



Sparta Township
Public Schools

Virtual/Remote Instruction Plan
2026-2027 School Year

EMERGENCY VIRTUAL/REMOTE INSTRUCTION PROGRAM

2026-2027 School Year

I. Notification to families of the NJDOE requirements to create a health related closure preparedness plan:

A. The superintendent will provide digital, and paper information blasts to all families containing the Department of Education's requirements via:

- ThrillShare (emergency alert system)
- School website - www.sparta.org

II. General Provisions

A. No extracurricular activities will take place.

B. The campus will be closed to all students, employees, and guests. The administration will grant access to the school on an as-needed basis and as permitted by NJDOE guidance.

C. The Genesis Parent Portal will be active so that families can monitor their students' progress.

D. Any questions regarding academic assignments, please contact the respective teacher directly through email.

E. Interior doors will remain propped open to avoid contamination.

III. Providing Equitable Access to Instruction for All Students

A. Instructional Expectations:

1. Students will be engaged in guided learning experiences via virtual/online class meetings, lessons and activities, and assessments. Our online/remote learning platforms include, but are not limited to: Google applications such as "Classroom" and "Meet," online textbook subscriptions, and Genesis. At the outset of the current crisis, on the last day of on campus schooling, students will take home their textbooks and materials.

2. Some exceptions have been for the few students who are without internet access, on which the district continues to work with a goal of providing 100% access. In those cases, hard copies of guided learning experiences are being provided by the teaching staff. If the emergency is ongoing, district-provided wi-fi hotspots will be considered.

3. Teachers will modify lessons and materials for students with accommodations according to their IEP/504 plans. Teachers will be monitoring their emails during school hours to answer questions.

4. Benchmark assessments will be utilized to measure student growth, progress, and needs are being met

B. As each student is issued a Chromebook, daily assignments and activities will be provided via the internet using Google Classroom, e-mail, online textbook subscriptions, and other common applications that are already used in school-based instruction.

1. Teacher websites will also provide information regarding assignments.
2. Weekly lesson plans will continue to be submitted and reviewed by supervisors
3. Assignments will be given due dates, collected, graded, and posted to Genesis.
4. Department supervisors will check daily to ensure that grade and age-appropriate standards are being instructed.

C. Daily instructional hours: students and teachers will be online for instruction for at least four hours daily, Monday through Friday.

1. Teachers will be available online during normal school hours to answer questions through email, and other common applications.
2. Families without internet access can make notes on their child's work with specific questions and that work can be completed upon the student's return to school.

D. Special education resource room teachers will implement instructional methods to continue the learning process with students, similar to that of the general education teachers.

1. Special education teachers in in-class support settings will work with general education teachers to ensure that students remain on track of assignments and that they are getting what they need to complete assignments, tests and quizzes. Resource room and in-class support students' IEP goals and objectives will continue to be implemented and followed.

2. All IEP and 504 accommodations will be addressed in materials/packets sent home with students. Parents who feel their child's modifications are not appropriate can e-mail the special education teacher and assignments can be adjusted as needed.

3. Students in special education resource room settings will access their remote classrooms through google classrooms. Their teachers will utilize Google Meet, Slides presentations, videos, etc. to instruct students. The teachers will remain flexible with the specific needs of students during this time (i.e. work schedules, caring for younger siblings, etc.) and learning will proceed as usual, with all IEP accommodations and modifications accounted for.

4. For the self-contained special education rooms (i.e. LLD, Life Skills, etc.), students will receive packets of work that will be sent home due to their learning being much more needs-specific. These teachers will communicate with parents via telephone or email, if the students encounter issues with any of the work.

5. Self-Contained Students' (LLD, Life Skills, etc) IEP goals and objectives will continue to be addressed with our self-contained classrooms. Teachers will have daily Google Meets with their students, and incorporate the transition services coordinator and related service providers into their lessons as well. Teachers will continue to track goals and objectives for their students, to the greatest extent possible without face to face contact with students.

a. Related service providers, including speech, occupational therapy and physical therapy will implement goals and objectives with students and their parents in order to prevent regression at this time, also to the greatest extent possible.

b. Students will be evaluated upon returning to school to check for regression in skills. Specific needs will be addressed at that time.

c. All related services will be tracked by the providers

6. Job sites will resume once the school is back in session and guidance allows.

7. The district will collaborate with Out-Of-District placements to set up plans for students who attend OOD.

8. Case managers will follow student progress regularly by communicating on a regular basis with teachers and scheduling regular Google Meet meetings with parents. Case managers will also track progress specific to IEP's and schedule evaluations, re-evaluations, and Google Meet meetings with parents.

