



Middle States Association Accredited • Teaching Family Association Accredited

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## **VIRTUAL OR REMOTE INSTRUCTION PROGRAM FOR 2023-2024 SCHOOL YEAR**

### **MOVING FORWARD / PROGRAMMING**

Garfield Park Academy remains open for all students 5 days a week for the 2023-2024 school year.

The Garfield Park Academy is prepared at all times to switch instantly to all remote learning as needed, and in response to the Department of Health, the CDC and the Governor's Office. The school is constantly equipped with packets to go with remote instruction for added support. This includes the provision of related services, and especially group and individual counseling, as well as family support. There will be no digital divide. All students have been provided a Chromebook both at the school and at home. Any student without internet access is provided access by the school, via necessary means (e.g., hot spot, etc.). Younger students may be provided iPads as appropriate in lieu of Chromebooks. All grade levels are addressed individually by the education, clinical and behavioral teams according to their IEPs, including any necessary materials and platforms as deemed by the GPA Teams.

Lesson plans, which are approved by administration, are created to assure implementation of IEPs, and track student progress. All students are treated individually and all age-appropriate needs are met because of the extensive staffing, including a social worker in each classroom, including extended student learning opportunities. This programming along with the academic, behavioral, clinical and vocational curriculum assure students can achieve maximum growth and learning to the greatest extent possible.

### **Remote Learning**

All learning is predominantly done in school at this point in time. However, it is possible for the school or students to switch so that instructions will be conducted remotely while the child is in the home and teletherapy will be utilized for therapies, as permitted by the DOE. Remote learning will entail the same school day as facility-based instruction (6 ½ hours). Remote learning is only permitted for those omitted from school as a result of the school following CDC and Local Department of Health guidelines for omission from school tied to possible COVID-19 exposure. The school day is 8:00am to 2:30pm.

21st century Community Learning Programs and World Cultures are accomplished virtually during remote learning times. This may include virtual tours of other countries, factories,

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vocational environments, etc. All technological tools available and accessible help assure students don't lose learning opportunities while on remote learning.

Students' teachers and social workers work with administration and school districts to assure growth and learning, as well as appropriate credit recovery when necessary. Essential employees are identified and a list is provided to the county office at the time of transition to remote or virtual instruction.

## **TECHNOLOGY**

The Garfield Park Academy will continue to make sure every child has technology and internet to be able to continue remote learning. The school was 100% successful since the beginning of the Pandemic in providing necessary technology equipment and connection for all our students, and we will continue to do so. All students have technology both in school and at home to assure their success in either learning environment. Because of the specific challenges with which our students are faced, it isn't feasible to expect them to transport technology back and forth to school safely.

Professional development has been provided to staff on:

- COVID-19 impacts.
- How to talk to and support students during and after a pandemic.
- How to apply the principals of psychological first aid and referral to students' social workers, who reside in their classroom
- How to do the work of supporting trauma remotely and in a digital environment.

Our plan takes into consideration the guidelines from the Department of Education, Centers for Disease Control (CDC), the World Health Organization (WHO), the Department of Health, as well as available medical literature on COVID 19 related to children and school settings.

## **SCHEDULING**

Remote and in-person learning will run our normal school hours, Monday through Friday, 8:00am – 2:30pm. Lunch will be served in the individual classrooms.

## **ATTENDANCE**

Attendance of remote learners is tracked along with in-person learners. Teachers and classroom staff keep close supervision of students with regard to attendance for each class. GPA works with sending districts and families to assure compliance is addressed appropriately.

## **DESIGNATION OF STAFF PERSON**

Our school nurse will be responsible to respond to any COVID-19 concerns by parents, students and staff. Our school nurse will educate staff, students and families about when they should stay home if they become sick with COVID-19, or have been exposed to someone with symptoms, or a confirmed or suspected case; and when they can return to school. The school nurse will communicate with the local department of health if any positive cases are reported.

## **COMMUNICATIONS**

Communication is an essential component of Garfield Park Academy's safe reopening plan. The reopening plan will be shared with all stakeholders. As always, we welcome a dialogue and encourage your feedback, concerns, and suggestions.

