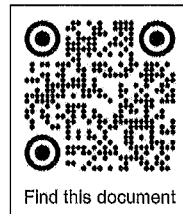


100 North First Street
Springfield, Illinois 62777-0001

e-LEARNING PROGRAM VERIFICATION FORM



ROE/ISC DEPARTMENT

According to Section 10-20.56 of the School Code [105 ILCS 5/10-20.56], school districts may, by adopted resolution, utilize "e-learning days" in lieu of emergency days. The number of e-learning days may not exceed the minimum number of proposed emergency days for an approved school calendar. The district's e-learning program must be verified by the regional office of education or intermediate service center for the school district prior to implementation. The school board must hold a public hearing prior to initial adoption or renewal of an e-learning program.

Please provide the dates for each procedural requirement as outlined below.

- District Name: Chadwick-Milledgeville CUSD #399
- Publication in a newspaper of general circulation in the school district at least 10 days prior to hearing
Date of Publication: 06/04/2025
- Written or electronic notice designed to reach the parents or guardians of all students enrolled in the district at least 10 days prior to hearing
Date of Notification: 06/04/2025
- Written or electronic notice designed to reach any exclusive collective bargaining representatives of school district employees and all those employees not in a collective bargaining unit at least 10 days prior to hearing
Date of Notification: 06/04/2025
- The school board's approval of a district's initial e-learning program and renewal of the e-learning program shall be for a term of 3 years that coincides with the school year calendar.
Date of Public Hearing: 06/16/2025 Date of Board Meeting/Resolution: 06/16/2025

Note: A district that has an approved e-learning program must utilize all five e-learning days in addition to all proposed emergency days before ISBE will consider approving Act of God Days.

Annually, the regional office of education or intermediate service center for the school district must verify that the e-learning proposal will: 1) ensure access for all students; ensure that the specific needs of all students are met, including special education students and English learners; ensure that all mandates are still met using the e-Learning program adopted; and 2) contain provisions designed to reasonably and practicably accomplish the following:

- Ensure and verify at least 5 clock hours of instruction or school work, as required under Section 10-19.05, for each student participating in an e-learning day
- Ensure access from home or other appropriate remote facility for all students participating, including computers, the Internet, and other forms of electronic communication that must be utilized in the proposed program
- Ensure that non-electronic materials are made available for students participating in the program who do not have access to the required technology or to participating teachers or students who are prevented from accessing the required technology
- Ensure appropriate learning opportunities for students with special needs
- Monitor and verify each student's electronic participation
- Address the extent to which student participation is within the student's control as to the time, pace, and means of learning
- Provide effective notice to students and their parents or guardians of the use of particular days for e-learning
- Provide staff and students with adequate training for e-learning days' participation
- Ensure that all teachers and staff who may be involved in the provisions of e-learning have access to any and all hardware and software that may be required for the program

- Ensure an opportunity for any collective bargaining negotiations with representatives of the school district's employees that would be legally required, and including all classifications of school district employees who are represented by collective bargaining agreements and who would be affected in the event of an e-learning day
- Review and revise the program as implemented to address difficulties confronted
- Ensure that the protocol regarding general expectations and responsibilities of the program is communicated to teachers, staff, and students at least 30 days prior to utilizing an e-learning day

Tim J. Schurman

Verified by: School Dist. Superintendent (printed)

CHRISTOPHER STUCKEY

Verified by: Regional Superintendent (printed)

Assr.

Verified by: Regional Superintendent (printed)

Verified by: Regional Superintendent (printed)

0935ca6b-eaab-46a
e-8ced-7ebcdf8daf3

Signature*

Signature

Signature

Signature

06/16/2025

Date (for initial adoption or renewal)

9.5.2025

Date (Verification Year 1)

Date (Verification Year 2)

Date (Verification Year 3)

**Supporting documentation for any/all items listed may be required by the regional office of education or intermediate service center.*

Chadwick-Milledgeville CUSD #399 E-Learning Plan

Purpose

We believe that it is important for Chadwick-Milledgeville CUSD #399 to have an E-Learning option given the potential for schools to not be in session for snow emergencies or for a prolonged period for a health pandemic crisis. Such an instance of prolonged closure without academic activity would negatively impact students in several ways. More importantly, for all students, we believe that having the option of E-Learning days reinforces the fact that teaching and learning are not confined to class periods or physical classrooms. Additionally, the implementation of technology-infused learning and personalized learning used in conjunction with E-Learning days has the ability to build capacity of all stakeholders in our schools and ensure the continuity of learning.

