



**Neptune City School District**  
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**2025-2026 School Year**

### **Emergency Virtual or Remote Instruction Program**

#### **Overview and Introduction**

Research and resources:

- Governor Phil Murphy signed A-3904 into law (P.L.2020, c.27 or Chapter 27) in April 2020 requiring each New Jersey school district to annually submit an Emergency Virtual or Remote Instruction Program.
- The Neptune City School District carefully follows all requirements from the Governor's Office, New Jersey Department of Education, New Jersey Department of Health, and the Monmouth County Education Office.

During the 2020-2021 and 2021-2022 school years, the Neptune City School District, a PreK-8 school district, was proud to remain open five days a week with only four pivots to full virtual remote instruction. This was accomplished by following all recommended health and safety protocols, working on a compressed eight period a day schedule eventually returning to a full eight period a day schedule, and teaching in person and remote students synchronously in real time at the same time when permitted to do so. Therefore, during the four pivots to full virtual remote instruction, the same schedule was successfully utilized with students in grades PreK - 1 utilizing one to one Android tablets and students in grades 2 - 8 utilizing one to one Chromebooks to access Google Classroom. The school district returned to normal in person operations during the 2022-2023 school year but remained prepared with its emergency virtual or remote instruction program.

In summary, the school district's 2025-2026 Emergency Virtual or Remote Instruction Program has been developed with a combination of successful practices in the first two school years followed by continued expansion, growth, and learning in the 2024-2025 school year. For example, the school district now utilizes one to one Chromebooks in grades 1 - 8 and is still exploring the best possible option for grades PreK and Kindergarten. This school year's program does include the updated schedule for this 2025-2026 school year.

(continued on page 2)

## 2025-2026 Emergency Virtual or Remote Instruction Program

### Schedule

The full, six period day schedule is compressed for virtual remote instruction meeting all state guidelines and requirements to count as a full school day in the following manner:

#### Middle School Schedule

- 8:30 - 8:38 AM - Homeroom
- 8:40 - 9:40 AM - Period 1
- 9:42 - 10:42 AM - Period 2
- 10:44 - 11:44 AM - Period 3
- 11:46 AM - 12:46 PM - Period 4
- 12:48 - 1:48 PM - Period 5 - Lunch/WIN ("What I Need")
- 1:50 - 2:50 PM - Period 6 (Virtual remote instruction if needed)

#### Elementary School Schedule

- 8:30 - 8:38 AM - Homeroom
- 8:40 - 9:40 AM - Period 1
- 9:42 - 10:42 AM - Period 2
- 10:44 - 11:44 AM - Period 3
- 11:46 AM - 12:46 PM - Period 4 - Lunch/Recess (K-2 11:46 AM - 12:16 PM, 3-5 12:16 - 12:46 PM)
- 12:48 - 1:48 PM - Period 5
- 1:50 - 2:50 PM - Period 6 (Virtual remote instruction if needed)

### Educational Program

All instruction will be synchronous in real time to maintain teacher/student interaction.

Periods 1 through 5 include the four core subject areas of English Language Arts (ELA), mathematics, science, social studies, gifted and talented, and special subjects (art/STEAM, health/physical education, library media, music, Spanish) and recess for elementary, and WIN/intervention for middle school.

One period each week is blocked for the school district's social emotional learning (SEL) program, Leader in Me, for every student and staff member in the school district.

### Assessment of Educational Program

The plan to assess student learning and understanding will not change during periods of virtual remote instruction. Therefore, it will continue to include the following assessments:

- NJDOE NJSLA
- Three (3) LinkIt! benchmark assessments
- iReady assessments
- Local formative assessments
- All other assessments listed on the October 1, 2025 assessment letter posted on the website

### Technology Access and Educational Platform

- Students in grades PreK and Kindergarten have one to one Android tablets and the best possible technology option for the youngest students is still being explored. If technology at any time becomes a challenge for the youngest students, technology access is supplemented with prepared work packets.
- Students in grades 1 - 8 have one to one Chromebooks.
- The virtual remote instruction educational platform is Google Classroom.
- The school district provided home Internet access to students and parents/guardians who cannot afford an Internet connection in their home during the first two years of the pandemic.

