

**Saddle River School District**  
**Emergency Virtual/Remote Instruction Plan**  
**2022-23**

*Submitted: August 23, 2022*



*This plan is an ongoing process & subject to change as directed by the NJDOE, NJDOH, CDC, and/or other state/federal organizations.*

## Saddle River School District - Wandell School

In April 2020, Governor Murphy signed A-3904 into law (P.L.2020, c.27, or “Chapter 27”), which, in part, requires each school district, charter school, renaissance school project, and Approved Private School for Students with Disabilities (APSSD), hereinafter referred to as Local Educational Agencies (LEAs), to annually submit a proposed program for emergency virtual or remote instruction (Plan) to the New Jersey Department of Education (NJDOE). In July 2022, the NJDOE readopted N.J.A.C. 6A:32, School District Operations, with amendments and new rules which includes updates to the components of the LEA’s Plan. This law provides for the continuity of instruction in the event of a public health-related district closure, by permitting LEAs to utilize virtual or remote instruction to satisfy the 180-day requirement pursuant to N.J.A.C. 6A:32-13.1 & 13.2. To assist LEAs in the submission of Plans, the NJDOE is issuing “Local Educational Agency Guidance for Chapter 27 Emergency Virtual or Remote Instruction Programs for the 2022-2023 School Year (SY),” which includes a checklist to identify components that must be included in the Plan. By September 30, 2022, each Chief School Administrator must submit the LEA’s Plan for the 2022-2023 school year, approved by the district board of education or charter or renaissance school project board of trustees, and the completed checklist to the respective County Office of Education. As a reminder, an LEA must also post the Plan prominently on the LEA’s website. If you have any questions, please contact your County Office of Education. .

It should be noted that the Saddle River School District identifies all employees as “essential” to our comprehensive educational program. Essential staff include, administrators, teaching staff, speech therapists, aides, secretaries, custodians, support staff, contracted personnel working with our staff, etc. In the event that our district must implement remote instruction, the Saddle River School District will require all employees to report to the building, while students remain at home.

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### Contact Information

<b>Remote Instruction/Student Inquiries:</b>	Ms. Victoria Hickey, Vice Principal 201-327-0727, x 215, <a href="mailto:vhickey@wandellschool.org">vhickey@wandellschool.org</a>
<b>Health Inquiries:</b>	Ms. Michele Siemsen, School Nurse 201-327-0727, x 212, <a href="mailto:msiemsen@wandellschool.org">msiemsen@wandellschool.org</a>
<b>Special Education Inquiries:</b>	Ms. Leslie Boel, CST Supervisor/School Psychologist 201-327-0727, x 267, <a href="mailto:lboel@wandellschool.org">lboel@wandellschool.org</a>
<b>Human Resources:</b>	Ms. Debbie DiBernard, Assistant to Superintendent 201-327-0727, x 214, <a href="mailto:ddibernard@wandellschool.org">ddibernard@wandellschool.org</a>
<b>Main Office:</b>	Ms. Kathy Forbes, School Secretary 201-327-0727, x 200, <a href="mailto:kforbes@wandellschool.org">kforbes@wandellschool.org</a>
<b>Transportation:</b>	Ms. Eulalia Gillis Interim Business Administrator 201-327-0727, x 202, <a href="mailto:businessoffice@wandellschool.org">businessoffice@wandellschool.org</a>

**Saddle River School District - *Wandell School***

**District Contact:**

Dr. Gina Cinotti, Superintendent/Principal  
201-327-0727, x 207, [gcinotti@wandellschool.org](mailto:gcinotti@wandellschool.org)

**Board Secretary:**

Ms. Kaitlyn Lawler, Board Secretary  
201-327-0727, x 203, [klawler@wandellschool.org](mailto:klawler@wandellschool.org)

# Table of Contents

2022-23 District Calendar & Revised Bell Schedules -----	5
Structural Guidelines for Remote Instruction -----	6 - 8
Remote Instruction & Lunch/Recess-----	9
Student Health Reminders-----	10
Guidelines for Remote Learning 5.0-----	11
Specific Details Regarding Remote Learning 5.0-----	12 - 17
Best Practices for Remote Instruction-----	18 - 24
Remote Social Emotional Learning (SEL)-----	25 - 26
Other Considerations-----	27

## 2022-23 District Calendar & Revised Bell Schedules

The Saddle River School District will continue our full-time in-person instruction for the 2021-22 school year, providing lunch and recess. However, in the event that our school district must close due to a public health-related district closure we will immediately implement remote instruction. The main function of remote instruction is to continue to follow the [2022-23 Calendar](#). Therefore, staff/students should maintain the recently [Revised Bell Schedules](#).

### Regular Full Day Schedule 8:05am - 2:46pm

Purpose	Timeframe	Duration
Teacher AM Duty	7:55 - 8:05	10 minutes
Student Arrival	7:55 - 8:05	10 minutes
Homeroom	8:05 - 8:09	4 minutes
Period 1	8:11 - 8:58	47 minutes
Period 2	9:00 - 9:47	47 minutes
Period 3	9:49 - 10:36	47 minutes
Period 4	10:38 - 11:25	47 minutes
Period 5	11:27 - 12:14	47 minutes
Period 6	12:16 - 1:03	47 minutes
Period 7	1:05 - 1:52	47 minutes
Period 8	1:54 - 2:41	47 minutes
Pack Up	2:43 - 2:46	3 minutes
Walk Out to Dismissal	2:46	N/A
Teacher PM Duty	2:46 - 2:55	9 minutes

## Structural Guidelines for Remote Instruction

### 1. Schedule

- a. All staff/students should follow the regular bell schedule as if we were in-person learning.
- b. A regular school day will run from 8:05am - 2:46pm, which is equal to four hours of instruction excluding lunch, recess, and passing time.

