



HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION
CHAPTER 27 EMERGENCY OR REMOTE INSTRUCTION PROGRAMS

EMERGENCY VIRTUAL OR REMOTE PLAN



Hunterdon County Educational Services Commission

Board of Education

[Plan for Chapter 27](#)

Emergency Virtual or Remote Instruction Programs



Introduction:

Hunterdon County Educational Services Commission (HCESC)

The Hunterdon County Educational Services Commission (HCESC) operates a receiving school, the ESC Academy, that serves students of its member districts who require a small and specialized learning environment. The ESC Academy currently has no enrolled students. Our campus hosts two programs in partnership with the Hunterdon County Vocational School District and the North Hunterdon-Voorhees Regional High School District. Those programs, including student schedule and models of instructional delivery, will operate under the parameters of the plans of HCVSD found at <https://www.hcvsd.org/> and NHVRSD found at <http://www.nhvweb.net/>. On-site services to our member school districts, such as teaching staff, related services providers, child study team members, and support professionals, are offered in a shared services model of collaboration and are provided at member district buildings and at nonpublic schools as needed. These services will be provided in accordance with this planning document and the plan of each district to which services are provided.

As we enter another school year, in person instruction will remain a priority as is the health and safety of our students, consumers and staff. Executive order, P.L. 2020, c.57 provides for the continuity of instruction in the event of a public-health related district closure. In the event HCESC is directed by NJDOE and/or NJDOH to close, this document contains plans for Virtual/Remote Instruction.

Remote Instruction will occur in the event a district must close for more than three consecutive days, due to a declared state of emergency, a public health emergency or a directive by the appropriate health agency or officer, to institute a public health related closure. All HCESC employees are considered essential employees, as we are an extension of each school district, providing support services needed at various times, levels and locations.

Instruction:

In the event that the State or local health department determines that it is advisable to close or mandates closure of school(s)/district 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, as per the NJDOE, the superintendent shall have the authority to implement the school district's program or virtual or remote instruction. HCESC will support its member districts to the greatest extent possible in meeting their plan initiatives and ensuring equitable access and opportunity for all students. Plans are developed to ensure all students at all ages will receive virtual instruction in a manner that is consistent with their level of ability.



Special Education and Related Services:

HCESC shall provide the same educational opportunities to special education students, to the extent appropriate and practicable. HCESC staff and case managers will participate virtually in IEP annual review and other mandated CST meetings and services, to the greatest extent possible. Special education and related services, including speech language services, counseling services, physical therapy, occupational therapy and behavior services, may be delivered to students with disabilities through the use of electronic communication or a virtual or online platform and as required by the student's Individualized Education Program (IEP). HCESC will continue to utilize google sheets for internal documentation and tracking services, however will also utilize district process/software as required to document implementation, tracking, student progress and accommodations and modifications, to the greatest extent practicable.

Digital Divide:

Internet access while at home is a critical component of any virtual learning environment. HCESC staff will follow district plans to support initiatives to ensure all students/staff have appropriate access to the internet and devices.

English Language Learners (ELL):

HCESC will support districts with implementing the ELL plan into the virtual environment, to the greatest extent possible. HCESC and our districts will continually review instructional plans and adjust them as needed to ensure the ELL plan is providing the best possible educational opportunities for all students.

HCESC will support districts in implementing the use of various instructional plans to ensure all have access and appropriate strategies to be successful. HCESC has Bilingual ELL instructors and aids on staff that can assist districts with communicating with students/staff/parents and assist with delivering the best possible virtual experience.

Attendance/Grading:

In the event of a required health-related closure of three (3) or more days, district's can utilize virtual or remote instruction to satisfy the 180-day requirement pursuant to NJSA 18A:7F-9. During any remote learning, In the event of a district closure, teachers and students will be expected to pivot to virtual learning with short notice. Districts will implement their protocols, with a minimum of 4 hours of instructional time.



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HCESC will support our districts to the greatest extent possible. Virtual models will be flexible and will include various online testing to gauge progress and assess how best to maximize the instructional environment. HCESC staff will take attendance and follow grading protocols, as required by district plans. This includes parent notification and reporting to administration, as instructed.

Meals:

HCESC will support member districts, to the greatest extent possible, with meals to students during emergency virtual or remote instruction. HCESC does not currently serve K-12 students lunch on our campus, however HCESC will be a resource for districts and will assist districts in delivery of meals via staffing pickup process or delivery of meals via transportation vehicles.

Schedule:

During any period of remote instruction, HCESC staff will follow the schedule and instructional plan of their assigned district. Staff will utilize instruction platforms of the assigned districts, such as, but not limited to, Google Classroom, Zoom, Google Meet. HCESC will work with districts to ensure staff have the appropriate knowledge and obtain any necessary professional development for effective implementation.

Professional Development:

HCESC will work collaboratively with member districts to provide staff with opportunities for professional development and planning. The needs of HCESC staff are individualized to address the individual's needs as well as the needs of their assigned district needs.

Facilities:

HCESC and our member districts seek to maintain a clean and healthy learning/working setting. Cleaning/disinfectant protocols will continue to be followed to the greatest extent possible. High touch areas, such as door handles, railing, water fountains, etc. will be disinfected throughout the day. Custodial staff will thoroughly clean and disinfect daily. Periodic and/or necessitated deep cleaning will be completed as needed, using enhanced protocols. Additional PPE supplies will be kept on hand as needed.

HCESC does not currently offer a work from home option, therefore staff will be reporting to their assigned locations accordingly. Therefore, HCESC is available to support districts with all of their educational needs, including but not limited to: Instructional Education & Supports, Transportation, Child Study Team & Related Services, Technology, Purchasing of PPE Supplies & Equipment, Supervisors, Business Office Services, ELL Support.



Testing:

Governor Murphy rescinded the Executive Order requiring unvaccinated staff to undergo routine COVID testing. Therefore, HCESC has discontinued its weekly testing. HCESC staff will follow their assigned district's protocols and/or if any circumstances arise that may require testing due to a specific circumstance.

Contact Tracing:

As per updated guidance: https://www.nj.gov/health/cd/topics/covid2019_schools.shtml#1 HCESC programs will continue to implement disease prevention strategies as part of our normal operation; HCESC has transitioned away from a case-investigation response model to a routine disease control model. This control model focuses more on a response to clusters of cases, outbreaks, and evidence of ongoing transmission in schools and less on individual case investigation and contact tracing. This is similar to the strategies currently in place for other infectious diseases in schools. HCESC staff will follow protocols of assigned districts/locations accordingly.

Screening:

Parents/caregivers & staff are strongly encouraged to monitor for signs of illness every day. Students & staff who are sick should not attend school. HCESC will continue to educate parents & staff about the importance of monitoring symptoms and keeping children home while ill. Anyone with COVID-like symptoms are encouraged to stay home. All absences must be reported accordingly.