



Local Education Agency Guidance for Virtual or Remote Instruction Plan Attestation for the 2022-2023 SY

The New Jersey Department of Education (Department) is providing the following guidance pursuant to N.J.S.A. 18A:7F-9(c) and N.J.A.C. 6A:32-13.1 and 13.2, to assist LEAs in the development of their 2022-2023 virtual or remote instruction plans. The Department encourages LEAs to reflect on the previous school year to enhance elements of the prior year’s plan to provide the most substantive education, and including, but not limited to, related services, for all students in the event of an LEA closure.

For each of the areas below, the chief school administrator or lead person will either mark “yes,” confirming that the information is in the Plan and list the corresponding Plan page number, or mark “no” if the information is not contained in the Plan. The chief school administrator or lead person is expected to provide an explanation to the County Office of Education for all areas marked “no.”

By September 30, 2022, the chief school administrator or lead person must submit a board-approved LEA Guidance for Virtual or Remote Instruction Plan for 2022-2023 SY along with this form to their county office of education. At the time of submission to the county office of education, the plan must be posted on the LEA’s website. Plans will be reviewed in each county office of education on a rolling basis with an electronic response communicated within two business days of receipt.

LEA Checklist for Virtual or Remote Instruction Programs for the 2022-2023 SY

LEAs must enter the page number where each checklist item may be found in the virtual or remote instruction program submitted to the [County Office of Education](#).

Contact Information

County: ESSEX

Name of District, Charter School, APSSD or Renaissance School Project:
FEDCAP 4T

Chief School Administrator/Charter or Renaissance Leader Name/APSSD Leader:
LUANNE MACRI

Phone Number of Contact: (973) 677-0700

Equitable Access and Opportunity to Instruction

Question	LEA Yes or No
1. Is the LEA ensuring equitable access and opportunity to instruction for all students?	Yes <input type="checkbox"/>



Question	Page Number	LEA Yes or No	County Yes or No
2. Does the program ensure that all students varied and age-appropriate needs are addressed?	1	Yes <input type="checkbox"/>	
3. Is the program designed to maximize student growth and learning to the greatest extent possible? Synchronous and/or asynchronous virtual or remote learning plans which will maximize student growth and learning.	1	Yes <input type="checkbox"/>	
4. Does the program describe how the LEA will continuously measure student growth and learning in a virtual or remote instruction environment?	1	Yes <input type="checkbox"/>	
5. Does the program describe how the LEA will measure and address any ongoing digital divide issues, including a lack of internet access, network access and/or sufficient access to devices?	1	Yes <input type="checkbox"/>	

Notes on Equitable Access to Instruction

DIGITAL DIVIDE: The Fedcap School Instructional Plan continues to incorporate planning for remote learning that respects the needs for all students and staff and provides implementation that attends to the diversity of each community, ensuring that all our students have equal access to the content. We are growing our capacity to support the learners remotely and have had great success thus far according to feedback we received from parent surveys, student phone calls and teacher input. We are meticulously documenting under the current emergency conditions with regards to Individual Education Plans (IEP ' s) and 504 Plans. We are ensuring structured, active student engagement by selecting content that is aligned to Student Learning Standards and has relevance and is appropriate for all grade levels. We are also in constant communication with each student and their families regarding their physical and mental health concerns and how this pandemic has affected them, and then work diligently to address those concerns. At any time, we are prepared for a potential shift back to entirely IN-PERSON, HYBRID OR FULL REMOTE LEARNING by implementing measures that strengthen remote learning capabilities. Each student will receive a Chromebook and a Verizon WIFI tag which allows broadband internet access for home use beginning September 7, 2022. Parents will receive instruction manuals and can contact the school for IT support establishing student accounts paid for by The Fedcap School monthly.