### 2. District Devices

- a. Wandell School staff/students all will be issued 1:1 devices that may be taken home, if necessary. Parents will complete the technology use form in advance of distribution.
- b. All staff/students should have access to a chromebook or laptop. Any student that needs to borrow a district device must email the Vice Principal to request one.  
[vhickey@wandellschool.org](mailto:vhickey@wandellschool.org).
- c. If parents/students have technology issues, we created a remote learning help desk ticket system, located on our school website, under “parent portal” [Technology Help Tickets](#) or email the Saddle River School District Help Desk at:  
[help@wandellhelpdesk.on.spiceworks.com](mailto:help@wandellhelpdesk.on.spiceworks.com)

### 3. Instruction Requirements

- a. All staff will have an established, current, and working Google Classroom.
- b. All staff will have a current website linked to the District Website
- c. All staff will follow the Board approved curriculum in all subjects.
- d. Digital resources will be utilized as much as possible.

### 4. Digital Handouts

While we understand the need in primary grades (Prek, K, 1) to have hard copy instructional tools, it is vital that we begin preparing ourselves for switching to remote learning. Our goal is to transition to all digital handouts/resources, rather than hard copies. We realize this will take some time to fully achieve, but we encourage staff to focus on switching to digital format resources. Some teachers may begin the year with hard copy tools, but they will be transitioning to all digital formats as soon as possible. This initiative will assist students practicing and utilizing digital resources so that, if we must switch to remote learning, students will be as prepared as possible. Digital task cards are a very popular resource and can be found online.

[How to Use Boom Learning Cards](#)

5. **Attendance**

- a. The School Nurse will coordinate remote attendance.

6. **Live Streaming**

- a. All teachers (classroom, electives, special education, related services, etc.) will live stream their mini-lessons in ELA, Math, electives classes, and related services. This is called synchronous instruction. In some instances, recorded lessons may need to be utilized.

7. **Asynchronous & Synchronous Instruction**

- a) Regardless of what type of instruction is delivered to our remote students, the key to effective communication and learning will be for staff to use a variety of synchronous and asynchronous instructional methods. Also, all teachers must ensure their remote students are included in their remote extra help live sessions. Additionally, all staff will utilize Google Classroom to the maximum extent possible, by communicating with students, posting assignments, assessing student work, etc.
- b) It is strongly encouraged that students at home, schedule remote extra help with their teacher(s) at designated times teachers are available.
- c) If at any time, students consistently fail to submit completed work or communicate with their teacher(s), the Classroom Teacher will work with the Vice Principal, School Psychologist, and School Nurse to facilitate communication with parents/guardians to address the situation. This student should be referred to the I&RS Committee (Intervention & Referral Services) for further investigation.
- d) If the student participation/communication is inconsistent or continues to be lacking, the Vice Principal will conduct a wellness check to the child's home. If the situation does not improve, the Vice Principal may have to file truancy.

<h3>Synchronous</h3>  <p><b>Students learn at the same time.</b></p> <p>Communication happens in real time.</p> <p>Possibly more engaging and effective.</p> <p>Allows for instant feedback and clarification.</p> <p><b>Examples</b> Video conferencing, live chat, live streamed videos.</p>	<h3>Asynchronous</h3>  <p><b>Students learn at different times.</b></p> <p>Communication is not live.</p> <p>Possibly more convenient and flexible.</p> <p>Allows students to work at their own pace.</p> <p><b>Examples</b> Email, screencasts, Flipgrid videos, blog posts/comments.</p>
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8. **Supplemental/Extra Help for Students**

Contractually, staff have an option to provide extra help during lunch or after school. Staff will reach out to parents to schedule extra help and parents can also email teachers to schedule extra help sessions.

To ensure all stakeholders are aware of when that extra help is, all staff must post their designated day(s) and time(s) on their website and Google Classroom. Additionally, all staff will submit their designated weekly extra help time to the Superintendent by September 2, 2022. A central list will be created for reference. All staff will complete a Google Form by Friday, to compile the instructional topics reinforced that week.

9. **Unique Student Situations**

Effective September 2022, Wandell School will operate with in-person learning. We understand that education and life, is not a one-size-fits-all, therefore, if parents elect to keep their children home for the 2022-23 school year, your choices for educating your child will be as follows:

a. Home Schooling

- Parents always have the option to withdraw their child from Wandell School, and elect to homeschool their child on their own. The parent must complete a withdrawal form prior to homeschooling their child.

b. Home Instruction Due to Medical/Health Condition

- In the event some parents elect not to send their child to in-person school, due to their child's medical/health condition, home instruction will be provided, as per the [Saddle River Board of Education Policy 6173](#). We anticipate that if your child has a medical/health condition, home instruction will be remote. As per Board Policy, students will receive no fewer than 10 hours of instruction weekly. Home instructors will be first offered to current Wandell teachers, and then if none apply, we will contract out with a provider to secure a certified teacher. If a Wandell teacher elects to be the home instructor, they will be compensated at the contracted rate.

c. Quarantine

- Quarantine is no longer recommended for people who are exposed to COVID-19 except in certain high-risk congregate settings such as correctional facilities, homeless shelters, and nursing homes. In schools and ECE settings, which are generally not considered high-risk congregate settings, people who were exposed to COVID-19 should follow [recommendations](#) to wear a well-fitting mask and get tested.

10. **Outreach**

- a. Our support staff may reach out to families to check in on them during the remote instruction.

## Remote Instruction & Lunch/Recess

If the district must implement remote instruction, the lunch/recess schedule will be followed by the student at home. We ask parents to oversee the lunch/recess period which runs from 11:27am - 12:14pm. Since Saddle River is not part of the National School Lunch Program and there are no eligible students for free/reduced lunch it is not necessary for meals to be provided by the district; however, if any family is in need, we will work with our local parent organizations to provide meals to the families.

