



ANTIOCH COMMUNITY CONSOLIDATED SCHOOL DISTRICT 34

INSPIRE TO DREAM - EMPOWER TO ACHIEVE

Antioch CCSD 34 2025-2026 Proposed e-Learning Plan

e-Learning

The Illinois State Board of Education (ISBE) provides schools with the flexibility to use e-Learning days in lieu of emergency days, pursuant to Public Act 101-0012. Per the Act, school districts are permitted to use a maximum of five (5) e-Learning days in place of the emergency days included on the backend of our school calendar. During e-Learning days, schools are responsible for providing students with meaningful learning experiences and are accountable for the time that both students and staff are engaged in learning activities.

While we will not rule out the possibility of calling a traditional “snow day” in certain circumstances we will call an e-Learning day. If this occurs, we want to make sure that students, staff, and families are prepared. Here is information regarding the district’s e-Learning plan:

e-Learning Plan

Early Learning Center and Kindergarten

- **Teacher Responsibilities**

- In preparation for potential e-Learning days, staff will prepare educational choice boards and materials and send them home with students.
- On the day of e-Learning, staff will follow their normal contract time:
 - K-5: M, T, Th, F: 8:15 AM - 3:35 PM; W: 8:15 AM - 4:00 PM
 - ELC: M, T, Th, F: 8:00 AM - 3:20 PM; W: 8:15 AM - 3:45 PM
- On the day of e-Learning, staff will communicate with families regarding the choice boards and learning opportunities/activities for the day.
- On the day of e-Learning, staff will be available on and accessible by email between the hours of 9:00-11:00 AM for AM attendance and then 12:35-2:35 PM for PM attendance.
- Staff may offer a synchronous (live) meeting time for students/families as a check-in and/or check-out for the day. This information and any necessary links will be shared by the staff member.

- **Student Responsibilities**

- Students and families should check for communication from their teacher.
- Students and families will be given choice learning opportunities and activities prior to an e-Learning day. They will select from items provided to complete during the day.
- Questions may be directed to the teacher via email between the hours of 9:00-11:00 AM for AM attendance and 12:35-2:35 PM for PM attendance.
- Families may share with their teacher what learning opportunities or activities they completed.

- **Special Education Staff**

- In preparation for potential e-Learning days, Kindergarten Resource Teachers will prepare educational choice boards and materials and send them home with students.
 - On the day of e-Learning, staff will communicate with families regarding the choice boards and learning opportunities/activities for the day.
 - On the day of e-Learning, staff will be available on and accessible by email between the hours of 9:00-11:00 AM for AM attendance and 12:35-2:35 PM for PM attendance.
 - Staff may offer a synchronous (live) meeting time for students/families as a check-in and/or check-out for the day. This information and any necessary links will be shared by the staff member.
- Self-contained Teachers, Paraprofessionals, and Related Services in preparation for potential e-Learning days, will prepare educational choice boards and materials.
 - On the day of e-Learning, staff will communicate with families regarding the choice boards and learning opportunities/activities for the day.
 - On the day of e-Learning, staff will be available on and accessible by email between the hours of 9:00-11:00 AM for AM attendance and 12:35-2:35 PM for PM attendance.
 - Staff may offer a synchronous (live) meeting time for students/families as a check-in and/or check-out for the day. This information and any necessary links will be shared by the staff member.

Elementary Grades 1st-5th Grade

- **Teacher Responsibilities**

- On the day of e-Learning, teachers will follow their normal contract time:
 - M, T, TH, F: 8:35 AM - 3:20 PM
 - W: 8:35 AM - 2:35 PM
- On the day of e-Learning, teachers will:
 - 9:00-11:35 AM | execute instruction in the areas of ELA and Math
 - 11:35 AM - 12:00 PM | break for lunch
 - 12:00-2:35 PM | engage in professional learning communities and/or professional development
- In preparation for potential e-Learning days, staff will be preparing educational learning opportunities and materials.
- Lessons should be of value to the curriculum, substantially align with what the students are currently doing, and should move the curriculum forward.
- Teachers may teach synchronously either from school or from home, unless it is communicated that the building(s) is or are inaccessible.
- Teachers will communicate instructional expectations along with a link to access asynchronous instruction through district-designated video conferencing software (Google Meet).
- Teachers may mix in a variety of synchronous and asynchronous learning opportunities for students throughout the day. For example, they may begin a math lesson with 15 minutes of synchronous teaching and then offer time for students to work on or complete tasks. During the asynchronous work time, teachers will remain accessible for student questions and needs.
- Synchronous learning can be done as a whole class, in a small group, or individually. However, each new content area or lesson will begin with synchronous learning time.

