



STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION

LEA Plan for Safe Return to In-Person Instruction and Continuity of Service Pursuant to the Federal American Rescue Plan Act, Section 2001(i)

Introduction and Background

As announced in the New Jersey Department of Education (NJDOE)'s [April 28, 2021 broadcast](#), in March 2021 President Biden signed the Federal [American Rescue Plan \(ARP\) Act](#), Public Law 117-2, into law. The ARP Act provides an additional \$122 billion in Elementary and Secondary School Emergency Relief (ARP ESSER) to States and school districts to help safely reopen, sustain the safe operation of schools, and address the impacts of the COVID-19 pandemic on the nation's students. As with the previous ESSER funds available under the Coronavirus Aid, Relief and Economic Security (CARES) Act, and the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA), the purpose of the additional funding is to support local educational agencies (LEAs) in preparing for and responding to the impacts of COVID-19 on educators, students, and families. Additional information on ARP ESSER may be found in the NJDOE's [funding comparison fact sheet](#).

Section 2001(i)(1) of the ARP Act requires each LEA that receives ARP ESSER funds to develop and make publicly available on the LEA's website, no later than 30 days after receiving ARP ESSER funds, a plan for the safe return to in-person instruction and continuity of services for all schools (Safe Return Plan). A Safe Return Plan is required of all fund recipients, including those that have already returned to in-person instruction. Section 2001(i)(2) of the ARP Act further requires that the LEA seek public comment on the Safe Return Plan and take those comments into account in finalization of the Safe Return Plan. Under the interim final requirements published in [Volume 86, No. 76 of the Federal Register](#) by the U.S. Department of Education (USDE), an LEA must periodically, but no less frequently than every six months through September 30, 2023, review and, as appropriate, revise its Safe Return Plan.

Executive Summary

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The Florence Township School District provides this plan in compliance with P.L. 2020, Chapter 27, which requires the District to have in place a plan to move to virtual or remote learning if needed, to comply with the 180-day requirement for student learning. This plan would be implemented in the event of a closure lasting three consecutive school days or more due to a declared state of emergency, a declared public health emergency, or a directive from the appropriate health agency or officer to institute a public health-related closure.

This plan will be enacted, and if practicable, the Superintendent of Schools will consult with the Board of Education. If not practicable, the Superintendent will have the authority to enact the plan. A day of instruction under this plan, as approved by the Florence Township Board of Education and the New Jersey Commissioner of Education, will be considered a full day of school attendance to meet State and Florence Township graduation requirements, award of the course credits, and such other matters as determined by the Commissioner of Education.

This plan will include all areas required by the New Jersey Department of Education. The Florence Township Board of Education intends to provide instruction, including related services, to the extent possible during emergency closure.

The District is committed to providing quality instruction during virtual/remote learning. All classes/courses will have a Google Classroom created and maintained by the teacher(s) of record to facilitate this emergency plan. These will include a Google Meet link to be used by students to connect for lessons. [Emergency Remote Instruction Guidance](#)

Florence Township School District Plan for Safe Return to In-Person Instruction and Continuity of Services



LEA Name: Florence Township School District

Date (mm/dd/yyyy): 09/1/2022

Date Revised (mm/dd/yyyy): 2/28/2022, 5/23/2022, 8/29/2022, December 19, 2022, June 2023, December 2023, June 2024

1. Maintaining Health and Safety

For each mitigation strategy listed below (A–H), please describe how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policies, on each of the following safety recommendations established by the CDC.

- District officials should abide by the advice of local health officials to determine the safest course of action based on local circumstances, which will change as the public health landscape evolves. The health and safety of students and staff is the number one priority and has guided all decisions of the Plan.
- *Executive Orders, CDC Guidelines, Department of Education guidance, and/or guidance from the Burlington County Department of Health and New Jersey Department of Health may supersede all BOE policy language and items outlined in the District Safe Reopening Plan.

A. Universal and correct wearing of masks

- In accordance with NJDOH guidelines, masks will be optional for students and staff. The District reserves the right to reinstate mandatory mask-wearing should it experience a sudden increase in positive cases, a schoolwide outbreak, or if the governor reinstates an executive order requiring masks in public schools.
- The District will follow the guidelines and adjust when/if necessary changes are required. Masks will be available as needed. Physical barriers are available upon request to mitigate the impact during snack/lunchtime.
- Signage will be posted throughout the school buildings for the appropriate use of masks as applicable.