Our local parent organization, PAWS (Parent Association of Wandell School) partnered with the Waldwick Whistle Stop to facilitate a food service program for parents to utilize. Parents place weekly orders online and the Whistle Stop delivers meals to the building. If we need to implement remote instruction, we will ask parents to provide lunch at home. Any parent that is unable to do so, should contact PAWS and the Vice Principal for assistance in acquiring meals for their child.

All Saddle River students are eligible for equitable access and opportunity for instruction of all varied and age appropriate needs are addressed. We do this by working closely with our parents, staff, administration, and community. Any student or family needs that may arise will be resolved by collaboration with our stakeholders.

## Student Health Reminders

We know everyone will be working together to ensure the health/safety/wellness of our staff/students. We strongly encourage you to take your child's temperature each day before leaving for school. Also, we will have a sign off requirement (with the beginning of the year sign offs) asking parents for their help, commitment, and diligence in enforcing the following:

- Please adhere to any travel restrictions.
- If you administered Tylenol, Motrin, or other medication to decrease our child's fever or general discomfort, you are not permitted to attend school for 24 hour
- Monitor your child's health each morning.
- When in doubt, please keep your child home, and if needed, contact the School Nurse and/or the child's health care professional for further consultation.

## Guidelines for Remote Learning 5.0

In the event we need to adjust the learning environment to remote learning, the guidelines listed below will be followed. (*Board Policies: Remote Learning 6173.1 & Code of Conduct Remote Teaching-Online Classroom Participation 4119.27/4219.27*)

1. All essential staff will report to the building during remote learning, unless directed otherwise by the NJDOH. Therefore, the building will be maintained in its typical routine fashion with cleaning, disinfecting, and daily facility operations.
2. Upon the directive of the Superintendent, the Vice Principal will send an email to parents/staff that Remote Learning 4.0 will take effect, indicating a start date and an end date, if possible. As much advance notice will be utilized, when possible.
3. To prepare for the potential of remote learning, all inquiries should be directed to the teacher and/or the Vice Principal
4. All staff should have a unified visual format/Google Slide for staff to use to post their weekly assignments to assist in a consistent user friendly remote experience. Teachers will post assignments due each day on one page/link in Google Classroom. All assignments must have a due date, and short term due dates are encouraged.
5. Digital assignments are preferred.
6. All staff will follow the district approved curriculum.

## Specific Details Regarding Remote Learning 5.0

### 1. Technology

Wandell School students all will be issued 1:1 devices that may be taken home. With the understanding that remote learning requires a technological device and internet service, students/families who are in need of devices and/or internet may contact the Vice Principal to arrange for necessary equipment. Parents will complete the technology use form in advance of distribution. For connectivity issues, please also contact the Vice Principal. Additionally, our support staff may reach out to families to check on them. If parents/students have technology issues, we created a remote learning help desk ticket system, located on our school website, under “parent portal” [Technology Help Tickets](#)

### 2. Daily/Weekly Schedule

Everyone will follow the regular full day schedule from 8:05am-2:46pm. All staff/parents/students should follow the current schedule, therefore, elective teacher live sessions will not change. If Art is on Tuesday, during period 2, the Art teacher should plan a live session at that time.

### 3. Instructional Delivery

Teachers must focus on prioritizing the NJSL standards for each subject at every grade level. Teachers should focus on three major functions of remote learning:

- a. Name the learning outcome.
- b. What experiences show students learned the outcome?
- c. What experiences/activities will get students there?

Lessons will be aligned to the grade level curriculum and standards that are required by NJDOE. Instruction will continue in a remote setting by following the New Jersey Student Learning Standards for all content areas. Some resources that were shared with staff are as follows. Additionally, the Bergen County Superintendent Curriculum Committee makes recommendations for best practices in remote learning.

[10 Tips for Moving to Online Learning](#)      [At Home Educational Online Activities](#)      [Curriculum Resources](#)  
[ABC Mouse](#)      [Ideas for Things to Do At Home](#)      [Zoom Tips for Teachers](#)  
[Digital Mini-Lessons](#)      [NJ Teacher-to-Teacher Pop Up](#)      [Scholastic Learn at Home](#)  
[Virtual Education Dilemma: Scheduled Classroom Instruction vs. Anytime Learning](#)      [Learning Acceleration Guide](#)  
[The Key to Getting Hybrid Schooling Right](#)      [Comparing Reading Research to Program Design](#)      [Best Tools for](#)  
[Virtual and Distance Learning](#)      [9 Ways Online Teaching Should be Different From Face to Face](#)      [Student Online Learning](#)  
[Readiness Assessment](#)      [The Unproductive Debate of Synchronous vs. Asynchronous Learning](#)

#### **4. Student Email**

All students will have the capability to send and receive email with all teachers. See a brief overview:

[Google Email & Classroom Guidelines for Parents](#)

#### **5. Google Classroom Platform**

The Wandell School Google Classroom platform will be a major component of that remote platform. All staff will be required to have Google Classroom. Elective teachers may elect to utilize Seesaw as a replacement for Google Classroom. Elective teachers must have a separate Google Classroom for each subject (RTI, G&T, Advanced STEM & Enrichment). Additionally, students will be presented with instructional videos and have the opportunity to experience “live” instruction with their teacher and classmates. This instruction may come in the form of whole class and/or small group teaching (depending on the grade level).

#### **6. Remote Live Instruction**

All classroom teachers will provide live instruction in ELA/Math daily during their scheduled time. For grade 5, live instruction will be provided for Science at least once a week. Special education will follow the classroom teacher guidelines for live instruction as well. Elective teachers will hold live instruction according to their schedule. For related services, live sessions will be provided as per the individual IEP.

Live remote lessons should be at least 10-15 minutes to introduce the learning outcome/lesson objective.

