



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: River Bend CUSD #2
- Publication in a newspaper of general circulation in the school district at least 10 days prior to hearing
Date of Publication: 10/9/2019
- Written or electronic notice designed to reach the parents or guardians of all students enrolled in the district
Date of Notification: 10/10/2019
- 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: 9/4/2019
- 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: 10/21/2019 Date of Board Meeting/Resolution: 10/21/2019

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

Darryl Hogue
Verified by: School Dist. Superintendent (printed)

Darryl Hogue
Signature*

11-1-19
Date

Robert Sondgerath
Verified by: Regional Superintendent (printed)

Robert Sondgerath
Signature

11-4-19
Date

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

River Bend E-Learning/Home Based Protocol

1. High School

- Teachers provide a technology-based platform for instruction.
- Teachers need to be available via email from 8:00 - 1:00
- An "A or B" day lesson needs to be available to students through Canvas
- Assignments will be opened at 4:00 PM on the final day proceeding the weekend and will close on the e-learning make-up day at 9:00 PM.
- Lessons should be equivalent to a class session

2. Middle School

- Teachers provide a technology-based platform for instruction.
- Teachers need to be available via email from 8:00 - 1:00
- A lesson needs to be available to students through Canvas or by paper
- Lessons should be equivalent to a class session
- Assignments will be opened at 4:00 PM on the final day proceeding the weekend and will close on the e-learning make-up day at 9:00 PM.

3. Elementary School

- Teachers need to be available via email from 8:00 - 1:00
- Lessons should be equivalent to the subject areas taught during class sessions
- Pre-K through 4:
 - Instruction from home- lessons/activities sent home on the final day proceeding The weekend and will be collected the day following the e-learning make-up day.
- 5th Grade:
 - Assignments will be opened at 4:00 PM on the final day proceeding the weekend and will close on the e-learning make-up day at 9:00 PM.

4. Staff Expectations

- Staff must be available by email from 8:00 - 1:00
- Must be at school or home.
- Certified staff will check-in and out at the end of the day with their building principal.

5. 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 staff to determine the appropriate modifications for any electronic/home based learning materials.

-Special education teachers will contact families to determine the appropriate methods to supply help during the assigned work times.

-Help may be provided via email, school phones, skype, and Google hangouts using school emails.

6. Educational Support Personnel

-Assignments may vary depending on nature of duties

-Secretarial staff can work on site or at home. Working from home will require establishing a schedule with building principal.

-Teachers with special assignments- Would provide proof of planning, professional development, or other school duties that need to be completed.

- Paras, kitchen staff, drivers, and custodians offered the opportunity to make up the day by attending an upcoming inservice days

- Options will be made available to any employee who wishes to work on site with an approved plan by their supervisor.

Building Principals and staff will provide updated information to students and families to carry out specific details of completing the assignments. Students will be able to turn in work two days following the E-learning/Home based instruction.