

E-Learning Day Plan Document

School Code Requirement	District Plan Response
<p>1. Show evidence that Board of Education has</p> <ul style="list-style-type: none"> i. Given notice of public hearing in newspaper of general circulation ii. Provided written or electronic notice to parents or guardians of hearing iii. Written or electronic notice of hearing to any exclusive collective bargaining unit 	<p>{include on e-Learning Program Verification Form}</p>
<p>2. Show evidence of adopted board resolution of research based program(s) for e-learning days. Describe technology, techniques and procedures that will be used on e-learning days</p>	<p>{include on e-Learning Program Verification Form}</p>
<p>3. Identify hardware and software is required by teachers and staff for the program.</p>	<p>Internet Access, Rooms, Google Classroom, Skyward, Chromebook/Laptops, Google Meet</p>
<p>4. Do all teachers and staff have access to the hardware and software required to deliver the e-learning program?</p>	<p>Yes- All staff offered a laptop and Chromebook equipped with all software required to deliver the e-learning program.</p>
<p>5. How will the district ensure and verify at least 5 clock hours of instruction or school work, as required under Section 10-19.05, for each student participating in an e-learning day?</p>	<p>Clearly documented plan by grade bands.</p> <p>PK-2 Choice Board/Packet 3-5 AM Google Meet required, additional support as needed 6-12 E-Learning Schedule meeting synchronously</p>
<p>6. How will the district ensure access from home or other appropriate remote facility for all students participating, including computers, the Internet, and other forms of electronic communication that must be utilized in the proposed program?</p>	<p>District provided technology devices for staff and students, and alternative assignments are provided to students and families who need them.</p> <p>Early decision-making and communication using district communication systems allow teachers time to prepare and families time to plan for their e-learning expectations.</p>
<p>7. How will the district ensure that non-electronic materials are made available to students participating in the program who do not have access to the required technology or to participating teachers or students who are prevented from accessing the required technology?</p>	<p>District will create and administer a survey to determine what technology is available for students to use during E Learning days. Any barriers preventing participation in E Learning will be addressed.</p> <p>The district provides teachers and staff time to prepare materials for a closure. Items that can be distributed prior will be.</p>

8. How will the district ensure appropriate learning opportunities for students with special needs?	Special Education Case Managers will partner with classroom teachers to ensure that accommodations and modification to plans are made for each student with special needs on their caseload. When students return, the case manager will be responsible for discussing and following up with both the student and the parent.
9. How will the district ensure appropriate learning opportunities for students with English Learners?	Currently the district does not have any English Language Learners. However, in the event the district does, the plan will address appropriate means of translation for those students, followed up with extended time to work with instructional specialist upon return.
10. How will the district ensure appropriate learning opportunities for other students' unique needs as identified by the district?	<p>The district utilizes an instructional approach rooted in differentiation across all Pre-K through 12th grade classrooms. Teachers are already experts in meeting the unique needs of all learners. The district will ensure that appropriate learning opportunities are provided for all students by providing flexibility in the plan.</p> <p>Staff are encouraged to provide choices for students as individual students may have unique needs. Teachers will not penalize students for things beyond their control and will follow up with students in need of additional support.</p>
11. How will the district monitor and verify each student's electronic participation?	<p>Each grade band will have a process in place to monitor attendance.</p> <p>Students not attending due to illness are expected to contact their building office to report the absence.</p> <p>Grading will be in accordance and aligned to district grading policies.</p>
12. How will the district address the extent to which student participation is within the student's control as to the time, pace, and means of learning?	The district will discuss timing and pacing for digital and personalized learning experiences with teachers. It will be made clear to teachers that participation should be measured in total amount of time. Students may have the ability to complete work at their own pace and time.
13. How will the district provide effective notice to students and their parents or guardians of the use of particular days for e-learning?	Students and parents are familiar with the district communication platforms - Rooms, Skyward, Google Classroom, and social media. Stakeholders will be contacted through these platforms. Information will be posted on the district website and in Family Access (the Student Management System).
14. How will the district provide staff and students with adequate training for e-learning days' participation?	Staff will participate in planning day. During these days teachers will be provided with training on how to plan for meeting student needs in a digital learning environment while covering mandated curriculum.

<p>15. How will the district ensure an opportunity for any collective bargaining negotiations with representatives of the school district's employees that would be legally required, including all classifications of school district employees who are represented by collective bargaining agreements and who would be affected in the event of an e-learning day?</p>	<p>Collaborative meetings were held with the education association to address the implementation of the plan.</p>
<p>16. How will the district review and revise the program as implemented to address difficulties confronted?</p>	<p>The district will continue to make plans and agenda items at all school and district improvement meetings. Surveys and needs assessments will be utilized to collect feedback.</p>
<p>17. How will the district ensure that the protocol regarding general expectations and responsibilities of the program is communicated to teachers, staff, and students at least 30 days prior to utilizing an e-learning day?</p>	<p>General expectations and responsibilities of the program will be communicated to all staff. District leadership and building principals will meet with whole staff and individual teams to ensure that a common understanding is attained by all. Additionally, virtual meetings will be held to inform all stakeholders.</p>