Essentially, the teacher will introduce what students are learning today at a given period - similar to how we teach in-person. All live instruction must be recorded, and may be uploaded to teachers' Google Classrooms, to further support students in the remote learning environment.

For the second block of ELA/Math, a parallel instructional practice should follow. Breaking out in small groups, remotely and live, will be implemented. For those students who are not in the small groups, they will continue working on their assignments as they normally would have if they were in the physical classroom.

Parents are reminded to ensure that their children have a secure space in their home for learning, ensure children have proper attire when participating in live instruction, and be prompt for the start of the live instruction. If any student is not participating in the online instruction and/or submitting assignments, the teacher MUST reach out to the parent via email. If no response is received, the teacher MUST email the Vice Principal and School Nurse. Then, the Vice Principal will reach out to the parent. If no response is received, then the Vice Principal will conduct a home visit. The Administration will meet to review the situation and if needed contact the Police or Child Protective Services.

## **7. Data Driven Instruction & Entry/Exit Tickets**

Data driven instruction will be vital to effective remote learning. Teachers must use and document the utilization of “entry tickets” to see what students know about the daily objective. Posing essential questions, as noted in the new curriculum will be required. “Exit tickets” will be the form of assessment used to ensure mastery of the standard.

## **8. Pre-Recorded Video**

Classroom teachers can utilize pre-recorded videos for Social Studies, Science, and Safety/SEL/Character Education (except as noted above for Grade 5 science). To supplement remote learning, all teachers may utilize pre-recorded videos for all subjects to further support students.

## **9. Assessments & Homework**

Teachers will provide appropriate feedback to students/parents on academic performance. This feedback will be specific to each grade level and subject. Teachers will use informal and formal assessments and provide feedback on a regular basis. A variety of assessments will be used, including but not limited to exit tickets, independent assignments, writing samples, self-assessments, peer assessments, project-based assignments, class discussion, Q&A and observations through live teaching. To the best of our ability, assessments will be administered beginning of the year, mid-year, and end of year

Remote learning was unprecedented in the 2019-20 school year, and therefore grading was adjusted accordingly at that time. Since instructional plans are now in place for both in-person and remote instruction, marking period grades will be given for all subjects for this current academic school year.

Assessments, such as the NJSLA, will be determined by NJDOE guidelines. A determination on administering in-district assessments will be made based knowing that many of these tests can only be administered when students are present in school.

Teachers will continue to monitor, record and address specific standards and areas that need attention during remote instruction. Specific learning gaps will be communicated among teachers to ensure that students are gaining the necessary skills required for each grade level.

Communication will be the key to a successful remote learning environment. Parents, staff and students should continue communicating during remote instruction to ensure that all learning needs are met.

Homework will be provided as deemed appropriate by the classroom teacher. Elective teachers will not assign homework, with the exception of RTI and G&T.

[Using Art in Assessment](#)

[How to Do Formative Assessment in Distance Learning](#)

[Summative Assessment in Distance Learning](#)

[Formative Assessment in Distance Learning](#)

[75 Tools to Support Formative Assessment](#)

[24 Digital Tools for Formative Assessment](#)

## **10. Extra Help**

Contractually, staff have an option to provide extra help during lunch or after school. Staff will reach out to parents to schedule extra help and parents can also email teachers to schedule extra help sessions.

To ensure all stakeholders are aware of when that extra help is, all staff must post their designated day(s) and time(s) on their website and Google Classroom. Additionally, all staff will submit their designated weekly extra help time to the Superintendent by September 2, 2022. A central list will be created for reference. All staff will complete a Google Form by Friday, to compile the instructional topics reinforced that week.

## **11. Remote Daily Attendance**

It is expected that students will participate in remote instruction in every capacity. On or before 8:15am, students must log onto their Classroom Teacher's Google Classroom. All teachers must install an extension for either Google Classroom or Zoom for attendance taking.

By 8:15am, the Classroom Teacher will take attendance by using the platform attendance feature. The Classroom Teacher will email the School Nurse before 9:30am, to alert her who is absent. The School Nurse will make phone calls home, with the assistance of the Main Office Secretary. The School Nurse will email the Administrative Team with the list of absent students. Parents should email the School Nurse and Main Office Secretary if their child will be absent on any given day. Additional attendance questions or concerns may be directed to the Vice Principal.

### **Remote Period Attendance**

All Elective Teachers must take attendance for every period they offer a live instruction, by following the above procedure. If a student is absent for their class, they must email the Vice Principal. We may consider having a running Google Spreadsheet to record this information. If any child misses 4 live instruction sessions, the Vice Principal will remotely meet with the parent/student, to create protocols for coming to school on time. If further attendance issues continue, the Vice Principal may need to consider filing truancy.

## **12. Response to Intervention (RTI)**

The New Jersey Tiered System of Supports/Response to Intervention (RTI) will continue during remote instruction. The assigned RTI teacher will continue working with students individually and in small groups.

### **13. Remote Special Education & Related Services**

Saddle River will continue to meet our obligations to students with disabilities to the greatest extent possible. Should a return to remote learning be required, please refer to above Remote Learning 5.0 for outlined educational procedures for all students.

- IEP/504 plans will continue accordingly with appropriate accommodations as documented in each students' specific plan.
- Each student will have access to a device and internet connectivity (as needed)
- Related services (Speech, Occupational & Physical Therapy etc.) will be provided to students as outlined in Individualized Education Plans ie) push in, pull out, group sizing/arrangement
- Consideration will be given to changes necessitated by health related circumstances

The implementation of student IEP's is documented through outlined schedules of pre-recorded videos, live sessions, teacher provided lessons, tests and quizzes.

