



Local Education Agency Guidance for Virtual or Remote Instruction Plan Attestation for the 2022-2023 SY

The New Jersey Department of Education (Department) is providing the following guidance pursuant to *N.J.S.A. 18A:7F-9(c)* and *N.J.A.C. 6A:32-13.1* and *13.2*, to assist LEAs in the development of their 2022-2023 virtual or remote instruction plans. The Department encourages LEAs to reflect on the previous school year to enhance elements of the prior year’s plan to provide the most substantive education, and including, but not limited to, related services, for all students in the event of an LEA closure.

For each of the areas below, the chief school administrator or lead person will either mark “yes,” confirming that the information is in the Plan and list the corresponding Plan page number, or mark “no” if the information is not contained in the Plan. The chief school administrator or lead person is expected to provide an explanation to the County Office of Education for all areas marked “no.”

By September 30, 2022, the chief school administrator or lead person must submit a board-approved LEA Guidance for Virtual or Remote Instruction Plan for 2022-2023 SY along with this form to their county office of education. At the time of submission to the county office of education, the plan must be posted on the LEA’s website. Plans will be reviewed in each county office of education on a rolling basis with an electronic response communicated within two business days of receipt.

LEA Checklist for Virtual or Remote Instruction Programs for the 2022-2023 SY

LEAs must enter the page number where each checklist item may be found in the virtual or remote instruction program submitted to the County Office of Education.

Contact Information

County: Warren

Name of District, Charter School, APSSD or Renaissance School Project:
Alpha

Chief School Administrator/Charter or Renaissance Leader Name/APSSD Leader:
Seth Cohen

Phone Number of Contact: (908) 454-5000

Equitable Access and Opportunity to Instruction

Question	LEA Yes or No
1. Is the LEA ensuring equitable access and opportunity to instruction for all students?	Yes <input type="checkbox"/>



Question	Page Number	LEA Yes or No	County Yes or No
2. Does the program ensure that all students varied and age-appropriate needs are addressed?	1	Yes <input type="checkbox"/>	
3. Is the program designed to maximize student growth and learning to the greatest extent possible? Synchronous and/or asynchronous virtual or remote learning plans which will maximize student growth and learning.	1	Yes <input type="checkbox"/>	
4. Does the program describe how the LEA will continuously measure student growth and learning in a virtual or remote instruction environment?	1	Yes <input type="checkbox"/>	
5. Does the program describe how the LEA will measure and address any ongoing digital divide issues, including a lack of internet access, network access and/or sufficient access to devices?	1	Yes <input type="checkbox"/>	

Notes on Equitable Access to Instruction



Addressing Special Education Needs

Question	Page Number	LEA Yes or No	County Yes or No
1. Does the program address the provision of virtual or remote instruction to implement Individual Education Programs (IEPs) for students with disabilities to the greatest extent possible, including accessible materials and platforms?	1	Yes <input type="checkbox"/>	
2. Does the program address methods to document IEP implementation including the tracking of services, student progress, as well as provision of accommodations and modifications?	1	Yes <input type="checkbox"/>	
3. Does the program describe how case managers will follow up with families to ensure services are implemented in accordance with IEPs to the greatest extent possible?	1	Yes <input type="checkbox"/>	
4. Does the program address procedures to conduct IEP meetings, evaluations and other meetings to identify, evaluate and/or reevaluate students with disabilities?	1	Yes <input type="checkbox"/>	

Notes on Special Education Needs



Addressing English language learners (ELL) Plan Needs

Question	Page Number	LEA Yes or No	County Yes or No
1. Does the program include an English as a Second Language and/or bilingual education program aligned with State and Federal requirements to meet the needs of ELLs?	1	Yes <input type="checkbox"/>	
2. Does the program describe how the LEA communicates with families of ELLs including providing translation materials, interpretative services, and literacy level appropriate information?	1	Yes <input type="checkbox"/>	
3. Does the program include the use of alternate methods of instruction (that is, differentiation, sheltered instruction, Universal Design for Learning), access to technology and strategies to ensure ELLs access the same standard of education as non-ELL peers?	1	Yes <input type="checkbox"/>	
4. Does the program include training for teachers, administrators, and counselors to learn strategies related to culturally responsive teaching and learning, socio-emotional learning, and trauma-informed teaching for students affected by forced migration from their home country (e.g. refugee, asylee)?		No <input type="checkbox"/>	

Notes on Supporting ELL Educational Needs



Attendance Plan

Question	Page Number	LEA Yes or No	County Yes or No
1. Does the program address the LEA's attendance policies, including how the LEA will determine whether a student is present or absent, how a student's attendance will factor into promotion, retention, graduation, discipline, and any other decisions that will reflect the student's performance?	2	Yes <input type="checkbox"/>	
2. Does the program describe how the LEA communicates with the family when a student is not participating in online instruction and/or submitting assignments?	2	Yes <input type="checkbox"/>	

