

HARRISON TOWNSHIP SCHOOL DISTRICT

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Chapter 27 Emergency Virtual or Remote Instruction Programs 2021-2022 School Year

Program Goal: *To ensure transparency and that Harrison Township students continue to receive high quality, standards based instruction in the event of an emergency which would require educational services to be delivered virtually*

BOE Approval Date: August 23, 2021

Delivery of Remote Instruction

The Harrison Township School District has provided a Google Chromebook with a protective case to all students. These devices are regularly used within the classroom for daily instruction and are NOT transported home outside the necessity for emergency remote instruction. This device will be used for all instruction in special areas, social studies and science, supplemental services (basic skills instruction) and the instruction of LAL and Mathematics during emergency remote instruction. Should the plan for emergency remote instruction be implemented, all students will have technology readily available so that no instructional time is lost transitioning between in person and remote instruction. All teachers have provided professional development on remote instruction practices and the use of technology during a formal inservice. This ensures that all teachers are prepared to teach remotely if and when that becomes necessary.

Length of Remote Instruction Day

Students in grades 1 through 6 will be scheduled for three hours of direct synchronous instruction, minimally, and an additional two hours of independent academic activity will be completed via google classroom or a similar platform. Preschool and Kindergarten students will have two hours of direct, synchronous instruction and an additional two hours of independent academic activity each day. In the emergency virtual schedule all teachers have scheduled “office hours” to address individual student needs and ensure the virtual instruction is effected and individual student need is met.

Addressing the Digital Divide

All students, K-6, were surveyed in the Spring of 2020. The survey collected the names of all students who were in need of a district issued Chromebook or wireless connectivity in order to gain access to their digital education. This information is also collected by new, incoming students so that the information is kept “up to date”.

In the emergency transition to remote instruction, students will take their chromebooks home from school for home use, if the situation allows. If the call to emergency virtual instruction does not allow students to bring devices home, touchless, “drive in” Chromebook pickups will be executed, as was successfully done in April 2020. Families will have pick up opportunities in both buildings that are planned for the workday and evening so that all family work schedules can be accommodated. Students will be assured to receive the necessary school equipment to access their education. Home drop off by transportation employees in school vehicles will be organized for any families who are unable to or do not participate in the touchless pick up times scheduled. Also, all families in need will be provided assistance either via school personnel communication with local wireless providers or a hot spot at district expense in order to ensure the connectivity necessary to gain access to their instruction, both synchronous and asynchronous. The district will ensure that all students are connected for instruction through individual classroom attendance records. Any and all students who are not signed on for instruction will be contacted directly within 24 by district Administration via phone and email to ensure they have all necessary materials to access their public education.

School Lunch Program

During emergency virtual instruction, free lunch will be offered to ALL students. Communication regarding accessing lunch each week, including menu choices, will be communicated through email, the district website, and when necessary, global and personal phone calls. Parents will be required to order lunch weekly so that food is properly prepared and packaged. This food order can be done through google form which can be found on the district website or can be taken individually over the phone/email for those families who require that accommodation. Lunch pick ups will be scheduled once weekly for the duration of the emergency remote instruction. Pick ups will be at our PVS site and will be touchless, if necessary. Families will sign up for specific pick up times on pick up day to accommodate their individual family need and work school. This schedule will be designed to minimize wait times for parents. Any family in need of lunch delivery will be accommodated through our transportation staff using district vehicles at individual request. These deliveries will also be done weekly on the same day that pick ups are scheduled.