

Pingree-Buchanan Public Schools E-Learning Plan

Vision:

Winter weather and school cancellations are an inevitability in our state. We would like to implement a plan where we will not have to make up days, instead we can use the weather days, health days, and still have school in session for our families. We feel that our E-Learning plan will be an effective way to accomplish this goal.

Procedure:

On a school cancellation day, administration will inform staff and families of the E-Learning Day. When possible, we will send notification out the night before. Otherwise, notifications will be made prior to bus departure times. The school board will determine the number of E-Learning days allowed in a school year.

Pingree-Buchanan E-Learning Expectations

Teachers	Grades K-4	Grades 5-6	Grades 7-12
	8:00-9:00: Teachers alert students and families of the assignments on Facebook and See-Saw, or other established communication.	8:00-9:00: Teachers alert students and families of assignments on Blackboard, Facebook, or other established communication.	8:00-9:00: Teachers alert students of assignments through email or Blackboard.
	9:00: Lessons and assignments are made available to all learners	9:00: Lessons and assignments are made available to all learners	9:00: Lessons and assignments are made available to all learners
	9:00-3:00: Teachers maintain access to email, Facebook, and See-Saw to provide immediate feedback or answer any questions.	9:00-3:00: Teachers maintain access to email, Facebook, and Blackboard to provide immediate feedback or answer any questions.	9:00-3:00: Teachers will be available through Zoom and email to give lessons and answer any questions.
	<i>Instruction will take place primarily through See-Saw or E-Learning packets sent home.</i>	<i>Instruction will take place through Blackboard and/or E-learning packets sent home.</i>	<i>Instruction will take place through Email, Blackboard, or Zoom calls.</i>
	<i>*Planned student assignments should not take up more time than students would have normally worked on in class. Lessons should connect to current class curriculum goals and topics.</i>		
Students	Grades K-4	Grades 5-6	Grades 7-12
	8:00-9:00: Students check work or assignments through See-Saw.	8:00-9:00: Students check work or assignments through Blackboard.	8:00-9:00: Students will check-in with teachers through an established communication method to ensure they are online and participating.
	9:00-3:00: Students complete work and can communicate with teacher through See-Saw.	9:00-3:00: Students complete work and can communicate with teacher through Blackboard/email	9:00-3:00: Students will complete work and can communicate with teachers through email, Zoom, or Blackboard. Students taking online NDCDE/Dual Credit courses are expected to continue working on their online course during E-Learning Days.
	<i>*Students with special needs or circumstances may face unique challenges while performing the academic tasks. Provisions and accommodations will be made for individuals on a case-by-case basis. Special education paras may setup 1:1 time with students through Zoom as needed.</i>		

Parents	Grades K-4	Grades 5-6	Grades 7-12
	Verify students received work and offer support where needed. Ensure students have submitted required work for the next day.	Verify students received work and offer support where needed. Ensure students have submitted required work for the next day.	Verify students received work and offer support where needed. Ensure students have submitted required work for the next day.
*Parents are encouraged to contact teachers through email or other class communications if they have questions or concerns during an e-learning day. Administrators may also be reached by phone or email. Staff contact information can be located on our school's website at: https://www.pingree-buchanan.k12.nd.us/			
Attendance	Grades K-4	Grades 3-6	Grades 7-12
	In the event of multiple school days missed, students may be required to Zoom into classes for attendance. This will be determined by administration and students/families will be notified prior to any changes in attendance requirements. Students will have two days to complete work assigned on an e-learning day to receive credit for the assignments. After two days, no credit will be given.	In the event of multiple school days missed, students may be required to Zoom into classes for attendance. This will be determined by administration and students/families will be notified prior to any changes in attendance requirements. Students will have two days to complete work assigned on an e-learning day to receive credit for the assignments. After two days, no credit will be given.	In the event of multiple school days missed, students may be required to Zoom into classes for attendance. This will be determined by administration and students/families will be notified prior to any changes in attendance requirements. Students will have two days to complete work assigned on an e-learning day to receive credit for the assignments. After two days, no credit will be given.



Please fill out this form and return to either school office to show that you have read and understand the E-Learning rules and expectations. All students will need to have a signed agreement to continue to utilize E-Learning Days instead of making up school days.

Student Name: _____

Student Signature: _____

Parent Name: _____

Parent Signature: _____

By signing above, students and parents have agreed to the terms and conditions of this E-Learning Plan.