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**LESTER C. NOECKER SCHOOL**  
**ROSELAND SCHOOL DISTRICT**

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**Local Educational Agency Guidance for Chapter 27  
Emergency Virtual or Remote  
Instruction Programs  
for the 2023-2024 School Year**

Giuseppe Leone, Superintendent  
Deborah Muscara, Interim Business Administrator  
Raul Sandoval, Principal  
Richard Celebre, Director of Special Services  
Tom August, Supervisor of Building and Grounds

**Roseland Board of Education**

Laura Savarese, President  
Allison Scarragi, Vice President  
Michael Gesario  
Jessica Leddy  
Michael Dudas

*Board Approved July 27, 2023*

In accordance with P.L.2020, c.27 which in part requires each school district to annually submit a proposed program for emergency virtual or remote instruction to the New Jersey Department of Education. This law provides for the continuity of instruction in the event of a public health-related district closure by permitting the district to utilize virtual or remote instruction to satisfy the 180-day requirement pursuant to N.J.S.A. 18A:7F-9. This plan has been submitted for Board of Education approval, has been posted on the district's website, and has been submitted to the County Office of Education.

In the event that the local health department and school district deem that a school closure is necessary due to health and safety concerns, the following plan will be enacted:

### **180-Day Requirement and School Closures**

- Pursuant to N.J.S.A. 18A:7F-9, schools must be in session for 180 days to receive state aid. The statute requires that school facilities be provided for at least 180 days during the school year.
- If the district is required to close the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive and/or recommendation by the appropriate health agency or officer to institute a public health-related closure, days of virtual or remote instruction commensurate with in-person instruction will count towards the district's 180-day requirement.

### **General Information: The LEA ensures equitable access and opportunity to instruction for all students.**

- 504 accommodations will be provided for students and staff requiring additional assistance based upon individual needs and documentation.
- Students with Individualized Education Plans (IEPs) will receive programming, related services, modifications and accommodations according to their individualized plans. Services will be tracked by case managers and the Director of Special Services.
- IEP and 504 meetings will be conducted remotely in the event of closure and all salient representatives will attend to students' varied needs as necessary.
- All gifted and talented services will be delivered via remote instruction.
- All age groups are addressed according to placement, education planning, etc.
- All students will have access to district technology and core and supplemental curricular resources. Students and teachers will utilize approved digital resources to support and assess all learning. Teachers will utilize virtual learning platforms/resources and Supplemental Instructional Resources/Subscriptions approved by the Board of Education which include but are not limited to Google Apps for Education, LinkIt, IXL, and Achieve3000. There will be a focus on digital resources that are adaptive to meet the needs of students and data will be reviewed to measure student growth.
- Lessons will be designed for student engagement in the virtual/hybrid classroom and will leverage technology to ensure ownership of learning, collaboration, and mastery of grade-level standards.
- ELL programming will continue as prescribed and in accordance with the LEA's approved Three-Year ELL Plan. ELL instructors and support staff will communicate electronically with students and parents to provide services. The district will continue to provide translations of documents, assignments, etc. as necessary to aid parents/guardians and students in their informed decision-making.
- Teachers will continue to receive district training in culturally responsive teaching. Elements of culturally responsive lesson delivery are also included in the LEA's board and state-approved curricula.
- The district will continue using Universal Design for Learning in all classrooms including ELL.
- The district will continue to provide all social-emotional and mental health services to all staff and students in keeping with current district procedures and policies. Social/mental health professionals will meet remotely with students and staff members seeking services and will continue to offer general public health messaging to the community via electronic platforms.

- Extra-curricular and extended learning activities will occur remotely through virtual meetings.

### **Attendance Plan**

- The LEA will continue to monitor attendance using Genesis. The district will continue to monitor trends in absence that will factor into promotion, retention, and graduation.
- All students who struggle to participate in the event of remote instruction will be contacted frequently by the administration in an effort to maximize student attendance and participation.
- Virtual learning will continue to be guided by P.L. 2020, c.27 and the school district's updated Emergency Closure School Preparedness Plan if schools are required to deliver instruction through a fully virtual environment during limited periods throughout the school year due to a local or Statewide public health emergency.
- In accordance with N.J.A.C. 6A:32-8.3, a school day shall consist of not less than four hours, except that one continuous session of two and one-half hours may be considered a full day in Kindergarten.
- School district policies for attendance and instructional contact time will need to accommodate opportunities for both synchronous and asynchronous instruction, while ensuring the requirements for a 180-day school year are met.

