Morris Grade School
Plan for use of E-Learning Days

E-Learning Day Plan
Morris School District 54 plans to utilize e-learning days on a case-by-case basis beginning with the 2022-2023 school year and continuing through the 2025-26 school year, subject to three-year approval and renewal by our district's Board of Education and as required by the Illinois State Board of Education.

Purpose of E-Learning Days
School districts are required to have five emergency days built into our calendar each year. Under Public Act 101-0012, districts may create a plan for the use of e-learning days in lieu of traditional snow days or days taken for other emergency closures when the entire day is canceled. If implemented effectively, e-learning days can help teachers continue with instruction by utilizing innovative methods which are already encouraged and supported.

District Philosophy
We believe that there is no substitute for site-based classroom instruction. With that in mind, we intend to be open for a full day of school as often as possible. However, we also recognize that some circumstances can make it unsafe or impossible for students to attend school. Traditional snow / emergency days and e-learning days will be utilized only as a last resort when the information we have available makes it necessary to close school.

Notice
If we cancel school, an announcement will be made via the district's notification system. This system generates automated phone calls, e-mails, social media and text messages to everyone in our PowerSchool database. The message will indicate whether it is an e-learning day or a traditional snow day / emergency closure. We will also post a notice on our home page at www.morris54.org and through our local news media.

If the decision is made to call an e-learning day, the determination will be made as soon as possible. When possible, students will be notified at school the day before that forecasted conditions suggest the possibility of an e-learning day. That will allow students the opportunity to bring materials home.

Communication and Availability on E-Learning Days
All electronic communications between home and teachers will occur through either Google Classroom, school email accounts, or other classroom communication platforms. Teachers are required to post assignments for all of their classes by no later

than 9:00 A.M. Students should check-in to the teacher's Google Classroom by 9:30 am for attendance purposes. We do not expect teachers or other staff members to be in constant communication with students throughout an e-learning day. We expect teachers to monitor their email periodically throughout the day so that they can respond to home questions or concerns. Students and teachers do NOT have to be online at the same time. Teachers will be available electronically from 9 am-3 pm.

Non-teaching faculty and staff members will be notified of future make-up work days and times. This could be working extra days or an online training provided by the district. The goal of the district is to assure all staff gets a chance to work and not lose paid days during the school year.

E-Learning Day Assignments and Attendance
Accommodations will be provided for students who do not have access to a device that would allow them to complete the missed work, provided that the student informs the instructor of this circumstance. When sufficient advance notice of a potential e-learning day exists, paper copies of assignments will be provided to students who do not have access to a device. In the event that a student has difficulty accessing the internet or Google Classroom, the student will be given one week to complete all e-learning assignments. Attendance will be determined upon completion of the e-learning assignments in the allotted time. If student work is not completed within one week, students will be marked absent for the e-learning day. Missed classroom work/grade policies will also be in place for the e-learning assignments.

Students with Special Needs / Accommodations
Students who require special accommodations to complete their assignments will be given the appropriate time after their return to school to receive those accommodations. Service minutes such as OT/PT/Speech/Social Work will be made up at a mutually convenient time for the teacher and student.

Plan Modifications
It is possible, once we begin using e-learning days, that modifications will need to be made to this plan. We will communicate any plan changes as they occur.

Total Days Used
The total number of e-learning days used and traditional snow/emergency days used will not exceed five days. It is possible that we may still utilize late starts or interrupted days, which count as days that do not have to be made up at the end of the school year.

School Access

On an e-learning day, as with traditional snow / emergency days, the Morris Grade School campus will be CLOSED. No students, parents, or employees are to be on campus without administrative approval. No access to lockers or other parts of the school will be provided. Maintenance staff may report for the purpose of building maintenance and snow/ice removal when conditions make it safe to do so. If the weather conditions improve sufficiently, administrators may provide clearance for sports or extracurricular organizations to hold practices and events later in the day. That information will be communicated if the determination is made.

Questions

Students or parents who have questions about e-learning days should always feel welcome and encouraged to ask questions of school administrators.