1. Special Education Teachers are required to document their day to day lessons/outcomes, student participation, communication with students/families, as well as review and maintain students completed work and assessments.
2. Modifications/accommodations will be implemented to the most appropriate extent possible, as outlined in student Individualized Education Plans.
3. Related Service providers will maintain logs of sessions, including student name, date/time service was provided, platform utilized and student outcome toward achieving individual goals.
4. Student progress will be tracked through ongoing monitoring of individual goals/objectives, and identification of the mastery or non-mastery of those goals, as observed through daily/weekly performance both formally and informally. Progress monitoring is provided to parents 3x's annually, along with student report cards.
5. Parent engagement is essential to student success.
6. Procedures to address the return to school, taking into consideration the needs of medically fragile students and students with physical or health impairments who may require accommodations and modifications as part of an IEP/504 Plan.
  - a. School districts should communicate frequently with the families of students with significant medical risk factors to determine if additional precautions or unique measures are necessary prior to a student's return to school.
  - b. IEP teams should review student data/student progress to determine whether critical skills were lost during the period in which remote instruction was being provided to students and

## Saddle River School District - Wandell School

determine the need for additional services to address learning loss.

- c. IEP teams should consider the impact of missed services on student progress towards meeting IEP goals and objectives, and determine if additional or compensatory services are needed to address regression and recoupment of skills within a reasonable length of time.
- d. IEP teams should develop procedures to complete overdue and/or incomplete evaluations to determine eligibility for special education services.
- e. Case managers will outreach to families to ensure services are implemented in accordance with IEPs to the greatest extent possible. This will be accomplished by phone calls, emails, home visits, etc.
- f. IEP meetings will be held in-person, virtual, or remote depending on the status of NJDOE/NJDOH. In the last school year, even though we had in-person learning, some meetings were held remotely through live Google Meets. We will continue this practice if needed, focusing on meeting with the parents in any way possible. Such meetings will encompass evaluations or other meetings to identify, evaluate, and/or reevaluate students with disabilities. Again, this practice was implemented last year as well.

### **14. English Language Services**

At this time, we do not have any students requiring English Language Services. However, we have a system in place for identifying any potential students. Our team communicates with our staff by outreaching to see if any students are in need. Additionally, we utilized the Home Language Survey, as part of the registration process. Classroom teachers reach out to parents to ensure there are no difficulties with the language spoken at home. If needed we will provide translation materials, interpretative services, and literacy level appropriate information for our families. If alternative methods of instruction are required we will implement accordingly to ensure ELL's access is the same standard of education as non-ELL peers. Currently, one of our district goals is differentiation, therefore, we will accommodate if needed.

### **15. Remote Paraprofessional Assistance & Responsibilities**

Regardless of mode of instruction (in-person or remote), aides will attend all instructional live sessions. If recorded videos are sent to students, they will also be sent to the aides, so they can assist the student(s) they are assigned to. Aides will be expected to:

- Maintain open communication with the teachers/administrators/students & families on assigned days, as outlined in staff schedule
- Perform as many traditional tasks as possible
- Consistently provide support for assigned students via email, zoom, and google classroom as appropriate
- Provide a weekly log sheet on hours work to certify payroll
- Questions or concerns should be directed to appropriate administrator within a timely manner

## Best Practices for Remote Instruction

### Best Practices for Remote Instruction and Recommendations

#### K - 2

##### ELA

- Review: 5 minutes
  - Quick question or prompt with student responses, i.e. give a thumbs up/thumbs down, write/draw answer on a white board
  - Check for understanding before moving on to next lesson
- Mini-lesson: 10-15 minutes
  - Introduce & model new skill in mini-lesson
  - Actively engage students
  - Include interdisciplinary connections with literary choices
  - Check for understanding
  - Introduce task/activity for students to begin independently
- Independent Practice: 15-25 minutes
  - Individual or small group instruction with documentation of learning/progress
  - Conferencing
  - Documentation of on-going progress
  - Note student needs for continued practice or extension activities
- Closure: 5-10 minutes
  - Teacher sharing of student success
  - Students sharing
  - Brain Break
- Celebrating Student Work - End of Unit
  - FlipGrid Videos
  - Publishing with Padlet Responses

##### Math

- Warm-Up: 15 minutes
  - Number Talk/Minute Math
    - Begin by allowing students to review the problem for 1-2 minutes
    - Share as many different ways as possible to solve the problem
    - Not just about abstract models, but include visuals as well
  - Daily Routines/Calendar
- Mini-Lesson: 10-15 minutes
  - Math Message
    - Should be inquiry-based or exploratory (manipulative or visual model)
    - Include interdisciplinary connections with literature
    - Avoid using procedures, unless students have prior knowledge of concept and are ready for abstract models. *They should be able to reveal and describe the procedure conceptually*
  - Guided Practice
    - Ask for non-answers and reasoning (e.g. provide answer, but ask for how they would solve it)

**Saddle River School District - Wandell School**

- Encourage multiple representations (e.g. try solving it a different way)
- Independent Practice: 15-20 minutes
  - Small group instruction with documentation of learning
  - Manipulatives or visual model readily available for reinforcement
  - Extension ready for enrichment (e.g. Puzzle or Rigorous Task)
- Closure: 1-5 minutes
  - Review Independent Practice work and concept/skill
  - Assessment of learning

Resources:

- [Considerations for Remote Instruction in Early Reading](#)
- [Considerations for Remote Instruction in Early Math](#)
- [Remote Learning Considerations for K-5 Universal Screening](#)
- [Flipgrid](#)
- [Padlet](#)

