feedback given through Google Classroom, Genesis gradebook, as well as online curricular platforms and personalized learning tools.

MHS Full Remote Schedule



A LUNCH			B LUNCH			C LUNCH			D LUNCH			E LUNCH		
START	PERIOD	END	START	PERIOD	END	START	PERIOD	END	START	PERIOD	END	START	PERIOD	END
8:30	1	9:04	8:30	1	9:04	8:30	1	9:04	8:30	1	9:04	8:30	1	9:04
9:08	2	9:42	9:08	2	9:42	9:08	2	9:42	9:08	2	9:42	9:08	2	9:42
9:46	3	10:20	9:46	3	10:20	9:46	3	10:20	9:46	3	10:20	9:46	3	10:20
10:24	LUNCH	10:50	10:24	4	10:58	10:24	4	10:58	10:24	4	10:58	10:24	4	10:58
10:54	5	11:28	11:02	LUNCH	11:28	11:02	6	11:36	11:02	6	11:36	11:02	6	11:36
11:32	7	12:06	11:32	7	12:06	11:40	LUNCH	12:06	11:40	8	12:14	11:40	8	12:14
12:10	9	12:44	12:10	9	12:44	12:10	9	12:44	12:18	LUNCH	12:44	12:18	10	12:52
12:48	11	1:22	12:48	11	1:22	12:48	11	1:22	12:48	11	1:22	12:56	LUNCH	1:22
1:26	12	2:00	1:26	12	2:00	1:26	12	2:00	1:26	12	2:00	1:26	12	2:00
2:04	14	2:30	2:04	14	2:30	2:04	14	2:30	2:04	14	2:30	2:04	14	2:30

MHS Instructional Plan



- Students will use the schedule as it corresponds to their daily routine, including following lunches and lab periods.
- Remote schedule will mirror the in person schedule. Student day will begin at 8:30 AM. Class periods will be 34 minutes long and a 5 minute block is built in between periods to allow for a short break, and exit and entry to a new class Google Meet/Zoom.
- A lunch break is also scheduled for all students, to give them a natural break in their day, much like their regular schedule.
- Parents/Guardians may be required to pick up student materials for Remote Learning for certain subjects.
- Teachers will use Google Classroom
- Instruction will be held through LIVE Google/Zoom meetings with some independent work time included
- Student progress and learning will be continuously monitored and communicated to families through feedback given through Google Classroom, Genesis gradebook, as well as online curricular platforms and personalized learning tools.

Addressing Special Education Needs



- MTPS will provide remote instruction to implement IEP requirements to the greatest extent possible

- Via digital devices, students will have access to learning/services with their scheduled teachers and/or related service providers via synchronous and/or asynchronous modalities.. District paraprofessionals will also assist with student interaction. Platforms will include GoogleMeet, Google Classroom and Zoom, as appropriate.

- To document IEP implementation (tracking of services, student progress), attendance, teacher/therapist observation, work samples and data will be collected to ensure that progress is being made towards IEP goals and objectives. Provision of accommodations/modifications will be monitored by the classroom teacher as outlined in student's IEP.

- Case managers will adhere to regular calendar and hold meetings in line with Annual Reviews, reevaluation and assess/revise. In addition, they will contact families via telephone, virtual meetings and email. Phone logs will be maintained. Goals and Objectives will continue to be progress monitored and shared with families.

- Procedures to conduct IEP Meetings, evaluations, to identify, evaluate, or re-evaluate students will remain on the same timeline and expectations as outlined in the NJ Special Education code. Virtual meetings may replace in-person meetings.

- As the event leading to the need for emergency remote instruction evolves, and small groups of students can return to in person learning, students whose IEP requirements are best met with in person learning and delivery of services would be a prioritized group to return to full in person or hybrid instruction, as allowable.

Moorestown Township Public Schools

Addressing English Language Learner Needs



-The district's has an ESL program which is aligned to the State and Federal requirements to meet the needs of ELLs.

-ELL teachers and students will have access to instructional technology and materials that will assist in differentiating instruction and ensure access to grade level content. The ELL teachers collaborate with the general education teachers to differentiate materials and support instruction. All students are provided with 1:1 devices to ensure access to instruction with non-ELL peers and support by their ELL teacher.

-Communication with ELL families occurs through the use of phone apps, world language staff, and interpreting service providers. Literacy level appropriate information is provided in all native languages spoken.

-As the event leading to the need for emergency remote instruction evolves, and small groups of students can return to in person learning, EL learners would be a prioritized group to return to full in person or hybrid instruction, as allowable

-The district's professional development plan includes training for staff on strategies to support learning growth, culturally responsive practices, and addressing the SEL needs of students, including trauma-informed practices

Moorestown Township Public Schools

Social & Emotional Wellness of Students & Staff



- Social and Emotional Learning and Character Education Programming (SEL) is incorporated into the instructional schedule K-12
- The district offers access to mental health services through CARE Solace and Magellan Employment Assistance for both students and their families, as well as staff and their families. Both services have digital platforms that can be accessed during a remote learning period.
- A District Mental Health Specialist, schools counselors, and CST are available to support students. These specialist would continue to work with students within their current caseload. District would communicate any adjustments to the referral and identification process to staff and administration.
- The district's professional development plan includes training for staff on strategies to support learning growth, culturally responsive practices, and addressing the SEL needs of students, including trauma-informed practices

Moorestown Township Public Schools

Beyond the School Day Programming



- Title 1 afterschool programming, and Home Instruction, would continue virtually during a remote instruction period
- Credit Recovery, as needed to meet graduation requirements, would be offered through online instructional platforms for high school students.
- In person extracurricular programs and extended day (childcare) programs would be suspended while school buildings are closed. Extracurricular activities, such as clubs, that can meet virtually will resume as the district can support with supervision and appropriate content.
- In the event of extended closure, the district will look to provide parent education to support student success with remote learning, and look for opportunities to partner with community organizations to resources.

Moorestown Township Public Schools

Essential Employees



Moorestown has identified staff members who are considered “essential employees”.

Upon a transition to remote or virtual instruction, the Director of Human Resources will provide a list to the County Superintendent’s office