We are obligated to provide in-person schooling consistent with New Jersey state and federal statutes and regulations. Unless public health data related to the COVID-19 pandemic requires action by the State, the requirement is that we provide no less than one hundred and eighty days of actual school sessions for our students grades seven through twelve. The school building will be open and the current requirement for the school district to provide the opportunity for students to access 180 days of school and 900 hours of instruction will be fulfilled.



Addressing Special Education Needs

Question	Page Number	LEA Yes or No	County Yes or No
1. Does the program address the provision of virtual or remote instruction to implement Individual Education Programs (IEPs) for students with disabilities to the greatest extent possible, including accessible materials and platforms?	2	Yes <input type="checkbox"/>	
2. Does the program address methods to document IEP implementation including the tracking of services, student progress, as well as provision of accommodations and modifications?	2	Yes <input type="checkbox"/>	
3. Does the program describe how case managers will follow up with families to ensure services are implemented in accordance with IEPs to the greatest extent possible?	2	Yes <input type="checkbox"/>	
4. Does the program address procedures to conduct IEP meetings, evaluations and other meetings to identify, evaluate and/or reevaluate students with disabilities?	2	Yes <input type="checkbox"/>	

Notes on Special Education Needs

*** SEE REALTIME ATTENDANCE TRACKER below.



Addressing English language learners (ELL) Plan Needs

Question	Page Number	LEA Yes or No	County Yes or No
1. Does the program include an English as a Second Language and/or bilingual education program aligned with State and Federal requirements to meet the needs of ELLs?	3	Yes <input type="checkbox"/>	
2. Does the program describe how the LEA communicates with families of ELLs including providing translation materials, interpretative services, and literacy level appropriate information?	3	Yes <input type="checkbox"/>	
3. Does the program include the use of alternate methods of instruction (that is, differentiation, sheltered instruction, Universal Design for Learning), access to technology and strategies to ensure ELLs access the same standard of education as non-ELL peers?	3	Yes <input type="checkbox"/>	
4. Does the program include training for teachers, administrators, and counselors to learn strategies related to culturally responsive teaching and learning, socio-emotional learning, and trauma-informed teaching for students affected by forced migration from their home country (e.g. refugee, asylee)?	3	Yes <input type="checkbox"/>	

Notes on Supporting ELL Educational Needs

To date we do not have any ELL students, however all our programs are culturally responsive and available to provide service to English Language Learners.



Attendance Plan

Question	Page Number	LEA Yes or No	County Yes or No
1. Does the program address the LEA's attendance policies, including how the LEA will determine whether a student is present or absent, how a student's attendance will factor into promotion, retention, graduation, discipline, and any other decisions that will reflect the student's performance?	3	Yes <input type="checkbox"/>	
2. Does the program describe how the LEA communicates with the family when a student is not participating in online instruction and/or submitting assignments?	3	Yes <input type="checkbox"/>	

Notes on Attendance Plan

The Fedcap School utilizes REALTIME web-based, completely secure attendance technology, which can be accessed from any internet connected computer, 24 hours a day, 7 days a week. Realtime is the most comprehensive solution available – from scheduling, grading, discipline, nurse 's office and medical records, IEPs, 504s, rankings, transcripts, student and staff attendance, enrollment, contact information, to State Reporting. Realtime gives us the ability to have control over our student data. There is also a parent portal for weekly updates.

Safe Delivery of Meals Plan

Question	Page Number	LEA Yes or No	County Yes or No
1. Does the program contain how the LEA will provide continued safe delivery of meals to eligible students?	3	Yes <input type="checkbox"/>	

Notes on Safe Delivery of Meals

DURING REMOTE INSTRUCTION:
 In accordance with SNEARS/NJ DEPT OF AGRICULTURE SCHOOL NUTRITION PROGRAM, The Fedcap School is operating under SSO (Seamless Summer Option) for student 's daily breakfasts and lunches. As such, we will be delivering one week of breakfast and lunch to every student at their home on Fridays between 9:00am to 11am. Parents may OPT OUT of receiving food deliveries if they desire to by contacting the school at 973-677-0700.



