



2021-2022 e-Learning Plan -- Valley View School District 365u

Submitted for approval:

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Approved by the Will County Regional Office of Education:

The following information addresses Valley View School District's approach to formal e-Learning for students in grades PreK-12+ in the event of a school closing. There is specific notation where the process is unique to a certain grade level of students. All state e-Learning Program requirements are addressed below.

Ensure and verify at least 5 clock hours of instruction or school work, as required under Section 10-19.05, for each student participating in an e-learning day.

On e-Learning days, all students and staff will follow the predetermined early release days schedule for their school. Early release days schedules are posted on each school's website. Students will complete a developmentally appropriate amount of activities with a focus on a virtual, synchronous learning experience. Teachers will engage directly with students via Zoom and will assign students work on a daily basis that is to be completed within that same day. Weekly assignments may also be used to offer flexibility for students in extended closures. Either through submission via an online platform or through submission of a google form evidencing completion, all students' work will be tracked to ensure the requisite amount of instruction and/or work hours was accomplished. The total number of instructional time will total at least five hours, including academic, social-emotional, and physical readiness content. Offline work will be submitted to the teacher once students return to school, where applicable.

Daily student attendance will also be taken by teachers using the Infinite Campus student information system. This process will mirror the attendance process for a typical, in-person school day. Students will need to be present virtually in order to be considered present for the school day. Partial day attendance will also be noted where appropriate.

Ensure access from home or other appropriate remote facility for all students participating, including computers, the Internet, and other forms of electronic communication that must be utilized in the proposed program.

Annual survey data indicates that over 95% of Valley View families have access to the internet at home. For those families that do not have access or that require additional connectivity, the district will supply free unlimited cellular data through the distribution of MiFi devices as needed.

All Valley View students have 24 hour access to a district-provided device, including tablets (PreK-1) and chromebooks (2-12+), for use at both school and home.

Ensure that non-electronic materials are made available for students participating in the program who do not have access to the required technology or to participating teachers or students who are prevented from accessing the required technology.

The district will work proactively with all families that may lack internet and/or device access, so that all necessary e-Learning work will occur online. As needed, a comparable learning experience is available for students who can only work offline in unique circumstances. Paper student work that is planned by teachers will be available for pickup, when applicable, at either the school and/or district office. When it is not possible for work to be picked up that day, students will be provided ample time to make-up the work both in and out of school in a differentiated yet equally rigorous approach.

Ensure appropriate learning opportunities for students with special needs.

Students with special needs will have assignments accommodated, modified, or provided based on their IEP goals from their special education teacher or related service provider, both of whom can assign their students tasks and provide support through online platforms similar to their general education peers. A reasonable and good faith effort to support special education student needs and necessary specialized instruction and related services will be made relative to the circumstances surrounding the need for the e-Learning day.

Monitor and verify each student's electronic participation.

The main approach to verification of students' participation will be through direct online engagement between educators and students via Zoom classrooms. Students will attend classes virtually via Zoom for a majority of the typical daily school schedule. Asynchronous offline work by students may still occur both during and outside of class, including assigned homework. The minimum five hours of instruction and school work will take place during the typical daily school schedule.

All educators will have their daily work for students uploaded to the appropriate online learning platform by the regular student attendance start time for their grade level. Either through submission via an online platform or through submission of a google form evidencing completion, all students' work will be tracked to ensure the requisite amount of instruction and/or work hours was accomplished. Offline work will be submitted to the teacher once students return to school, where applicable.

All schools will track the participation of each student and will enact pre-established support strategies where needed to support increased engagement and/or success with the daily work. This would include proactive contact online and by phone, video conferencing options for educators and students, and connection with other support staff beyond the classroom teacher.

Address the extent to which student participation is within the student's control as to the time, pace, and means of learning.

When planning activities for students, educators will maintain a balanced approach to the coverage of major and minor content standards, foundational skills, and enrichment.

Activities will include readiness skills in academic, social-emotional, and physical domains. Students will be supported directly by their teacher(s) during the school day through mostly synchronous instruction. Where flexibility is required to meet a student's learning needs, teachers will work to provide additional, unique support.

Provide effective notice to students and their parents or guardians of the use of particular days for e-Learning.

Communication with parents and guardians has been provided for all aspects of the e-Learning plan. All families are notified by a morning deadline of the usage of specific e-Learning days through Infinite Campus Messenger robocalls, posts on social media, and posts on the district's website. In the event of an extended closure, e-Learning notifications are made through these same channels with a specific date range.

Provide staff and students with adequate training for e-Learning days' participation.

In the event of any extended closures for e-Learning, staff and students will be provided planning time to arrange for the transition. All district staff have been provided with online learning tools that focus on specific skills in the facilitation of e-Learning, including the usage of online learning management platforms, videoconferencing, attendance procedures, and platforms for virtual PLCs.

All students and families have access to online learning and communication platforms during regular on-site operations. These same platforms and associated procedures will be implemented during e-Learning days to maintain continuity.

Ensure that all teachers and staff who may be involved in the provisions of e-Learning have access to any and all hardware and software that may be required for the program.

All administrators, teachers, aides, and service providers have been assigned a laptop or chromebook for use at school and at home along with the necessary accounts for online learning and video conferencing platforms. The district maintains strategies to support phone communication between staff and families through online means (as opposed to staff needing to use a personal phone). All staff with an existing voicemail box can access their regular voicemail remotely.

Ensure an opportunity for any collective bargaining negotiations with representatives of the school district's employees that would be legally required, and including all classifications of school district employees who are represented by collective bargaining agreements and who would be affected in the event of an e-Learning day.

In lieu of a formal agreement, the district administration collaborated with the educator's union leadership to ensure a collective understanding of the expectations for all staff members during e-Learning days.

Review and revise the program as implemented to address difficulties confronted.

Valley View will maintain an open dialogue with staff, parents/guardians, and students to gather both formal and informal feedback about its e-Learning program. This may include focus groups, survey opportunities, and/or input submitted via a variety of communication channels. As with all priority initiatives, the district is committed to a process of continuous monitoring and improvement of its e-Learning plan in order to meet the needs of all stakeholders.

Ensure that the protocol regarding general expectations and responsibilities of the program is communicated to teachers, staff, and students at least 30 days prior to utilizing an e-Learning day.

Valley View will complete all necessary public notice and review aspects of the e-Learning plan approval process. This includes the formal communication of all aspects of the plan to each stakeholder group.