

E-Learning Plan
North Wamac Grade School Dist. #186
2023-2026
Grades K-8
(adopted March 20, 2023)

Introduction

North Wamac Grade School Dist. #186 will utilize E-Learning as a part of the plan to utilize Distance Learning on emergency days. If students have available computer access, tablet or device from home, they may access assignments electronically. If they don't have a device at home, they will complete paper and pencil curriculum packets. This will enable our teachers to take educational experiences beyond the walls of the classroom and comply with the necessary statutory requirements.

Purpose

Due to extreme weather conditions and/or emergency circumstances, and in an order to ensure student safety, North Wamac Grade School District #186 wishes to have students and teachers engaged in "E-Learning Days" when emergency days are implemented by the district. These learning opportunities will allow somewhat of a consistency in school learning that will involve technology and alternative forms (i.e., paper copies, including handouts, notes, homework, etc.) of instructional delivery. The district will ensure access for all students, that the specific needs of all students are met, including special education students and English language learners. In addition, the district will ensure that all mandates are met using the E-Learning program.

Goal of E-Learning Days

Our goal is to provide continuity of learning as we strive for a quality experience for both students and staff. Our E-Learning Day will attempt to replicate the five-hour clock day in terms of teacher mandated work hours and student homework as required by Illinois State Statute. We have developed a flexible system to meet the needs of our community, where teachers must have work posted by 9:00 A.M. and students have until they arrive at school the next day to turn in their homework.

Benefits of E-Learning for Emergency Days

1. Allows for the end of the school year to be predictable and constant, regardless of the number of emergency days.
2. As structured, it allows educators to advance learning more effectively, given the ability to plan within the normal school year.

3. Ensures that end of the year activities like graduation and commencements are maintained.
4. Promotes flexible learning and operations in the digital age.
5. Promotes learning beyond the school walls.

Program Expectations

Teachers will provide appropriate and meaningful lessons **online or paper/pencil format**. Students will be provided roughly 30 minutes of work per class.

Lessons will be specific to the grade level:

1. Lessons will try to integrate as seamlessly as possible into the regular instruction that has been occurring in class.
2. Tasks should be meaningful and important to students.
3. Utilize digital tools and platforms students are using as part of their regular instruction if possible.
4. Include formative assessment and feedback on assignments turned in and participation points will be awarded for completed assignments.
5. Teachers are responsible for taking student attendance through a specified communication tool and inform parents what specific tool to utilize when reporting.
6. Students in grades 5-8 need to connect online between 8:30-9:30 AM with their teachers for attendance via Google Classroom, Email, DOJO, Remind, or some predetermined way by the teacher. For K-4 students, a parent or older sibling can report the student present, get assigned work, and submit any completed work.
7. Those with paper and pencil work will be supplied with materials and be sent home with students prior to the E-Learning day if possible.
8. Teachers will send out their lessons electronically by 9 am.
9. Teachers, support staff, and administration are expected to be present/available electronically from 8:30AM-2:30PM on E-Learning days, but students can always reach out to their teachers and other staff members with questions outside of those designated times.
10. Parents will be notified of E-Learning days through the use of social media as well as the district's mobile app, and all call notification system.
11. E-learning assignments are treated like every other assignment given in class. They are expected to be completed, otherwise the student will not receive a participation grade for that assignment.
12. Any issues that arise during the program will be communicated to administration.
13. A letter will be sent out yearly explaining the process and this policy will be located in the district website as well as building handbooks, and mobile app.

E-Learning Days for Students with IEPs

1. Students with individualized education plans will follow lessons provided by classroom teachers and those modified by their caseworkers online or otherwise (hard copies, projects, reading, etc.)
2. All lessons will be appropriate and follow the students' IEP guidelines as well as class schedules.
3. Case managers will include in the student's IEP the needed accommodations (if necessary) that would be implemented on the day that E-Learning takes place.
4. Accommodations for students without access to the internet will be addressed on an individual basis previous to the school year or on an as-needed basis.

Certified Staff Expectations

1. Certified staff must be available via school email, Seesaw, Google Chat, Google Classroom, Google Hangout, Google Meet, Google Groups, Google Docs, Google Sheets, Google Slides, Google Forms and any online curriculum platform from 8:30 - 2:30.
2. Certified staff will need to work from school unless circumstances do not allow for that.
3. Certified Staff will record student attendance in TeacherEase by 10:00 a.m.
4. Certified staff will check-in by 8:30a.m., in the morning, and check out at the end of the day with their building principal between 2:00-2:30.

Special Education Teachers

1. Special education and 504 students will be provided the same accommodations and modifications outlined in their IEP.
2. Special education teachers will work with regular education staff to determine the appropriate modifications for any electronic/home based learning materials..
3. Special education teachers will contact families to determine the appropriate methods to supply help during the assigned work times.
4. Help may be provided via school email, Seesaw, Google Chat, Google Classroom, Google Hangout, Google Meet, Google Groups, Google Docs, Google Sheets, Google Slides, Google Forms and any online curriculum platform.

Educational Support Personnel Expectations

1. Assignments may vary depending on the nature of duties.
2. Secretarial staff will need to work from school unless circumstances do not allow for that.
3. Teachers with special assignments would provide proof of planning, professional development, or other school duties that need to be completed.

4. Paraprofessionals/Aides, kitchen staff, bus drivers, and custodians will need to work from school unless circumstances do not allow for that.
5. School superintendent/principal and staff will provide updated information to students and families to carry out specific details of completing the assignments. Students will be able to turn in work two days following the E-learning/Home based instruction.