

# E-Learning Plan

## Schiller Park School District 81

### 2019-2020

#### **Purpose:**

E-Learning Days will provide meaningful learning opportunities during emergency school closing days. If an Emergency E-Learning Day is necessary, it is considered a regular school attendance day and does not need to be made up at the end of the school year.

The Emergency E-Learning Day will provide continued learning experiences in the event a school needs to close. Our staff will utilize the district's 1:1 iPad initiative and other technology resources to provide students access to their curriculum. The goal is to minimize disruption to the academic progress caused by emergency school closures and make emergency days as academically productive and engaging as possible.

#### **Plan**

#### **Student Participation:**

- All District 81 students (K-8) will utilize their iPads to participate in the E-Learning activities.
- Students who have access to devices and internet at home will be able to access their E-Learning activities online.
- Free Wi-Fi hotspots are available on an "as-needed" basis for families without Internet access at home.
- Learning materials in paper format will be made available, upon request.
- Students will have 3 additional days per emergency day to complete their E-Learning assignments. This will allow for follow up support from the classroom teacher.
- Teachers will account for all assignments in order to provide attendance credit for each student.

#### **E-Learning Training:**

- All staff will have the log-in access to digital resources used for E-Learning (Google Classroom, Schoology, Showbie and Seesaw)
- The district will identify who has access to technology and internet at home.
- The district will offer the option to take personal day as applicable for those staff who are unable to participate. Comp time for custodial/maintenance staff will be available for any staff that are able to work on those emergency days.

### **E-Learning Communication to Parents:**

- The approved E-Learning Plan will be communicated to parents in one of the following formats (paper, website, weekly Principal email blast)
- In the event of the use of an E-Learning Day, parents will be notified via SchoolMessenger (Phone/Email), as well as an additional means of communication (social media)
- It is the classroom teacher's responsibility to review each student's work that is completed for the E-Learning day and verify the attendance eligibility.
- Teachers will enter attendance on PowerSchools upon verification of the students' work
- Data will be collected district-wide of program usage and online activity during the E-Learning days to verify participation and program effectiveness.

### **Opportunity for Any Collective Bargaining Negotiations:**

- District will administer a survey to all staff to determine Internet access at home. The district will use this data to determine alternate arrangements for staff who do not have access.
- All certified staff members will be responsible for providing E-Learning Plans to their immediate supervisors.

### **E-Learning Program Review:**

- Surveys and other data collected from E-Learning days will be reviewed and analyzed to make appropriate adjustments
- The district will collaborate to recommend any changes on annual basis

### **E-Learning Communication to Staff:**

- The plan will be communicated to staff prior to any E-Learning Days
- Feedback on the plan will be reviewed and incorporated
- Once approved, the plan will be published on the District's website as well as our District Google Drive. All schools will review the plan with all staff and send out the communication of the plan to all parents.
- Parents and families will continue to be notified of the availability of Wi-Fi hotspots (around the community) for those in need of Internet access.

### **Structure of E-Learning Day:**

- The district will ensure five hours of instruction per E-Learning day.
- Grade level teams will collaborate to create E-Learning plans, including special area assignments.
- Focus will be on ELA and Math, as well as learning opportunities in other content areas.
- For Grades 6-8, each classroom teacher will provide learning opportunities for students, not to exceed 5 hours of learning.

- Plans will be made available to the students online in advance (Google Classroom, Schoology, Showbie, Notability, etc) as well as paper copies, upon request.
- All teachers will include in their plan method for communicating with students online during the E-Learning day.

**Home or Remote Access for Students:**

- The district will provide Wi-Fi hotspots to families based on an “as-needed” basis. These are taken home to provide internet access outside of school.
- Students in K-8 will have access to an iPad outside of school.

**Special Education:**

- Teachers will review all IEP’s individually on an ongoing basis throughout the year. Classroom teachers, in collaboration with the Special Education team, will address student needs for E-Learning on an individual basis.
- Any child who has specific learning or accessibility needs will receive the appropriate supports or modifications as part of their E-Learning plan. Any related service minutes missed due to an E-Learning day will be made up on an individual basis (OT/PT, Speech)