## Best Practices for Remote Instruction and Recommendations

### 3 - 5

#### ELA

- Review: 5 minutes
  - Collect and/or Review Homework
  - Note any common successes/concerns
- Mini-lesson: 10-15 minutes
  - Introduce Mentor text/Reference
  - Model skill
  - Check for understanding of task
  - Questions/responses regarding goal
  - Release students who demonstrate understanding
  - Provide additional support for students to begin independent practice
- Independent Practice: 25-30 minutes
  - Individual or small group instruction with documentation of learning/progress
  - Conferencing
  - Student Reading/Writing log
  - Differentiated options for additional practice or enrichment
- Closure: 10 minutes
  - Whole-class share - allow students to share responses, thoughts, questions, ideas
  - Review Independent Practice work and concept/skill
  - Assessment of learning
- Celebrating Student Work - End of Unit
  - FlipGrid Videos
  - Publishing with Padlet Responses
  - Pear Deck

#### Math

- Warm-Up: 15 minutes
  - Collect and/or Review Homework
  - Check for Prior Understanding
    - Begin by allowing students to review the problem for 1-2 minutes
    - Share as many different ways as possible to solve the problem
    - Not just about abstract models, but include visuals as well
    - Virtual students can bring home whiteboard
  - Fluency Review
    - Pacing of this activity should be fast and quick
    - Do not need to share strategies since these should be automatic - if you notice a student having difficulty, this would be a good suggestion for intervention or small-group instruction
    - Use whiteboards and have students show at the same time -- encourages whole class participation and allows you to assess each student and notice patterns
    - Virtual students can bring home whiteboards
- Mini-Lesson: 10-15 minutes
  - Math Message
  - Should be inquiry-based or exploratory (manipulative or visual model)

## Saddle River School District - Wandell School

- Virtual students can use eToolkit, virtual manipulatives websites, or bring home individual manipulatives from school
- Document camera can be shared via Sharescreen
- Avoid using procedures, unless students have prior knowledge of concept and are ready for abstract models. *They should be able to reveal and describe the procedure conceptually.*
- Independent Practice: 20-30 minutes
  - Small group instruction with documentation of learning
  - Manipulatives or visual model readily available for reinforcement
  - Extension ready for enrichment (e.g. Puzzle, Rigorous Task, Math Box, or digital Math program)
- Closure: 10 minutes
  - Review Independent Practice work and concept/skill
  - Assessment of learning
    - Consider posting all Exit Tickets or assessment items on Google Classroom or Benchmark Assessment System for students to complete

### Resources:

- [Considerations for Remote Instruction in Early Reading](#)
- [Considerations for Remote Instruction in Early Math](#)
- [Remote Learning Considerations for K-5 Universal Screening](#)
- [Flipgrid](#)
- [Padlet](#)

## Remote Instructional Resources

### Elective Courses

#### Art

- AutoDraw (<https://www.autodraw.com/>)
- Colorations: The Art of Learning ([https://colorations.com/browse-activities/?utm\\_source=bluecore&utm\\_medium=email&utm\\_campaign=eml\\_educate\\_031620&utm\\_content=031620\\_educate\\_notify\\_active&obem=gCcSigyVigotR32OJJvdBhrGcKVsisjEkMxT\\_ajKGel%3D&bc\\_lcid=t5532238904066048lw6139225291390976li3](https://colorations.com/browse-activities/?utm_source=bluecore&utm_medium=email&utm_campaign=eml_educate_031620&utm_content=031620_educate_notify_active&obem=gCcSigyVigotR32OJJvdBhrGcKVsisjEkMxT_ajKGel%3D&bc_lcid=t5532238904066048lw6139225291390976li3))
- Creating a Masterpiece (<https://creatingamasterpiece.com/product/drawing-program-2/>) (Code: Corona2020)
- EDSITEment! For Arts & Culture ([https://edsitement.neh.gov/lesson-plans?f%5B0%5D=lesson\\_plan\\_subject\\_topic\\_facet%3A9391&f%5B1%5D=lesson\\_plan\\_subject\\_topic\\_facet%3A9451](https://edsitement.neh.gov/lesson-plans?f%5B0%5D=lesson_plan_subject_topic_facet%3A9391&f%5B1%5D=lesson_plan_subject_topic_facet%3A9451))
- Emily Arrow (<https://www.youtube.com/emilyarrow>)
- Instruments of the Orchestra (<https://listeningadventures.carnegiehall.org/index.aspx>)
- Jarrett Krosoczka (<https://www.youtube.com/studiojkk>)
- Khan Academy's Art History (<https://www.khanacademy.org/>)
- Mark Kistler's Drawing Lessons (<https://markkistler.com/?fbclid=IwAR37pyxPHEoYo1NYOcbMBnlpFKacPFic2hH67dMg83CxyvcKsITEDS7IAZk>)
- Museum Virtual Tours--Travel and Leisure (<https://www.travelandleisure.com/attractions/museums-galleries/museums-with-virtual-tours>)
- NeoK12 (<https://www.neok12.com/>)
- PBS Learning for the Arts (<https://nj.pbslearningmedia.org/subjects/the-arts/>)
- PBS Learning Media for Preschool (<https://nj.pbslearningmedia.org/subjects/preschool/creative-development/the-arts/>)
- Quizizz (<https://quizizz.com/admin?searchActive=true>)
- TedEd for All Arts ([https://ed.ted.com/lessons?content\\_type=animations&category=the-arts&direction=desc&sort=publish-date](https://ed.ted.com/lessons?content_type=animations&category=the-arts&direction=desc&sort=publish-date))