### **Remote Instruction due to Quarantine or School Closure**

- If required to exclude a student, group of students, a class, or multiple classes as a result of the scenarios listed above, while the school itself remains open for in-person instruction, the district will (minimally) offer asynchronous remote instruction to those students in a manner commensurate with in-person instruction to the greatest extent possible.
- Students required to quarantine due to positive exposure will have access to four hours of asynchronous, or independent, assignments and activities. Students will have minimized access to teachers depending on the parameters of quarantine (individual, whole class, whole school). Time with teachers (inclusive of the four hours of asynchronous assignments) may not be with the child's teacher and may be used for support of asynchronous work and question/answer rather than instruction.
- In circumstances when the school remains open and in-person instruction continues in those classrooms that are not required to quarantine, those days in session will also count towards the district's 180-day requirement in accordance with N.J.S.A. 18A:7F-9.

### **Technology**

- During the 2022-2023 school year, there were very few students who did not have access to sufficient broadband, or to technology required for virtual or remote instruction. Families who indicate a need for a "hot spot" will be provided one at no cost.
- Students in grades 3-6 have assigned Chromebooks for their individual use and students in grades K-2 may request a Chromebook for temporary remote instruction through the Technology Needs Survey. Every effort to provide technology to K-2 students who have communicated a technology need will be made.
- GoGuardian software is installed in each Chromebook for the purpose of filtering, monitoring, and managing student use of Chromebooks on remote learning tasks, activities, and resources all throughout the school year.

### **Provision of Meals**

- In the case of a fully virtual or remote instructional program, lunch will be provided to those free and reduced lunch students through a weekly delivery to individual homes or easily picked up.

### Building Maintenance

- In the event of closure, all building custodians and maintenance workers will continue to report per contractual obligation in order to maintain building operations.

### Distance Learning Schedule

- All building schedules exceed the state minimum requirement of four hours of instruction.
- All teachers will share virtual links with students; students will login for synchronous, virtual instruction.
- Teachers will take classroom attendance via Genesis. Students and staff will continue to follow the LCN daily schedule as follows:

AM Homeroom 8:50 - 9:00

Period 1 9:02 - 9:42

Period 2 9:44 - 10:24

Period 3 10:26 - 11:06

Period 4 11:08 - 11:48

Period 5 11:50 - 12:30

Period 6 12:32 - 1:12

Period 7 1:14 - 1:54

Period 8 1:56 - 2:36

Period 9 2:38 - 3:18

PM Homeroom 3:18-3:20

### Roseland School District Essential Personnel:

<b>Staff name and/or department (#of staff)</b>	<b>Role Duty</b>
Giuseppe Leone, Superintendent (1)	Oversee/coordinate all district operations
Deborah Muscara, Business Administrator (1)	Maintains Business office operations
Thomas August, Supervisor of Buildings & Grounds (1)	Oversee maintenance staff; Provide access to district facilities, clean and sanitize buildings
Stanley Biront, Donald Jones, Regina Purcell, Custodians (3)	Provide access to district facilities, clean and sanitize buildings
Lisa Barcia, Administrative Assistant to the Business Administrator (1)	Ensure staff payroll is completed in a timely manner
Raul Sandoval, Principal (1)	Monitor and ensure teachers are implementing school curriculum (PreK -6)
Richard Celebre, Director of Special Services (1)	Ensure that special education programs are being implemented as per IEP.
Adam Rivera, Technology Assistant (1)	Assist staff all aspects of technology interface

Frances Noronha, School Nurse (1)	Monitor student and staff health
Catherine Overbeck, Superintendent Administrative Assistant (1)	Assist in all central office operations
Robi Dallow, Administrative Assistant to the Principal (1)	Assist in all school office operations