Contacts are: 609.877.4111

Dr. Steven Morse, Executive Director, ext. 208

Kerrie Morse, Director, ext. 206

Nurse Jane St. John, ext. 233 (Designated Staff Person for COVID concerns and in-house contact tracing representative)

Individual students' social workers and teachers are in constant contact with families to track academic, behavioral and clinical progress. The school assures all communications are provided in a manner that is understood by family members using translation materials, interpretive services and literacy level appropriate information. This also includes tracking work submitted and participation in on-line instruction and submitting assignments.

Student progress is reported to districts and review meetings are held at the discretion of the district in normal situations. Should concerns arise at GPA the staff will request meetings to address issues directly with districts, families and other providers as necessary to help assure the success of each student.

Bilingual students are addressed in their native language to allow them to access other methods of instruction.

Student growth and learning is continuously measured in both the in-school and remote instruction environment using DRA or other informal testing.

## **TRAINING**

- Stress management, trauma informed care, social emotional learning, culturally responsive teaching and learning, socio-emotional learning, including trauma informed teaching for students affected by forced migration from their home countries, as necessary.
- Accelerated learning is provided as needed based on student population needs
- Universal Precautions
- Social emotional support for staff and students
- Staff will be trained in; checking for fevers, staying home when ill, proper hand hygiene and respiratory etiquette, avoiding touching their faces as much as possible, reporting illnesses and symptoms to the school nurse immediately
- Staff/Students will receive mask training for those who are able to wear a mask.
- Disinfecting protocols including approved disinfecting agents and schedule
- PPE use and disposal
- Bloodborne pathogens, COVID 19 signs and symptoms and infection control
- Contact tracing – record keeping
- Proper handwashing techniques
- Security drills

## **FACILITIES MAINTENANCE DURING EXTENDED CLOSURE**

- Administration, computer and maintenance staff will assure the building is constantly maintained as if open, so it can be opened at any time.
- Disinfection fogging system will be used periodically during closure and immediately before reopening.
- Facilities maintenance will assure ventilation systems are in constant working order.
- All water flow systems will be exercised as necessary to allow the building to be reopened at any time without issue.
- Cleaning staff will continue to clean on a modified schedule to assure the building will need no more than minor cleanup to reopen.
- Lawns and grounds will be continuously maintained.

## **ROSTER AND ATTENDANCE**

A roster will be maintained and will indicate in-person attendance or virtual attendance on a daily basis. Virtual attendance will be for students who are quarantined. The reasons for absences will be recorded daily. For remote learning students, no shows and unable to contact will be listed as reasons if necessary.

## **RELATED SERVICES**

Speech, Occupational Therapy, Reading Specialist and Counseling will be provided in-person, or remote (as appropriate for those students in the in-person model) as permitted by the DOE. Students who are on Remote learning will receive teleconferencing for Speech, OT and Counseling. Some Counseling will be done by telephone based on the therapist's recommendation if permitted.

## **TRANSPORTATION**

The sending districts are responsible for transportation to and from school. We will follow their guidance. Staff will stagger students getting off from the bus, one person at a time. Garfield Park Academy will support the bus drivers with any behavioral concerns and or noncompliance with social distancing and wearing face coverings or masks. We will provide a letter of expectations to the driver and assistant in terms of social distancing, wearing face coverings or masks, having hand sanitizer, and opening windows, as safety precautions.

Communication with the bus driver is critical if there is a positive case, so that they know to immediately disinfect the bus prior to the next pick up. All windows should be kept open as practical.

## **MEALS**

Because of the proximity of the 40-50 sending school districts, GPA relies on public LEAs for meal distribution during shutdowns.

## **OTHER**

Extra-curricular programming, childcare and community programming are done by the LEAs as a result of the proximity of the 40-50 sending districts. GPA has no ELL students. GPA does not participate in Title I funding.

This plan has been written in an effort to delineate the modifications, strategies, and procedures that Garfield Park Academy has made to return staff and students to the building for in-person instruction. This plan may be altered, updated, or amended as further guidance from the NJDOE, NJDOH, CDC, or Governor's office becomes available. Should a change be needed to this plan, all parties will be notified in a timely manner.

Revised 7/10/22