



eLearning Information

General Information

All eLearning days, regardless of scheduled or weather-related, will include synchronous instruction equal to at least 50% of the daily instructional minutes. Teachers will deliver the virtual instruction synchronously on an eLearning day. Synchronous instruction/learning occurs when classes run in real-time, with students and instructors attending together virtually from different locations. This means that teachers and students are gathering at the same time and interacting in “real-time.”

- Students at the 6-12 level will be expected to log on during the eLearning schedule shared by their building. Should there be a two-hour delay, they would follow the two-hour delay schedule that is shared.
 - 6-12 teachers will hold live sessions during the scheduled class time and student attendance is expected. Attendance will be taken.
 - Assignments will be due as assigned by the teacher, typically the next school day.
 - Teachers will be available from 7:00 A.M. to 2:45 P.M. to answer any school assignments. They may reach out to contact you as well.
- K-5 students will be expected to participate in daily live learning sessions. Recordings will be shared for follow-up viewing, if necessary. The corporation knows that younger students need the guidance and support of adults to be successful. The recorded sessions make that opportunity available.
 - K-5 classroom and special teachers will hold live sessions during the day for a total of 2.5 hours and student participation is expected. These sessions will be recorded and posted for later use.
 - Assignments will be due as assigned by the teacher, typically the next school day.
 - Attendance is based on work completion and timely submission.
 - Teachers will be available from 8:00 A.M. to 3:45 P.M. to answer any school assignments. They may reach out to contact you as well.

Parents must call in to report absences the same as if the student was attending school in person. Absences should be called in or emailed to the school office by 9:00 a.m. each school day. Attendance will be recorded daily.

Parents and students should not share or record any videos or resources that are delivered electronically through Google Classroom, Schoology, or Edmentum.

Students are expected to participate consistently and complete all tasks as directed by the teacher.

What will an eLearning day look like for students?

Students at the 6-12 level will be expected to log on during the **eLearning schedule shared by their building.** Should there be a two-hour delay, they would follow the two-hour delay schedule that is shared. Grade 6-12 teachers will hold live sessions during the scheduled class time and student attendance is expected. Attendance will be taken. Assignments will be due as assigned by the teacher, typically the next school day. Teachers will be available from 7:00 A.M. to 2:45 P.M. to answer any school assignments. They may reach out to contact you as well.



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Live/synchronous eLearning activities delivered by teachers will cover content that would have been addressed on a traditional school day; this is the very essence of blended learning. To further clarify, eLearning lessons may introduce new topics or they may expand upon recent instruction in order to add depth to previous learning.

Students are expected to follow the directions given by their teachers. Google Classroom or Schoology will be the tools for teachers and students for eLearning. All assignments are expected to be completed for all classes, and credit will be given just as it would be on a regular classroom day.

What if we don't have Internet access at our home?

The following are for informational purposes only:

Comcast Internet Essentials:

- Provides full Internet access for less than \$10 a month. Parents interested should ask building secretaries for a pamphlet.
- Comcast is currently offering low-income families who are new customers 60 days of complimentary Internet Essentials service. More information can be found [here](#).

Cell Phone Hotspot or Tethering:

- Families may have internet connectivity using a cell phone as a hotspot or through tethering. Families would need to check with their cell phone provider; there could be added data costs.

A friend or relative's Internet access:

- This could be a great time for students to collaborate with friends or relatives while sharing Internet connectivity.

If your child has an IEP, 504, and/or ILP, how will they participate?

All students who have accommodations for instruction, students with IEPs or ILPs, will be provided with or have access to those accommodations. Please work with your Special Education teacher and your EL teachers in accordance with IEPs and ILPs.

For students for whom an online platform is not appropriate, teachers will provide parents with appropriate educational materials and learning activities. To clarify, these students are allowed to receive paper/pencil content.



What if the student's Chromebook is not working?

From experience, this is a rare occurrence, but if it happens, there are a couple of different options:

- Because the Learning Management System is web-based, students may use any other device to upload their work.
- If the student doesn't have a device at home, they may call the school to request a paper copy of the material.
- Contact Tech support between 9:00 a.m - 3:00 p.m. by calling **219-956-3143, extension 2300**. When the student returns to school, they will need to take their device to the tech department to be repaired.

How do I contact my child's teacher?

If your teacher has not discussed how to communicate, start by either sending a message through Schoology (HS and MS) or send an email (all buildings). In addition, your teacher may set up other ways to contact him or her.

Your teacher will be monitoring both during their typical school hours on the eLearning Day. Be patient if you do not get an immediate response. Your teacher may be answering other questions and will get to yours shortly.

How will attendance be taken? How does my child get counted as present?

6-12 teachers will hold live sessions during the scheduled class time and student attendance is expected. Attendance will be taken.

K-5 classroom and special teachers will hold live sessions during the scheduled class time and student participation is expected. Attendance is based on work completion and timely submission.

If a student does not participate in eLearning, they will be marked with an "unexcused absence" unless a valid excuse is given to the school for the missed eLearning day.

- If your child is unable to participate in eLearning due to reasons as stated in the Student Handbook, contact your child's school to report the absence as you would any other day.

Can more than one student log in on to a Chromebook?

Yes, Chromebooks can have multiple KV users log in utilizing the Google Drive login information.

What if I cannot access the sites online?

Reboot the device to clear out the memory and reset the connection to the local wireless network. Then, try again to access the site.



How can I get help as a student or parent?

All students have their teacher contacts for the eLearning days through Google Classroom, Schoology, or school email. Teachers will give preferred contact information to your students and will be available on the eLearning Day.

Tech support will be available during the same hours by calling **219-956-3143, extension 2300**. Your teacher is the first contact to be made for help on assignments and academic needs. Technology can be called for issues with the LMS.

Tips for Parents

Do you have a schedule?

Children thrive on routine. It's important to keep up as much consistency as possible, Keeping things consistent can help our kids to feel regulated, calm, and make a potentially scary situation feel much more predictable.

Students in grades 6-12 should follow the provided schedule and log in to each of their classes at the scheduled class time. Students in grades K-5 should follow a daily schedule that includes eLearning work time and break times. The tasks teachers give will build upon each other over time. Staying caught up and ready for the next assignment will allow students to continue their learning and grow over time.

What resources can I use to support my child's online learning?

Schoology- <https://vimeo.com/46433066>
<https://www.youtube.com/watch?v=ZhhLK-DTIVE>
https://www.youtube.com/watch?v=k6eyJ_AaHbE

Google Classroom- <https://www.youtube.com/watch?v=2lowi-gmbys>
<https://www.youtube.com/watch?v=JqxCfihxEVw>
<https://www.youtube.com/watch?v=UHpufNWBB8k>