### Special Education and Federally Funded Programs

Everything listed above is provided for all students with special needs. All IEP demands will be met, all IEP meetings will be on schedule, and all assessments for child study team (CST) evaluations will be promptly completed. This is also the case for federally funded programs such as Title I.

The school district's preference is to provide all assessments for special needs evaluation and all IEP meetings to be in person regardless of whether or not the school district is pivoted to virtual remote instruction. That preference was maintained in the past with the exception of a few being virtual due to contact tracing and quarantining restrictions. Further, the school district has had no special education litigation including the years of the pandemic to date.

### English Language Learners (ELL)

Everything listed above is provided for the school district's large ELL student population. All ELL demands will be met, all ELL assessments will be completed, and all ELL services will be provided.

The school district's preference is to provide all ELL assessments and services in person regardless of whether or not the school district is pivoted to virtual remote instruction. That preference was maintained in the past with the exception of a few being virtual due to contact tracing and quarantining restrictions.

### Attendance Plan

The attendance plan does not change during periods of virtual remote learning. The school district calls the parent/guardian of every absent student every day to assess why the student is out of school, in person or virtual remote. In periods of virtual remote instruction, that practice is maintained the minute a student is offline.

The Chief School Administrator, Principal has made it a goal since his appointment to formally address absenteeism and tardiness. Intervention and discipline is imposed at various levels of absenteeism and tardiness. If the intervention and discipline do not resolve the problem, the Chief School Administrator, Principal files a formal complaint with the Neptune City Truancy Court.

## Extracurricular Programs

Following the return of the athletic programs and three athletic seasons in the 2021-2022 school year, all extracurricular programs will run in the 2025-2026 school year with full participation in the Monmouth County Athletic League (MCAL):

- Fall:
  - Boys soccer
  - Girls soccer
- Winter:
  - Boys basketball
  - Girls basketball
  - Cheerleading
- Spring:
  - Baseball
  - Softball

The school district also maintains a strong Schedule B program of offerings that includes, but is certainly not limited to, enrichment activities such as art club, band, chorus, and yearbook.

## After Care Program

Following the loss of the school district's contracted after school program at the beginning of the pandemic, the school district opened the Right at School program for after care in the 2023-2024 school year and it will continue in the 2025-2026 school year. Consideration is currently being given to expanding to a before care program on analysis of sufficient interest.

## Breakfast and Lunch

Many of the school district's students are on the free and reduced breakfast and lunch program. When pivoted to remote virtual instruction, the school district contracts food service vendor, Maschio's, to coordinate a pick up day each week at the school district cafeteria when parents/guardians pick a week's supply of breakfasts and lunches.

## Facilities Plan

Since the beginning of the pandemic and the first safe return plan, the school district established and maintains a rigorous program of cleaning and sanitizing every room in the school district every day. In fact, the facilities plan contributed greatly to the school district remaining open five days a week during the pandemic as it assisted in controlling contagion to the point where the school district contained COVID-19 with no outbreaks beyond the single classroom level.

## Work Locations

In periods of virtual remote instruction, 12 month employees including administration, office staff including the school nurse, custodians, and food service employees work in the school district depending on contact tracing and quarantine. Teachers and paraprofessionals, depending on contract tracing and quarantine, may work in

the school district or from home. Over time, a majority of teachers and paraprofessionals continued to grow in reference to who chose to work in the school district.

#### Essential Employees

- Chief School Administrator, Principal
- School Business Administrator, Board Secretary (Part time and off site in 2025-2026)
- Supervisor of Special Services
- School Nurse
- Confidential Secretaries
- Head Custodian, Director of Facilities, CEFM
- Custodians
- Food services staff members

#### Extended Period of Closure

In the rare event this occurs, the essential employees will continue to work in the school district as was maintained during previous periods of remote virtual instruction.

#### Board of Education

- The Chief School Administrator reviewed this 2024-2025 Emergency Virtual or Remote Instruction Program with the Board of Education at the public meeting on July 12, 2025.
- The Board of Education approved the 2025-2026 Emergency Virtual or Remote Instruction Program following the review of the presentation.

Respectfully submitted,

*Pedro Garrido.*

Mr. Pedro Garrido  
Interim Chief School Administrator, Principal  
Neptune City School District  
June 12, 2025

Cc: Board of Education