

## CM 201-U DISTRICT-WIDE E-LEARNING DAY

- **FRIDAY, JANUARY 12, 2024 – EARLY DISMISSAL DAY E-LEARNING DAY**
- **TUESDAY, JANUARY 16, 2024 – REGULAR E-LEARNING SCHEDULE**

E-Learning is designed to avoid interruptions in instruction, which can occur when school cannot be held due to severe weather conditions. Any day approved as a CM 201-U E-Learning day may be counted as a day of attendance and will not be required to be "made up" at the end of the school year.

SCHOOL	EARLY DISMISSAL INSTRUCTIONAL HOURS FRIDAY, JANUARY 12, 2023 * STUDENT AND STAFF HOURS*	REGULAR INSTRUCTIONAL HOURS TUESDAY, JANUARY 16, 2024	
<b>Early Learning Center</b>	8:30 am to 11:00 am	AM – 8:30 am to 11:00 am PM – 12:00 pm to 2:30 pm	Transitional K 8:30 am to 2:30 pm
<b>All Elementary Schools</b>	9:00 am to 12:15 pm	9:00 am to 3:35 pm	
<b>Crete-Monee Middle School</b>	8:10 am to 11:30 am	8:10 am to 2:40 pm	
<b>Crete-Monee High School</b>	7:25 am to 10:50 am	7:25 am to 2:00 pm	

### E-LEARNING EXPECTATIONS FOR TEACHERS AND STAFF

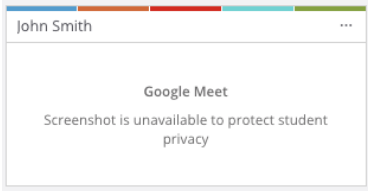
- Plan and implement appropriate standards-based instruction. Student work and instruction must consist of five hours (synchronous and asynchronous learning can be utilized).
- Communicate regularly with students and families and respond in a timely manner.
- Support diverse learners (IEPs/504s, English Learners, etc.).
- Regularly monitor student work completion participation and provide timely feedback.
- Attendance must be taken.
- Report students' non-participation to the administration, disconnect a student exhibiting disruptive behavior during a live session and report it to a building principal.
- Participate remotely in staff meetings, activities, etc., as directed by your building administration.

### E-LEARNING SPECIFICATIONS

Teachers are responsible for appropriate standards-based instruction, responding to parents and students promptly, supporting diverse learners (e.g., IEPs/504s, English Learners), building rapport and connections with students, regularly monitoring student work completion and participation, providing students feedback and reporting non-participation to building administrators.

All teachers will have real-time synchronous learning. For this document, teachers include classroom teachers, instructional coaches, specialists, and interventionists.

<b>Early Learning Center</b>	<ul style="list-style-type: none"> <li>• Students may meet teachers at designated instruction times to mirror in-person instruction.</li> <li>• Students may have live or recorded instruction available.</li> <li>• Parents may support students with engaging learning activities such as Choice and Blizzard Boards.</li> </ul>
<b>Grades K-5</b>	<ul style="list-style-type: none"> <li>• Students will join remotely in class at regular times. Instruction will mirror in-person instruction.</li> <li>• Students must complete all assignments and assessments and submit them through Google Classroom or another program directed by the teacher.</li> <li>• Teachers will give students their specific schedule(s) for the day and asynchronous time.</li> <li>• See sample schedule – <a href="#">Sample Elementary Schedule</a></li> </ul>
<b>Grades 6-12</b>	<ul style="list-style-type: none"> <li>• Students will log in and join the regular in-person course for the designated day.</li> <li>• Students will follow the early in-person schedule and submit all assignments and assessments through Google Classroom or any other manner as approved by the teacher.</li> </ul>

<b>PARENTS</b>	<p>Parents will receive notification from the Superintendent and be directed to the website for additional information, such as FAQs and support.</p> <p><a href="#">FAQs for Families</a></p>
<b>RESOURCES</b>	<ul style="list-style-type: none"> <li>• <a href="#">OTL Resources Hapara</a></li> <li>• <a href="#">Hapara Support</a></li> <li>• <a href="#">Google Hangouts/Meet Student Privacy Update</a> <ul style="list-style-type: none"> <li>• To protect remote learners' privacy, we recently released an update that blocks Hāpara Highlights from taking screenshots when students are on meet.google.com or hangouts.google.com.</li> <li>• <b>What happens when students are in a Meet or Hangout and open another tab?</b> Screenshots are only blocked when Meet or Hangouts are the active tab. If students participate in synchronous, remote learning in which they have joined a class Meet and are doing other activities, teachers can still monitor their work.  When students are viewing the Meet or Hangout, teachers will see the following message in the student tile:  </li> </ul> </li> </ul> <p>If the student has Meet or Hangouts open in a non-active tab and is completing school work on other websites, the teacher will see screenshots of that activity as normal. Current Screens show the tab or window that students are currently working in.</p> <ul style="list-style-type: none"> <li>• <a href="#">OTL Resources E-Learning</a></li> </ul> <p>Troubleshooting Contacts:  <a href="#">Jamila Bynum</a> or <a href="#">Brandon McGriggs</a></p>
<b>TECH SUPPORT</b>	Contact the Help Desk at 708.367.2930.
<b>FOOD SERVICE</b>	Breakfast items will be sent home with students on Thursday, January 11, 2024.