

# Academy Charter High School



## Emergency Virtual/Remote Instruction Plan 2023-2024

In the event of an emergency school closure Academy Charter High School will implement the plan outlined below. Emergency closings include health-related shut downs or state of emergencies that extend beyond three days.

### **Class Schedule:**

- All classes will meet for 55 minutes at the following times:
  - Block 1: 8:00-8:55 am
  - Block 2: 9:00-9:55 am
  - Block 3: 10:00-10:55 am
  - Block 4: 11:00-11:55 am
  - Block 5: 12:00-12:55 pm

### **Instructional Plan:**

- Each student has a chromebook that they bring to and from school daily.
- Teachers will post assignments and the Google Meet link in their Google Classrooms each morning. The expectation is that students will adhere to deadlines for each assignment.
- Student progress will be tracked by teachers as they complete academic tasks for each class and our in-house MAP testing will remain in place.
- Students will be responsible for joining their Google Meet sessions and completing posted assignments.
- Other online resources include, but are not limited to Nearpod, BrainPop, Newsela, Go Guardian and subject specific digital texts, articles or resources.
- Teachers will provide interactive instruction during the virtual learning schedule outlined above.
- Necessary modifications will be provided for students with an IEP or 504 to best support their academic needs. The I&RS and Child Study Teams will determine any additional supports, programs, and/or services to address individual students' needs.

### **Special Education Needs Plan**

- IEPs will be implemented to the greatest extent possible using Google Suite or Google Meet for classroom instruction, provision of related services and meetings. Per IEPs, additional assistive technology will be provided.
- The case manager will articulate the needs per the IEP to relevant staff and staff will sign off that notification occurred.
- Teachers, case managers and related service providers will have access to IEPs via Frontline IEP.
- The case manager and related service providers will contact each parent for students regarding the remote learning plan. Ongoing communication

between all parties will continue during remote learning. This includes progress reports towards goals and objectives.

- IEP meetings, evaluations and other meetings to identify, evaluate and/or reevaluate students with disabilities will continue virtually to the greatest extent possible in accordance with the NJ Special Education Code and per federal, state, and local health guidelines.

### **ELL & Bilingual Needs Plan:**

- ELL & ESL support will continue throughout any emergency closing. ELL students will attend a Google Meet as scheduled by the teacher and administrator.
- Our bilingual administrator will be readily available to translate any materials and communicate with the families of students in the ELL or ESL program.
- Ongoing ELL professional development and training will continue for staff through virtual opportunities and materials. This will include PLC sessions that will be held virtually and department or grade level meetings.

### **Attendance Plan:**

- All students are expected to join the live Google Meet sessions and teachers will take attendance every block.
- Genesis will continue to be utilized for daily attendance.
- Parents will be asked to call or email the school nurse or Lead Person if their child will be absent.
- The Lead Person will work with the school nurse and guidance department to contact the parents of students and/or students who miss class.
- Attendance as a factor for retention, promotion, or graduation will be closely monitored based on the duration of the emergency closure.

### **Connectivity:**

- ACHS will cover the costs of hot spots for families in need of wifi to ensure that all students have access.
- Students/parents will be surveyed about internet access at home.
- Support staff will initiate communication with families as students fall short of attendance expectations to see if additional technical support is needed.

### **Breakfast & Lunch Distribution:**

- Grab and Go meals will be distributed at Atonement Lutheran Church, located at 1st Ave. and Heck St. in Asbury Park and at ACHS.

## **Facilities Plan:**

- Access to the school buildings will be limited. Necessary staff will be present in the building to monitor mechanical functions. Janitorial staff will clean and sanitize areas of the school that are utilized, daily.

## **Other Considerations:**

- **Accelerated Learning Opportunities**
  - Extra support and enrichment sessions will be held virtually at the completion of the school day, when possible.
- **Social and Emotional Learning**
  - SEL is built into the curriculum for certain courses and will remain during virtual instruction.
  - Faculty meetings will be held virtually, with SEL presentations included.
- **Title I Extended Learning Programs**
  - Students will continue to receive instruction, support, and access to programs during a virtual environment by the designated staff.
- **21st Century Community Learning Center Programs**
  - Senior Project courses and supports will continue virtually. This includes the college application process and FAFSA.
- **Credit Recovery**
  - Opportunities will be available through the Educere online platform.
- **Other Extended Student Learning Opportunities**
  - Dual Enrollment courses will continue in a remote setting.
- **Transportation**
  - Arrangements will be made, as necessary, to provide appropriate transportation. Precautionary measures such as hand sanitizer availability, masks, and daily cleaning of school vehicles will occur.
- **Extra-curricular programs**
  - Programs will continue virtually or outside, as allowed by local, state or federal guidance.
- **Childcare**
  - N/A
- **Community Programming**
  - Community events will be limited, but attempts for students to complete community service activities may occur as conditions and guidance allows.

**Essential Employees:**

- ACHS will update and amend its current essential employees list at the time of implementation.
  - Lead Person/Dean of Students
  - Chief Financial Officer
  - Business Manager
  - Bi-lingual Admin Assistant
  - School Social Worker
  - Cafeteria Manager (for food distribution)
  - School Nurse

Plan is posted on the school's website at [www.academycharterhs.org](http://www.academycharterhs.org)