Illinois
State Board of Education

e-Learning Program Verification Form

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 number of emergency days in the 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 implementation. Before adoption, the school board must hold a public hearing for initial proposal or renewal of e-learning program by:

- District Name: <u>LickCreekCCSD#16</u>
- Publication in a newspaper of general circulation in the school district at least 10 days prior to hearing
  Date of Publication: <u>12-5-22</u>
- Written or electronic notice designed to reach the parents or guardians of all students enrolled in the district
  Date of Notification: <u>12-05-22</u>
- 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
  Date of Notification: <u>12-05-22</u>
- 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
  Date of Public Hearing: <u>12/192022</u>   Date of Board Meeting/Resolution: <u>01/17/2023</u>

Specifically, 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

Verified by: School Dist. Superintendent (printed)	Signature*	Date 01-23-23
Cheryl R. Graff		
Verified by: Regional Superintendent (printed)	Signature	Date 1/23/23

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

Lick Creek CCSD # 16
Remote LEARNING/HOME BASED PROTOCOL

1. JUNIOR HIGH SCHOOL

-Teachers provide a technology-based platform for instruction (Google Classroom, Edgenuity, etc...)

-Teachers need to be available via email from 8:00 a.m. – 1:00 p.m.

-All assignments will be posted by 8:00 a.m. on E-learning days. Due dates will be posted when assignments are listed.

-Those students who indicated they do not have internet access will home-lessons/activities sent home upon school closure.

-Lessons should be an equivalent to a class session.

-Students are expected to check email daily.

2. ELEMENTARY SCHOOL

-Teachers need to be available via email from 8:00 a.m. – 1:00 p.m.

-Lessons should be equivalent to the subject areas taught during class sessions.

-Pre-K through 5:
    -Instruction from home-lessons/activities sent home upon school closure and will be collected upon returning to school.

3. STAFF EXPECTATIONS

-Teachers must be available by email from 8:00 a.m. – 1:00 p.m.

-Must be at school or home (only allowed at school if it is safe to do so).

-Teachers will check-in and out via email with their building principal.

4. SPECIAL EDUCATION TEACHERS

-Special education and 504 students will be provided the same accommodations and modifications outlined in their IEP Special Education teachers will work with regular education teachers to determine the appropriate modifications for any electronic/home based learning materials.

5. EDUCATIONAL SUPPORT PERSONNEL

-Assignments may vary depending on nature of duties.

Administration and staff will provide updated information to students and families to carry out specific details of completing the assignments.