The Academies E-Learning Plan: 2024-25

Five days are included on the school calendar for E-learning in the case of inclement weather

Pre E-Learning day planning:

The Level IV staff will contact all student families to determine if they have technology at home that will allow them to have contact with school staff on E-Learning days. Families will need to have WiFi and technology with the ability for google meetings as needed. If a family does not have the necessary technology, FED will be responsible for providing this technology unless other arrangements can be made.

Staff will talk with the Level IV Program Lead to determine if they have the appropriate technology at home that will allow them to contact their students on E-Learning days. Licensed staff will need to have WiFi and technology with the ability to run a google meeting as needed. Paraprofessionals will need to have chromebooks and WiFi.

Level IV Teachers will work together to create an activity grid that will include 12 to 15 "at home" activities that students can choose from. This grid will be completed by the end of September and will then be sent home with students and shared on the FED website for families to refer to if theirs gets lost. Students are expected to choose 3 activities to complete at home and will discuss these with the paraprofessional when they connect.

Teachers will complete the contact grid for the times of day that each student will be contacted by staff and which staff will be making that contact. (See grid on second page)
Students will have 6 points of contact per day. During the **teacher contact times they will review the previous day's work that was completed in the class or run a group activity of their choosing. **Social skills teachers** and the **School Social Worker** will complete whole group activities at their contact times. **Paraprofessional** contact times will include a discussion of the activities on the grid that the students have chosen to complete. The **mental health staff** will have one contact time for an individual session. The case manager will create one google meeting link and invite all students and staff working with their group of students. Students and staff will join the google meeting at their predetermined times and the case manager will send the "groups" to a breakout session.

Time of day	Mrs. J	Mr. T	Mrs. Jares	Mrs. Bowman	Mrs. Lehmann	Other Staff assigned
8:30	Students will meet from 8:30-9:30			Students will meet from 8:30-9:30		Mrs. J, Steph, Sara
8:45						
9:00						Mrs Bowman, Miranda, Kait
9:15						
9:30		Students will meet from 9:30-10:30			Students will meet from 9:30-10:30	Mr T, Britney, Sara
9:45						Mrs. Lehmann, Heather, Kait
10:00						
10:15						
10:30			Students will meet from 10:30-11:30			Mrs. Jares, Melody, Sara
10:45						
11:00						
11:15						
11:30	Students will meet from 11:30-12:30			Students will meet from 11:30-12:30		Mrs. J, Steph, Sara
11:45						
12:00						Mrs Bowman, Miranda, Kait
12:15						
12:30		Students will meet from 12:30-1:30			Students will meet from 12:30-1:30	Mr T, Britney, Sara
12:45						Mrs. Lehmann, Heather, Kait
1:00						
1:15						
1:30			Students will meet from 1:30-2:30			Mrs. Jares, Melody, Sara
1:45						
2:00						
2:15						
2:30						

Day of E-Learning:

The school announcement of an inclement weather day will include a reminder to follow the Level IV E-Learning plan.

8:00-8:30am- Case Managers will zoom with the team members assigned to their class to discuss the schedule and expectations of the day.

8:00-8:30am- Mental Health Staff will contact case managers with the students on their schedule for the day and what time they will be calling the students for a check in

8:30-3:00 pm- Staff will follow the contact grid to check in and discuss work with the students. If there is time when the staff do not have calls to make, paraprofessionals should complete online training on Infinitec or other training that has been assigned to them, and save the completion certificates. Licensed staff will need to document lesson planning or other training that is completed. All staff should be completing the **work from home documentation** to be turned in to Jena for approval. Once Jena has approved these hours, a copy will be turned in to Marlo.

All staff will complete the documentation form on the next page for each student they have contact with. This documentation will be brought to school the following day and will be kept in the student file.

Grading will be completed by the teacher based on the students participation during all expected contact times. Participation will be 50% of the final grade for E-Learning days.

First day returning to school after E-Learning:

Students will need to bring a photo (this can be on a cell phone) or some other record of the assignments they have completed at home. If the assignments are returned on the first day returning from E-Learning, full points will be given. Everyday after- there will be a 10% decrease in the grade.

E-Learning documentation of student contact with <u>paraprofessional</u>:

Time of contact #1:

Students in attendance:

Students NOT in attendance:

Notes on discussion with students:

Time of contact #1:

Students in attendance:

Students NOT in attendance:

Notes on discussion with students:

E-Learning documentation of student contact with <u>paraprofessional</u>:

Time of contact #2:

Students in attendance:

Students NOT in attendance:

Notes on discussion with students:

Time of contact #2:

Students in attendance:

Students NOT in attendance:

Notes on discussion with students:

E-Learning documentation of student contact with <u>Teaching Staff</u>:

Time of contact #1:

Students in attendance:

Students NOT in attendance:

Notes on discussion with students:

Time of contact #1:

Students in attendance:

Students NOT in attendance:

Notes on discussion with students:

E-Learning documentation of student contact with <u>Teaching Staff</u>:

Time of contact #2:

Students in attendance:

Students NOT in attendance:

Notes on discussion with students:

Time of contact #2:

Students in attendance:

Students NOT in attendance:

Notes on discussion with students:

E-Learning documentation of student contact with <u>Mental Health or School Social Worker:</u>

Student name:

Time of contact:

Outcome of contact:

Student answered the call and participated with the contact:	Student answered but did not cooperate with the call:	Student did not answer:

Notes on discussion with student: