

Rockton School District 140 Remote/E-Learning Plan 2025

Assurance and verification of school work for each student participating in an e-learning day:

Rockton Grade School (EC/PreK-Grade 2)

Administration will send out a Google Form daily to all families via email in order to track attendance and verify participation in the learning activities for the day. This form will need to be submitted by parents/students. If electronic means are not available, a log sheet will be provided to parents to complete attendance verification.

Teachers will work their contracted hours from 7:30 am to 3:10 pm. They will be available for parents and students between the hours of 9:00 am and 3:00 pm by email or other virtual communication applications.

Student work will be reviewed and feedback given by certified staff and their progress will be recorded in the same way as during face-to-face learning days. Possible methods of recording this progress are: gradebooks, observation notebooks, IEP documentation, portfolios, etc.

Whitman Post Elementary School (Grades 3-5)

Administration will send out a Google Form daily to all families via email in order to track attendance and verify participation in the learning activities for the day. This form will need to be submitted by parents/students. If electronic means are not available, a log sheet will be provided to parents to complete attendance verification.

Teachers will work their contracted hours from 7:30 am to 3:10 pm. They will be available for parents and students between the hours of 9:00 am and 3:00 pm by email or other virtual communication applications.

Teachers will assign learning activities via Google Classroom. Student work will be reviewed and feedback given by certified staff and their progress will be recorded in the same way as during face-to-face learning days. Possible methods of recording this progress are: gradebooks, observation notebooks, IEP documentation, portfolios, etc.

Stephen Mack Middle School (Grades 6-8)

Administration will send out a Google Form daily to all families via email in order to track attendance and verify participation in the learning activities for the day. This form will need to be submitted by parents/students. If electronic means are not available, a log sheet will be provided to parents to complete attendance verification.

Teachers will work their contracted hours from 7:30 am to 3:10 pm. They will be available for parents and students between the hours of 9:00 am and 3:00 pm by email or other virtual communication applications.

Teachers will assign learning activities via Google Classroom. Student work will be reviewed and feedback given by certified staff and their progress will be recorded in the same way as during face-to-face learning days. Possible methods of recording this progress are: gradebooks, observation notebooks, IEP documentation, portfolios, etc.

Assurance of home access including computers, Internet, and other forms of electronic communication that must be utilized for e-learning:

Rockton Grade School (EC/PreK-Grade 2)

If a parent at any grade level does not have internet access, paper resources will be supplied if an electronic format cannot be accessed. Parents will have the ability to pick up these resources from the school office. Multiple means of communication are used to communicate with families: email, website, social media, phone and mail.

The school will survey parents to gather information regarding any family who does not have access to an electronic device in order to access e-learning materials. For extended e-learning purposes, a Chromebook may be provided for parents to pick up from the school office as deemed necessary by administration.

Whitman Post Elementary School (Grades 3-5)

If a parent at any grade level does not have internet access, paper resources will be supplied if an electronic format cannot be accessed. Parents will have the ability to pick up these resources from the school office. Multiple means of communication are used to communicate with families: email, website, social media, phone and mail.

Whitman Post is currently a 1:1 school utilizing Chromebooks that stay at school. For extended e-learning purposes, these Chromebooks would be sent home with the students or parents would have the ability to pick up the Chromebook from the school office as deemed necessary by administration. Students will be able to access all instructional materials with the Google Classroom application.

Stephen Mack Middle School (Grades 6-8)

If a parent at any grade level does not have internet access, paper resources will be supplied if an electronic format cannot be accessed. Parents will have the ability to pick up these resources from the school office. Multiple means of communication are used to communicate with families: email, website, social media, phone and mail.

Stephen Mack is currently a 1:1 school utilizing Chromebooks that students bring home daily. For extended e-learning purposes, if a student leaves a Chromebook at school, parents would have the ability to pick up the Chromebook from the school office as deemed necessary by school administration. Students will be able to access all instructional materials with the Google Classroom application.