Timing

Snow/Emergency E-Learning Days will be announced as soon as possible but no later than 6:00 a.m. using our School Messenger calling system, social media, local news outlets, and push notifications through our district app, and school website (www.dist399.net). K-12 teachers will share lessons and expectations on district learning platforms (Schoology, Moodle, Teams, Classroom Dojo, Edmodo, etc....), and/or email by 8:30 a.m. on the morning of the remote learning day with students, or they will send instructional materials home with students the evening prior if possible. The following radio/TV stations will be given this information:

WSDR	Sterling	1240 AM
WFRL	Freeport	1570 AM or 98.5 FM
WCCI	Savanna	100.3 FM
KROS	Clinton	1340 AM
WLLT	Dixon	107.7 FM
KWQC TV	Davenport	Channel 6
WQAD TV	Moline	Channel 8
WREX TV	Rockford	Channel 13

Communication/Availability

We expect teachers to provide direct instruction daily to all students through learning platforms and video conferencing. Junior High and High School teachers will follow a remote learning bell schedule in which they virtually meet with each class daily. Elementary teachers will deliver direct instruction each remote day via instructional videos. These taped lessons will relate to snow day packet lessons provided to students in advance of the winter season. Teaching staff are also expected to monitor their email and learning platforms in order to provide instructional support to students. The purpose of the E-Learning day is to foster, and support continued learning in a safe learning environment during a snow emergency or extended school closure.

6-12 Students E-Learning day schedule:

PERIOD	TIME
1 ST	8:30-9:07
2 ND	9:07-9:44
3 RD	9:44-10:21
4 TH	10:21-10:58
5 TH	10:58-11:35
LUNCH	11:35-12:05
6 TH	12:05-12:42
7 TH	12:42-1:19
8 TH	1:19-1:56

- 8:00-8:30 a.m.-planning and preparation-contact administration for needed support
- 8:30 am-students notified via e-mail and daily activities posted on learning platforms (Moodle, Schoology, Edmodo, Microsoft Teams, etc.)
- 8:30 am-1:30 pm-5-hour block of student engagement, instruction, supervision, monitoring, and support, as needed
- 1:30-2:15 pm-duty free prep
- 2:15-3:45 pm-verification/assessment of student work/engagement; planning/prep for next day; contact with administration as needed
 - Modify lessons for special education students more than normal.
 - Assign meaningful activities that will drive the learning forward; no busy work. Learning can be achieved outside of the actual school building.
 - Have fun and get creative!

Attendance

- K-5 staff will mark attendance for their students in Teacherease.
- 6-12 staff will record attendance in Teacherease during each period of video conference lessons.

*Those student without internet access must call into the school secretary by 9 a.m.

General Expectations

In general, student work on a E-Learning day will be based upon research informed instructional practices. The following are all effective forms of delivering instruction during E-Learning.

- Video conferencing (Teams, Zoom, Skype, etc.)
- Video lessons (Schoology, Moodle, Teams. and links to Schoology posted in Dojo)
- Choice boards with check-ins (on snow days)
- Email check-ins
- Phone calls from case managers, teachers, related service providers

Some examples of research informed instructional practices appropriate for remote learning include, but are not limited to:

1. Setting Objectives
 2. Reinforcing Effort/Providing Recognition and Feedback
 3. Cues, Questions & Advance Organizers
 4. Nonlinguistic Representations (Graphic Organizers)
 5. Summarizing & Note Taking
 6. Identifying Similarities and Differences
 7. Generating & Testing Hypotheses
 8. Homework for later grades with minimal parental involvement with a clear purpose
 9. Scaffolding Instruction
 10. Student practice
 11. Individualized Instruction
 12. Inquiry-Based Teaching
 13. Concept Mapping
 14. Reciprocal Teaching
 15. Promoting student metacognition
 16. Teacher clarity (learning goals, expectations, content delivery, assessment results, etc.)
 17. Setting goals or objectives
 18. Higher-level questioning
 19. Learning feedback that is detailed and specific
 20. The Directed Reading-Thinking Activity
 21. Question-Answer Relationship
 22. KWL Chart
 23. Comparison Matrix
 24. Anticipation Guides
 25. Response Notebooks
 26. Student Reflection
 27. Use of software programming vetted and approved for usage by Chadwick-Milledgeville CUSD
- 399

