



Denville Township School District Flexible Instruction Day Extended Closure Plan for Parents

District Contacts

Superintendent of Schools	Dr. Steven Forte	sforte@denville.org
Assistant Superintendent	Dr. Sandra Cullis	scullis@denville.org
Business Administrator	Damaris Gurowsky	dgurowsky@denville.org
Director of Special Services	Grace Johnson	gjohnson@denville.org
Manager of Technology	Cindy Costanza	parentportal@denville.org

Technology Department Contact Information

For any issues with technology please email parentportal@denville.org
This includes logins, passwords, and general technology questions.

Phone Communication from staff to parents will present as a restricted phone number.

Overview

A Flexible Instruction Day (FID) is a virtual school day when students and staff have an opportunity to explore and engage in meaningful learning experiences that are: (a) aligned to the curriculum, (b) connected to standards, and (c) relevant to the current instructional sequence. These days are intended to continue to afford students meaningful learning experiences while connected with teachers in the event of an emergency. Nothing replaces the genuine human interactions that happen authentically in the classroom between students and teachers.

Teachers will be available to answer questions between 9:00 AM - 2:00 PM, however students may complete their assigned work sometime during the day at the family's discretion. When possible, students should access their Google Classroom earlier in the day to allow time for them to (a) access the information, (b) prioritize their day, and (c) reach out to the teacher(s) through email should there be a question/inquiry or submission of work needed. Teachers will be available via email during these hours, except for 12:00 PM - 1:00 PM, which will be identified as teacher lunch. Thirty (30) minutes of this FID will be set aside of physical activity of the students' choice.

Learning experiences may include "class work" and homework, but all work that is required for submission will be provided with feedback from the teacher making the assignment. Teachers

will also indicate the due date on all “classwork” and homework that requires submission. Assignments submitted after the assigned due date may have their evaluation negatively impacted due to the late submission.

Should FIDs be needed to extend beyond two (2) consecutive days, instructional videos will be posted on teacher Google Classroom or teacher web pages, or instruction will be delivered synchronously through Google Hangouts by your child’s teachers. These virtual interactions will further the instructional sequence by serving as initial exposure to content as received in class or supporting student understanding by focusing on re-teaching or clarifying previously instructed materials. These re-teaching/clarification videos will be gathered through student-teacher communications and formative assessment, just as they are in class.

In the event that a student does not have access to a computer or internet service at home. Provisions can be made by contacting your building principal.

Students who receive additional IEP driven services, such as Speech, Occupational Therapy, and Physical Therapy will receive alternative services, outlined below, and make-up sessions as needed upon return.

Attendance Procedures

Attendance will be taken daily through Google Classroom. Login to your child’s Google Classroom account and answer the question “Is your child attending class today”. Mark “Yes” or if they are sick mark “No”. **Attendance must be entered between 7 AM - 10 AM every day.** Login directions

If you have difficulty entering your child’s attendance, please send an email your school’s nurse

Lakeview	Mrs. Vyksyuk	mvyksyuk@denville.org	(973) 983-6540 ext. 4404
Riverview	Mrs. Beere	bbeere@denville.org	(973) 983-6545 ext. 7404
Valleyview	Mrs. Seidel	jseidel@denville.org	(973) 983-6535 ext. 2404

Please make sure to report attendance by 10 AM. If your child is unaccounted for by 10 AM, child welfare check procedures will be followed.

Student Responsibilities

Student Responsibilities: 6-8

A Flexible Instruction Day is a day of school and students are expected to give the same amount of focus and effort to an FID as they would to any other school day. Students are expected to log into their teacher’s Google Classrooms to identify the assigned work for the day. Deadlines will be assigned at the discretion of the classroom teacher and will be returned either graded or with feedback in a timely manner. Students should engage in at least 30 minutes of physical activity of their choice each day.

Student Responsibilities K-5

Student assignments will be posted in Google Classroom or the teacher's website.

Assignments may include a mix of digital components, practice of spelling, math facts, and snap words, independent reading, projects, and writing assignments. Students will also continue to have access to all digital versions of textbooks and support programs. Students should engage in at least 30 minutes of physical activity of their choice each day.

Digital Access:

Reflex Math K-5

A-Z reading (online leveled readers) K-5

Amplify Science K-5

Envision Math K-5

My World Social Studies K-4

HMH Social Studies 5

Freckle Math 3-5

Mystery Science K-8

Discovery Education K-8

Brain Pop K-8

Paper Access:

Words Their Way Spelling

Snap Words

Reading trade books

Envision Math Books

Amplify Science Notebooks

Social Studies Workbooks

Student Responsibilities Pre-Kindergarten

Students will be given a list of home activities that reinforce social and academic skills learned at school. Students should practice letters, listen to read-alouds, and engage in physical activity. Students with digital curricular programs will have access to these devices and applications. Students should engage in at least 30 minutes of physical activity of their choice each day.

Supporting Services

Nursing Staff- Will be available via email and phone throughout the duration of the day. Will monitor sanitation, and provide health updates.

School Counselors- Will be available via email and phone throughout the duration of the day.

