

Middle Township Public Schools

2-Week District Preparedness Plan

Our district is required to submit a plan for home instruction for our students in the event our schools are temporarily closed by the Department of Health. According to the NJDOE: “The planned services should include equitable access to instruction for all students. Each preparedness plan should also address the provisions of appropriate special education and related services for students with disabilities and the provision of school nutrition benefits or services for eligible students.”

The plan of action to provide meaningful home instruction for students, differentiated for each district school

Elementary #1:

- Each teacher has a method of parent communication (i.e., Remind, Class Dojo, Bloomz, and website).
- Teachers will develop online plans for instruction based on current instructional points in curricula in grades PreK-2.
- Teachers will communicate daily activities for students to complete.
- Paper and pencil activities will be made available for families without internet access.

Elementary #2:

- Teachers will develop plans for instruction based on appropriate New Jersey Learning Standards in grades 3 – 5. Students in grades 3 – 5 will be provided instruction for a minimum of 10 days’ worth of time either through online lessons or packets, where students lack access to technology.
- Students will have detailed instructions for what work to complete on each day that school may be closed.
- Teachers will utilize their classroom communication method (i.e., Class Dojo, Bloomz, Remind, email, teacher website, etc.) to deliver instructions for lessons and activities. This may include use of online resources such as Google Class Room, Accelerated Readers, ConnectED, Reading A – Z, Prodigy, Freckle, and more. If students not have access to the required technology, hard-copy packets of instruction will be provided. Instructional materials provided in packets will be scanned to the Middle Township School Website and arranged by teacher name. (Teacher online information; Remind, Class DoJo, Bloomz, email, etc. will also be posted to the district website)
- All Students will receive instructional materials and/or a letter advising of online services by Monday, March 16, 2020. Parents will be instructions to leave materials at home should a closure occur.
- Information will be relayed to families via Blackboard Connect, as necessary.

Middle School:

- Teachers will develop plans for instruction based on current instructional points in curricula in grades 6-8. Students will be provided with a folder with 10-days’ worth of instructional materials for each of their current courses.
- Students will have detailed instructions for what work to complete on each day that school may be closed.
- Instructional materials will be scanned to the Middle School Website and arranged by teacher name.

- All students will receive the instructional materials by end of day on Monday, March 16 with instructions to leave them at home should a closure occur.
- Information will be relayed to families via Blackboard Connect as necessary.

High School:

- Teachers will develop online plans for instruction based on current components in their curriculum. The plans will be posted on our high school website by the teacher's name. The major instructional platforms used by the staff will be Google Classroom, Remind and OnCourse.
- The school will communicate via different media platforms (such as Facebook) to update parents and students about the following: school closings/openings, where to find lessons on the high school website, and how to receive hard copies of materials if internet access is an issue.

Coastal Prep:

- Teachers will develop plans for instruction based on current instructional points in curricula in grades 9-12. Students will be provided with coursework on a weekly basis of instructional materials for each of their current courses via Google Classroom and through e-mail correspondence. Students enrolled in elective based virtual courses will continue via the current procedures. Instructional materials will be emailed and arranged by teacher and course.
- Students will have detailed instructions for what work to complete on each day that school may be closed.
- Information will be relayed to families via our transition coordinator and school administrator.
- All 7 students were polled as to whether they had electronic devices. Those not having a device will be provided with one, and a form to borrow the device will be completed.

The district plan to provide appropriate special education and related services for students with disabilities:

- **Lessons:** Teachers of students with disabilities will develop online plans for instruction based on current instructional points in curricula, and ensure that such plans address IEP goals. Paper copies of these plans will also be provided through the above referenced system of communication. The Child Study Team case managers will provide advice to teachers about the development such plans.
- **Assistive Technology:** A.T. devices will be sent home with students if required by the IEP.
- **Related Services** (i.e.: speech, OT/PT): Activity sheets in paper form will be provided to ensure related services such as speech, and occupational and physical therapy activities can be continued at home by the parent/guardian. Child Study Team services providers will monitor the frequency that students are not receiving in person related services, and through the IEP process will later determine individual student eligibility for compensatory hours once school is reopened.

District plan to provide school nutrition benefits or services for eligible students.

The district will follow NJDOE guidelines for food service/nutrition outreach to eligible students.