Facilities Plan

Question	Page Number	LEA Yes or No	County Yes or No
1. Does the program contain an outline of how buildings will be maintained throughout an extended period of closure?	3	Yes <input type="checkbox"/>	

Notes on the Facilities Plan Other

The Fedcap School has created a diverse PANDEMIC RESPONSE TEAM to oversee the school ' s reopening plan, particularly health and safety measures. School Principal: REBECCA BORG, Grade Level Teachers (FRANCINA VIRZI (GRADE 9); KATHY INNOCENTI (GRADE 10); LINDA MEDVES (GRADE 11); ELAINE COLE (GRADE 12); CHRISTINE DONNELLY (MIDDLE SCHOOL) CST Member: GRACE-ANN GERMAN LCSW, Behaviorist: SAMUEL TRUSTY. Director: LUANNE MACRI, School Nurse: ENAM ABUSHARIA, School Safety Personnel: CRAIG HAMILTON, RASHEEDAH BROWN, VINCENT MOORE, School

Other Considerations

Does the program contain the following considerations?	Page Number	LEA Yes or No	County Yes or No
a. Accelerated learning opportunities	1-3	Yes <input type="checkbox"/>	
b. Social and emotional health of staff and students	1-3	Yes <input type="checkbox"/>	
c. Title I Extended Learning Programs	1-3	Yes <input type="checkbox"/>	
d. 21 st Century Community Learning Center Programs	1-3	Yes <input type="checkbox"/>	
e. Credit recovery	1-3	Yes <input type="checkbox"/>	
f. Other extended student learning opportunities	1-3	Yes <input type="checkbox"/>	
g. Transportation	1-3	Yes <input type="checkbox"/>	
h. Extra-curricular programs	1-3	Yes <input type="checkbox"/>	
i. Childcare	1-3	Yes <input type="checkbox"/>	
j. Community programming	1-3	Yes <input type="checkbox"/>	

Notes on Other Considerations

Strengths of the Program1) Staff is described as the key to success at Fedcap. Individuals are hired who have a true sense of community and service, treat clients with dignity and respect, exhibit an understanding of the needs of the community and are non-judgmental advocates. 2) We have bilingual staff so interpreters are not needed. 3) Fedcap has its own curriculum, does its own staff training and has training manuals for each position4) Strong consumer and family involvement is a priority. Some of the more therapeutic programs are done in partnership with families.5) The Advisory Board reflects the community and families in the community. 6) Parent Advisory Council Groups are very active. Cross- system collaboration is a critical aspect of the program and includes formal agreements with collaborators and informal relationships. The Fedcap School communicates with schools, colleges, medical providers, adult education providers, housing authority, and other community agencies to address community needs and services.



APSSD Applicable Only: Sharing Plans

Was the program shared with all sending districts? Yes No

Notes on APSSD Sharing Plans

Each Case Manager has been sent all notices, program information and REALTIME calendar information the same as every parent and guardian for each of the student's enrolled in the Fedcap School

Essential Employees

Question	Page Number	LEA Yes or No	County Yes or No
1. The LEA will ensure essential employees are identified and a list is provided to the county office at the time of the LEA's transition to remote or virtual instruction.	1	Yes <input type="checkbox"/>	

Notes on Essential Employees

The Fedcap School employs all highly qualified, dually certified Teachers of the Handicapped and Teachers of Students with Disabilities., all trained in both remote and hybrid learning.

Board Approval

Date of board approval (mm/dd/yyyy): 01/12/2022

Notes on Board Approval

The FEDCAP SCHOIOL board approved the remote/hybrid option, delivery of essential services, extraordinary services and meals on January 12, 2022.

Posted on Website

1. Is the program posted on the school district/APSSD/Charter/Renaissance School Project Website? Yes No

2. Link to website: www.fedcap.org/fedcapschool