eLearning Parent/Guardian Handbook

Early Release Day/eLearning Schedule

September 27, 2024

There are a limited number of circumstances that may lead to the temporary closure of a school or schools. Examples are severe weather, loss of power for extended periods of time, etc….

If the district has ample time to communicate the need for an eLearning day, the eLearning day will take place on the actual date of the school closure. An example of this would be if the forecast is calling for incoming severe weather and we decide to make the following day an eLearning day.

If a situation occurs where we have to make an immediate call to close a school, the elearning day would be scheduled for the next make up day on the district calendar. An example of this would be if schools experienced sudden extended power outages just prior to or during morning arrival, it would be too late to call an elearning day for that specific day.

In the event we are required to move to a fully virtual instructional model under these circumstances we will follow the guidelines and structure noted in this document in order to meet state requirements for an eLearning day. Learning will be delivered in a structured, synchronous manner. This means students will be expected to be online and ready for instruction at the beginning of each class period.

Grading will take place as if we were in school. Student work will be graded and feedback will be provided. Teachers are preparing lessons that will not require direct parent support since we know many parents will be working, etc…Teachers will be using Google Classroom to run their virtual classrooms.

Elementary eLearning Expectations and Schedule

Once an eLearning day is announced by the district, your child's classroom teacher will provide more detailed information on what the expectations and assignments will be during the eLearning day. Below are some bulleted points on logistics and district expectations on how the day will operate.

- Kindergarten and first grade teachers will use Seesaw as their learning management system, and second through fifth grades will use Google Classroom.
- Homeroom teachers will be providing one hour of live instruction. See the schedule below for each grade level's scheduled time for live instruction.
- All teachers will provide two hours of office hours which are determined by the individual teacher.
- In addition to the hour of live instruction, additional assignments will be provided to your child to be completed during the eLearning day. Your child's teacher will provide details for the day's expectations.
- Related arts teachers will have a choice board created for all classes within the building. Your child should choose an activity from the related arts class they are missing during the eLearning day.
- Special education and related services will be provided to the greatest extent possible through online or virtual instruction, instructional telephone calls, and/or other curriculum-based instructional activities.

Early Release Schedule

Whole Class eLearning Schedule			
Kindergarten 4th Grade	1st Grade 5th Grade	2nd Grade	3rd Grade
8:00-9:00	9:00-10:00	10:00-11:00	11:00-12:00

Middle School

Each teacher is expected to give "live" instruction for the first 30 minutes of each class. This can be a live lesson on google classroom, a recorded video posted at a certain time, or some other technology enabled synchronous lesson.

Students will have work to complete for the remainder of each period after the "live" instruction ends. Work will be due and collected as determined by the teacher. Students will receive grades for work as they would in a traditional school setting. Special education and related services will be provided to the greatest extent possible through online or virtual instruction, instructional telephone calls, and/or other curriculum-based instructional activities.

Middle School Daily Schedule – Early Release Day

6th Grade	7th Grade	8th Grade
1st Period 8:10 – 8:55	1st Period 8:10 – 8:55	1st Related Arts 8:10 - 8:40
2nd Period 9:00 – 9:45	2nd Period 9:00 – 9:45	2nd Related Arts 8:45 - 9:15
3rd period/Lunch 9:50 – 10:20	3rd period - 1st related arts 9:50 – 10:20	3rd Period 9:20 – 10:05
4th Period 10:25 - 11:10	4th period/Lunch 10:25 – 10:55	4th Period 10:10 – 10:55
5th Period 11:15 - 12:00	5th period - 2nd Related Arts 11:00-11:30	5th Period/Lunch 11:00 – 11:30
6th Period - 1st Related Arts 12:05 – 12:35	6th Period 11:35 – 12:15	6th Period 11:35 – 12:20
7th Period - 2nd Related Arts 12:35 – 1:10	7th Period 12:20 -1:10	7th Period 12:20 – 1:10

High School

Each teacher is expected to give "live" instruction for a minimum of 40 minutes each block. This can be a live lesson on google classroom, a recorded video posted at a certain time or some other technology enabled synchronous lesson. Teachers can extend the google meet past 50 minutes at their discretion.). Teachers must be available for questions for the remainder of the class period.

Students will have work to complete and turn in outside of this live instruction time frame. Work will be due and collected as determined by the teacher. Students will receive grades for work as they would in a traditional school setting.

Special education and related services will be provided to the greatest extent possible through online or virtual instruction, instructional telephone calls, and/or other curriculum-based instructional activities.

High School Daily Schedule – Early Release Day

Block	**"Live" Instruction Time**	**Office hours for teachers and student work time for this period**
1st Block	8:40 – 9:20	9:20 – 9:45
2nd Block	9:45 – 10:25	10:25 - 10:45
Lunch Break	10:45 - 11:15 Lunch Break	
3rd Block	11:20 – 12:00	12:00-12:25
4th Block	12:30– 1:15	1:15 – 1:40