B. Physical distancing (e.g., including use of cohorts/podding)

- Physical barriers are available as requested for an extra layer of safety at lunch or in the classroom when appropriate social distancing cannot be maintained or requested.
- The District reserves the right to reinstate social distancing requirements should it experience a sudden increase in positive cases, a schoolwide outbreak, or if the governor reinstates an executive order requiring masks in public schools.

C. Handwashing and respiratory etiquette

- The District will prepare and maintain hand sanitizing stations with alcohol-based hand sanitizers (at least 60% alcohol). Such stations should be:
 - Near lunchrooms and bathrooms.
- In coordination with classroom teachers, the building principal, or designee, shall work with classroom teachers to create a plan where students must wash their hands for at least twenty seconds at regular intervals during the school day, specifically before and after eating, after using the bathroom. Hand sanitizers should be applied after use of the playground equipment, after PE classes, and after blowing their nose, coughing, and/or sneezing.
- Signage will be provided for appropriate handwashing and hand sanitizing guidelines as applicable.

D. Cleaning and maintaining healthy facilities, including improving ventilation

- All indoor facilities will have adequate ventilation, including operational heating and ventilation systems where appropriate. Recirculated air must have a fresh air component, such as windows will be opened, if practical, if air conditioning is not provided. Air filter(s) for A/C units must be maintained and changed according to manufacturer recommendations (Policy 7421). The unit cleaning schedule will be established through the Educational Facilities Supervisor.
- Staff will provide additional cleaning of high-touch areas and bathrooms throughout the school day whenever possible. Each classroom is cleaned nightly, and a disinfectant fogger is used as directed. Every school bus, whether district-owned or contracted, should be cleaned and disinfected regularly.

E. Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments

- Classroom teachers and transportation must maintain seating charts. At-home tests are available for students upon request.
- Follow-up communication with the local health department and families will be necessary to ensure adequate isolation /quarantine timelines and that all documentation is obtained to allow a recovered staff member or student to return to the building.
- The school district will ensure that the staff receives adequate information and training to enable them to carry out their responsibilities.
- The district will adhere to all applicable federal and state requirements regarding the privacy of educational records (e.g. FERPA).

F. Diagnostic and screening testing

- All parents/guardians will assess a child's symptoms prior to sending the child to school each day. School officials will encourage parents to be on alert for signs of the illness in their children and keep them home when sick. We ask that parents who call their child out of school for personal illness provide symptoms of the child's illness. The school nurse will track symptoms for any possible outbreak and provide necessary guidance.

- All staff must assess themselves prior to reporting to work each day. If he/she displays any indicators of COVID-19, he/she will not report to work and should contact the building administrator.
- The district will suspend required testing for staff members who are unable to produce a COVID-19 vaccination.
- The district will suspend testing onsite. Student-at-home tests are available upon request for identified close contacts.

G. Efforts to provide vaccinations to educators, other staff, and students, if eligible

- Through ongoing communication and collaboration with local sites, all staff were provided the opportunity to receive vaccinations during the Spring of 2021 and onsite with the NJDOH during the Fall of 2021. Ongoing communication with local pharmacies and the local Township Office regarding the availability of vaccines in the area will continue.

H. Appropriate accommodations for children with disabilities with respect to the health and safety policies

- Accommodations are provided for classified students who require additional safety measures, such as the inability to wear a face covering. These accommodations are outlined in each child's IEP as applicable. Alternative PPE and additional PPE, such as a face shield, are provided for the child and staff working directly with the student.

2. Ensuring Continuity of Services

A. Describe how the LEA will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff's social, emotional, mental health, and other needs, which may include student health and food services. (1000 character limit)

- On May 17, 2021, Governor Murphy announced that upon the conclusion of the 2020-2021 school year, Executive Order 175, rescinded remote learning. Accordingly, all schools are required to provide full-day, in-person instruction as we were prior to the Covid-19 Health Emergency. To address learning loss and academic difficulties, tutoring will be provided for all students in grades K-12 who may be in need of additional support and interventions as identified by the data teams and building administrators. An intervention and enrichment schedule is incorporated into the K-3 building schedule. Additional mental health professional development and resources will be provided to staff. A tiered approach to services will be provided to all students K-12.
- Students who are absent due to COVID-19 will follow the Health Guidance for the number of absences. Items will be posted in Google Classroom. Students absent for five or more days with a confirmed diagnosis will receive home instruction. Please contact your child's school counselor.

