



marion p thomas
CHARTER SCHOOL

Emergency Virtual and Remote Learning Plan
2021-2022

Angela Mincy, Superintendent

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Pandemic Response Team

Member	Title
Christopher Abbaleo	Co-Chairperson, Assistant Superintendent
Pramod Shankar	Co-Chairperson, MD of Operations & Performance
Anthony Avery	Managing Director of Information Technology
Tamika Reese	Interim Executive Director of Human Resources
Milton Tannis	Managing Director of Facilities Management
Tajuana Bray	Confidential Executive Assistant to Superintendent
Ana Pfalzgraf	School Business Administrator
Nkiruka Ndichie	Nurse
Chanelle Wolfe	High School Principal
Karen Edge	High School Teacher
Carla Wynter-Darius	Director of Student Life
Rania Sawaged	Counselor
Owen Washington	PAC School Operations Manager
Sophia Barber	STEAM School Operations Manager

Emergency Virtual or Remote Learning Plans
(Based upon quarantine scenarios)

Student Groups Required to Quarantine	PAC and STEAM Campus	High School Campus
Fewer than one class of students	If a student(s) is required to quarantine, he or she will receive synchronous work to complete during their quarantine periods. Students will be provided with opportunities for direct, synchronous support from a certificated staff member.	If a student(s) is required to quarantine, he or she will receive synchronous work to complete during their quarantine periods. Students will be provided with opportunities for direct, synchronous support from a certificated staff member.
One Class of Students	Students will follow their regular bell schedule and sign into virtual zoom class sessions. Teachers will provide synchronous instruction throughout the virtual learning period.	Students will follow their regular bell schedule and sign into virtual zoom class sessions. In certain situations, teachers will be required to teach a group of students in person while simultaneously teaching the group of students required to quarantine via Zoom.
An Entire Grade Level of Students	Students will follow their regular bell schedule and sign into virtual zoom class sessions. Teachers will provide synchronous instruction throughout the virtual learning period. Teachers rotate (as they would in the building).	Students will follow their regular bell schedule and sign into virtual zoom class sessions. All instructional periods will be taught synchronously via Zoom. In certain situations, teachers will be required to teach a group of students in person while simultaneously teaching the group of students required to quarantine via Zoom.
Entire Covid-19 Outbreak within a School *An outbreak is defined as 3 or more epidemiologically linked cases	The entire student population will follow their bell schedule as if they were in the school building. Teachers will provide synchronous learning via Zoom.	The entire student population will follow their bell schedule as if they were in the school building. Teachers will provide synchronous learning via Zoom.
<p>*All assignments during a virtual learning period will be submitted via Google Classroom.</p> <p>*All decisions regarding the quarantining of an individual student, group of students, or entire school population is done collaboratively with the Newark Department of Health</p>		

Attendance During Virtual Learning Period

If an individual student, group of students, or entire class(es) are excluded from school due to meeting the NJDOH's COVID-19 exclusion criteria, MPTCS will provide immediate virtual instruction as described in the table above. Student attendance (homeroom and period) will be taken every day at all of our schools in our Student Information System, Realtime. Students who sign on to their virtual, synchronous sessions will be marked as "Remote Present" within our Realtime Platform. Parents and students will have access to their respective Realtime portals to view attendance information. If there is a discrepancy in the attendance record, students and parents are highly encouraged to contact the Office Manager and/or specific teacher. Please reference each school's handbook for the bell schedule.

Technology & Connectivity

Adequate access to a computing device and high-speed broadband is essential for educational equity. Marion P. Thomas Charter School applied for and was awarded a federal E-Rate grant to further support this initiative.

1:1 Device Initiative

All MPTCS students received a brand-new chromebook (after turning in their old one) and carrying case that they can utilize while in the building and at home.

Free Access to WIFI

Families can also request a hotspot router if they do not have access to reliable internet at home. Interested families should contact the School Operations Manager at their respective school for support.

Prior to or during a virtual learning period, students can contact their school operations manager if they have issues with their Chromebook (e.g. operating system not working properly) or if they are in need of a WIFI hotspot.

List of School Operation Managers by Site

PAC: Owen Washington; owashington@mptcs.org

STEAM: Sophia Barber; sbarber@mptcs.org

High School: Michelle Green, VP; mgreen@mptcs.org

Special Education & Related Services

Special Education Classes

It is essential that we provide a free appropriate public education in the least restrictive environment. All programs, services, accommodations, modifications, supplementary aids and services, and technology will be implemented as stated in the students' IEP. All teachers are required to create instructional plans which address all students' individual goals and needs. All accommodations and modifications will be implemented within these plans to ensure FAPE is being met.

Students in **self-contained classes** will continue the programs of study as identified in their IEPs including related services. Students participating in a general education classroom for non-core classes will continue to do so as documented in the IEP. Students in **Out of District** placements will continue to follow the schedule of their designated school. **Behavioral and therapeutic services** will continue for students who have the service identified in the IEP or as part of their special education program. Students who are mainstreamed, have **in-class**

support, and/or pull-out resource services will continue to receive special education services in the general education setting.

