

Fremont School District 79

# eLearning Day Procedures

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**FREMONT**  
SCHOOL DISTRICT 79



## Purpose

In the event of school closings, the implementation of an “Electronic Learning” (eLearning) day may now be utilized by the District in lieu of the traditionally scheduled emergency days at the end of the academic year. On eLearning days, students will engage in remote and virtual instruction while not being physically present at school. The goal on eLearning days is to partner with families to provide meaningful and engaging learning opportunities outside of the classroom, both electronic and non-electronic, which will maintain high expectations and pursuit of increased student growth and achievement.

The District acknowledges the reality that eLearning days create specific challenges for students, families, and staff. The District further acknowledges that these challenges are unique to the different grade levels. While acknowledging these challenges, feedback in the District has demonstrated that families greatly value the benefits that eLearning days provide in regards to a more predictable school calendar, continuity in learning, and more.


## Communication

In order for eLearning days to be implemented effectively, they will require advanced communication. By 2 p.m. the academic day prior to a potential eLearning day, the District will send a communication to all staff and students to notify them of this possibility. This will allow all impacted stakeholders to prepare for eLearning instruction and to bring home the necessary devices and resources to participate in remote learning. A communication will be sent by the District if it is ultimately determined that school will be cancelled and an eLearning day will be implemented.

In the event of an internet and/or power outage that impacts a significant portion of the District households, an eLearning day may not be called or may be cancelled. If the outage is localized (i.e. a specific home or small neighborhood cluster), students can take advantage of the additional one calendar week to complete their learning tasks (see “Student Attendance”).

## Student Expectations and Attendance

Students are expected to complete at least five clock hours of instruction or school work during an eLearning day. Exceptions to the five clock hours expectation are as follows: first grade (4 hours), full-day Kindergarten (4 hours), half-day Kindergarten (2 hours), and pre-Kindergarten (0



hours). While pre-Kindergarten students are not required to participate in eLearning days, their teacher will send home suggested learning opportunities in which to engage on these days.

Students will receive clear expectations from their teachers regarding how they will be able to effectively participate in learning on an eLearning day. This will include communication regarding the resources they will need to access, how they will access them, how they will participate in learning, and how they will demonstrate learning.

To the greatest extent possible, and as appropriate by age, students are encouraged to independently engage in their learning activities. This includes checking their school email for communications and/or accessing their applicable online resources used for their respective classes.

Evidence of attendance in eLearning may include work completion evidence, participation in online discussions, the generation of online work products or reflections, submission of a multimedia artifact, hard copy submissions the following academic day, app usage metrics, electronic time stamps, active monitoring, Google form check-in, phone call, videoconference, email, and more.

Once evidence of attendance has been verified for a class, the teacher will mark the student “present” in the student attendance system.

The expectation is that students complete their eLearning expectations on the day it is assigned. However, it is understandable that issues may arise, which will impact the extent to which student participation is within the student’s control as to the time, pace, and means of learning. To account for unanticipated challenges that may emerge such as power outages, technology issues, oversight of learning, etc., students will have one calendar week to demonstrate evidence of attendance and complete their learning tasks.

The eLearning day will be marked as an unexcused absence for students who do not show evidence of attendance after one calendar week. This timeline offers flexibility for students to complete assignments, ask questions regarding their learning, and not penalize anyone for unexpected obstacles.

Parents/guardians are encouraged to contact building administration if they believe extenuating circumstances would necessitate an extension beyond one calendar week.