Assurance of appropriate learning opportunities for all students, including those with special needs:

Rockton Grade School (EC/PreK-Grade 2)

Teachers will create learning opportunities/lessons for all students based on the Illinois State Standards for the appropriate grade level when applicable. Specific learning opportunities will be provided for students with special needs, such as English Learners, students with IEPs, and students at-risk. The district homeless liaison will help address the needs of students experiencing homelessness to ensure they have the same learning opportunities as all.

Special education teachers will be responsible for providing necessary modifications for students to be able to complete the required assignments, create alternative assignments in order to meet IEP goals. Students with special needs will receive their accommodations built into the given daily activities.

Students/Parents will have access to their case manager by phone, email or various classroom sites, such as SeeSaw and ClassDojo. Students with severe and profound disabilities will receive e-learning resources and activities as appropriate from their case manager/special education teacher. These activities are specifically developed with instructional materials appropriate for the student based on their needs and Individualized Education Plan (IEP).

Besides completion of their core academic coursework, they will be required to complete learning activities for any special services (i.e. speech, social work, etc) they would have received.

Students/Parents may be contacted by the specialist associated with the services in order to set up any appropriate activities.

Whitman Post Elementary School (Grades 3-5)

Teachers will create learning opportunities/lessons for all students based on the Illinois State Standards for the appropriate grade level when applicable. Specific learning opportunities will be provided for students with special needs, such as English Learners, students with IEPs, and students at-risk. The district homeless liaison will help address the needs of students experiencing homelessness to ensure they have the same learning opportunities as all.

Special education teachers will be responsible for providing necessary modifications for students to be able to complete the required assignments, create alternative assignments in order to meet IEP goals. Students with special needs will receive their accommodations built into the given daily activities.

Students/Parents will have access to their case manager by phone, email or Google Classroom.

Students with severe and profound disabilities will receive e-learning resources and activities as appropriate from their case manager/special education teacher. These activities are specifically developed with instructional materials appropriate for the student based on their needs and Individualized Education Plan (IEP).

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Students/Parents may be contacted by the specialist associated with the services in order to set up any appropriate activities.

Stephen Mack Middle School (Grades 6-8)

Teachers will create learning opportunities/lessons for all students based on the Illinois State Standards for the appropriate grade level when applicable. Specific learning opportunities will be provided for students with special needs, such as English Learners, students with IEPs, and students at-risk. The district homeless liaison will help address the needs of students experiencing homelessness to ensure they have the same learning opportunities as all.

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Besides completion of their core academic coursework, they will be required to complete learning activities for any special services (i.e. speech, social work, etc) they would have received.

Students/Parents may be contacted by the specialist associated with the services in order to set up any appropriate activities.

Verification of each student's electronic participation:

Rockton Grade School (EC/Pre K-Grade 2)

Student participation will be verified through the use of a daily Google Form that parents/students complete verifying completion of the day's assignments.

Whitman Post Elementary School (Grades 3-5)

Student participation will be verified through the use of a daily Google Form that parents/students complete verifying completion of the day's assignments.

Stephen Mack Middle School (Grades 6-8)

Student participation will be verified through the use of a daily Google Form that parents/students complete verifying completion of the day's assignments.

Addressing the extent to which student participation is within the student's control as to the time, pace, and means of learning:

Rockton Grade School (EC/PreK-Grade 2)

Teachers will post/send lessons by 9:00 am on an e-learning day. Students/families are expected to check in for attendance in accordance with the e-learning policy. If a student does not turn in their assignments, teachers will make use of make-up assignment policies when needed.

Whitman Post Elementary School (Grades 3-5)

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Provision of effective notice to students and parents of the use of particular days for e-learning:

Rockton Grade School (EC/PreK-Grade 2)

The district will utilize its messenger service to notify all parents of the decision to conduct an e-learning day. Emails, website posting and social media posting will also be completed to ensure notification is received.

Whitman Post Elementary School (Grades 3-5)

The district will utilize its messenger service to notify all parents of the decision to conduct an e-learning day. Emails, website posting and social media posting will also be completed to ensure notification is received.

