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1st Cerebral Palsy of New Jersey

Emergency Virtual or Remote Instruction Plan

September 21, 2022

1ST CEREBRAL PALSY OF NEW JERSEY: EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PLAN

FOREWORD

1st Cerebral Palsy of NJ recognizes the vital importance for students and staff to participate in in-person instruction for the 2022-2023 school year in order to best ensure the learning and skill development of our students. In order to minimize risks, a thoughtful approach reflecting the unique issues affecting the health and well-being of the entire school community is needed. Open communication and flexibility will be key.

INTRODUCTION

In April 2020, Governor Murphy issued an executive order that became P.L.2020, c.27. This law provides for the continuity of instruction in the event of a public-health related district closure so that LEAs can utilize virtual or remote instruction to satisfy the 180-day requirement pursuant to N.J.S.A. 18A:7F-9.

In order to provide transparency and ensure that the students of 1st Cerebral Palsy of NJ continue to receive high quality, standards-based instruction, our school will annually submit a proposed program for virtual or remote instruction to the Commissioner of Education. *This plan will be implemented during a school closure lasting more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure.* A day of virtual or remote instruction, if instituted under the plan, is considered the equivalent of a full day of school attendance

1st Cerebral Palsy of NJ recognizes and values the importance of maximizing student learning while balancing this priority with protecting the safety and well-being of all students and staff. The guidance provided by the NJDOE emphasizes that it is critical that individual schools have the flexibility to create customized plans that allow them to meet the unique needs of their students and staff. Safeguarding the latitude for responsible, local decision making and planning is imperative for all schools but is absolutely essential for schools that meet the needs of students with disabilities.

EMERGENCY RESPONSE TEAM

1st Cerebral Palsy of NJ established a committee including a cross section of administrators and staff to contribute to our school program. In addition there is regular communication with families including surveys such as accessibility to technology and satisfaction with the school program.

Team Members

Patrick Colligan - Executive Director

Keith Rygiel - Principal

Danielle Van Beuzekom - Human Resources

Cecily Kamps – School Nurse

Dr. Barry Prystowsky - School Physician

Mary Brennan - School Social Worker

Ricardo Coutinho - Maintenance, Department Head

Toni Tierney - Education, Department Head

Joanne Bundonis - Physical Therapy, Department Head

Kim Kerney - Speech Therapy, Department Head

Kayla Patterson - Occupational Therapy, Department Head

DEMOGRAPHICS

1st Cerebral Palsy of NJ is providing full-day, full-time, in-person instruction for the 2022-2023 school year. Our school serves students with multiple disabilities from the ages of three through twenty-one. All students have IEPs. As of September 2022, there are 64 active students on our school roster.

DELIVERY OF INSTRUCTION / RELATED SERVICES

1st Cerebral Palsy of NJ has provided a school calendar that ensures the requirements of a 180-day school year are met. All students will be provided *at least* four hours of instructional contact time per day. In-person and remote instruction will consist of a 5 day per week, block schedule (Monday-Friday, 9:00am-3:00pm).

In the event that virtual or remote instruction needs to be implemented, each student will continue to follow their traditional schedule of instruction and related services (See Appendix A). Teachers and related services providers (physical therapists, speech therapists, occupational therapists) will provide real-time, synchronous instruction. The schedules will be digitally re-shared with families and guardians to ensure they have easy access to the unique links for remote learning rooms. Classroom teachers will record all student attendance in our online school information system which will be reported to the sending school districts. Throughout the year all staff participate in ongoing professional learning including both in-person and remotely covering a variety of topics such as socio-emotional learning and culturally responsive teaching.

Through ongoing assessment of our students' needs and evaluation of our curriculum, 1st Cerebral Palsy of NJ has incorporated the Unique Learning System, a solution designed specifically to help students with special learning needs master New Jersey's standards. From one convenient, cloud-based platform, our teachers can deliver differentiated, standards-aligned content enhanced by powerful assessments, data tools, and evidence-based instructional support. Our students from pre-K through transition have the advantage of consistent, high-quality instruction, a motivating interactive learning environment, engaging symbol support, and a path to independence to their greatest extent possible. Both teachers and students can log in from wherever they are, whether a traditional classroom or a remote learning location. It is research based and appropriate for all ages while meeting the developmental needs of all levels. Teachers can easily deliver differentiated activities and meaningful lessons to ensure that their students' needs are met each day. The system provides flexible delivery options and the ability to look at data which is automatically collected. It includes visuals that allow teachers to support a variety of students. Students stay connected and learning with high-interest content such as interactive online tasks, facilitated hands-on activities, experiments, and crafts. They also have multiple ways to interact with content, including text to speech, drag and drop, auditory-visual cues, and more. Student progress is saved through profiles, benchmark assessments, and monthly checkpoints.