- **Elementary Specials Teacher Responsibilities**

- On the day of e-Learning, elementary specials teachers will follow their normal contract time:

- M, T, TH, F: 8:35 AM - 3:20 PM
 - W: 8:35 AM - 2:35 PM
- On the day of e-Learning, specials teachers (Art, PE, STEM, General Music) will:
 - 9:00-11:35 AM | plan and communicate the afternoon asynchronous learning available to the students
 - 11:35 AM - 12:00 PM | break for lunch
 - 12:00-2:35 PM | be available on and accessible by email for students
- In preparation for potential e-Learning days, staff will be preparing educational learning opportunities and materials.
- Lessons should be of value to the curriculum, substantially align with what the students are currently doing, and should move the curriculum forward.
- Elementary Specials teachers may plan either from school or from home, unless it is communicated that the building(s) is or are inaccessible.
- Elementary Specials teachers will communicate instructional expectations along with a link to access asynchronous instruction through district-designated communication tools (e-mail, Google Classroom, Seesaw).
- **Student Responsibilities**
 - On the day of e-Learning, students will follow the e-Learning schedule:
 - M, T, W, TH, F: 9:00 AM - 2:35 PM
 - 9:00-11:35 AM | engage in ELA and Math learning with classroom teacher
 - 11:35 AM - 12:00 PM | break for lunch
 - 12:00-2:35 PM | engage in asynchronous learning communicated by the specials teachers (General Music, PE, Art and STEM)
 - Students will be expected to attend their classes synchronously, through district-designated video conferencing software (Google Meet) at their scheduled time, as if they were attending school in-person that day.
 - As the day progresses through various lessons and content areas, students will participate in synchronous learning to begin each new topic, subject, etc. Teachers may use a mix of synchronous, asynchronous, whole group, small group, and/or individual during the rest of the time spent on each topic. During this time, students will have clear instructions and the teacher will remain available for student questions and needs.
 - Students must have their cameras on unless otherwise instructed by the teacher. If a student cannot meet this request, he/she must communicate to the teacher.
- **Special Education Staff**
 - Synchronous and asynchronous instruction will be provided in accordance with the student's schedule for the given school day.
 - Resource Teachers, Paraprofessionals, and Related Services may push into the General Education teacher's district-designated video conferencing software (Google Meet) and also pull the student(s) into a separate Google Meet to provide support and/or instruction.
 - Self-contained Teachers, Paraprofessionals, and Related Services may provide instruction and support in the district-designated video conferencing software (Google Meet)
 - In preparation for potential e-Learning days, staff will be preparing educational learning opportunities and materials.
 - Teachers will communicate instructional expectations along with a link to access synchronous instruction through district-designated video conferencing software (Google Meet).

- Teachers may mix in a variety of synchronous and asynchronous learning opportunities for students throughout the day. During the asynchronous work time, teachers will remain accessible for student questions and needs.
- Synchronous learning can be done as a whole class, in a small group, or individually. However, each new content area or lesson will begin with synchronous learning time.