Stephen Mack Middle School (Grades 6-8)

The district will utilize its messenger service to notify all parents of the decision to conduct an e-learning day. Emails, website posting and social media posting will also be completed to ensure notification is received.

Provision for adequate training for e-learning days for staff and students:

Rockton Grade School (EC/PreK-Grade 2)

Professional development was provided for both students and staff during the previous years for our 1:1 initiative. All web-based electronic instruction has been previously used by students and staff in class. Teachers will be encouraged to work with their peers and instructional technology coach prior to the implementation of e-learning days. Due to students' age, lessons will be a mixture of online and paper/pencil tasks. Certified staff have had the opportunity to participate in the planning process of the e-learning plan.

Whitman Post Elementary School (Grades 3-5)

Professional development was provided for both students and staff during the previous years for our 1:1 initiative. All web-based electronic instruction has been previously used by students and staff in class. Teachers will be encouraged to work with their peers and instructional technology coach prior to the implementation of e-learning days. Certified staff have had the opportunity to participate in the planning process of the e-learning plan.

Stephen Mack Middle School (Grades 6-8)

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Assurance that all teachers and staff involved in the provision of e-learning have access to any and all hardware and software that may be required for the program:

Rockton Grade School (EC/PreK-Grade 2)

All certified staff have a district-issued Chromebook or laptop that can be brought home whenever needed. Software licenses are web-based and accessible from home. If any necessary staff are in need of reliable internet connection at home, a mobile hotspot will be provided. They may also have the ability to come to work to use the district internet per permission from the school administration.

Whitman Post Elementary School (Grades 3-5)

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Assurance that the collective bargaining representatives of the school district have taken part in and reviewed this entire plan and are in agreement with it as legally required.

Consultation with the Rockton Teachers' Association co-presidents has been conducted. Documentation of this plan agreement including the sign-off from them is included in this application.

Plan to review and revise the program as implemented to address difficulties that arise:

Certified staff will communicate with their building administrators regarding any difficulties that arise during e-learning days. All communication from parents will be considered in the revision process.

Assurance that the protocol regarding general expectations and responsibilities of the program is communicated to teachers, staff and students prior to utilizing an e-learning day:

All staff have been informed of the emergency e-learning plan and have had the opportunity to contribute to its development. Expectations and responsibilities have been reviewed and questions answered from staff.

Parents and students have been informed on the process by teachers and the administration.

Plan for transition back to on-site learning:

Plans for transitioning back to on-site learning will change according to the length of time that e-learning has been in effect. Teachers and staff will make every effort to minimize instructional loss and to be aware of students' academic, linguistic, and social-emotional growth. The district acknowledges that schoolwork completed during e-learning may need to be reviewed during the transition back to in-person instruction. The emphasis for schoolwork assigned, reviewed, and completed during remote learning is on learning, not on compliance. All students should have the opportunity to redo, make up, or try again to complete, show progress, or attempt to complete work assigned prior to remote learning.

**e-Learning Days Agreement Between
the Rockton School District and the Rockton Teachers' Association**

As previously discussed, the current Collective Bargaining Agreement between the Rockton Board of Education and the RTA has no language in it that interferes with the design and carrying out of e-learning in Rockton School District.

The Collective Bargaining Agreement defines the length of the work day as 7:30 am to 3:10 pm.

The signatures below indicate a mutual understanding that when an e-learning day is utilized according to the board-approved plan for such days of instruction and student attendance, teachers are in fact required to report for duty either at home or at school. Furthermore, signatory parties acknowledge that any Board of Education approval of an e-learning plan for the 2025-2026 school year shall remain in place for a 3-year period according to School Code provided that annual review of the program is expected and revisions as implemented may be required to address findings if the Illinois State Board of Education extends flexible e-learning days that long.

Superintendent signature  Date 8-7-25

RTA Co-President signature  Date 8/7/2025

RTA Co-President signature  Date 8/7/2025