

REMOTE LEARNING OPTION AS A RESULT OF EMERGENCY SCHOOL CLOSURE

Colorado Springs School District 11 (the District) recognizes that there are instances when an emergency closure of physical facilities is necessary, but at the same time, instruction to students would be beneficial. In these instances, the District may call a “Remote Learning Day” in place of a scheduled in-person instructional day. Each school is allowed a maximum of five (5) Remote Learning Days as a Result of Emergency School Closure.

1. Definitions:
 - a. “Remote Learning as a Result of Emergency” is defined as licensed staff-pupil instruction that would normally occur in-person but is instead occurring remotely due to unplanned emergency situations such as weather, wildfires, school floods, etc.;
 - b. Synchronous Learning is defined as real-time licensed staff-to-student instructions. This could be in the form of whole class, small group, or one-on-one instruction through a virtual platform such as WebEx;
 - c. Asynchronous learning is defined as licensed staff-to-student instruction that does not occur in real-time.
2. Processes for implementing remote learning:
 - a. For each course, at least 20% of daily instruction must be synchronous;
 - b. Asynchronous activities must be certified staff generated and introduced activities tied meaningfully to current content, and certified staff will be available to students during their normal instructional day;
 - c. Instructional time (synchronous and asynchronous combined) for each course in a remote learning day will be equivalent to that of an in-person day;
 - d. Attendance will be recorded the student information system and/or based on a student’s participation in instructional activities.
3. The following types of documentation can be used as evidence of a student being in attendance during remote learning:
 - a. Screenshots or logs of WebEx (or other similar platform) attendees, showing date and time;
 - b. Synchronous and asynchronous activity reports from the learning management system (LMS) containing student name, date, time and course content associated with a course on the student’s schedule;
 - c. Tests/quizzes/projects/student generated body of evidence emailed or uploaded into the learning management system with the student’s name and date of submission verification and directed to the certified staff;
 - d. Student messages addressing course content through school or district-provided messaging systems.
4. Each school will communicate to all teachers, building staff, parents/guardians, and students their plan for how a Remote Learning day will be implemented. This includes:
 - a. Remote Learning day bell schedules;
 - b. How a Remote Learning day will be called and communicated;
 - c. Training for staff regarding the expectations and implementation of a Remote Learning day;

- d. Training for family members and students (how to access online instruction, how to submit assignments, etc.);
 - e. How devices will be distributed or the expectation for families to access devices during Remote Learning Option days.
5. Learning days: Consideration should be given to encourage staff and students to take home their technology items the day before by no later than 1:00 p.m. when the potential for inclement weather is on the horizon for the following day, unless there are extenuating circumstances. The Superintendent or designee will send out this communication District-wide and to our community.

Adopted October 28, 2020
Revised October 13, 2021

CROSS REFS.: AH, Application of Board Policy Manual
EBCE, District/School Closings, E-Learning Days, Activity Related Cancellations, Late Starts and Early Releases
EBCE-R-1, Regulation to Policy EBCE, District/School Closings, E-Learning Days, Activity Related Cancellations, Late Starts and Early Release
IC/ICA, School Year/School Calendar
IHA, Basic Instructional Program
JH, Student Absences and Excuses
JLIB, Student Dismissal Precautions

LEGAL REFS.: C.R.S. 22-32-109, et al.
C.R.S. 22-33-104 (1)
1 CCR 301-71

CONTRACT REFS.: Colorado Springs Education Association Master Agreement
Education Support Professionals Meet and Confer Handbook
Executive/Professional Meet and Confer Handbook