

Argo Community High School, District 217 e-Learning Plan

e-Learning and Remote Learning

The State of Illinois provides e-Learning as an approach to continue teaching and learning during emergency school closures. As a result, Argo Community High School, District 217 has a plan to address learning remotely. This innovative approach to learning ensures that instruction does not stop during emergency closures such as snow days. The goal of our e-Learning plan is for students to continue learning and receiving feedback from their teachers. E-Learning days will apply to all students who attend classes at Argo Community High School. Remote learning, including e-Learning, is defined by the Illinois State Board of Education as *learning that happens outside of the traditional classroom because the student and teacher are separated by distance and/or time. Remote learning can be done at flexible times, and it may or may not involve technology.*

Public Act 101-0012 (105 ILCS 5/10-20.56)

Communication for e-Learning day(s)

E-Learning days will be called in the same way an emergency day has been called in the past. Depending on the circumstances, it may be called either a traditional school closing day (to be made up at the end of the year) or an e-Learning Day. Communication includes email, text, robocall, social media, and the District website.

Students are encouraged to work with IT regarding any issues of a lost or non-functioning electronic device or lack of internet connection as this is the preferred method for e-Learning. If students require non-electronic materials in order to meaningfully participate in lessons, they may contact the Assistant Principal for Teaching and Learning to arrange pick-up.

e-Learning

Public Act 101-0012 allows school districts statewide to utilize e-Learning days in lieu of emergency days and maintains flexibility for students to engage in purposeful learning outside of the classroom. It is important to emphasize that the 'e' in an e-Learning Day represents 'engagement' more so than 'electronic' given the guidance around building a definition of 'an instructional day' and to establish clear expectations around 'student attendance'. The primary purpose of technology is to maintain communication with students and provide feedback from our educators.

Credit for the e-Learning Day

E-Learning days follow the schedule of a regular 9:30am late start school day. Teachers will interact with students on Zoom to provide instruction and assignments during the day, which will take place during regular school hours from 9.30am – 2.55pm. Every attempt should be made by students to attend Zoom meetings hosted by teachers. This is students' opportunity to interact with teachers and ask questions. If a student needs to be absent on an e-Learning day, families should follow regular absence reporting procedures.

Schedules and Responsibilities for e-Learning Days

All schedules are based on the 9:30am late start day. This will provide both teachers and students opportunity to prepare for the shift to an e-Learning day. E-learning days will be remote learning days for all students with instruction from 9:30 a.m. – 2:55 p.m. via Zoom. This will continue to allow all classmates to engage together through Zoom. During this time frame, students will have live instruction through Zoom, a lunch break, screen/movement breaks, and independent work time.

Teachers will share Zoom links in Canvas by the start of the school day on the morning of the e-Learning day.

Teacher Responsibilities During e-Learning

1. Teachers will meet with students following the Late Arrival Bell Schedule (9.30am start).
2. Teachers will record attendance each period and remain available via Zoom, Teams, or other digital platform to instruct and / or videoconference with students as needed.
3. Teachers are not required to hold synchronous lessons (asynchronous work may be assigned) but will remain available throughout each class period to support students as needed.
4. Certified staff covered by the teachers' CBA who do not have assigned courses will be available to answer student questions via email or other means of communication and/or will work on other assignments related to their position or communicated by their direct supervisor
5. Teachers have school issued devices to utilize Zoom, Canvas, and any other software and applications necessary to deliver their e-Learning lessons. Staff can contact the Instructional Technology Coach or IT Department for any training for software needs they may have.

Student Responsibilities During e-Learning

1. Students will check their Canvas (or other learning management system) course pages and Argo email accounts for e-Learning instructions and live class links.
2. Students should attend digital classes following the Late Arrival Bell Schedule (9.30am start).
3. Students may communicate with their teachers and other school personnel via Argo email or messaging in Canvas (or other learning management system).

The District's Responsibilities During e-Learning

1. The District will send initial notification of expectations and responsibilities of the e-Learning program at least 30 days prior to initiating an e-Learning day.
2. The District will communicate to faculty, staff, and students that an e-Learning day will take place by no later than 5.30am, but it is encouraged to send such communication as early as is practical.
3. The District (in conjunction with the teachers Union and other collective bargaining units) will regularly review and revise e-Learning procedures as situations change and as new needs present themselves. These changes will be communicated promptly with all stakeholders.

While it is always our goal to return communication promptly, teachers and staff will do their best to reply to parent communication as soon as possible based on their daily schedules.

IEPs/504 plans, EL, and/or Intervention Services

For students with IEPs and 504 plans, the accommodations built into those plans will apply to e-Learning. Students will follow their regular 9:30 late start schedule for the day. Zoom links will be provided by the Special Education, EL, and related service staff.

Classified staff will follow their regular schedules to support students.

Due dates and attendance for e-Learning Assignments

Students are expected to engage in e-learning throughout the day based on their schedules. It is the goal for assignments to be submitted based on the expectations of the teacher(s).

Student Attendance

Each class period, students will indicate their presence by joining their classroom teacher's Zoom meeting. If a child is going to be absent, or unable to participate in e-Learning, parents should follow the regular absence protocol and leave a message with the school to report the absence. If a child does not complete work or interact with remote learning on a given day, they will be marked 'absent.'

Technical Assistance and Access to Technology

One-to-one devices are provided to all students in the District. The District provides on-site and off-site security/filtering software, installed on devices, and the District provides hot spots and alternative Wifi connections for students as needed. If you do not have access to Wifi or need technical assistance, please contact the Technology Help Desk [here](#).

Screen Time throughout the Day

Argo Community High School, District 217 recognizes the importance of providing students with different modes of learning and completing tasks, including on and offline tasks. Additionally, while amounts of time are designated for certain subjects, your child will not be expected to be online longer than it takes to complete a lesson or task.

All learning activities may include, but are not limited to, live instruction on Zoom, remote small group work via breakout room, independent/flexible student work time, and virtual teacher-student check-ins.

Grades

Not all student work will be graded, however, at the teacher's discretion, student work may be graded and the grade may count toward the overall grade.

Consistency

Teachers will be adhering to the curriculum guides as they are written and exhibited on our department curriculum maps. Lessons and activities will relate to the current learning target in each classroom and align with the Illinois Learning Standards.