



COOK COUNTY SCHOOL DISTRICT 130

District Office

12300 S. Greenwood Avenue
Blue Island, IL 60406

Telephone: (708) 385-6800

Facsimile: (708) 385-8467

Cook County School District 130 eLearning Day Plan

Purpose

The purpose of the Cook County School District 130 eLearning Day Plan is to allow for student instruction to continue electronically while students are not physically present at school during scheduled emergency days. This plan addresses the eLearning program requirements as determined by statute and the Illinois State Board of Education. Faculty and staff will leverage the District's one-to-one resources to provide students with relevant, meaningful, and manageable learning tasks that all students can complete when a short-term closure occurs due to weather or other related building concerns.

The many benefits of eLearning include:

- the assurance of the safety of students and staff on inclement weather/emergency days,
- the maintenance of the school calendar (avoiding emergency make-up days at the end of the academic year),
- the promotion of learning experiences beyond the school and classroom walls,
- the inclusion of digital tools and 21st Century learning opportunities, and
- the promotion of student engagement in and ownership of their own learning.

History

The Illinois State Board of Education (ISBE) established an eLearning pilot in 2015. Public Act 101-0012 enacted on July 1, 2019, allowed school districts to utilize eLearning for no more than five school days per year and would count as attendance days without the need to add emergency days to the end of the school year, according to the statute.

In March of 2020, a District committee was assembled to begin exploring the feasibility of eLearning within Cook County School District 130. The purpose of the committee was to help build and guide the creation of an eLearning Plan and ways in which to effectively meet the needs of learners. Additionally, the committee will continue to meet to reflect and make modifications if mandated by the State or deemed necessary by the committee.

Guidelines for eLearning Assignments

To ensure a continuum of learning for all students during a period of an emergency closure, the Cook County School District 130 eLearning Plan includes requirements to guarantee five-clock hours of instruction during the course of a normal weather-related eLearning day experience. Additionally, the District website provides guidance to parents/guardians as to ways in which they can support eLearning at home and updates as they become available.

Students will use *Clever* to log on to the eLearning platform at home. The *Clever* link is a one-stop link that helps students and teachers go to one place to find classroom resources. In addition, students use their Google log-in to automatically sign-in to their account.



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For students in kindergarten through eighth grade, *Google Classroom* is the platform that teachers will utilize to teach remotely. Students must log in to *Clever* to access their *Google Classroom* account. In the Pre-k classrooms, teachers utilize *Class Dojo* to teach remotely.

The following summarizes the expectations for eLearning:

- *Google Meets* will be used as the session platform.
- *Google Classroom* will be used to complete assignments.
- All work does not have to be completed digitally. Paper assignments are acceptable.
- If technology issues arise, completion of the assignment(s) on paper is suggested.
- If an emergency day is anticipated, every effort will be made to distribute paper packets to students in need prior to dismissal. Alternatively, packets will be made available at home school sites during designated pick-up times should weather permit.
- Should a student experience difficulty with the instructional content, the teacher will provide help upon his/her return to school.
- Parents are not expected to be their child's teacher; however, some assistance may be needed.
- Teachers will check email periodically throughout the instructional day to answer questions and to assist students, unless an unforeseen technical issues arises.
- Work will be due upon students' return to school. If additional time is needed, teachers will make the appropriate accommodations.

eLearning Day Sample K-5 Schedule

PE, MUSIC, ART times may differ based on the school and grade level

Homeroom 8:30 to 8:50 <i>Every day</i>	 Morning Meeting <i>Welcome, Announcements, Acknowledgments, Activity</i> <i>(Attendance will be taken)</i>
Art/Music & Phys. Ed 8:55 to 10:00	Art/Music or Physical Education <i>Based on individual student schedules; Art/Music is offered on alternate days and PE is offered daily; Classes</i> <ul style="list-style-type: none">• 8:55 to 9:25• 9:30 to 10:00
Morning Session 10:00 to 11:25	Language Arts - Reading Language Arts - Writing Mathematics Science Social Studies WIN time <i>Times and subject breakdowns will vary based on school and grade level</i>
LUNCH	Students should sign-off to eat lunch (11:25 to 11:55)
Afternoon Session 11:55 to 2:30	Language Arts - Reading Language Arts - Writing Mathematics Science Social Studies WIN time <i>Times and subject breakdowns will vary based on school and grade level</i>
Homeroom 2:30 to 2:45 <i>Every day</i>	 Closing Circle <i>Reflection and celebration activities; daily check-out</i> <i>(Attendance will be taken)</i>



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eLearning Day Sample 6-8 Schedule

Schedules may differ based on the school and grade level

Homeroom 8:00 to 8:20 <i>Every day</i>	 Responsive Advisory Meeting <i>Welcome, Announcements, Acknowledgments, Activity</i> <i>(Attendance will be taken)</i>
Period 1 8:22 to 9:02 Period 2 9:04 to 9:44	Unified Arts & Physical Education <i>Based on individual student schedules; Daily, students will attend on period of Physical Education, and one period of Art, Music, Media Arts, or Computer Applications (Attendance will be taken each period)</i>
Period 3 9:46 to 10:26 Period 4 10:28 to 11:08	Language Arts, Mathematics, Skills, Science, Social Studies, or Spanish <i>Based on individual student schedules; Daily, students will attend their regularly scheduled classes. (Attendance will be taken each period)</i>
LUNCH 10:28 to 11:08 11:08 to 11:32 12:14 to 12:12	Students should sign-off to eat lunch during their designated grade level time.
Period 6 11:32 to 12:12 Period 7 12:14 to 12:54	Language Arts, Mathematics, Skills, Science, Social Studies, or Spanish <i>Based on individual student schedules; Daily, students will attend their regularly scheduled classes. (Attendance will be taken each period)</i>
Period 8 12:56 to 1:36 Period 9 1:38 to 2:18	Language Arts, Mathematics, Skills, Science, Social Studies, or Spanish <i>Based on individual student schedules; Daily, students will attend their regularly scheduled classes. (Attendance will be taken each period)</i>
Homeroom 2:20 to 2:30 <i>Every day</i>	 Closing Circle Meeting <i>Reflection and celebration activities; daily check-out</i> <i>(Attendance will be taken)</i>

