

Morton District 201 E- Learning Plan

2025-2028



Ensure that all teachers and staff who may be involved in the provisions of e-learning have access to any and all hardware and software that may be required for the program.

All Morton High School District 201 certified staff are supplied with a PC laptop device to utilize during their employment with the district. These laptops are serviced and replaced at regular intervals, along with corresponding software updates on the devices.

Ensure and verify at least 5 clock hours of instruction as required under Section 10-19.05 of the School Code, for each student participating in an E-Learning day.

Students will follow their regular class schedule using the bell schedule for the day. Participation for each class will equate to the normal daily allotment of minutes for that particular class.

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.

All students in J. Sterling Morton High School District 201 have been issued Dell laptops. Students have two (2) additional days to complete an assignment after an e-learning day. Students who encounter technical difficulties trying to access assignments can contact a member of the school's technology team.

Ensure that non-electronic materials are made available for students participating in the program who do not have access to the required technology or to participating teachers or students who are prevented from access the required technology.

District 201's practice is to make hard-copy materials available upon returning to school for any student not able to access the e-learning technology during an emergency day. Students have two (2) additional days to complete an assignment after an e-learning day. Thus, if an e-learning day is a Wednesday, assignments are due on the upcoming Friday.

Staff have a variety of communication tools at their disposal to contact students through Skyward messenger, Remind, and email to distribute documents or communicate adjustments necessary in the event of a technology challenge for the student or staff member.

Ensure appropriate learning opportunities for students with special needs.

Students will be provided with materials that will also include expectations and opportunities for those students to move forward academically when e-learning days occur. Expectations and goals will be individualized for each student, will be developed by each student's IEP or 504 team and will directly support each student's IEP goals or 504 Plan. Case managers will make personal connections (by phone or email) with each of the students and/or their parent/caregiver on their caseload in order to provide necessary support or assistance.

If students are in EL programming in the district, their interactions with their teachers on an e-learning day will meet their needs just as they do in the face-to-face classroom daily. If those students are in regular education classrooms, it is due to their skills in speaking, listening, and writing in English and they will therefore participate with their class peers as usual.

Monitor and verify each student's electronic participation.

Teachers will take attendance for all students present and participating in class. Students must login into class via Microsoft Teams. Engagement and participation is defined as the willingness for a student to consistently interact with the school and classroom community to achieve a learning goal.

Address the extent to which student participation is within the student's control as to the time, pace, and means of learning.

E-Learning is designed for synchronous learning experiences for students. Student will follow the normal bell schedule for the day. Teachers and school staff will be available during E-Learning to provide students with any necessary assistance or support. Please see expectations in Appendix A.

Provide effective notice to students and their parents or guardians of the use of particular days for e-learning.

Parents, students, and teachers are informed in October of each school year around the use of "E-Learning Days" via email and website posting from the superintendent. On "E-Learning Days" communication will use Skyward messenger to send mass communications, Blackboard for robocalls, and/or Remind text messages to alert people to the fact that school will be closed and a "E-Learning Day" is in session. In addition, the district uses our website, local television stations, and social media to communicate just as we have in the past for school cancellation situations.

Provide staff and students with adequate training for “E-Learning Days” participation.

Staff are provided with on going professional development to ensure that “E-Learning” is the most viable and up to date opportunity that the students to participate in. Staff trainings will be differentiated and take place throughout the year during full and half day institutes.

Ensure an opportunity for any collective bargaining negotiations with representatives of the school district’s employees that would be legally required, and including all classifications of school.

Consistent and collaborative meetings work to ensure agreement with the working conditions for E-Learning.

Review and revise the program as implemented to address difficulties confronted.

Administration meets monthly with the Morton Certified and Clerical Unions Executive Board to address issues and challenges to best meets the needs of District 201 students.

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.

Notifications in the form of emails will be sent to all district employees with notification of intent to utilize "E-Learning” will be sent during the third week of September. The notice of public hearing will be posted in September for our October 8th Board of Education meeting.