



CENTRAL SCHOOL DISTRICT #104

Imagine. Inspire. Achieve

Ms. Dawn Elser, Superintendent
Central 104 School District

Mr. Bradley Rickert, Principal
Central Elementary School

Dr. Tron Young, Principal
Joseph Arthur Middle School

Mrs. Cassy Shelton, Sp. Ed. Coordinator
Central 104 School District

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E-Learning Plan

2022-2023

Board Approved on 8/15/22

Per Illinois School Code: (105 ILCS 5/10-20.56) Sec. 10-20.56. E-Learning days.

Ensure and verify at least 5 clock hours of instruction or school work, as required under Section 10-19.05, for each student participating in an e-learning day:

During e-learning students must be provided work from the teachers they were assigned to see on the missed day from multiple subject areas that equate to 5 hours of participation. The work will be assigned to the students on the emergency day or Act of God day and will be due to be submitted back to the teacher or staff member online or turned in at the next in-person school day. Elementary and Middle School Certified Staff will be available from 8:00-1:00.

All certified personnel without direct teaching responsibility, including instructional coach, administrators, social workers, and mental health specialists are expected to support classroom teachers by responding to school needs, including being in communication with the school as needed. Additionally, personnel without teaching assignments may be issued assignments from administrators as needed.

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 kindergarten through eighth grade students will have access to a Chromebook that they will take home and have electronic assignments to complete in Google classroom or via a packet. It is understood that all students have access to the internet and Google classroom or to the assignments via a distributed paper packet. Special Education teachers will provide assignments based on students' IEP goals. Teachers will be available from (8:00-1:00) to support student learning and answer any questions.

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 accessing the required technology

Our district has some of the infrastructure and professional capacity in place to support the adoption of e-Learning days in place of traditional emergency days. Our registration survey indicated that many middle and elementary school students have reliable access to the internet. The school staff will work with individual families to accommodate as needed. If there is a power outage or another issue out of the

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families control; staff will work with the student/parent to make arrangements for an opportunity for the work to be completed. Parents should reach out to the building Principal to make these arrangements.

Ensure appropriate learning opportunities for students with special needs

Students with special needs will have assignments modified or provided based on their IEP goals from their special education teacher or related service provider.

Monitor and verify each student's electronic participation

All work will be posted on the teacher's Google classroom by 8:30 a.m. on the E-Learning day. The work will need to be completed and turned in when students return to school for paper assignments or by the due date for electronic assignments. Students who do not submit assignments may be counted absent on E-learning days. Teachers will use their discretion in assigning grades for work completed during E-learning days. The ½ day dismissal schedule will be followed for students in K-4 so students will login with their specials teachers at their assigned time for ½ days. The middle school will also follow the ½ day dismissal schedule, so students will receive instruction from each teacher at their scheduled times on ½ days.

Student Participation will vary based on the grade level:

- Kindergarten students will be engaged for 45 min
- For Grades 1-2, students will be engaged for 60 minutes
- For Grades 3-4, students will be engaged for 90 minutes
- For Grades 5-8, students will be engaged for approximately 125 minutes (22min for English, Literature, Social Studies, Math, Science and 15 min for PE or Art)

Provide effective notice to students and their parents or guardians of the use of particular days for elearning

Communication will go to parents explaining our e-learning plan for the year and it will be posted on our website.

Provide staff and students with adequate training for e-learning days' participation

The teachers will receive an overview of the e-learning plan during the first quarter of the school year..

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

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All teachers and aides have been assigned a laptop or Chromebook for use at school and at home.
Teachers and aides will be available for support from 8:00 am to 1:00 p.m. Parents/students can email teachers or district personnel, do a virtual chat with their teacher in Google Suite, or post a question in Google classroom.

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 district employees who are represented by collective bargaining agreements and who would be affected in the event of an e-learning day

If a memorandum of understanding is needed, it will be created and agreed upon and will follow all requirements according to Illinois School Code.

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