Related Services - OT, PT, Speech

Related service providers will continue to provide services as specified in IEPs.

IEP Meetings

In the event of an Emergency Virtual Learning period, IEP meetings may be changed from an in person meeting to a virtual meeting depending on the specific circumstance. In event an IEP meeting is held virtually, parents will be required to provide an electronic signature via Realtime.

Incorporation of IEP/504 Accommodations

MPTCS remains committed to providing meaningful access for all students including our students with disabilities. This includes providing a free and appropriate public education while recognizing the need to protect the health and safety of students with disabilities and those individuals providing education, specialized instruction, and related services to these students. Students eligible for special education and related services or those with 504 plans will receive needed accommodations, supports and services outlined in these plans, to the maximum extent possible. Special education staff collaborate with general education teachers on accommodations and modifications to assignments to ensure access to the general education curriculum. As appropriate, special education staff will provide instruction in areas identified within the student's IEP. Related Services such as Speech and Language Therapy, Occupational Therapy, and Physical Therapy will continue to provide services as specified in students' IEPs.'

Athletics and Co-Curricular Activities

During a period of Emergency Virtual or Remote Instruction, any student who is deemed a close contact and must be excluded from school based upon NJ DOE guidance will not be allowed to participate in athletics and co-curricular activities. In the event of an outbreak, all athletics and co-curricular activities will be cancelled until further notice.

Access to Meals

The community feeding waiver from the US Department of Agriculture has been extended through the 2021-2022 academic year. MPTCS will be able to distribute meals for all students without payment.

In the event of 100% remote learning, meals will be distributed at the high school campus (125 Sussex Ave, Newark, NJ), for all of our students, regardless of grade level. Food service personnel will record distribution on a paper roster and record in the electronic system after distribution time. We will remain flexible based on the number of interested families; however, we are planning to distribute two days worth of meals on Monday (8:00 am - 1:00 pm) and three days worth of meals on Wednesday (8:00 am - 2:00 pm). The high school campus will have refrigeration with outside entrances to ensure food safety.

Communication

In the event there is a need to move to an emergency virtual learning model, MPTCS will communicate in a clear, timely, and concise manner.



COVID-19 Exposure Impacting a Class or Grade-Level

In the event that your child is deemed a close contact, you will receive a phone call from a school official informing you that they have been exposed to someone who tested positive for COVID-19. In addition, the school community will receive a letter from Superintendent Mincy informing stakeholders that a staff or student has tested positive and that all close contacts have been informed.

COVID-19 Exposure Impacting an Entire School Campus

In the event that school officials, in collaboration with the Newark Department of Health, have determined that an outbreak within the school setting has occurred, all families will be informed via a letter from Superintendent Mincy and via a phone call from their homeroom teacher. In addition, any stakeholders deemed a close contact of an individual that tested positive for Covid-19 will receive a personal phone call from the school's Pandemic Response Team.

Google Classroom, Realtime, Go-Guardian, Class DoJo, and Remind are the best ways for families to keep up to date on their student's learning material, assignments, grades, schedule, and school updates. Teachers communicate via email, phone, and/or video conferencing, depending on circumstances and need. Email is an efficient way to communicate with teachers. Families are encouraged to ensure updated contact information for their school and check their email regularly for communication from their school and the district.

COVID-19 Testing:

[COVID-19 testing locations](#) are shared with students, staff, and families. For the safety of our school community, MPTCS is requiring all employees to submit documentation to our Human Resources Department of negative results of a COVID-19 diagnostic test taken no earlier than 14 days prior to their start date or return to work. This will include employees who meet the standard for fully vaccinated.

Contact Tracing:

MPTCS is collaborating with the Newark Department of Health to conduct contact tracing. Upon notification of a positive case, the employee or scholar should notify the school nurse or Office of Health Services. The Office of Health Services will communicate with school and district level administration, as appropriate, to track the movement of the person who tested positive. Impacted individuals will be notified. The Superintendent will also be notified and, in consultation with the Director of Facilities will determine whether to close the facility or any portion thereof. All affected areas will be cleaned and sanitized.

COVID-19 Vaccines:

MPTCS will partner with city, county, and state health departments to make [vaccinations available](#) to all district stakeholders. Verification of the COVID-19 vaccination can be uploaded on MPTCS's employee platform.

hool. In both scenarios, the students will be evaluated by the school nurse and parents will be notified of next steps.

****Most importantly, parents should complete the symptom screener at home each day with their child.**

In the event their child is exhibiting symptoms, it is best to err on the side of caution and keep them home.**

Resources

NJDOE - [The Road Forward \(Updated August 2021\)](#)

NJDOH - [Guidance for Sports Activities](#)

NJDOH - [Weekly Covid Activity Reports](#)

NJDOG - [General Guidelines for School Exclusion](#)