3. Public Comment

- A. Describe how the LEA sought public comment on its plan, and how it took those public comments into account in the development of its plan. Note, the ARP requires that LEAs seek public comment for each 60-day revision to the plan. (1000 character limit)**
- The district plan will be posted on the website, and a link will be provided for any individual to comment.
- B. Describe how the LEA ensured that the plan is in an understandable and uniform format; is to the extent practicable written in a language that parents can understand or, if not practicable to provide written translations to a parent with limited English proficiency, will be orally translated for such a parent; and upon request by a parent who is an individual with a disability as defined by the ADA, will be provided in an alternative format accessible to that parent. (1000 character limit)**
- It is identified that the following languages are primary for our families: Bengali/Bangla. Translated documents will be provided on the district website.

FLORENCE TOWNSHIP
SCHOOL DISTRICT
EMERGENCY
VIRTUAL/REMOTE LEARNING PLAN
2024-2025

As required by P.L. 2020, Ch. 27

Adopted: July 29, 2024

Executive Summary

This plan is provided by the Florence Township School District in compliance with P.L. 2020, Chapter 27, which requires the District to have in place a plan to move to virtual or remote learning, if needed, to comply with the 180-day requirement for student learning. This plan would be implemented in the event of a closure lasting three consecutive school days or more due to a declared state of emergency, a declared public health emergency, or a directive from the appropriate health agency or officer to institute a public health-related closure.

This plan will be enacted, and if practicable, the Superintendent of Schools will consult with the Board of Education. If not practicable, the Superintendent will have the authority to enact the plan. A day of instruction under this plan, as approved by the Florence Township Board of Education and the New Jersey Commissioner of Education, will be considered a full day of school attendance to meet State and Florence Township graduation requirements, award of the course credits, and such other matters as determined by the Commissioner of Education.

This plan will include all areas required by the New Jersey Department of Education. The Florence Township Board of Education intends to provide instruction, including related services, to the extent possible during emergency closure.

The District is committed to providing quality instruction during virtual/remote learning. To facilitate this emergency plan, all classes/courses will have a Google Classroom created and maintained by the teacher(s) of record. These will include a Google Meet link for students to connect for lessons.

The District will ensure that the teacher's instructional day will be a minimum of four hours. The first day of the emergency virtual/remote plan for students may follow an advertised delayed opening schedule for students and a regular schedule for staff. This will allow for coordination by administration and staff as needed. Once the daily schedule is set, the administration will communicate it to all families and staff through multiple means (see Communication with Families). It is anticipated that classes and related services will be provided during this time to the extent possible.

I. Equitable Access and Opportunities to Instruction

If required to switch to emergency virtual instruction, instruction will follow a four-hour day of synchronous instruction through Google Meet with supplemental opportunities. The Florence Township School District provides 1:1 devices to all K-12 students as part of the educational experience under normal circumstances. Students enrolled in the Preschool programs have Chromebooks available for emergency use. The district has shifted instruction to utilize online textbooks as appropriate. This will ensure seamless access to materials for students if the district is required to alter synchronous instruction via Google Meet. Teachers will monitor students' progress through daily assessments aligned to the curriculum. Benchmark assessments will continue to be monitored through Professional Learning Communities throughout the school year.

The District recognizes that some students may not have access to the internet. The District will survey families annually to determine the need for assistance with internet access, and hot spots will be made available to families as needed.

The District will provide a staffed tech assistant for students and families to assist with District owned devices, password resets, and general troubleshooting not associated with the student's home internet connection. Families may contact the IT department through the main contact number or a Google form. The Google form and contact information will be added to the main page of the district website, included in the communication with families, and made available by contacting the main offices of each school building.

FTSD will continuously measure student growth and learning through formative assessments (exit tickets, student classwork, etc), summative assessments, benchmark assessments (LinkIt!, DRA), and continued implementation of MTSS.

II. Addressing Special Education Needs

The District is committed to providing quality instruction during virtual/remote learning. To facilitate this emergency plan, all classes/courses will have a Google Classroom created and maintained by the teacher(s) of record. These will include a Google Meet link for students to connect for lessons. The District intends to offer related services per students' IEPs (Individualized Education Plans) via Google Meet. Related service providers must maintain attendance for services rendered to monitor student progress. All IEP meetings will continue via Google Meet.

Case Managers will continue to communicate with families to identify services provided, ensure program needs are aligned with the IEPs, and assist families with the temporary adjustment to synchronous instruction to the maximum extent possible.

Required meetings and services will be held virtually through Google Meet in accordance with NJAC 6A:14.

