



Fox Lake District 114 eLearning Plan for Severe Weather/Emergency Days

In support of an eLearning Day to occur on a severe weather or emergency day:

Communication

Specifics regarding the process for participating in an eLearning Day will be shared via the D114 website. **Please note: all school closings may not be eLearning Days. eLearning Days will be determined by D114 administration on a case by case basis.**

Other Options for consideration.

- D114 has a late start schedule that may be used when weather allows for a delayed start to safely happen while ensuring that the majority of the school day is spent onsite.
- Should there not be enough advance notice to appropriately plan for an eLearning day, including distribution of Chromebooks and chargers to all students, an emergency day (no school) may be determined. This would require that the day be added to the end of the school year.
- The first severe weather/emergency day in a given year will be taken as a day off and traded for Casimir Pulaski day, which would become a regular attendance day. Subsequent emergency days would then require the use of an eLearning Day, a late start, or a no school day, with the decision on which type of day to be taken made on a case by case basis.

Notification

An announcement of an eLearning Day due to severe weather will be shared via email, phone message, text messages, and the D114 website by 2:00 PM the day prior. This allows all K-8 students to bring home necessary materials, including a Chromebook and

charger. An eLearning Day would be called for BOTH Lotus and Stanton. Once an eLearning Day is determined, it will be applied on the day(s) as planned regardless of shifts in the weather/emergency status.

Technology

Should an eLearning Day be announced, all K-4 students will be sent home with a Chromebook and charger so they can engage in remote learning during the severe weather/emergency days. 5th-8th grade students have already been provided with these materials.

Responsibilities

Administrators

- Administrators will support all plans and review as needed to ensure the content and level of rigor are appropriate for the given grade level/course.
- Administrators will review the expectations of this plan with all staff at the beginning of each year and as needed as winter approaches.

Teachers

- Teachers are responsible for maintaining the eLearning Day plans for their students. Plans should be appropriate to the time of year and current topics of study and should align with the District's identified learning standards.
- Each classroom teacher will use Google Classroom and, as needed, student email to communicate assignments and plans to students.
- Teachers will collaborate with their teams to create a document indicating the schedule for the eLearning Day and the work students are expected to complete for each day. This must include at least 5 hours of work, with at least 2.5 hours of the work being done synchronously, or live, between students and teachers using Google Meet.
- Each teacher will remain accessible to students and families via email, Google Classroom, and Google Meet throughout the day.
- Grading will be based solely on assignment completion/non-completion.
- Specials/Exploratory teachers will create and implement activities to be provided during their regularly scheduled times with each grade level/student group.

- Special Education staff, Specialists, and Related Service providers will support students within their work and will provide services as applicable using Google Meet.
- Permanent Subs will be assigned to a teacher to provide additional support of remote learning.

Support Staff

- Paraprofessionals will be assigned to a teacher/team with whom they will partner to support students during the eLearning Day.
- Custodians will be expected to report onsite as soon as it is safe to do so.
- Nurses will use these days to complete reports and any paperwork needed.
- Bus/Van Drivers and Aides may be asked to report onsite or complete assigned tasks. This will be communicated situationally.
- Food Service staff may be asked to report to work for food deliveries. These days may also be used to complete reports and any paperwork needed.
- Administrative Assistants will monitor voicemail messages and email to provide support to families. These days may also be used to complete reports and any paperwork needed.
- Technology staff will be accessible to support students, staff, and families throughout the eLearning Days.

Students

- Students will use their D114 provided Chromebook to access eLearning plans.
- Students will be required to log into Google Classroom to access the plans and materials for the day. This includes joining Google Meet sessions to participate in live instruction.
- Each student is allotted five (5) days to complete assignments and submit evidence of completion to their teachers to receive credit for attendance. Incomplete assignments may result in an absence for an eLearning Day.
- Students may complete assignments outside of the regular school day in addition to regular school day hours. D114 staff will only be accessible during normal school hours. Questions or concerns may be shared with the teacher once regular, onsite school resumes.
- Students who receive specialized services will receive additional guidance and support from their case manager. Any learning that is not able to be completed

independently will be supported by D114 staff upon the students' return to school.

All questions related to this eLearning Day plan should be directed to:

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