Fairview School District 72: e-Learning Program Plan

Background

Fairview School District 72 has developed the following proposed plan for e-learning days. This plan has been developed to be consistent with state statute and is modeled after other approved programs that adhere to the provisions established by the Regional Offices of Education - Illinois State Board of Education.

<u>Access</u>
Students

General Education

Students in grades K-8 have regular access to an iPad or Chromebook throughout their school day. Students in grades 5-8 regularly take these devices home to support educational activities and homework. According to a recent survey of students who qualify for free and reduced lunch, some families indicated they had no access to the internet at home. District 72 will work to find a means by which families can access the Internet during e-Learning days. If students are not able to access assignments online, the student and/or family have the option to pick up paper copies of assignments on their next school day following e-Learning days. They will have up to 5 days to complete those assignments.

Students with Special Needs/Accommodations

Teachers and Learning Behavior Specialists will design assignments aligned with any accommodations and/or modifications outlined in their individual education programs (IEP). Students with comprehensive needs will receive assignments and work consistent with their IEP goals.

Teachers

All teachers receive District issued laptops. Teachers currently use a variety of applications including; GSuite, Google Classroom, and SeeSaw. These tools can be used for posting assignments, communicating with families, and monitoring assignments. Teachers also record grades and attendance in PowerSchool.

Instruction

All teachers will have lessons ready in the event that an e-Learning day is called. The lessons should provide instruction that can fit in during any point in the curriculum; however, teachers are encouraged to create a customized lesson and/or learning activities for the e-Learning day. Lessons should be stored in any of the online platforms utilized regularly such as GSuite, Google Classroom, and SeeSaw.

Grades K-4

For each K-4 class, teachers will design instruction to take the equivalent amount of time allotted for each content area within a typical school day. The time allotments vary for related "specials" classes such as art, library/technology, music, Spanish, and physical education according to grade level. Teachers currently use a variety of applications including; GSuite, Google Classroom, and SeeSaw.

Grades 5-8

For each grades 5-8 class, teachers will design instruction to take the equivalent amount of time allotted for each content area within a typical school day. In addition to English-Language Arts, Math, Social Studies, Science, Spanish, and Physical Education, each student may also be enrolled in one or more of a variety of electives within the Fine Arts and Tech-based/Programs. The e-Learning lessons will mirror the students' typical school day schedule. Teachers currently use a variety of applications including; GSuite, Google Classroom, and SeeSaw.

Attendance

Students will sign in using a Google Form that will be accessible for the entire 24 hours of the e-Learning day. Teachers will have access to sign-in data and will use the information to determine whether or not a child or family needs to be contacted directly.

Students/families who are unable to sign in using the Google Form (e.g. unable to access Internet) can submit an excused absence similar to existing school policies and will have two days to make up any missed work consistent with Board policy and established procedures.

Training

Staff will learn about the expectations for an e-Learning day through email communication, staff meetings, and online video. Opportunities for in-person support and consultation will be made available during independent professional time.

Students and families will learn about the expectations and student responsibilities for an e-learning day through direct communication from the Superintendent and/or district administrators via email and in writing. They will also be directed to the e-Learning day page on the District 72's website for a full overview of this program.

Non-Instructional Staff

In the event of an e-Learning day, non-instructional staff shall operate under the following:
The following District 72 staff are expected to work their normal shifts:
• Custodian
• Maintenance
• Payroll

The following staff should refer to their supervisor for instructions:

• Administrators
• All Other Support Staff

Program Evaluation

After holding an official e-Learning day, the district will survey stakeholders including students, teachers, non-instructional staff, and families for feedback on how the e-Learning day went and how it could be improved in the future.

Communication

Students & Families

Information will be shared with students and families about expectations and protocols for an e-Learning day as soon as possible, and no later than 30 days prior to utilizing an e-learning day. When an e-Learning day is implemented at District 72, information will be shared through the emergency notification system (text, email, and phone call). The district web page will also prominently display a banner similar to when school is canceled due to inclement weather or other adverse circumstances. In addition, links to the eLearning program section of the website will be provided.

Staff

District 72 staff will learn of the expectations for employees on an e-Learning day as soon as possible. The general expectations, responsibilities, and requirements will be provided for staff on a google site as far in advance as possible of calling an e-Learning day.

References

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