

Patoka CUSD #100 E-Learning Plan

Purpose

Due to the extreme weather conditions and/or emergency circumstances, and in an order to ensure student safety, Patoka CUSD #100 intends to have students and teachers engage in “E-Learning Days” when an emergency day is implemented by the district. These learning opportunities will also better prepare all students for future work in post high school learning that will involve technology and alternative forms 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 Day

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 be a 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 am. Students will have two school days to complete and turn in work posted on the E-Learning Day.

Benefits of E-Learning for Emergency Days

- Allows for the end of the school year to be predictable and constant, regardless of the number of emergency days.
- As structured, it allows educators to advance learning more effectively, given the ability to plan within the normal school year.
- Preserves a firmer start date for summer programming.
- Ensures that end of the year activities like graduation and commencements are maintained.
- Promotes flexible learning and operations in the digital age.
- Promotes learning beyond the school walls.

Program Expectations

Teachers will provide appropriate and meaningful lessons online or paper pencil format. As a guideline for student work on E-Learning days:

- High School students will be provided roughly 40 minutes of work per class.
- Junior High students will be provided roughly 40 minutes of work per class.
- Elementary students will be provided roughly 15 minutes of work per class.
- Staff, support staff, and administration are expected to be available at home or at school from 8:30 a.m. to 2:30 p.m.
- All teachers will ensure that all assignments are grade level and subject matter appropriate for all students. Teachers will also provide support for all students. Including those with Individualized Education Plans (IEP), 504 Plans, and/or other learning difficulties.
- Assignments will be posted by 9:00 am the day of the E-Learning day for jr. high and high school students. Please check your school email and Google Classroom accounts regularly for updates.
- Teachers will be checking emails/Google Classroom comments routinely throughout the day during 8:30 am - 2:30 pm, but students can always reach out to their teachers and other staff members with questions outside of those designated times. Please be patient as teachers will respond as soon as they are able.
- Certified staff will check-in and out with the building principal.

High School / Junior High

- Teachers need to provide technology-based instruction on the school platform.
- Lessons need to be available to students through technology-based platforms or by paper the day before.
- Teachers will have their lunch 12:00-12:30
- HS PE will be available via email for any questions students may have.

Google Meets (open times for any student to login and ask questions)

- 9:00-10:00 (Garrett, Gebke, Pearce, Denson)
- 10:00-11:00 (Stratmann, Hawkins, Canning, March)
- 11:00-12:00 (Stallard, Kramer, Landreth, Wheritt)

*LBS1's may need to adjust their times to meet individual student needs.

*Aides would be on the Google Meets with the LBS1s and/or student they are working with

*Kramer, Gebke, Hawkins may have jr. high and high school students during their one-hour time slot.

Elementary School

- Teachers need to provide technology-based instruction on the school platform.
- Instruction can be sent home the day before.
- Teachers will be available via email/class communication from 9:00-2:10. Teachers will have their lunch hour from 12:00-12:30.
- Optional Live Activity/Instruction with Classroom Teacher
 - Kindergarten: 9:00-9:30
 - 1st Grade: 9:30-10:00
 - 2nd Grade: 10:00-10:30
 - 3rd Grade: 10:30-11:00
 - 4th Grade: 11:00-11:30
 - 5th Grade: 11:30-12:00
- Optional Live Activity/Instruction with PE Teacher
 - Kindergarten: 10:50-11:00
 - 1st Grade: 11:00-11:20
 - 2nd Grade: 11:20-11:40
 - 3rd Grade: 11:40-12:00
 - 4th Grade: 1:00-1:20
 - 5th Grade: 1:20-1:40
- Optional Live Activity/Instruction with Music Teacher
 - Kindergarten: 12:10-12:30
 - 1st Grade: 12:30-12:50
 - 2nd Grade: 12:50-1:10
 - 3rd Grade: 1:10-1:30
 - 4th Grade: 1:30-1:50
 - 5th Grade: 1:50-2:10

Building 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 school days following the E-Learning /home based instruction.

Special Education

Special education and 504 students will be provided the same accommodations and modifications outlined in their IEP. Special education teachers will work with regular education staff to determine the appropriate modifications for any electronic/home based learning materials.

Speech, OT, PT and other special education services will work with students to provide a continuation of services that might be disrupted during the time missed.

Special education teachers (Grades K-5) will contact families to determine the appropriate methods to supply help during the assigned work times.

Help may be provided via email, school phones, or any other means of communication the school/teachers agree upon.

Educational Support Personnel

- Assignments may vary depending on the nature of duties.
- Secretarial staff can work on site or at home. Working from home will require establishing a schedule with the building principal.
- Teachers may receive special assignments, provide proof of planning, professional development, or other school duties that need to be completed.
- Paras, kitchen staff, and custodians will be offered the opportunity to make up the day by attending an upcoming inservice day.
- Options will be made available to an employee who wishes to work on site with an approved plan by their supervisor.

Miscellaneous

- If the district is required to provide meals to students, meals will be sent home the day before or will be available the day of the e-learning day