

Bergen County Technical Schools
EMERGENCY REMOTE PLAN SY 2021-22

Committee Recommendation on how Virtual and Remote Instruction will be provided to students who may not have access to sufficient broadband, or to any technology required for virtual or remote instruction.

- Students who cannot attend school due to an emergency closing will be provided remote instruction following all core content curriculum in both academic and technical classes. Teachers will continue to evaluate students for learning loss and recommend students for additional support. Physical Education classes will be held remotely with activities such as yoga, physical exercise, walking, strength conditioning as well as written assignments. We are also conducting Mental Health Wellness Groups through Zoom for students, staff and parents.
- Incoming and current student population are for WIFI and technology needs and remote learning equipment is purchased and distributed including iPads, laptops, Myfi's, Chromebooks. In the event that pandemic conditions worsen and it is no longer safe to hold classes inside the buildings, a virtual learning environment for both teachers and students will occur.
- This virtual learning environment applies to all students and staff, and education will continue on a full-remote schedule.
- All high school campuses will utilize a Hyflex instructional model if and when a fully remote schedule is lifted and re-entry will be safely executed. By dividing each grade in half – enabling half of each class to attend within the building classroom while the other half will join through Zoom or other virtual platform simultaneously. Wherever possible, students will remain in the same classroom with teachers rotating in an effort to minimize the number of students in the hallways during passing time. All teachers will be inside the building teaching for the entire school day. The schedule rotates each week, and Principals may modify scheduling to accommodate programs such as Shared Time.
- Students will attend the school building every other week depending on their cohort schedule.
- School organized Extracurricular activities will take place virtually.
- I.E.P. implementation is accomplished through virtual team meetings, which includes a case manager, student, general education teacher, technical teacher, and special education teacher through Zoom virtual conference calls after consent is obtained from each parent/guardian. I.E.P. drafts are created and emailed to parents for review prior to meeting and a finalized I.E.P. is completed and sent by email to parents for final consent and implementation. All documents, correspondence with parents, and associated documents such as teacher comments, educational, psychological, social, and Neurological information are entered into the Frontline I.E.P. Direct system. Modifications and accommodations are shared with teachers working with students. Teachers also have the ability to view I.E.P. for proper implementation in the

- classroom.
- TOSD/TOH's will provide support in both scheduled Zoom meetings as well as extra help sessions.
- Case Managers will monitor lessons through weekly virtual check-ins on Google Classroom and Schoology to ensure that modifications and accommodations are in compliance with the I.E.P. Observations and recommendations will then be recorded in Frontline I.E.P. and shared with support teachers.
- CSTs will utilize email and/or phones for contact with the educational team and administration on a daily basis.
- Teaching staff will continue to train and identify students with Learning Loss.
The BCTS District Restart Plans may be found here: [Microsoft Word - BCTS EMERGENCY REMOTE PLAN SY 2021-2022 - FINAL.docx \(bergen.org\)](#)

Committee Recommendation on the Impact of Virtual or Remote Learning on the School Lunch and School Breakfast Programs

- District meals for students are prepared by Chartwells. Chartwells is following all of the DOH protocols in the preparation, packaging and distribution of food. A schedule of pick-up days/times during the week has been created and established for students who are remote to be able to pick up five days of meals.
- Meals for the week, both breakfast and lunch, will be distributed each Monday for virtual students between the hours of 10:00 a.m. and 11:30 a. m. BCTS will provide two pick up locations for families:
 - **Teterboro Technical School Paramus Rehab5**
 - 504 Route 46 West 296 East Ridgewood Ave.
 - Teterboro, NJ 07608 Paramus, NJ 07052
- In the event we are on the A/B Remote schedule, schools will employ staggered meal schedules in cafeteria, cafeteria menu will be grab-and-go only, and discontinue self-service and buffet style meals. Overflow classrooms and outdoor areas may be utilized and will be designated for dining purposes to reduce the cafeteria population during meal times. One directional seating with six feet between diners will be observed. Cafeterias and common areas will be marked with one-way directional tape to reduce congestion and physical proximity.
- Morning and afternoon duty staff to ensure social distancing during lunch meal service to continue during remote operations in conjunction with local schools if possible.

Committee Recommendation on the required length of a virtual or remote instruction day.

- A remote plan has been developed and all class schedules will remain the same on the remote plan and meet the 4 hours a day of instruction excluding lunch and physical education.
- Parents are advised of a clearly defined deadline to submit requests for full remote learning.
- An Administrator and Counselor are identified on each campus to answer questions.
- Google document was sent to each family.
- School Days are a minimum of four hours of instruction per day, excluding lunch and recess.
- Mental health support groups are being conducted for staff, parents and students, to help those struggling with transitional issues or any other mental health topics.
- Additional tutors added to staff, enabled by the American Rescue Plan Grant.
- Myfi's have been ordered and delivered to accommodate families without internet access.
- An additional 450 Chromebooks and MacBook Airs were ordered and delivered to accommodate ~~new~~ students and shared time students.
- An additional 50 laptops including Surface Pros (for math and science curriculums) have been ordered and distributed to staff.
- New headsets have been ordered for clearer communication dependent on the need for the possibility of remote instruction.
- PowerSchool has been updated with additional emergency contact via the "student information card".
- Webcams have been installed for all instructional spaces.
- PowerSchool forms launched to reduce paper handling.