

# **Nutley Public Schools**

## **Emergency Virtual Remote Instructional Plan**



2025-2026

**Mr. Kent Bania**  
Superintendent of Schools

The Nutley Public School District, per Guidance for Chapter 27 Emergency Virtual or Remote Instruction Programs for the 2025-2026 School Year, is submitting the following virtual/remote learning plan in case of an Emergency School Closure requiring Virtual/Remote instruction.

In April 2020, Governor Murphy signed A-3904 into law (P.L.2020, c.27, or "Chapter 27"), which in part requires each school district, charter school, renaissance school project, and Approved Private School for Students with Disabilities, hereinafter referred to as Local Educational Agencies (LEA), to annually submit a proposed program for emergency virtual or remote instruction (Plan) to the New Jersey Department of Education (Department). This law provides for the continuity of instruction in the event of a public health-related district closure by permitting LEAs to 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 New Jersey students continue to receive high quality, standards-based instruction, each school district, charter school, renaissance school project and Approved Private School for Students with Disabilities (APSSDs) must annually submit its proposed program for virtual or remote instruction (plan) to the Commissioner of Education.

Each Chief School Administrator or Lead Person must submit the LEA's Plan for the 2025- 2026 school year, approved by their district board of education or charter school board of trustees, and the completed checklist to their county office of education.

This plan will be implemented during a district 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 a plan approved by the Commissioner of Education, is considered the equivalent of a full day of school attendance for the purposes of meeting State and local graduation requirements, awarding of course credit, and such other Virtual matters as determined by the Commissioner of Education. LEAs must include the statutory requirements listed in the "LEA Guidance for Chapter 27 Emergency Virtual or Remote Instruction Programs for the 2025-2026 SY," in their plans for virtual or remote instruction for the 2025-2026 school year. The 2025-2026 plans must be approved by the LEA's board of education or board of trustees (board), submitted to the county office of education for review and approval, and posted on the LEA's website. The approved plan will be placed on the district website, under the district virtual learning and school restart page. .

## **Preparation**

Virtual learning days may be called with without warning. It is important for all teachers and related services to discuss contingency plans with students and/or parents in the beginning of the school year. Teachers should establish a google meet meeting place, remind students to the start of the day, and prepare Google Classroom and familiarity of the platform with students if the need arises to go virtual.

## **Chromebooks/ Device Access/ Connectivity**

- All Nutley Public School students will have equitable access to remote learning technologies as well as in-person instructional resources.
- All students in the Nutley Public School District grades 5-12, have been issued a school-purchased Chromebook. In the event of a school closure that is anticipated to last over 3 days, the district will survey families with students in grades PK-3, and provide devices for students that are in need.
- All faculty & staff have access to technology resources including but not limited to, a district issued Chromebook/Laptop, Google Classroom, applications, resources and electronic professional development resources.
- Students and families in need of additional internet connectivity support will be provided a district issued "Hot Spot."
- In situations when the district is unable to resolve Chromebook issues via the phone and email, the district will provide a replacement Chromebook for the student.

## **Virtual/ Remote Learning Schedule (class/building/district closure)**

This section highlights the learning plan for class(es), building(s), or the district must sustain an emergency closing for long-term (over three days.) or if the NJDOE (or county field office) provides a daily option in case of emergency.

All students will be required to attend and participate, on a daily basis, in all of their classes via Google Classroom utilizing their school provided electronic device.

The daily bell schedule will be:

- Elementary Schools- <https://www.nutleyschools.org/sites/default/files/Bells/k6schedule.pdf>
- JHWMS - <https://www.nutleyschools.org/sites/default/files/Bell%20Schedule%202020-2021.pdf>
- NHS- [https://www.nutleyschools.org/sites/default/files/IMG\\_4334.jpg](https://www.nutleyschools.org/sites/default/files/IMG_4334.jpg)
- Teachers will hold "live" interactions, through Google Classroom, with students based on the daily bell schedule.
- Teachers will use Google Classroom for all school related materials and assignments.
- Students will follow their full day, in-person class schedule, each day of the Emergency Closing.
- Attendance will be recorded for each class using the realtime SIS.

- Assessments will be given, included common assessments, modified as needed for virtual instruction during this time
- Teachers will be available for open office hours (extra help), daily.
- Adjustments may be made to this schedule based on screen time and/or feedback from stakeholders. Possible adjustments may include the shift to a half day bell schedule, and/or the incorporation of asynchronous learning activities.

