



# Brimfield Alternative Learning Day (E-Learning) Guidance

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Brimfield CUSD #309 may implement an Alternative Learning Day, also known as an e-Learning day, in the event school must be cancelled. An Alternative Learning Day (ALD) may be issued in place of an emergency day, as defined by the Illinois State Board of Education. In most cases, an ALD would likely be used in the case of closing school due to poor weather conditions, but could be used for other emergency situations (pandemic outbreak, loss of power, water, or other need to close one or all school buildings).

## Guidance for Staff:

- Exercise caution and patience – do not make this tough on yourself or students.
- An ALD provides a great opportunity to review concepts and address weaknesses where students require additional practice/exposure. ALD days may also be utilized to allow students to catch-up on previously assigned work.
- Keep in mind, not all students will have internet access and will require additional time to make up work once we return to school. Students who do not complete work will receive an “Absence” not a “Zero”.
- Students who need accommodations when school is in session, will likely struggle with assignments during an alternative learning day. Accommodations still apply.
- Utilize platforms you currently have in place (google classroom, school email, etc.). An ALD is not a good time to try to utilize a new platform and/or new technology. Use what you – and your students – are familiar with.

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## Grading – Focus on Learning and “Attendance” :

- The purpose of an ALD is to account for student learning and attendance as the result of an emergency – not to overwhelm students with busy work.
- Students who do not complete work will receive an “Absence” not a “Zero”. This does not mean that assignments should not receive a grade, but focus on learning activities that can be completed at home and not overburdening students.
- Do not attempt to forge ahead with unit plans and new material. Introducing a new concept may be reasonable, but holding students accountable for mastering new concepts while out of the building is unreasonable. Exercise caution and reasonable judgement for student learning activities/outcomes.
- Once we return to school, we will establish “Due Dates” – this will depend on how long we are out. Teachers will need to notify the office for students who do not meet due dates and their attendance will be adjusted accordingly by the office.

## Teacher Availability

- 9:00 am – 2:30 pm
- Communicate Via School Email
- Respond to student questions hourly
- Post ALD Activities no later than 9:30 am

## Student Accountability

- Complete assigned tasks
- Complete Make-up work not completed on ALD
- Communicate with Teachers Via School Email

## Acknowledgements

- Students/Staff may have other responsibilities (watching siblings/children, shoveling snow, etc.) that may interrupt ALD activities
- Students/Staff will need breaks throughout the day
- Students/Staff may have unforeseen issues that arise – We will all need to be flexible, problem solve, and show empathy

### When In Doubt – Ask!

Contact your building principal via email, text message, cell-phone throughout the day with any questions/concerns