The CST will keep track of any testing. Background information for all evaluations will be gathered, and the testing will continue in the event of an emergency closure. In the event that testing is not possible the district will convene an IEP team to decide the best available resources

III. Addressing English Language Learner (ELL) Plan Needs

English Language Learners will have uninterrupted instruction/virtual instruction if the District is required to implement this emergency plan. All ELL students will engage with the ESL teacher using a modified schedule in coordination with classroom teachers and differentiated instructional needs and offered via Google Meet as applicable.

The district and staff will communicate with ELL families through Google Translate. Additional interpretive services will be contracted through an approved agency during virtual parent meetings.

The district will provide professional development in sheltered instruction, social and emotional learning, trauma-informed instruction, and culturally responsive teaching throughout the school year. As we adjust to the new “post-pandemic” world, these skills benefit all students and families.

IV. Attendance Plan

The district will continue to adhere to district approved attendance/tardiness policy (policy 8140, 5240, 5200).

Attendance is taken at the beginning of each day in the elementary classroom and each period in the middle and high school settings. Students must log in to each class period with individual cameras on at the identified scheduled time. The district attendance policy will be followed. Parents will be notified if a student is marked absent. The administration and guidance will communicate with families if the guardian cannot be located. At-home wellness checks will be arranged by the building administration, guidance, and School Resource Officers.

V. School Meal Programs

The District participates in the National School Breakfast and Lunch Programs. If this plan is implemented, the District will provide breakfast and lunch to all families who sign up through a weekly signup form. Once ordered, meals will be picked up twice weekly at a central location. These meals will conform to the National School Meal Program's requirements, including milk availability. Meals will be made available either by pickup or delivery, depending on the nature of the emergency.

VI. Facilities Plan

In the event of district closure, all school facilities will be properly monitored by district custodial/maintenance staff. All existing cleaning procedures will be maintained, including wiping off all hard surfaces and fogging classrooms and buses. The District will follow all recommendations outlined by the Burlington County Health Department and the New Jersey Department of Health.

VII. Other Considerations

Accelerated learning opportunities

The district has implemented online programs that will identify students' individual skill levels in math and reading. We can continue implementing effective models to accelerate instruction and mitigate instructional loss through these programs.

Social and Emotional Health of Staff and Students

The district will provide professional development in social and emotional learning, trauma-informed instruction, and culturally responsive teaching throughout the school year. As we adjust to the new “post-pandemic” world, these skills benefit all students and families.

The district has guidance counselors for students and can provide services via Google Meet. Tiered intervention counselors are available for students and families. The district has further partnered with an outside agency that can assist district employees, students, and families in locating counseling services.

Title 1 Extended Learning Programs/Extra and Co-curricular

The District will determine the continuity of extracurricular and co-curricular activities to the extent possible based on the emergency situation causing the need for the virtual/remote option. After hours supplemental support will also be available for students via Google Meet. Activities like supplemental Title 1 support during the school day can continue via Google Meet.

21st Century Community Learning Center Programs

The district does not offer a 21st Century Community Learning Center Program.

Credit Recovery

The district does not provide credit recovery for students during the school year.

Extended Learning Programs/Extra and Co-curricular

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After hours, supplemental support will also be available to students via Google Meet. Activities like supplemental Title 1 support during the school day can continue via Google Meet.

Transportation

In the event of a closure lasting three consecutive school days or more due to a declared state of emergency, a declared public health emergency, or a directive from the appropriate health agency or officer to institute a public health-related closure, there will be no transportation bus runs provided. Transportation employees will be utilized for meal delivery and community assistance if required.

Extra-Curricular Programs

Every attempt to continue extra curricular programs such as student interest-based clubs will be made. Where possible, students and their advisor can meet on Google Meet or coordinate projects through Google Classroom. Any materials that are physically required would be provided for pick-up.

Childcare

In the event of a closure lasting three consecutive school days or more due to a declared state of emergency, a declared public health emergency, or a directive from the appropriate health agency or officer to institute a public health-related closure, the district will not offer before or aftercare services.

Communication:

The District remains committed to communication and transparency. This plan will be posted on a link on the main webpage. In addition to posting this plan, the District will communicate to families to indicate the need to enact the plan and any additional information. We will communicate as much as needed for the smooth implementation of this plan and the move to virtual/remote learning.

Community Planning

The district's essential employees will continue to work closely with local and county agencies to assist as needed. A collaborative plan will be developed with local agencies as applicable.

A list of Essential District Employees will be provided to the County Office and local agencies.