



**State of New Jersey**  
**DEPARTMENT OF EDUCATION**

**ESSEX COUNTY OFFICE**  
**Leroy F. Smith Public Safety Building**  
**60 Nelson Place, 1<sup>st</sup> Floor South**  
**Newark, New Jersey 07102**  
**(973) 621-2750**

**PHILIP D. MURPHY**  
*Governor*

**TAHESHA L. WAY**  
*Lt. Governor*

**KEVIN DEHMER**  
*Acting Commissioner*

**JOSEPH S. ZARRA**  
*Interim Executive County Superintendent*

July 31, 2024

Timothy Simmons  
Burch C.S. of Excellence  
100 Linden Avenue  
Irvington, NJ 07111

Dear Mr. Simmons:


My office has reviewed your district's plan for virtual or remote instruction for the 2024-2025 school year as per P.L. 2020 c.27 and has found it to be compliant with the required checklist elements.

In the event that a school facility in your Local Education Agency (LEA) must close 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, you may use virtual or remote instruction to satisfy the 180-day requirement if the closure is for more than three (3) consecutive days.

You must post the approved plan on your LEA website. If revisions are made to this plan, please resubmit it to this office accompanied by the board approval and a new signed and dated checklist, which can be found at: [Guidance and Checklist: Virtual or Remote Instruction Programs \(nj.gov\)](https://www.nj.gov/education/guidance-and-checklist-virtual-or-remote-instruction-programs)

Thank you and best wishes for a successful school year.

Sincerely,

  
Joseph S. Zarra  
Interim Executive County Superintendent