



Bensenville

School District 2

eLearning Plan

Background of eLearning in Illinois: The Illinois State Board of Education established an eLearning pilot in 2015 for three schools with the purpose of recording the efficacy of eLearning during emergency/non-attendance days pursuant to state statute (105 ILCS 5/10-20.56). The number of eLearning days may not exceed the number of emergency days in the approved school calendar and would count as attendance days. It was expected that there were five clock hours of instruction or school work for each student, access to electronic communication, and appropriate learning opportunities for students with special needs.

Background of eLearning in District 2: The goal of eLearning Days is to engage students in learning when school may be closed due to extreme weather or other emergencies. District 2 has collaborated with several districts throughout the state that piloted and implemented eLearning Days as one way to make up for lost traditional school days due to emergencies. We as a school district and community learned a lot through the process. *Once the need arises to initiate eLearning day(s), the district will conduct parent, student, and staff surveys to capture what is working and what may be in need of improvement.*

District officials have maintained communication with officials from the DuPage Regional Office of Education and have shared all local eLearning materials for review. A representative from the DuPage Regional Office of Education has acknowledged the request. It is expected that the DuPage Regional Office of Education will be required to verify that local proposals for eLearning programs have met the requirements specified and that such proposals contain provisions designed to reasonably and practically accomplish these specifications.

eLearning Changes in Illinois and District 2 planning: On June 1, 2019, new rules went into effect in Illinois for eLearning Days. The five-hour minimum went into effect among other changes. eLearning opportunities in districts across the state can use eLearning days with the following requirements:

- A public hearing must be held with the public receiving at least a ten (10) days notice before the hearing (publication in a newspaper of general circulation in the school district, written or electronic notice designed to reach parents or guardians of students in the district, written or electronic notice designed to reach any exclusive collective bargaining representatives of school district employees and employees without a collective bargaining unit)
- Pre-school recommendation per ISBE is 20 minutes of eLearning and hands on activities to extend learning at home provided to families in advance

- Ensures five clock hours of instruction with activities designed as follows:
 - Pre-K students will have activities related to literacy and numeracy within their take-home folders to provide hands-on learning opportunities during any eLearning day.
 - Kindergarten students will be engaged in Language Arts, Math, Social Science or Science, and one special activity that is designed to be aligned to district curriculum and developmentally appropriate.
 - Grades 1 through 5 students will be engaged in Language Arts, Math, Social Science or Science, and one special activity that are designed to be aligned to district curriculum and developmentally appropriate.
 - Grades 6 through 8 students will be engaged in Language Arts, Math, Social Science, Science, Encore, and PE activities that are designed to be aligned to the curriculum and developmentally appropriate. Students will complete activities for the classes in which they are currently enrolled.
- Ensures home or remote access for all students
- Provides required technology (eg. Chromebooks and hot spots) to students to eliminate technology barriers that would prevent a student from participating in eLearning
- Ensures appropriate learning opportunities for students with special needs
- Monitors and verifies each student's electronic participation
- Addresses the extent to which student participation is within the students' control as to the time, pace, and means of learning
- Provides effective notice of students and their parents or guardians of the use of particular days for eLearning
- Provides staff and students with adequate training for eLearning days participation. Note: The district is working in full partnership with the Bensenville Education Association to ensure adequate training:
 - For staff: Conduct trainings within the already established professional development structures (e.g., PLCs, faculty meetings, sub-release, after school).
 - For students: similar to fire drills, training for students will occur while students are in session to practice the eLearning day process, this allows staff to give feedback and support in person prior to student participation while at home.
- Ensures an opportunity for any collective bargaining negotiations with representatives of the school district's employees that would be legally required
- Review and revise the program as implemented to address difficulties confronted.

Based on these requirements laid out in Public Act 101-0012, the district has developed a proposal to have eLearning as an option for our students, families, and staff. The requirements for eLearning plans were laid out in an email sent to Superintendents by DuPage Regional Office of Education, Dr. Darlene Ruscitti. This memo contained twelve issues that must be addressed as part of a district's eLearning Day plan. Below is each of these points as well as a description as to

how Bensenville School District 2 will address each requirement. The local eLearning plan developed in Bensenville District 2 provides for such specifications (*italicized print below*) as follows and as previously reported:

- *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.*
 - It is clear that our district has the infrastructure and professional capacity in place to support the adoption of eLearning days in place of traditional emergency days. All certified educators in District 2 have Chromebooks that are able to connect to the Internet and have all applicable software; each has a dedicated Zoom account and access to the district online curriculum and assessments.
- *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;*

How students get attendance credit:

- Teachers will utilize PowerSchool to take attendance to track students' participation in the eLearning day.
 - Students can make up the assignments just as they would if a student missed a regular day of school. Reminder: These days are counted attendance days and impact our yearly attendance average for ESSA.
- Bensenville District 2's eLearning schedule accounts for at least 5 clock hours:
 - **eLearning Day Schedules:** Teachers will utilize the first hour of the eLearning Day to adapt their instructional activities to a virtual environment and to share information with families. Teachers will share the eLearning day schedules and links (eg. Zoom or Google Meets) shared with students and their families. These links will also be made available on the district's eLearning portion of the BSD2 website. Elementary eLearning day hours will be 9:40 am -3:20 pm and middle school hours will be 8:50 am to 2:55 pm.
 - 5-hour block of student engagement, instruction, supervision, monitoring and virtual support from staff as needed:
 - Accommodations for students with IEPs and 504 plans will be provided by case managers and individualized for students.
- *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;*

- District 2 has the infrastructure and professional capacity in place to support the adoption of eLearning days in place of traditional emergency days. All certified educators in District 2 have Chromebooks that are able to connect to the Internet and have all applicable software; students grades K-8 are 1:1. Data indicate that approximately 80% of our students have access to reliable internet services at home or devices such as a tablet or cell phone. Staff will work with individual families to accommodate through avenues such as Hot Spots, exploring access to reduced rate programs.
- *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;*
 - District 2 will have procedures and processes to provide students with missed learning experiences that are similar to what we currently do on a normal school day. It is important to emphasize that the ‘e’ in an eLearning Day represents ‘engagement’ more so than ‘electronic’ given the (state) guidance around building a definition of ‘an instructional day’.
 - Per the eLearning FAQ:
 - If my child has a question about an assignment, what do we do?
 - ❖ Teachers and specialists are available for support through email or the teacher’s virtual classroom link.
 - What if there is a power outage within the community on the Emergency day?
 - ❖ The district would utilize an Emergency School day.
- *Ensure appropriate learning opportunities for students with special needs.*
 - Individual student needs are addressed at the teacher-design level of the eLearning Modules utilized for an eLearning day, as they are through lesson plan design in any regular student attendance day, and customized according to, in this case, an Individualized Education Programs (IEP) in place for students with special needs.
 - Related certified service providers and/or specialists are available for student support, individualized or otherwise, according to the same schedule as teachers.
- *Monitor and verify each student's electronic participation.*
 - How is attendance recorded?

- ❖ Teachers will be taking attendance within their virtual classrooms to track their students' participation in the eLearning Day utilizing PowerSchool.
 - ❖ Teachers will follow up on student assignments that are given during eLearning days as they would with in-person learning
- *Provide effective notice to students and their parents or guardians of the use of particular days for eLearning.*
 - eLearning Days held in lieu of Emergency School Closure Days will be announced via e-blast, robocall, website publication by 6:00am the morning of the emergency day.
- *Provide staff and students with adequate training for eLearning Days' participation. Per recommendation for eLearning days:*
 - For staff: Conduct trainings within the already established professional development structures (e.g., PLCs, faculty meetings, sub-release, after school).
 - For students: similar to fire drills, training for students will occur while students are in session to practice the eLearning day process, this allows staff to give feedback and support in person prior to student participation while at home.
- *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 eLearning day;*
 - The Board and BEA did not complete a Memorandum of Understanding to ensure appropriate use of eLearning Days given the urgent need for developing eLearning plans resulting from ISBE's email of March 9, 2020, regarding COVID-19. We are currently in the process of coordinating these efforts with the BEA.
- *Review and revise the program as implemented to address difficulties confronted; and*
 - The eLearning Plan Update illustrates a commitment to continuous improvement as it relates to the eLearning Plan.
 - An anonymous eLearning feedback form has been added to the district's eLearning webpage.
- *Ensure that the protocol regarding general expectations and responsibilities of the program is communicated to educators, staff, and students at least 30 days prior to utilizing an eLearning day.*
 - The responsibilities and expectations are laid out for staff and students through

the training that is provided.

- For staff: Conduct trainings within the already established professional development structures (e.g., PLCs, faculty meetings, sub-release, after school).
 - For students: similar to fire drills, training for students will occur while students are in session to practice the eLearning day process, this allows staff to give feedback and support in person prior to student participation while at home.
- *The school board's approval of a district's initial eLearning program and renewal of the eLearning program shall be for a term of 3 years. The State Board of Education may adopt rules consistent with the provision of this Section.*
 - Noted by Bensenville School District Officials.

Future Planning:

- Continue to update the district's eLearning webpage (e.g., FAQ, school presentations/overviews, etc.).
- Continue to monitor the district's eLearning process formatively and summative in order to make timely mid-course corrections as necessary.
- Secure timely review of the district's eLearning plan from the DuPage Regional Office of Education to ensure required specifications are met.

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