IV. MULTI-LANGUAGE LEARNERS (MLLs)

A. The courses continue to develop students' communication skills in English. The instructor will be available for one-to-one interactions and Google Meets; classes that are "live" via Google Meet begin with a form of oral discussion. Grammar and writing assignments will be implemented through multi-leveled sources that directly measure content and skill; personal writings/responses will play a major role in the format of the class. Google Classroom will display assignments, schedules, and teacher information while allowing for the submission of student work for revision and assessment. Instructional modifications will be made to ensure MLL's are receiving the same standard of education as their peers.

B. The school will communicate through Google Classroom, Genesis, email, and phone. MLLs and their families receive information in their native language through these means. Emails and phone calls from both the instructor and school counselors to parents/guardians will be used as needed, and students' attendance will be monitored through Genesis.

C. As our schools have a 1:1 Google Chromebook/student ratio, instructors will use Google Suite to best meet student needs. Students will be encouraged to use online translation sites

based on students' native languages, both as primary sources and to proofread material. Emphasis will be placed on the more personal aspects of students' lives and culture, specifically choosing topics that produce authentic writing.

D. Teachers, administrators, and counselors will be trained in strategies related to culturally responsive teaching and learning, socio-economic learning, and trauma informed teaching for students affected by forced migration from their home country.

V. ATTENDANCE

A. During an extended closure we are asking that parents post their student(s) attendance in Genesis on a daily basis.

B. All Board policies pertaining to attendance, promotion, retention, graduation, and discipline will be followed with modifications made if and as needed based on the circumstances at the time.

C. Parents/guardians will be contacted by the instructor, counselor, and/or case manager if a student is not participating online and/or submitting their assignments.

VI. SUMMER PROGRAMMING

A. Summer School, if required, will be offered online using courses from our online provider.

B. Extended School Year will be offered using remote/virtual instruction. Related services will be provided to those who receive them remotely as well.

VII. NUTRITIONAL SERVICES

A. Each cafeteria staff will distribute bagged breakfast and lunch for students receiving free and reduced lunch on a schedule to be determined based on circumstances and guidance.

VIII. CUSTODIAL & MAINTENANCE

A. Enhanced disinfectant protocols will be implemented by custodial staff and cleaning crews.

1. Custodial and maintenance staff will increase cleaning protocols for frequently touched surfaces and objects

2. The district will purchase gloves, additional hand sanitizer dispensers, peroxide wipes/wash, masks, and other materials as needed.

B. Daily Protocols

1. When any office or meeting room is used, the custodians will sanitize and disinfect the utilized area immediately after the use is completed.
2. HVAC, electric, security, and maintenance systems will be inspected regularly to ensure they are operating properly.

IX. ESSENTIAL EMPLOYEES

- A. A list of essential employees (determined by guidance at the time) will be provided to the County Office at the time of emergency closure.

X. OTHER CONSIDERATIONS

- A. Accelerated Learning Opportunities: All Honors, AP, and other Advanced Level engagements will be offered and policies pertaining to the above will continue to be followed.
- B. Social and Emotional Health of Staff & Students: Our Child Study Team, and Guidance staff will be available every day. Additionally, we will have a dedicated therapist available for employees.
- C. Title I Extended Learning Programs: All regular features of targeted assistance will remain in effect.
- D. 21st Century Learning Programs: All programmatic offerings will remain in effect.
- E. Credit Recovery: All credit recovery protocols that are currently in place will remain in place with modifications made as necessary and in alignment with guidance at the time.
- F. Other Extended Learning Opportunities: As needed
- G. Transportation: As needed
- H. Extracurricular Programs: All clubs and activities that be can be offered virtually will remain in effect.
- I. Childcare: N/A
- J. Community Programming: Offered virtually as needed.