

Midlothian School District 143
e-Learning Plan - 2020/2021

The Midlothian School District administrative team, along with teacher representatives from grade levels and schools that the district serves, worked together to complete an e-Learning plan. The plan addresses the following components to ensure that students will have a solid learning plan in the event of an emergency due to weather, or other factors. The following points are a result of this collaborative work.

- Length of school day: The district will ensure and verify that students will receive 5 clock hours of instruction on an e-learning day. Attendance will be taken and teachers will provide synchronous and asynchronous instruction equalling 5 clock hours.
- Access: The district has already taken several key steps to ensure that all students have a computer device for the use at home in the event of an e-learning day. The district has also surveyed parents and determined who is in need of reliable Internet service and, as a result, targeted those families to receive support for reliable Internet access. If issues continue with access of any type, the district will ensure that teachers provide those students with paper copies of instructional materials.
- Students with Learning Needs: Students with IEPs or other special needs will be monitored closely by their teacher, paraprofessional and administrative team. Accommodations will be provided per the IEP and will be amended if necessary. The Director of Special Services will ensure that IEPs are followed and instructional minutes are received.
- Electronic Participation: Students' attendance will be verified at the start and the mid-point of the school day. Other factors such as participation (via live microphone, video or chat box) will be noted. Students who do not participate will be contacted.

- Ability to Participate: Teachers will determine if it is within the ability/control of each student to fully participate in the lesson. They will differentiate accordingly, as they will already have a relationship established with that student and be aware of factors that may inhibit participation.
- Parent Notice: The school district will notify parents/caregivers when the use of an e-Learning day is necessary. Communication comes in the form of a robocall, note home (if timing permits), an email blast or a message via Seesaw.
- Staff training and Materials: Because staff has become familiar with remote learning they will easily transfer these techniques to e-Learning. Students will receive notification via Seesaw or Google Classroom and will be able to log in for learning at the start of the school day.
- Staff access to hardware and software: Staff will continue with the hardware (Chromebooks) and software (various platforms such as Seesaw, Pear Deck and Book Creator) during an e-learning situation that was used during remote learning.
- Collective bargaining involvement: All staff members represented by collective bargaining will be contacted regarding needs for e-learning. The executive board will meet so the administration can hear and address any needs the staff has concerning e-learning.
- Review and revise the plan: The administration and staff will continually revisit the e-learning plan to ensure that it is meeting the needs of the students and that the staff has what they need to do so. This will take place every 30 days or sooner if a problem arises.
- Communication of plan to staff: This plan will be shared with all staff concerned with implementing this e-learning plan as soon as it is approved, which should be 30 days before implementation is necessary.