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11-19-2021

Community High School District 117 Families,

Now that we have seen the first snowflakes of the season, the following is important information regarding inclement weather. The Illinois State Board of Education (ISBE) now provides schools with the flexibility to utilize e-learning days in lieu of emergency days (Public Act 101-0012). A maximum of five (5) e-learning days may be used annually in place of emergency days. Schools are responsible for providing students with meaningful learning experiences on an e-learning day and are accountable for the amount of time both students and staff are engaged. Below is information on the District's e-learning plan:

## **Highlights:**

- An e-learning day may be utilized on severe weather days, when a timely decision is possible regarding building closure.
- If it is necessary to close school without sufficient notice, an e-learning day will not be used. Instead, the district will utilize an emergency day which will be made up at the end of the year.
- E-learning days will be limited in use.
- Families and staff are advised to plan their personal, annual calendar taking into account the potential need for the use of all emergency days rather than plan for e-learning days to be utilized in all instances.

## **Teacher Responsibilities:**

- The current bell schedule will be followed.
- Lessons should be of value to the curriculum, substantially align with what the classes are currently doing, and should move the curriculum forward.
- Teachers may teach synchronously either from school or from home.
- Teachers will communicate instructional expectations along with a link to access synchronous instruction through Google Meet.
- Teachers will achieve a minimum of 20 minutes of synchronous learning for each class period on any day this may occur.
  - Teachers may choose to teach synchronously for the entire class period.

- If not teaching synchronously the entire class period, a learning activity relevant to the curriculum will be provided to supplement synchronous learning. The learning activity assigned should be able to be completed within a regular class period and not require a great deal of outside of class work, with the exception of AP courses.
- Synchronous learning can be done as a whole class, in a small group, or individually. However, a minimum of 20 minutes of whole class synchronous learning will occur during the class period.

## **Student Responsibilities:**

Following are the protocols that will be followed if we need to close school due to inclement weather and implement an e-learning day:

- The current bell schedule will be followed.
- Students will be expected to attend their classes synchronously, through Google Meet, at the scheduled time as if they were attending school in person that day.
- Students enrolled in fully remote learning, for the entire semester, are still expected to be working on their coursework.
- If applicable, students shall complete e-learning assignments the day following an e-learning day.
- Students must have their cameras on unless otherwise instructed by the teacher. If a student cannot meet this request, he/she must communicate to the teacher.

Please reach out to your building administration if you have specific questions or concerns.

Sincerely,

Dr. Jim McKay Superintendent