### **Addressing Special Education Needs**

During virtual instruction, student IEPs will be maintained with fidelity to the limitation of the technology, and special services will be consulted for modifications and accommodations. Therapies and other related services meetings will be held virtual to the greatest extent possible. Students' IEP development will be tracked by the child study and meetings will continue virtually. Case managers will use phone and meeting technology to continue the implementation of services.

### **Addressing English Language Learners (ELL ) Plan Needs**

The district will continue to communicate with families of ELL students through on-going virtual parent nights, also providing virtual translation services and intervention materials. The district will continue to implement sheltered instruction coaching groups virtually, and provide professional development supporting the general education teacher. The district's professional development plan will continue to be implemented with virtual Culturally Responsive Teaching professional development through the MSUnet network.

### **Attendance Plan**

Students will follow the attendance policy. Attendance will be taken in Realtime, and administration will coordinate notification to parents regarding lack of attendance. Students will be required to attend virtually the synchronous portion of their school day, and show artifacts from the asynchronous (if applicable) to show attendance.

### **During Class:**

*It should be noted that the student's camera should remain off and microphone should be muted, the chat should be disabled, and there is not a direct instruction expectation; rather, the student is provided access as if they were auditing the class. Google Meet can also be modified to be made private, so the link can be shared only between the student and class. Teachers should use [meet.google.com](https://meet.google.com), start an instant meeting and invite only the quarantined student. (The private Google Meet should not be*

*projected to the other students). If you feel that you need to modify these expectations (which may be necessary based on role/building), please discuss with your building principal.*

Where passive listening is not conducive to the learning of the student or the class environment (ie. assessment, group project), the teacher (in consultation with the principal) may select other options for daily check-ins. They can include but are not limited to:

- 1:1 conferences - Utilize Google Meet or phone conversations on a prep period
- Google Messaging/Google hangout/District email to communicate.

## **Meals**

If the district were to pivot to emergency virtual or remote learning, the district would provide a central location for food distribution two times a week. During these pick-ups, families will receive multiple meals for multiple days.. Pomptonian food service will provide a schedule, as well as a menu of food.

## **Facilities Maintenance**

During an extended period of closure, facilities will be maintained by administration, critical maintenance and custodial personnel, which may be required to report to the buildings, depending on the nature of the emergency closure. A list of essential employees will be forwarded to the Essex County Office

## **Other Learning Considerations**

If prolonged closure continues, accelerated learning opportunities, including dual enrollment and advanced placement classes will continue with the district expectation to complete the required coursework. The district will consider offering mental health choice days (which have worked well in the past) based on need, and continue both the CKCC and RULER curriculum embedded into virtual learning situations. Strategies programs that occur both during the day and after school will continue virtually. All youth development activities, service learning, nutrition and health education, drug and violence prevention; counseling; arts, music, physical fitness and wellness education; technology education, and financial literacy programs will continue virtually, with support from the school counseling office. Option ii program will continue to the best extent possible based on the situation, as well as other extended student learning opportunities. Credit recovery opportunities will continue to be available to high school students during virtual or remote learning periods. The district will provide access to online platforms and teacher support to ensure students can make up coursework and stay on track for graduation. Counselors and administrators will monitor student progress and adjust supports as needed. Transportation will continue based on safety concerns and the needs of the students. Out of district placement transportation will continue to the greatest extent possible. While Nutley Public Schools does not currently operate a 21st Century Community Learning Center (21st CCLC) Program, the district remains open to collaboration and grant opportunities that support expanded learning and

enrichment activities aligned with 21st CCLC goals. If such a program becomes active in the district, remote learning plans will include provisions for its virtual continuation. Clubs, Athletics, Music, and other extra curricular activities will continue virtually to the greatest extent possible. The district will continue to partner with key members of the community, including the Nutley Family Services Bureau, Division of Public Safety, and the Nutley Parks and Recreation. The extended day program for childcare will not run if the school enters an emergency virtual period. During periods of emergency virtual or remote instruction, the district will continue to support eligible students through Title I Extended Learning Programs. These services may include virtual tutoring, academic intervention sessions, and small-group instruction outside of the regular school day. Program staff will coordinate with classroom teachers to target specific student needs and ensure alignment with grade-level standards.