Saint Clare's In-School Clinical Service Program: School Clinicians will be available via phone and email for students participating in this program. Parents may email their child's Clinician to request scheduling a weekly support call. The call can be with either the parent or with the student. Parents must be present during calls with students.

Valleyview School

Josette O'Rourke, Monday-Wednesday, Fridays 8:00 am - 4:00 pm

jorourke@denville.org 973-298-8600

Riverview School

Elizabeth Enoksen, Wednesdays 8:00 am - 4:00 pm

enoksen@denville.org 973-625-6000

Eileen Rodriguez, Fridays 8:00 am - 4:00 pm

erodriguez@denville.org 973-625-6000

Lakeview School

Elizabeth Enoksen, Monday, Tuesday, Thursday, Friday 8:00 am - 4:00 pm

enoksen@denville.org 973-625-6000

Parents can also find information regarding community mental health resources at the following district website link:

<http://denville.ss16.sharpschool.com/cms/One.aspx?portalId=81962&pageId=165462>

Child Study Team: Case Manager/CST Responsibilities will include

Corresponding with staff and parents via email/phone during designated school hours

Speech, Occupational, and Physical Therapists- At home exercises/activities and homework packets will be provided by speech, occupational, and physical therapists. Student progress will be monitored upon return and those that have seen a decline in progress, may elect make-up sessions before the end of the school year, or during Extended School Year in the summer

Behavioral Services- Parents can refer to their child's Individualized Education Program (IEP) regarding their child's specific behavioral strategies and/or Behavior Intervention Plan (BIP). If parents require support with strategies, they can email the behaviorist according to the office hours listed below for each school. A phone consult can be scheduled with the Behaviorist upon parent request via email to the Behaviorist. The Behaviorist may be asked to provide staff training to instructional aides during the closure through the use of remote programs/technology.

Valleyview School

Shuba Vasani, Thursdays from 9:30 am -11:30 am

svasan@denville.org

Riverview School

Shuba Vasani, Tuesdays and Wednesdays from 9:30 am -11:30 am

svasan@denville.org

Lakeview School

Heather O'Neil, Mondays, Wednesdays, and Thursdays from 9:30 am-11:30 am

honeil@denville.org

Ensuring Equity

Devices:

- Students in grades 6-8 students currently have an assigned Chromebook that is utilized at home and school.
- Students in grades K-5 have access to devices to be utilized at school. Any student who does not have a device to use at home, will be assigned a device to be utilized at home during the extended closure.
- Pre-Kindergarten students who utilize technology as part of their daily instructional program, will also be able to use their assigned device and applications at home.

Access to Wi-Fi:

- The majority of students within the district have indicated that they have access to Wi-Fi at home. In the event that they do not, alternative arrangements will be made. The district has provided Wi-Fi access to the Peer Place Community Room, so that students that live within that community can access Wi-Fi 24/7.
- Students that have no access will also have the opportunity to complete assignments on paper. These assignments will be delivered to the appropriate student's home by district transportation twice weekly. Completed paper assignments will be provided to transportation on the exchange days (Mondays and Wednesdays). These assignments will be scanned to teachers in order for the child to receive feedback.

Special Services:

- Special education teachers will modify assignments according to student IEP
- Personal Aides will contact student to assist with any issues that a student may be having with assignments
- Speech/OT/PT services will provide alternative home exercises and makeups sessions will be available upon return or during Extended School Year (ESY) for students who show regression
- Device accommodations will remain in place
- Out-Of-District Students- If the Denville Township School District is closed by the Health Department, transportation for district students attending out-of-district special education placements will be suspended. Resuming transportation for students in Out-Of-District placements that remain open will be made on a case by case basis with consideration to student well-being. If significant regression occurs for a student due to prolonged absence from his/her out-of-district placement, compensatory education will be provided.

Access to Meals:

Meal Service Plan for Economically Disadvantaged Students

- In the event of school closing due to the COVID-19 Virus the District will attempt to provide meals to economically disadvantaged students currently enrolled in the free and reduced lunch program. **Please note, according to the NJ Division of Food and Nutrition, schools closing due to COVID-19 are NOT required to provide meals.**
- The Division of Food and Nutrition has submitted a waiver to the United States Department of Agriculture (USDA) to allow schools to serve meals in a non-congregate setting and at school sites during school closures related to COVID-19

If the District decides to provide meals, the plan for preparing and delivering the meals is as follows:

Meal Distribution

- Accommodations will be made for Student's with food allergies.
- Parents will be contacted via email and or phone calls to inform them of meals delivery.
- Designated Denville BOE drivers will deliver meals to the students' homes.
- Meals will be dropped off at the student's doors during school closure (Monday – Friday, between the hours of 10:00am and 12:30pm).
- If not possible to distribute lunch at the student's home the district may designate a community site for meals to be picked up (Monday – Friday, between the hours of 10:00am and 12:30pm) – the Centers for Disease Control & Prevention (CDC) recommends a “Grab & Go” distribution model.
- To protect the District of possible liability, the district may ask the parents to sign a “Hold harmless waiver”.