Antioch Upper Grade School

○ Teacher Responsibilities

- On the day of e-Learning, staff will follow their normal contract time:
 - M, T, TH, F: 7:20 AM - 2:50 PM
 - W: 7:20 AM - 3:20 PM
- AUGS will run a condensed synchronous learning day, engaging in all classes for shorter time frames. The [current/normal bell schedule](#) will be replaced for an [e-Learning early release schedule](#).
- In preparation for potential e-Learning days, staff will be preparing educational learning opportunities and materials.
- Lessons should be of value to the curriculum, substantially align with what the classes are currently doing, and should move the curriculum forward.
- Teachers may teach synchronously either from school or from home, unless it is communicated that the building(s) is or are inaccessible.
- Teachers will communicate instructional expectations along with a link to access synchronous instruction through district-designated video conferencing software (Google Meet).
- Teachers will ensure a minimum of 15 minutes of synchronous learning for each class period on days of e-Learning.
- If not teaching synchronously the entire class period, a learning activity relevant to the curriculum will be provided to supplement synchronous learning. The learning activity assigned should be able to be completed within a regular class period and not require a great deal of outside of class-time work.
- Synchronous learning can be done as a whole class, in a small group, or individually. However, a minimum of 15 minutes of whole class synchronous learning will occur during each class period.

○ Student Responsibilities

- The early release bell schedule will be followed and attendance will be taken.
- Students will be expected to attend their classes synchronously, through district-designated video conferencing software (Google Meet) at their scheduled time, as if they were attending school in-person that day.
- If applicable, students shall have e-Learning assignments complete by the following day.
- Students must have their cameras on unless otherwise instructed by the teacher. If a student cannot meet this request, he/she must communicate to the teacher.

○ Special Education Staff

- Synchronous and asynchronous instruction will be provided in accordance to the student's schedule for the given school day.
- Resource Teachers and Paraprofessionals may push into the General Education teacher's district-designated video conferencing software (Google Meet) and also pull the student(s) into a separate Google Meet to provide support and/or instruction.

- Self-contained Teachers, Paraprofessionals, and Related Services may provide instruction and support in the district-designated video conferencing software (Google Meet)
 - In preparation for potential e-Learning days, staff will be preparing educational learning opportunities and materials.
 - Teachers will communicate instructional expectations along with a link to access synchronous instruction through district designated video conferencing software (Google Meet).
 - Teachers may mix in a variety of synchronous and asynchronous learning opportunities for students throughout the day. During the asynchronous work time, teachers will remain accessible for student questions and needs.
 - Synchronous learning can be done as a whole class, in a small group, or individually. However, each new content area or lesson will begin with synchronous learning time.

D34 Support Staff

- **ASC Staff:** The work day will be remote unless you need to work in-person. If so, report to ASC only. Please check with your supervisor for tasks to complete.
- **Building Office Staff:** The work day will be remote unless you need to work in-person. If so, report to ASC only; all schools will be closed.
- **Bus Drivers:** Transportation shall be paid their regular work hours, provided that within seven (7) working days, the bus drivers complete duties as otherwise assigned and requisite hours to substantiate the regular work hours paid.
- **Computer Hardware Specialists:** Remotely assist with trouble tickets/troubleshooting.
- **Food Service:** Food Service shall be paid their regular work hours, provided that within seven (7) working days, the Food Service completes duties as otherwise assigned and requisite hours to substantiate the regular work hours paid.
- **Instructional Coaches:** Work remotely with teachers to assist with remote learning.
- **Library Media Assistants:** Assist remotely with trouble tickets/troubleshooting. Send trouble tickets from parents to our trouble ticketing system for tech help.
- **Lunchroom Supervisors:** Lunchroom Supervisors will have the opportunity to make up the workday at the end of the year to assist in closing up and preparing the building for summer activities.
- **Nurses:** The work day will be remote unless you need to work in-person. If so, report to ASC only; all schools will be closed.
- **Operations/Maintenance/Custodians:** Wait for communication from the Operations Manager as to when you can arrive to assist in buildings for the work day. This day will provide the opportunity to be made up within 7 days, unless otherwise instructed by the Operations Manager to come in on that day.
- **Paraprofessionals:** Paraprofessionals will work with their assigned classroom teachers in conducting small group and individual work with designated student(s). Please see links below for information regarding creating breakout rooms for paras. The work day will be remote unless you need to work in-person. If so, report to ASC only; all schools will be closed.

Resources

- [Directions for Google Meet](#)
- [Q&A for Google Meet](#)