

eLEARNING PROGRAM IN LIEU OF THE DISTRICT'S SCHEDULED EMERGENCY DAYS

Public Act 101-0012, passed into law by the 101st Illinois General Assembly, allows local school districts to utilize eLearning programs for distance learning purposes. ELearning days are used in lieu of emergency days, meaning eLearning days do not need to be made up at the end of the school year. ELearning days may be used when school would otherwise be closed due to emergent circumstances, or during other circumstances in which students would not otherwise be in school (assessment conflicts, institute days, etc.) Schools are allowed to use as many eLearning days as there are emergency days identified on the school calendar. North Chicago Community Unit School District 187 can, therefore, use up to five eLearning days, per Illinois law. What follows are the legal requirements for an eLearning program and how District 187 is meeting those requirements.

- **May utilize the Internet, telephones, texts, chat rooms, or other similar means of electronic communication for instruction and interaction between teachers and students that meet the needs of all learners.**
 - Kindergarten through 12th grade teachers will utilize Schoology, and/or Edgenuity to communicate to students what, when and how assignments are to be completed. Preschool teachers will use Seesaw to communicate with families. Teachers will monitor email during an eLearning day to answer student or parent questions. Teachers may also use other electronic communication platforms such as discussion boards to engage with students.
- **Ensures and verifies that required clock hours of instruction or schoolwork for each student participating in eLearning day.**
 - Students must check-in through Schoology or Seesaw for attendance purposes. Teachers will assign work that can be completed in a timeframe consistent with a typical class period.
- **Ensures access from home or other appropriate remote facilities for all students participating in the program including the availability of non-electronic materials to students who do not have access to the required technology.**
 - D187 understands that not all students have wireless access, therefore D187 is providing internet hot spots to all students and families who need wireless access. Families who have connectivity difficulties will have access to the Parent Resource center to receive support with technology. In the case that a student has trouble with their device and/or wireless access non-electronic asynchronous instruction and guidance will be provided.
- **Ensure appropriate learning opportunities for students with special needs.**
 - Teachers must make every effort to create online assignments that are accessible to all learners. For example, teachers with students in the deaf and hard of hearing

program must offer videos with closed captions. Teachers with students who need larger fonts should provide that option or make the assignment manipulatable so fonts can be enlarged. Students with extra time during a typical school day must still be afforded that accommodation. However, if a student does not have access to his or her accommodation on an eLearning day (i.e., the help of an aide), that student will be given additional time to complete any work.

- In addition to providing all appropriate accommodations, ongoing conversations with SEDOL and the teachers of educational life skills students will inform our practices and the activities provided for those students on eLearning days. One consideration is sending home e-learning kits to our most high need learners for whom online learning presents a challenge. These kits would include activities and instructions for up to five days of eLearning at a time so they could be completed at home with an adult.
- **Ensures the monitoring and verification of each student's electronic participation.**
 - In addition to an online attendance in Schoology or Seesaw, teachers will monitor student work and answer student questions during the day and assess completed work after it is submitted.
- **Addresses the extent to which student participation is within the student's control as to the time, pace, and means of learning.**
 - Though attendance is being taken, students can work on eLearning assignments any time during the day, just as long as they meet the established due date for submission, which is no earlier than the next school day.
- **Provides effective notice to students and their parents or guardians of the particular days of eLearning.**
 - Upon approval of a Board of Education resolution allowing the use of eLearning days, we will communicate the details of our eLearning program implementation via email and through our website.
 - If an eLearning day is going to be used for a reason other than weather or some similar unplanned circumstances, no less than 30 calendar days' notice will be given.
- **Provides staff and students with adequate training for eLearning days' participation.**
 - Staff will be given detailed instructions on how to manage an eLearning day. Professional development on how to navigate the Schoology platform will be given to teachers prior to the use of an e-learning day. Ongoing professional development on the use of Schoology and best practices for remote learning will be provided throughout the school year.
- **Ensures an opportunity for any collective bargaining negotiations that would be legally required.**
 - Union representatives were engaged with administration in the development of our eLearning Plan, and we will continue to work with union leadership as we implement our eLearning program. Any concerns will be addressed directly and solved together.
- **Reviews the program as implemented to address difficulties confronted through revision or otherwise.**

- Reflection and revision are essential in the implementation of any new program. After the initial use of eLearning days, D187 will gather feedback from all impacted stakeholders to make changes and improvements to the program.
- **Ensures that the protocol regarding general expectations and responsibilities of the program is communicated to teachers, staff, students, and parents at least 30 days prior to utilization.**
 - All stakeholders will be notified of our intention to implement e-learning days soon after its approval by the Board of Education. No eLearning day will be called unless at least 30 days have passed since posting the expectations, guidelines, and responsibilities of all parties. In addition, e-learning days will not be used if a school is closed too close to the start of the school day (an early morning pipe burst, for example).
- **Ensure all teachers and staff who may be involved in the provision of eLearning have access to any and all hardware and software that may be required for the program.**
 - All teachers are issued a laptop for use during the school year and are enrolled in Schoology or Seesaw. There are no other required programs for eLearning in District 187.
- **Will be verified by the Regional Office of Education for the school district to ensure access for all students.**
 - District 187 will meet all requirements for approval of eLearning as required by the Regional Office of Education.
- **Will be implemented for a period of 3 years (2019-20, 2020-21, 2021-22) prior to renewal.**
 - District 187 will renew our eLearning program prior to its expiration in 2022.