Related service providers (physical therapists, occupational therapists, speech therapists) are able to provide remote services to our students in accordance to their IEP to the best of their ability. If needed, each student can be supplied with a unique set of items and manipulatives that can be used during their virtual therapy sessions. Through our school information system and special education case management program, our school can keep track of all special education activities in one place, including: pre-referral, eligibility, IEP development, service documentation, reporting to parents, administrative reporting, state reporting, and data collection for Medicaid billing.

Our school is able to provide a remote platform for our families and members of our sending school districts to participate remotely in IEP meetings, planning meetings, evaluations and/or reevaluations, or other IEP meetings as needed.

1st Cerebral Palsy of New Jersey implements a Total Communication approach that uses of a number of modes of communication such as signed, oral, auditory, and written and visual aids, depending on the particular needs and abilities of the individual. Staff are available is needed to provide students or family members with additional interpretative services or translated materials.

DIGITAL DIVIDE

Throughout the distance learning process 1st Cerebral Palsy of NJ has maintained ongoing communication with our families to address any technology issues. All remote learning activities and correspondences with families are documented in individual digital student logs. An initial "Home Instruction Preparedness Survey" was shared with our families to assess technology needs. Staff is in contact with families to assess their ongoing digital needs. 1st Cerebral Palsy of NJ has the ability to loan families various pieces of equipment including iPads, laptops, and Chromebooks (See Appendix B). If a family expresses difficulty with internet connectivity, their case manager and local school district are notified to provide additional assistance.

MEALS

1st Cerebral Palsy of NJ has a contracted food service provider which supplies all meals in individual, pre-packaged sealed containers. In the event of a prolonged school closure, the students' sending school districts will be notified. Meals would be available for pickup at our school location in Belleville or the location of the corresponding home school in their sending school district.

FACILITIES PLAN / ESSENTIAL EMPLOYEES

In the event of a transition to remote or virtual instruction, 1st Cerebral Palsy of NJ will provide our county office a current list of essential employees. Accordingly, under the direction of our Executive Director, designated essential employees and members of our administrative, office, and maintenance teams will ensure the school building will be maintained and operated.

BOARD APPROVAL

This plan was approved at the September 21, 2022 board meeting.

Appendix A: Sample Student Synchronous Virtual Schedule

STUDENT: SAMPLE

YEAR: 2022 - 2023

	Monday	Tuesday	Wednesday	Thursday	Friday
9:00	Breakfast / Tech Skills	Breakfast / Tech Skills	Breakfast / Tech Skills	Breakfast / Tech Skills	Breakfast / Tech Skills
9:30	Morning Meeting (Math/LA/SS)	Morning Meeting (Math/LA/SS)	Morning Meeting (Math/LA/SS)	Speech Therapy	Morning Meeting (Math/LA/SS)
10:00	Morning Meeting (Math/LA/SS)	Morning Meeting (Math/LA/SS)	Occupational Therapy	Morning Meeting (Math/LA/SS)	Morning Meeting (Math/LA/SS)
10:30	Language Arts	Language Arts	Language Arts	OT/Speech Group	Occupational Therapy
11:00	Health	Math	Math	OT/Speech Group	Math
11:30	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess
12:00	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess
12:30	Physical Therapy	Physical Therapy	Adapted Phy Ed.	Language Arts	Physical Therapy
1:00	Science	Math	Adapted Phy Ed.	Language Arts	Math
1:30	Adapted Phy Ed.	Social Studies	Art	Math	Science
2:00	Adapted Phy Ed.	Social Studies	Art	Math	Speech Therapy
2:30	Dismissal / Tech Skills	Dismissal / Tech Skills	Dismissal / Tech Skills	Dismissal / Tech Skills	Dismissal / Tech Skills

Appendix B: Equipment Release Form

Name: _____

Equipment to be borrowed: _____

Serial Number: _____

I, _____, am requesting to borrow the above equipment from the 1st Cerebral Palsy of New Jersey. I understand the following:

Please initial each statement below:

_____ I agree that this device will only be used for educational purposes as assigned by the teacher and/or therapists of my 1st Cerebral Palsy of NJ student.

_____ I agree that I will not install any apps or software unless directed to do so by a teacher or therapist for the educational purposes of my student.

_____ I understand that this device is only to be used for my student who attends 1st Cerebral Palsy of New Jersey.

_____ I understand that I am responsible for the borrowed device and will return it in the condition in which it was loaned to me. If the device is not returned in the condition it was loaned penalties may occur.

_____ The loaned device will be inspected upon its return including all history and memory. Please be sure to ONLY use it for educational purposes for the student from 1st Cerebral Palsy of New Jersey.

Signature

Date