#### Music (General/Vocal/ Instrumental)

- Article on Performance-Based Music: <https://www.latimes.com/world-nation/story/2020-06-01/coronavirus-choir-singing-cdc-warning>
- EDSITEment! For Arts & Culture ([https://edsitement.neh.gov/lesson-plans?f%5B0%5D=lesson\\_plan\\_subject\\_topic\\_facet%3A9391&f%5B1%5D=lesson\\_plan\\_subject\\_topic\\_facet%3A9451](https://edsitement.neh.gov/lesson-plans?f%5B0%5D=lesson_plan_subject_topic_facet%3A9391&f%5B1%5D=lesson_plan_subject_topic_facet%3A9451))
- Neo K12 <https://www.neok12.com/>
- PBS Learning for the Arts (<https://nj.pbslearningmedia.org/subjects/the-arts/>)
- PBS Learning Media for Preschool (<https://nj.pbslearningmedia.org/subjects/preschool/creative-development/the-arts/>)
- Quizizz (<https://quizizz.com/admin?searchActive=true>)
- Sight Reading Factory (<https://www.sightreadingfactory.com/>)
- Smart Music (<https://www.smartmusic.com/>)
- Solfeg.io (<https://help.solfeg.io/hc/en-us/articles/360006637818-How-to-teach-your-music-class-online>)
- TedEd for All Arts ([https://ed.ted.com/lessons?content\\_type=animations&category=the-arts&direction=desc&sort=publish-date](https://ed.ted.com/lessons?content_type=animations&category=the-arts&direction=desc&sort=publish-date))

#### Dance

## Saddle River School District - Wandell School

- PBS Learning for the Arts (<https://nj.pbslearningmedia.org/subjects/the-arts/>)
- PBS Learning Media for Preschool (<https://nj.pbslearningmedia.org/subjects/preschool/creative-development/the-arts/>)
- TedEd for All Arts ([https://ed.ted.com/lessons?content\\_type=animations&category=the-arts&direction=desc&sort=publish-date](https://ed.ted.com/lessons?content_type=animations&category=the-arts&direction=desc&sort=publish-date))

### Theater

- <https://www.youtube.com/playlist?list=PL8dPuuaLjXtONXALkeh5uisZqrAcPKCee>
- EDSITEment! For Arts & Culture ([https://edsitement.neh.gov/lesson-plans?f%5B0%5D=lesson\\_plan\\_subject\\_topic\\_facet%3A9391&f%5B1%5D=lesson\\_plan\\_subject\\_topic\\_facet%3A9451](https://edsitement.neh.gov/lesson-plans?f%5B0%5D=lesson_plan_subject_topic_facet%3A9391&f%5B1%5D=lesson_plan_subject_topic_facet%3A9451))
- PBS Learning for the Arts (<https://nj.pbslearningmedia.org/subjects/the-arts/>)
- PBS Learning Media for Preschool (<https://nj.pbslearningmedia.org/subjects/preschool/creative-development/the-arts/>)
- Quizizz (<https://quizizz.com/admin?searchActive=true>)
- TedEd for All Arts ([https://ed.ted.com/lessons?content\\_type=animations&category=the-arts&direction=desc&sort=publish-date](https://ed.ted.com/lessons?content_type=animations&category=the-arts&direction=desc&sort=publish-date))

### Physical Education/Health

- Coach Wood's PE Class ([https://www.youtube.com/channel/UC1dtNDz\\_Fd-sb\\_RuGcDew4A/videos](https://www.youtube.com/channel/UC1dtNDz_Fd-sb_RuGcDew4A/videos))
- Cosmic Kids Yoga (<https://www.youtube.com/user/CosmicKidsYoga>)
- PBS Learning Media for Health and Physical Education (<https://nj.pbslearningmedia.org/subjects/health-and-physical-education/>)
- PBS Learning Media for Preschool Physical Development (<https://nj.pbslearningmedia.org/subjects/preschool/physical-development/>)
- The Physical Educator Teacher Tools (<https://thephysicaleducator.com/resources/>)
- Sworkit (<https://app.sworkit.com/collections/kids-workouts>)
- TedEd for All Health ([https://ed.ted.com/lessons?content\\_type=animations&category=health&direction=desc&sort=publish-date](https://ed.ted.com/lessons?content_type=animations&category=health&direction=desc&sort=publish-date))

### World Languages

- Conjuguemos (<https://conjuguemos.com/>)
- FabuLingua (<https://www.fabulingua.com/>)
- Mango Classroom ([https://mangolanguages.com/info/covid19-response.cfm?utm\\_campaign=COVID-19%20Response&utm\\_source=hs\\_automation&utm\\_medium=email&utm\\_content=84680798&hsenc=p2ANqtz-sCjUYIJqD-uNMB8sFYZeOvnAPgkJA29iiAftu9S8UsLr9EcQIIFSV0WRSAPL-GP-i5w4P3dPr5uvbQqk4zQnYIY29tKJyMsvaTTwCFmI65vrs98I&hsmi=84680798](https://mangolanguages.com/info/covid19-response.cfm?utm_campaign=COVID-19%20Response&utm_source=hs_automation&utm_medium=email&utm_content=84680798&hsenc=p2ANqtz-sCjUYIJqD-uNMB8sFYZeOvnAPgkJA29iiAftu9S8UsLr9EcQIIFSV0WRSAPL-GP-i5w4P3dPr5uvbQqk4zQnYIY29tKJyMsvaTTwCFmI65vrs98I&hsmi=84680798))
- PBS Learning Media for World Languages (<https://nj.pbslearningmedia.org/subjects/world-languages/>)
- The Spanish Experiment (<https://www.thespanishexperiment.com/stories>)
- Super Simple Español (<https://www.youtube.com/channel/UCyY3Wd5x85o8AKXjYSoxFAQ/videos>)

### STEM/STEAM

- Concord Consortium (<https://learn.concord.org/>)
- Imagineering in a Box (<https://www.khanacademy.org/humanities/hass-storytelling/imagineering-in-a-box>)
- NASA STEM Engagement (<http://nasa.gov/stem-at-home-for-students-k-4.html>)
- Playdough to Plato (<https://www.playdoughtoplato.com/stem-activities-for-kids/>)
- Storytime from Space (<https://www.youtube.com/channel/UCpotjVqWv3KfGHjWztjPKgg>)

### Media/Technology

**Saddle River School District - Wandell School**

- Code.org (<https://code.org/>)
- Coding - Hour of Code (<https://hourofcode.com/us/learn>)
- Navigating Digital Information  
(<https://www.youtube.com/playlist?list=PL8dPuuaLjXtN07XYqqWSKpPrNDiCHTzU>)
- Typing (<https://www.typing.com/>)
- Typing Club (<https://www.typingclub.com/>)
- Typing Games Zone (<https://www.typinggames.zone/>)

## Remote Social Emotional Learning (SEL)

Saddle River will continue the implementation of our new social emotional learning program, Peekapak, to be used regardless of the mode of instruction (in-person or remote). In addition, we will be incorporating the following items on a daily basis and throughout the school year.