One of the best pieces of advice offered from other states is to not overwhelm students with work on these days. Students will not be expected to complete the equivalent of classwork time and additional homework in our traditional school day during a remote learning day. The law requires 5 clock hours of instruction and appropriate learning opportunities for all students' needs. Student work should be relevant, meaningful, and manageable for them. Should a circumstance, such as a power outage or lack of internet access at their home prohibit a student from completing an assignment(s), that student will be given adequate time to make up the assignment *without penalty* once school resumes.

If it is known in advance that a student does not have access to the internet or required technology to complete the work, a non-electronic method of completing the work, if available, should be provided to the student. All students will have five (5) school days to submit any expected work on a remote learning day for full credit.

In the event of a prolonged school closure, the district will provide MiFi cellular hotspot to any family without internet access.

Student Expectations:

- K-5 students will have Snow/Emergency Day Packets sent home early in the school year. K-5 staff will provide direct instruction video lessons uploaded to Schoology to accompany the lesson materials included in the packets. These on demand direct instruction video lessons will be made in advance by your child's teacher so K-5 families can access them via Schoology at a time that works best for them.
- K-5 staff will be available from 8:00 A.M.-3:45 P.M. on E-Learning Days to answer questions or provide direction via Teams, Schoology, Class Dojo, email, etc...
- 6-12 students will attend every class via video conference each day of E-Learning.
- 6-12 students will always have their video on during video conferencing.
- 6-12 students will turn their audio on and off at the direction of their teacher.
- Student behavior and conduct expectations are the same as if they were at school for in person learning.
- Students are expected to complete all work and turn it in on time.
- All work will be graded normally and will impact a students academic standing.

Special Education Service Expectations

Students with an IEP must continue to receive their special education services during E-Learning days. To achieve this special education staff must adhere to the following guidelines and expectations:

1. Special Education Teachers must contact students and families daily to assess student special education needs.
2. Special Education teachers who have students that are self-contained, must plan and provide instructional material and activities for their students.
3. Special Education Teachers must document their daily contact through the district provided Microsoft Excel spreadsheet

Support

Should teachers or students encounter any technical issues on an E-Learning day, the technology, office, and administration staff will be available via phone or email to address any concerns.

If you experience technical difficulties use the following steps:

- If email is available, contact teacher directly.
- If not, contact Eric Hernandez through email (ehernandez@dist399.net), phone (815-225-7141 ext. 245), or Microsoft Teams.
- For other issues, contact the school/district offices.
 - School Office 815-225-7141
 - District Office 815-225-5839

Outside regular business hours:

Parents and students can email questions and concerns regarding E-Learning and completion of assignments to help@dist399.net.

From

Mrs. J. Mertz <jmertz@dist399.net>

To

Grade Levels: 6,7,8,9,10,11,12

CC: Instructors (39), School Admins (5), SD Admins (5)

Sent

5/29/2025 11:50 AM

Subject: Public Hearing to Approve E-Learning Plan

A Public Hearing will be held at the Regular Board Meeting located in the Milledgeville High School Library, Milledgeville, IL on Monday, June 16, 2025 to approve the District E-Learning Plan.

Mrs. Jody Mertz

Chadwick-Milledgeville CUSD #399

phone: 815-225-5839

email: jmertz@dist399.net

You can find more information online at: <https://www.teacherease.com>

If you would rather NOT receive this email in the future,

update your account:

<https://www.teacherease.com/app/common/accountprofile/info>

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[Send SMS Welcome](#)

[Back](#)

From

Mrs. J. Mertz <jmertz@dist399.net>

To

Grade Levels: PK,K,1,2,3,4,5

CC: Instructors (37), School Admins (3), SD Admins (6), Other Employees (2)

Sent

5/29/2025 11:51 AM

Subject: Public Hearing to Approve E-Learning Plan

A Public Hearing will be held at the Regular Board Meeting located in the Milledgeville High School Library, Milledgeville, IL on Monday, June 16, 2025 to approve the District E-Learning Plan.

