

# Pace Charter School of Hamilton

## LEA Guidance for Chapter 27 Emergency Virtual or Remote Instruction for the 2024-2025 School Year P.L. 2020. C.27

### Introduction and Background

Purpose: As a result of the Governor's executive order P.L. 2020,c.27, continuity of instruction in the event of a public-health related emergency related district closure to utilize remote or virtual instruction to satisfy the 180 day requirement. Our goal is to ensure that the high-quality educational standards-based instruction does not become interrupted for the students in Grades Kindergarten through Eighth and instruction continues. This plan will be implemented during a closure lasting more than three consecutive days due to a declared state of emergency, public health emergency, or a directive by the appropriate health agency.

*The Pace Charter School of Hamilton has created this plan to ensure that students will continue to receive their education through technology and/or other means. Any school day in which students are impacted by a public health related closure will have access to home instruction services - provided consistent with the guidance in this plan and will count as a day in which Pace Charter School Board of Trustee has provided public school facilities towards its compliance with the 180-day requirement in accordance with N.J.S.A 18A:7F-9.*

Questions about this plan should be directed to Deborah Pontoriero, Chief School Administrator of Pace Charter School of Hamilton at 609-599-1212. At each school building the Principal or Principal's designee will be responsible for ensuring that information is passed between the teachers, parents, and students as well as being responsible for reporting updates to the staff in regards to schedule and instructional changes.

**Equitable Access:** Pace has provided each student a technology device for virtual and remote learning plan to maximize student growth and learning to the greatest extent possible. All students of Pace have access to the internet. All students varied and age-appropriate needs will be addressed in small group and synchronous learning platforms. Student growth and proficiency will continue to be measured through our benchmark assessments including the i-Ready platform. Instruction will be no less than 4 hours per day excluding lunch and recess.

**Teacher Responsibility:** Teachers are responsible for creating an environment for the students that will foster learning and understanding of the material presented outside the school building. Teachers will not change their curriculum but will modify the manner in which instruction will take place by adopting a "flipped classroom" methodology to ensure that students have the best possible continued education for the concerning situation.

All teachers will create lessons that are accessible online, use technology, print-outs, and/or other necessary means to present the curricular topics to their students. Teachers will ensure that students are responsible for logging in daily via Google Classroom or other utilized platform, completing all work assignments and completing and submitting necessary assignments and activities electronically daily.

### Chapter 27 Emergency Virtual or Remote instruction for the 2024-2025 School Year

Pace Charter School of Hamilton has taken and will continue to take actions to ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff's social, emotional, mental health, and other needs, should the need arise to go Virtual this school year.

**Instruction for ALL Students** - Our commitment is to ensure that all Pace Charter School of Hamilton students have access to equitable educational opportunities. Pace Charter School of Hamilton maintains a focus on equity as the center of our work as we serve all students. Vulnerable and special populations will be considered to ensure appropriate instruction while complying with state and federal requirements. Pace Charter School of

Hamilton will ensure that instruction is delivered using alternate methods of instruction, differentiation, or Universal Design for learning providing access to technology and strategies which will ensure that ELLs access the same standard of education non ELL peers.

Services for special populations such as students with disabilities, English learners, economically disadvantaged, and gifted learners, will be considered based on specific student needs.

**Plan for school schedules** - For the 2024-2025 school year, should we go remote/virtual, Pace Charter School of Hamilton plans to offer instruction five days a week. Attendance will be taken daily and is aligned to our school's policy. Students are expected to participate in online instruction and submit assignments. This has been clearly communicated to families.

**SEL**-The social and emotional health of our students and staff are paramount. We will continue to deliver SEL activities daily which are embedded in our instructional programs. Students and staff in need of additional mental health support will be able to reach out to our social worker or guidance counselor. If needed, SEL age-appropriate groups will continue to take place weekly remotely.

**Technology** - Pace Charter School of Hamilton students all have devices to be used according to the current grade level. Whether learning takes place primarily in an online environment or face-to-face, digital resources and platforms including Virtual and Google Classroom will ensure students have access to high-quality learning tools. Administration will continue to measure and address any ongoing digital divide that exists, whether it be network access or lack of sufficient access to devices.