- Establish a morning school-wide encouraging message to follow the Pledge (to be coordinated by Peer Leader/Character Ed coordinators)
- Implementation of Peekapak Curriculum (the social-emotional program at Wandell) utilizing daily instructional periods, in addition to Safety, Social Emotional Learning & Character Education weekly period
- All staff be cognizant of student behavior and social emotional well-being
- Report concerns pursuant to district policy. Students requiring mental health support should be referred to school mental health professionals (through district provided form on green neon paper)
- Professional Development inclusive of Mental Health; Training to classroom teachers and other educators on how to talk to and support children during and after the COVID-19 pandemic
- Collaboration with wraparound community services (as needed) inclusive of but not limited to; mental health supports, primary health care and dental care, family engagement, including adult education, academic enrichment, expanded after-school learning time, and/or summer programming and mentoring
- Building strong, positive relationships within the classroom, classroom communities are essential
- Establish routines and maintain clear communication with students/families; During and after a crisis, people benefit from clear and regular communication from a trusted source of information
- Prioritize relationships and well-being over assignment and behavioral compliance, and support students and colleagues in feeling safe, connected, and hopeful
- Staff/Students will take part in courageous conversations to discuss past, current and future impacts of COVID-19 on themselves and the world around them
- Promote self-awareness by having students review a feelings chart and share how they are feeling on a daily basis. Encourage students to communicate their feelings, by utilizing a scale, such as, “On a scale of 1-10....”
- Utilize the district Behaviorist to support students’ social emotional learning needs and efficacy of SEL curriculum

## Social Emotional Learning Best Practices and Recommendations Elementary K-6

SEL is the process of developing and using the knowledge, attitudes, and skills that help youth and adults to:

- Understand and manage emotions
- Set and achieve positive goals
- Feel and show empathy for others
- Make responsible decisions
- Social and emotional competencies help all students:
  - Deeply engage with academic content
  - Recognize and build on their strengths/assets
  - Participate in respectful dialogue
  - Resolve conflict peacefully
  - Advocate for themselves, their families, and their communities
- SEL Competencies
  - **Self-Awareness**: ability to recognize one's emotions and know one's strengths and limitations
  - **Self-Management**: ability to regulate and control one's emotions and behaviors, particularly in stressful situations
  - **Social Awareness**: ability to take the perspective of others, demonstrate empathy, acknowledge and appreciate similarities and differences, and understand how one's actions influence and are influenced by others
  - **Relationship Skills**: refers to one's ability to demonstrate prosocial skills and behaviors in order to develop meaningful relationships and resolve interpersonal conflicts
  - **Responsible Decision-Making**: refers to the ability to use multiple pieces of information to make ethical and responsible decisions
- Establish Daily Community Time
  - Create a positive classroom community
  - Build connections with each other
  - Engage in class discussions
  - Share thoughts, ideas, feelings, questions
  - Reflect on topics, experiences, situations
  - Include Energizers - Brain Breaks incorporated throughout the day
- Considerations for SEL Planning
  - Focusing on key vocabulary
  - Planning activities for daily Community Time
  - Planning ways to incorporate SEL throughout the school day
  - Sharing virtual activities connected to SEL

Resources:

- [SEL Road Map from CASEL](#)
- [SEL Competencies Chart](#)
- [21 Simple Ways to Integrate Social Emotional Learning Throughout the Day](#)
- [SEL Activity Cards](#) \*Some activities may not be able to be completed due to social distancing guidelines

## Other Considerations

As indicated on NJDOE LEA Checklist for Virtual or Remote Instruction Programs for the 2022-23 school year, the following considerations are explained below:

- a. Accelerated learning opportunities  
We currently have an “Accelerated Reader” program for our Kindergarten and Grade 1 students. Additionally, we will continue our rigorous Gifted & Talented program. New this year, we have an Advanced STEM course for those students who excel in STEM.
- b. Social and emotional health of staff and students  
We utilize our student SEL program as well as provide opportunities for staff to take care of their social-emotional needs, such as spirit days, book club, common planning time during the school day, a relaxation room for gathering, new faculty room, etc. If there are specifics that are not listed here, staff can submit their needs to the Administration.
- c. Title I Extended Learning Programs  
Currently, we have a small number of qualifying Title I students. We can offer extended learning programs if needed which is in accordance with the extra help time which is contractually required by all teaching staff members.
- d. 21st Century Community Learning Center Programs  
We embed 21st Century skills into our curriculum.
- e. Credit recovery  
Our program is not credit bound, therefore this is not applicable.
- f. Other extended student learning opportunities  
Our teaching staff members are required to have 60 minutes per week of extra help for students which provides extended student learning opportunities.
- g. Transportation  
We provide transportation services through Region I and in accordance with NJSA.
- h. Extra-curricular programs  
We currently contract with a third party to provide extra-curricular programs. Additionally, we collaborate with our send/receive and neighborhood districts.
- i. Childcare  
We do not currently offer childcare services as we do not have enough interest to provide such a program.
- j. Community programming  
We work very closely with our community organizations such as the Saddle River Garden Club.