

# *Joliet Township High School*

*District #204*



## *Emergency E-Learning Day Plan*

*School Years 26, 27, and 28*

### **Mission Statement**

*The mission of Joliet Township High School, a historically rich, inclusive, and innovative learning community that values and embraces diversity, is to maximize every student's potential to positively impact our community and thrive in a global society by providing an equitable, personalized, and rigorous education.*

## **Strategic Plan Belief Statements**

### **WE BELIEVE THAT**

- High quality schools are essential to the quality of life for the whole community.
- Each individual possesses inherent worth and equal value.
- A safe environment is essential for every individual.
- Every individual deserves to be supported.
- Diversity strengthens and enriches society.
- An inclusive school community acknowledges, celebrates, and respects all cultures.
- Empathy, honesty, integrity, respect, and mutual trust are essential in building and maintaining a strong community.
- Life-long learning is necessary to thrive in a continuously changing world.
- Individuals learn at different rates, in different ways, and in a variety of settings.
- High expectations positively influence individual growth.
- Individuals are accountable for their own choices.
- Motivation, perseverance, determination, and a growth mindset strengthen the ability of an individual to reach potential.
- The family environment has a strong influence on the development of each of its members.
- Education is a collaborative responsibility among students, family, staff, and the community.
- An educated and informed public enriches our democracy.
- All people can learn.

## **Strategic Plan Objectives**

1. Each student will achieve their growth targets as measured by district and standardized assessments.
2. The achievement gap among all subgroups will decrease annually as measured by district and standardized assessments.
3. The graduation rate among all subgroups will be 90% or higher.
4. By 2027, each senior will complete a post-secondary plan.
5. The average chronic absenteeism rate will decrease on an annual basis among all subgroups.

## **Strategic Plan Parameters**

- We will always leverage the benefits of our diversity to enrich and strengthen our programs.
- We will always maintain a safe, secure, and supportive environment.
- We will always use data, effective instruction, and a continuum of academic and social-emotional support to improve student success.
- We will always work in collaboration with our sender school districts to provide cohesive and rigorous educational programs.
- School and District Improvement Plans must always be consistent with the Strategic Plan.
- We will not tolerate behavior which demeans the self-worth or dignity of any individual or group.
- We will never accept or retain a program or service unless it is consistent with the strategic plan, its benefits clearly justify the cost, and provisions are made for staff development with sufficient time for effective implementation and program evaluation.
- We will always focus on developing college and career readiness in each student while considering their individual goals.
- We will always ensure District practices, policies, and procedures are equitable and inclusive.

### **Strategic Plan Strategies**

1. We will, in partnership with families and community, implement a systemic approach to culturally sustaining experiences and restorative justice to deliver an equitable educational experience while expanding the diversity of our faculty and administration in order to remove systemic educational barriers.
2. We will establish a culture and organizational structure that will foster a positive, safe, inclusive, and supportive climate that engages all stakeholders.
3. We will implement a holistic approach to supporting students through family, community, and student engagement, targeted supports, and flexible learning opportunities to improve student attendance and academic performance.
4. We will maximize the district's resources to update facilities, improve collaborative and functional spaces, and develop creative programming and scheduling to meet the ever-changing needs of our students and community.

### **Purpose of Emergency E-Learning Day Plan**

The purpose of an Emergency E-Learning Day is to provide a continuum of learning for all students. Teachers will leverage the district's one-to-one resources to provide students with relevant, meaningful, and manageable work that students can complete when school has been cancelled.

E-Learning Days will only be used in the event of an emergency. This plan will be monitored regularly and evaluated annually.

### **Goals**

- To minimize disruption to the academic progress caused by emergency school closures and to make those out-of-school days as educationally productive and engaging as possible.
- To allow students an opportunity to use online learning which is increasingly part of both college study and workplace training.
- To capitalize on the JTHS one-to-one technology program.
- To demonstrate that learning can happen anytime and anywhere.
- To encourage character growth in the areas of self-sufficiency, adaptability, and perseverance.

### **School Calendar**

The Board of Education will adopt a school calendar that includes five emergency days at the end of the calendar. If an E-Learning Day is necessary, it will be considered a regular school day and will not have to be made-up as an emergency day. The emergency days at the end of the calendar will be used if school must be called off and an E-Learning Day is not utilized.

### **Communication**

The announcement of an E-Learning Day will be made as soon as possible but no later than 5:00 a.m. the morning of the emergency. The announcement will be made through the standard modes of communication used by the school district including text messaging, robo calls, web page updates, and social media.

### **Attendance**

Individual student attendance will be taken through the Infinite Campus Student Portal. Teachers will post attendance procedures and assignments for students by 9 a.m. the morning of an E-Learning Day and students will complete the assigned work for each of their classes. In the event of unforeseen circumstances students will consult with their teachers to develop a plan to complete the assignments. For example, students without access to power or the Internet necessary to record their attendance should see their teachers the following student attendance day.