Internet Access on eLearning Days

- If you have multiple children utilizing limited devices, paper assignments may be completed.
- Alternative activities not requiring the use of technology may be offered at the request of the parent, if access to the internet is limited.
- If a child attends an outside care agency, it is recommended that arrangements be made with the provider to allow for opportunities to complete the paper assignments if the child cannot attend remote sessions.

Professional Development

The Cook County School District 130 eLearning Plan calls for equipping staff with strategies to effectively provide instruction in a remote setting. Professional development for certified staff will be available within the District through virtual sessions or through teacher resource modules.

To support the implementation of effective, rigorous teaching and learning practices, teachers must be equipped to employ a flexible teaching-learning cycle. The skills necessary include the



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ability to identify students' needs, effectively plan and design learning experiences, facilitate and assess learning, and self-evaluate their practice in order to adjust and re-teach as necessary. In addition, the effective use of technology is imperative to the success of the Cook County School District 130 eLearning Plan and therefore professional development will be provided so that teacher can effectively embed high-quality instructional technology tools.

In addition to students, administrators and teachers will be provided with laptop devices for professional use. Teachers will also be permitted to bring home materials such as document cameras and headphones to use during instruction.

Special Education

The PPS Coordinators will collaborate with general education teachers and other relevant staff to develop an Individualized eLearning Plan. The goal is to support the students' participation in grade-level remote learning activities, provide appropriate accommodations, and tailor instruction to address the students' unique needs during mandatory Statewide school closures, stay at home orders, and other exceptional circumstances.

Service providers will ensure that any missed opportunities for related services will be rescheduled once classes reconvene. Examples of providers include special education teachers, occupational therapists, speech language pathologists, social workers, physical therapists, vision itinerants, hearing itinerants, and/or English language teachers. Students may be sent home with practice activities to support the goals, however, do not replace required minutes. If a student receiving special education services is unable to participate in eLearning lessons due to their identified disability, alternate individualized lessons will be provided.

English Language Learners

Teachers always include the appropriate scaffolds and supports when designing instructional activities for Emergent Bilingual Learners. Regardless of the domain, activities for online platforms always include deliberate and explicit instruction.

Incorporating literacy activities are ideal opportunities for the students to share stories, discoveries, and experiences in other languages. Online libraries with books in different languages are available to support students at home to practice reading and writing. Activities designed using theme-based topics is recommended for Emergent Bilingual Learners.

Students and families are encouraged to use all of their linguistic abilities to enhance learning. Planning content-based projects and performance-based learning activities is more engaging for Emergent Bilingual Learners than planning to use materials that focus primarily on decontextualized skill work

Early Childhood Education

If physical home visits are restricted, home visits will held as virtual home visits as directed by ISBE and program model recommendations. Virtual visits should contain all required



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components of a typical home visit with modifications given to the length of the visit. Home visits are typically one hour in length. During virtual visits, the home visitor and family will maximize the scheduled time to cover key components. If required areas are not covered within one virtual visit, a follow-up visit should be scheduled to complete the remaining components.

In early childhood, learning and development is multidimensional; therefore, a holistic approach is essential. Teachers will provide students and their families with ideas to construct an understanding of the world around them, especially supporting and encouraging their communication and social-emotional skills.

Young children learn through every day play, exploration, and consistency in a safe and stimulating environment. The content shared with families should reflect this type of learning. Children learn best by having the freedom to actively engage with their environment with items found in the home.

Although, the use of technology is encouraged for the purpose of communicating with students and families, remote learning should not be dependent on technology.

Parent Support

Parent resources are available and may be accessed on the Cook County School District 130 website and is updated frequently.

A parent should contact the classroom teacher for assistance first. The student's teacher will provide the parent with the appropriate information via email or through a telephone conversation. If the teacher is unable to assist, the parent may then seek support through the Cook County School District 130 Technology Support Team.

The Technology Support Team will provide technology assistance for parents/students during the eLearning timeframe. The Technology Support Team will only address technology issues with District provided equipment, which include Chromebooks for students and laptops for staff. The team will not support technology-related issues with personally owned laptops, Apple products, cell phones, routers, wireless access points, or with internet service provider such as Comcast or AT & T. In addition, the team will also assist in District applications such as Clever and Google Classroom.

Illinois State Board of Education eLearning Program Plan Requirements

The e-Learning Plan must provide for provisions designed to reasonably and practicably accomplish the following:

1. 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 eLearning day.
2. 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.



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3. 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.
 4. Ensure appropriate learning opportunities for students with special needs.
 5. Monitor and verify each student's electronic participation.
 6. Address the extent to which student participation is within the student's control as to the time, pace, and means of learning.
 7. Provide effective notice to students and their parents or guardians of the use of particular days for learning.
 8. Provide staff and students with adequate training for eLearning days' participation.
 9. Ensure that all teachers and staff who may be involved in the provisions of eLearning have access to any and all hardware and software that may be required for the program.
 10. 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.
 11. Review and revise the program as implemented to address difficulties confronted.
 12. 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 eLearning day.