**E-Learning/Remote Learning Plan**

Definitions:

* E-Learning - Instruction that takes place through online platforms where computers are needed.
* Remote Learning - Instruction that takes place with the use of packets/worksheets where computers are not needed.

E-Learning vs. Remote Learning by Level:

* Junior High - A combination of E-LEARNING and REMOTE LEARNING will be used depending on the teacher.
* Elementary - E-LEARNING will be used through Choice Boards.

Distribution of Materials (Packets) - **Monday, March 30:**

* Hours: 8am - 3pm.
	+ Please make every effort to pick up materials during this time period.  If you absolutely cannot make these times work, email your **building principal**.
* Pick-Up Locations:
	+ Elementary students – All materials are available on the school website [www.bismarck.k12.il.us](http://www.bismarck.k12.il.us) and an email attachment was also sent to the parents last week. If you need a hard copy of the choice board (not required), there will be extra copies available in the Eagle Book Box in front of the elementary school.
	+ Junior High – Pull up in front of the main doors and exit using the exit out front of the Administrative office.
	+ You **MUST** pick-up packets at the building where your student attends school.
* Process:
	+ Parents will pull up and **stay** in their cars.  Please pop the trunk or the back of the car.
	+ A staff member will ask for your student’s name, grade level, and teacher (if elementary).
	+ The appropriate materials will be brought and placed in the back of your car.
	+ Please note that these procedures are for the safety of our staff, students, parents and community.
* What to pick up:
	+ Junior High:
		- Packets from those teachers that are not doing E- Learning.
	+ Elementary:
		- No need to pick up materials. All materials are available on the school website [www.bismarck.k12.il.us](http://www.bismarck.k12.il.us) and an email attachment was also sent to the parents last week. If you need a hard copy of the choice board (not required), there will be extra copies available in the Eagle Book Box in front of the elementary school.

Procedures for E-Learning and Remote Learning:

* E-Learning and Remote Learning will begin on Monday, March 30th.
* Content: Teachers may do some review at the beginning but E-Learning/Remote Learning will focus mainly on covering NEW content.
* Grading:
	+ When appropriate, teachers will continue to give assessments and grade them during E-Learning/Remote Learning.
	+ Per the state, any grades taken during E-Learning/Remote Learning will NOT negatively impact a student’s overall grade.  In other words, a student can improve on their current grade during E-Learning/Remote Learning but their current grade CANNOT decrease.
	+ JH school students that need to complete a retake from before we closed will be given the opportunity to do so.
* Communication: If you or your child has a question about the content/learning/grading as E-Learning/Remote Learning progresses, please send an **EMAIL** directly to the teacher.  Good communication with teachers will be the best way to help your child.
	+ Email addresses can be found on each school’s website by clicking on “STAFF.”
	+ Emails sent BEFORE 3pm will be answered the same day as soon as possible by the teacher.
	+ Emails sent AFTER 3pm will likely be answered the next day.
	+ Please do NOT contact the building principal unless you have already contacted the teacher and have been unable to resolve the issue.

E-Learning/Remote Learning days count as instructional days.  As a result, our last day of student attendance is still scheduled for **Tuesday, May 26**.