## Staff Expectations

Learning activities will be relevant, meaningful, manageable, and aligned to the learning currently taking place in the classroom. All lessons and assignments will be communicated to students and parents no later than 9 a.m. on the eLearning day. Each course that was scheduled to meet on an eLearning day should have an activity/assignment posted. As needed, non-electronic materials may be provided to students prior to an eLearning day. As a general guideline, the content areas should approximately reflect the following time demand expectations:

	<b>Pre-K (0 hours)</b>	<b>Half-day K (2 hours)</b>	<b>Full-day K and 1st Grade (4 hours)</b>	<b>2nd Grade - 5th Grade (5 hours)</b>	<b>6th Grade - 8th Grade (5 hours)</b>
<b>ELA</b>	0 minutes	55 minutes	100 minutes	110 minutes	55 minutes
<b>Math</b>	0 minutes	30 minutes	50 minutes	60 minutes	55 minutes
<b>Science</b>	0 minutes	10 minutes	20 minutes	25 minutes	55 minutes
<b>Social Studies</b>	0 minutes	10 minutes	20 minutes	25 minutes	55 minutes
<b>PE</b>	0 minutes	0 minutes	25 minutes	40 minutes	40 minutes
<b>Specials/ Related Studies</b>	0 minutes	15 minutes	25 minutes	40 minutes	40 minutes

During an eLearning day, licensed personnel are expected to be available and accessible during their respective contract hours, but are not required to be continuously “online.” The eLearning day also is meant to be flexible for staff as staff members may have their own children to supervise and/or have other unique demands on these days. During school hours, the general expectation is that any communications are responded to within one hour of being sent and that communications received prior to 2 p.m. will be responded to that same day.

Staff are expected to communicate with students through the District's established tools and resources including email, Google Classroom, Google Docs, SeeSaw, TeacherEase, pre-recorded/flipped videos, videoconferencing, etc.

During an eLearning day, licensed personnel are expected to be available for at least one cumulative hour of synchronous ‘office time.’ These windows of time will be clearly and directly communicated to students, as applicable. The ‘office time’ will provide students an opportunity to ask questions and receive support. It will not be mandatory for a student to attend ‘office time.’ If a student is not able to access personnel during their respective ‘office time’ their needs will be prioritized the following academic day. The ‘office time’ may be provided as one continuous block of time, or divided up into shorter segments to be offered at different times during the day.



## Parent/Guardian Expectations

Parents/guardians are asked to oversee student engagement on eLearning days, as appropriate by age and ability level. This includes staying abreast of District and classroom communications and helping the child(ren) participate in learning. Parents/guardians are not expected to assume the role of the teacher or teach new content.

Students are not expected to exceed their required hours of eLearning activities during a given day. If a student has been engaged in learning and cannot complete the entirety of the expectations given to them, then it is appropriate for the student (or parent/guardian if more age appropriate) to reach out to the teacher(s) to share this information. Teachers will take this into account when recording participation/attendance.

## Technology Hardware and Software

The advanced notice by the District of potential eLearning days will provide students and staff the opportunity to bring necessary technology devices home the academic day preceding a potential emergency day. This will allow students and staff the ability to access necessary resources to successfully participate in and facilitate learning on an eLearning day. The 1:1 technological environment and staff-issued devices should ensure that all students have the resources they need to support eLearning days. All K-8 students will bring their devices home the day before an anticipated eLearning day.

## Technology Support

If technology issues arise during an eLearning day, there are supports in place to meet these needs. Students/parents first reach out to the teacher associated with the class with which they are experiencing an issue. If the teacher is unable to resolve the issue, they will submit a technology ticket with the District technology support team. The technology support team knows to make eLearning requests a top priority on eLearning days.



## Internet Access

All families should have access to the internet on eLearning days and throughout the year. If a family does not have the internet at home, or from another reasonably accessed remote location, please contact the building principal and the school will work to assist these needs.

Students will not be penalized if they do not have internet service on an eLearning day. Students will be responsible for engaging in alternative assignments and/or completing the work when they return to school.

## Students with Specific Learning Needs

The schools will work with students and families to ensure appropriate learning opportunities for students with specific learning needs (e.g. students with IEPs or English language learners). When appropriate, accommodations will be provided and/or modifications may be made by teachers or case managers consistent with the student's goals and needs.

## Feedback

The District will review the success of eLearning days after each individual implementation. If there is specific feedback for the District to consider, please contact Public Relations via email at [publicrelations@fsd79.org](mailto:publicrelations@fsd79.org).