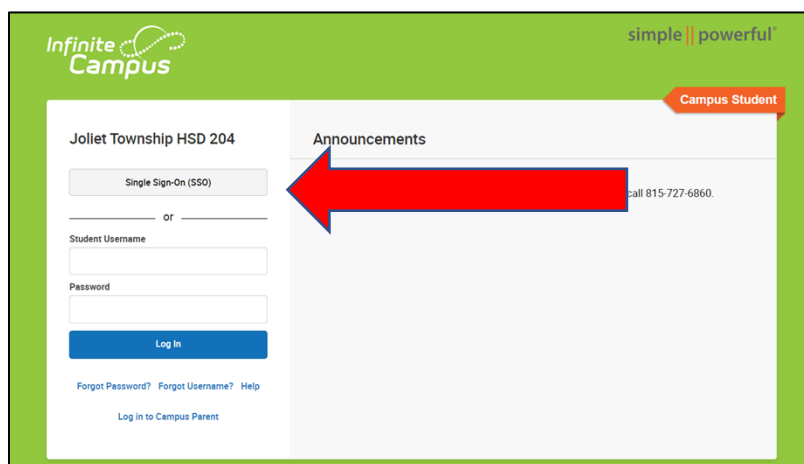
### **Student Attendance**

Students must log into Infinite Campus Student Portal between 9:30 a.m. and 3:15 p.m. for attendance purposes.

## JTHS E-Learning Day Directions for Students

**REGISTERING YOUR E-LEARNING ATTENDANCE: Log into the Infinite Campus Student Portal between 9:30 am and 3:15 pm, to automatically register your attendance.**

1. Navigate to <https://jolietil.infinitecampus.org/campus/portal/joliet.jsp> and log into your student portal. Once you have clicked the single sign-on button, your attendance will be automatically updated by the end of the school day.



2. Go to your classes' online classroom (Google Classroom, Microsoft Teams, etc.) to access the posted assignment for the day.
3. Complete the assigned work for all your classes.

For technical support please call **815-727-6860** or email the appropriate student help desk as specified below with details plus your contact information and someone will get back to you as soon as possible.

Central students: [centralstudenthelpdesk@jths.org](mailto:centralstudenthelpdesk@jths.org)

West students: [weststudenthelpdesk@jths.org](mailto:weststudenthelpdesk@jths.org)

### Expectations for Students

- Students should bring their computers home every day.
- Students will log in through Infinite Campus Student Portal to record their attendance.
- Students will complete the assignments for each class posted on the Learning Management System (LMS).
- Students will communicate with their teacher about any unforeseen circumstances that occurred on the E-Learning Day that prevented them from following our directions.

### **Staff Attendance**

Supervisors will be accountable for staff attendance. Any prearranged absence, such as but not limited to personal leaves, sick leave, and FMLA will still be counted as an absence.

### **Expectations for Faculty**

- The teacher will post the directions for E-Learning and an assignment in their LMS no later than 9:00 a.m.
- Student work on the E-Learning Day will be aligned to the curriculum and learning objectives for each course that the student is enrolled. The assignment of work will be reasonable and will not require more than 50 minutes to complete. Assignments will be relevant, meaningful, and manageable. Students will be given adequate time to make up the assignment without a penalty if they cannot complete it on the E-Learning Day.
- Staff should reach out to their Curriculum Director or Instructional Leadership Team member to secure feedback on appropriate assignments for E-Learning.
- Teachers will include information about E-Learning days in their syllabus and on the Learning Management System.
- Teachers will make themselves available for a reasonable amount of time to students throughout the school day using the communication tools and LMS regularly used by the class. Our E-Learning days are purposely set up as an asynchronous experience to provide flexibility for both the students and the staff.

### **Technology Support**

Technical support will be available on E-Learning Days. Technology support staff will be working from home also so please provide as much detail as possible about your issue along with contact information when calling or emailing as specified below. Someone will get back to you as soon as possible.

Everyone: 815-727-6860

Staff: [helpdesk@jths.org](mailto:helpdesk@jths.org)

Central students: [centralstudenthelpdesk@jths.org](mailto:centralstudenthelpdesk@jths.org)

West students: [weststudenthelpdesk@jths.org](mailto:weststudenthelpdesk@jths.org)

### **Special Education**

For those students who require special accommodations to meet their individual needs, teachers will work very closely with special needs staff, support staff and students and their families to ensure their assignments reflect both individual education plans and expected learning objectives for the class. Special Education staff will work closely with parents to ensure E-Learning days considerations are reflected in their children's IEP's.

### **Roles/Responsibilities of Employee Groups on an E-Learning Day**

Individuals will be given an assignment from their direct supervisor. GCN and web-based professional development will be utilized.

### **Committee Members**

Dianne McDonald, Angel Hauert, Wendy Venegas, Tanya Rico, Israel Velazquez, Jennifer Darin, Andrew Sears, BobbieSue Chavez, Annie Monninger, Stephen Seper, Paul Oswald, Christopher McGuffey