Notes on Attendance Plan

Safe Delivery of Meals Plan

Question	Page Number	LEA Yes or No	County Yes or No
1. Does the program contain how the LEA will provide continued safe delivery of meals to eligible students?	2	Yes <input type="checkbox"/>	

Notes on Safe Delivery of Meals



Facilities Plan

Question	Page Number	LEA Yes or No	County Yes or No
1. Does the program contain an outline of how buildings will be maintained throughout an extended period of closure?	2	Yes <input type="checkbox"/>	

Notes on the Facilities Plan Other

Other Considerations

Does the program contain the following considerations?	Page Number	LEA Yes or No	County Yes or No
a. Accelerated learning opportunities	1	Yes <input type="checkbox"/>	
b. Social and emotional health of staff and students	1	Yes <input type="checkbox"/>	
c. Title I Extended Learning Programs	1	Yes <input type="checkbox"/>	
d. 21 st Century Community Learning Center Programs	1	Yes <input type="checkbox"/>	
e. Credit recovery	1	Yes <input type="checkbox"/>	
f. Other extended student learning opportunities	1,2	Yes <input type="checkbox"/>	
g. Transportation	NA		
h. Extra-curricular programs	2	Yes <input type="checkbox"/>	
i. Childcare		No <input type="checkbox"/>	
j. Community programming	2	Yes <input type="checkbox"/>	

Notes on Other Considerations



APSSD Applicable Only: Sharing Plans

Was the program shared with all sending districts? Yes No

Notes on APSSD Sharing Plans

[Empty text box for notes on APSSD Sharing Plans]

Essential Employees

Question	Page Number	LEA Yes or No	County Yes or No
1. The LEA will ensure essential employees are identified and a list is provided to the county office at the time of the LEA's transition to remote or virtual instruction.	2	Yes <input type="checkbox"/>	<input type="checkbox"/>

Notes on Essential Employees

[Empty text box for notes on Essential Employees]

Board Approval

Date of board approval (mm/dd/yyyy): 09/20/2022

Notes on Board Approval

[Empty text box for notes on Board Approval]

Posted on Website

1. Is the program posted on the school district/APSSD/Charter/Renaissance School Project Website? Yes No

2. Link to website: www.apsedu.org

Remote Learning Plan

Alpha School

2022-2023

Overview:

Each classroom has the ability to broadcast through Zoom. In the event that remote learning is needed the students will view the classroom through the Zoom link and then engage in classwork through Google Classroom.

Google Classroom:

Assignments will be loaded into the classroom as well as links to the online texts for students to work from home. The expectation is for grade-level appropriate mini lessons to take place on Zoom and then work monitored and completed through Google Classroom. The teacher will monitor work completed and plan individual Zoom conferences as necessary. Teachers will individualize to their students to the best of their ability. Consideration will be given to accelerated learning opportunities and BSI Title I students.

Lack of Internet Access:

Families that do not have internet access (there has been only 1 in the past 3 years) will be offered a hotspot or similar solution. In the event that these are not adequate, paper copies of work will be offered with check-in phone calls.

Special Education Considerations:

Students who have an IEP will have their Google Classroom submissions modified and monitored by the Special Education Teacher. Individual conferences will be created as necessary to help students complete work and to measure over-all understanding and progress. The Case Manager will have access to the Google Classroom to monitor work and communicate with parents to ensure services have been provided appropriately.

English Language Learners:

ELL learners will meet via Zoom once a week with the students to practice conversational skills and develop learning activities. The ELL Supervisor will determine if teachers need additional training for specific home situations. We will continue to use the ELL Supervisor as the primary Spanish Translator and reach out to Warren County for help with Mandarin and other Language barriers that present themselves as the year progresses.

Attendance:

Remote students are expected to be viewing the mini lesson. Completed work or communication with the teacher regarding the work will count as having attended the class.

Free/Reduced Lunch:

Remote families that request meals will have a weekly delivery of a week's worth of prepackaged breakfast and lunch meals. Boxes will be left at the door of the residents.

School Closure:

In the event the school must be closed and remote learning takes place for all, the district will notify the County Superintendent. In addition:

- a. If the building is safe, teachers will be given the option to operate from their classrooms
- b. The custodial staff will continue to maintain the building as if it were open on a regular schedule.
- c. If students need credit recovery after extended closure or quarantine the district will utilize the State Approved company Educere.
- d. The school's Zoom account will be made available for community groups to conduct meetings in case of building closure.

Extra-Curricular Activities:

Specific social and academic clubs that can meet via Zoom will do so during extended closures. Students quarantined for extended periods of time will be allowed to attend via Zoom.