Mrs. Jody Mertz

Chadwick-Milledgeville CUSD #399

phone: 815-225-5839

email: jmertz@dist399.net

You can find more information online at: <https://www.teacherease.com>

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Public Notice

ASSUMED NAME PUBLICATION NOTICE

Public Notice is hereby given that on Tuesday, May 20, 2025, a certificate was filed in the Office of the County Clerk of Carroll County, Illinois, setting forth the names and post-office addresses of all persons owning, conducting and transacting the business known as:

Carroll Builders, 13524 Scenic Palisades Rd., Mt. Carroll, IL, 61053

Dated this 20th day of May, 2025.

Amy R. Buss, Clerk and Recorder
No. 2025DBA-0010

May 28, June 4, 11

Public Notice

ASSUMED NAME PUBLICATION NOTICE

Public Notice is hereby given that on Friday, May 9, 2025, a certificate was filed in the Office of the County Clerk of Carroll County, Illinois, setting forth the names and post-office addresses of all persons owning, conducting and transacting the business known as:

Landra Jo Artistry, 304 E. Prairie St., Lanark, IL, 61046

Dated this 9th day of May, 2025.

Amy R. Buss, Clerk and Recorder
No. 2025DBA-0009

May 21, 28, June 4

Public Notice

STATE OF ILLINOIS IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT COUNTY OF CARROLL — IN PROBATE

In RE the Matter of the Estate of
Shirley E. Schrader;

Deceased

No. 2025-PR-12 NOTICE FOR PUBLICATION — CLAIMS

Notice is given of the death of
Shirley E. Schrader, of Shannon,
Illinois. Letters of Office were issued
on May 15, 2025, to Eyan K.J. Zubler,

or delivering a Petition To Terminate
to the Clerk.

Claims against the estate may
be filed in the office of the Clerk
of the Court at the Carroll County
Courthouse, 301 N. Main St.,
Mt. Carroll, IL 61053, or with the
representative, or both, on or before
December 1, 2025, and any claim not
filed on or before said date is barred.
Copies of a claim filed with the Clerk
must be mailed or delivered to the
representative and to the attorney
within ten (10) days after it has been
filed.

Date: May 20, 2025

Eyan K.J. Zubler,

NOTICE OF PUBLIC HEARING

A Public Hearing will be held at the Regular Board Meeting
located in the Milledgeville High School Library, Milledgeville,
Illinois on Monday, June 16, 2025 at 7:00 p.m.

The purpose of the Public Hearing is for Approval of the Dis-
trict E-Learning Plan. E-Learning days will be used when
emergency days occur.

ANNUAL SUPERVISOR'S REPORT ROCK CREEK-LIMA TOWNSHIP

For Fiscal Year Ending March 31, 2025

TOWN FUND:

Beginning Balance April 1, 2024: \$64,673.31

REVENUE: Property Tax: \$212,487.41; Replacement Tax: \$7,052.78; Election
Income: \$140.00; Interest Income: \$375.87; Toirma Dividend: \$663.00; Misc.
Income: 0

Revenue: \$220,719.06

Total Revenues: \$286,392.37

EXPENDITURES: FICA: \$19,466.20; IL Dept. of Revenue: \$3,971.93; IL Dept.
of Unemployment: \$213.92; Transfer to Road & Bridge: \$100,000.00; Toirma
Insurance: \$4,808.00; Assessors Fee: \$5,084; Net Wages Under \$25,000.00:
\$13,946.73; Dan Sweitzer, Darla Burkholder, Brian Heldt, Jim Ludwig, Brian
Witt, Chris Fink; Net Wages Range \$25,000.00-\$49,999.99: \$41,058.96; Jeff
Miller; Items Under \$2,500.00: \$4,478.68

Total Expenditures: \$193,028.42

Ending Balance March 31, 2025: \$92,363.95

ROAD & BRIDGE FUND:

Beginning Balance April 1, 2024: \$71,315.09

REVENUE: Property Tax: \$86,902.65; Replacement Tax: \$10,609.58; Inter-
est Income: \$182.37; Toirma Dividend/Refund: \$916.00; Transfer from Town:
\$100,000.00;

Revenue: \$198,610.60

Total Revenues: \$269,925.69