**Identification of Instructional Gaps and Student Needs** - Pace Charter School of Hamilton will use a variety of formative assessments including NWEA early benchmarks, running records, DRA, teacher-created assessments to measure learning gaps and needs.

Professional development will be provided to address instructional needs. Training for Teachers, administrators and/or counselors will be provided to learn strategies related to culturally responsive teaching and learning, socio-economic learning and well as other teaching methods to address students affected by trauma.

Remediation will be provided using small group instruction, one-on-one instruction, and online interventions. Social-emotional learning is critical to re-engage students, rebuild relationships and school communities and create equitable learning environments for all students. Training will be provided for all instructional staff in the area of mental health and well-being. School counselors will have dedicated time to provide social-emotional learning support.

Case Managers of students with IEP's will follow up with families by phone, zoom or email to ensure that services are implemented in accordance with their IEPs to whatever extent possible. Students in need of an evaluation, annual or renewal of their IEP will follow the same procedures and guideline for IEP meetings, or evaluations when in need of an evaluation or reevaluation. Meetings will be held virtually if in person is not available

Guidance Counselors and School Nurse will continually monitor school community mental health and offer expanded access. When needed, Pace will assess available resources (personnel, existing partners) to determine if there is a need for external support. Formal and informal strategies may include morning meetings, advisory periods, strategies, counseling sessions. Using data from both formative assessments and social-emotional assessments, teachers will revise curricula/pacing to address missing content as a result of extended school closures. Special consideration will be given to missing content from the previous year, identification of content connections between grade levels, and student progression toward learning goals. Vertical planning within schools will allow teams to identify and ensure missing content is presented to students in a variety of formats.

Teachers will use the current curriculum maps for consistent guidelines while revising the delivery format in order to accommodate the current educational structure.

**Communication** - Opportunities for conversations with stakeholders regarding plans and monitoring implementation are essential. Pace Charter School of Hamilton utilizes information from surveys to develop and refine plans within each scenario. Frequent and consistent communication from the schools will be utilized to maintain transparency. Communication methods will include School Messenger (a robo call) email, phone calls, mailings, and text messaging. Pace Charter school will ensure that the school communicates with families of ELLs by providing translation materials, interpretive services, literacy level appropriate information and all messages sent electronically will have the capability to be translated by the mere press of a button.

**Food Service:** Pace Charter School of Hamilton will continue to follow the guidelines from the United States Department of Agriculture, USDA for the Child Nutrition Lunch Program.

Pace Charter School of Hamilton and Karson Food (food vendor), have secured a single designated spot (i.e., outside of school's main entrance) for the meals to be dropped off at and picked up by the student or a family member.

Breakfast and Lunch are a grab and go packed separately, as one component with milk.

Interested families can pick up breakfast and lunch from 10:00 AM - 12:00 PM each Wednesday. Grab and Go pickup of meals will allow families to pick up for the week to eliminate the need to come to the school daily. Students attending school will be given grab and go breakfast and lunch daily to eat at home.

**Periodic Review and Revision of Plan** - Periodically we will review and as needed, revise the plan.

- Plan revisions will address updated CDC guidance and Governors' Executive Orders on safely reopening schools if any are of issue.
- The COVID Response Team included staff, parents and board members in the development of the plan. The plan was posted on the school's website and public comment was invited.

Pace Charter School of Hamilton has taken the following steps to make this plan available to the public:

The plan is posted at <http://pacecharter.com>

- The plan is available in English, Spanish, and Polish languages.
- The plan may be orally translated for parents in Spanish and individuals can contact Mrs. Ordonez, Administrative Assistant (609-599-1212) to request translation.
- Upon request, a parent who is an individual with a disability as defined by the ADA may be provided with the plan in an alternative format accessible by contacting Mrs. Bond, Director of Special Education. (609-599-1212)

NOTE: Pace Charter School of Hamilton will ensure essential employees are identified and a list is provided to the County Office at the time of the transition to remote or virtual instruction.

**Board Meetings:** Board of Trustee meetings will be on-going remotely through this closure. All Public Board meeting dates and ZOOM access information for those meetings will be posted on the VCS website.

**Facilities Plan:** The building is maintained by our facilities Director who is on-site daily. He will maintain the building throughout the extended period of closure as necessary.