

MAROA-FORSYTH C.U.S.D. #2

SPECIAL BOARD MEETING

E-Learning Days Program – PUBLIC HEARING

October 28, 2019

6:00 P.M.

HIGH SCHOOL LIBRARY

Agenda

1. Call to Order
2. Roll Call
3. E-Learning Days Program Overview Presentation
4. Citizens Wishing to Comment on the E-Learning Days Program
5. Adjournment



MAROA-FORSYTH SCHOOL DISTRICT

641 E. Shafer St.
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Dr. John Ahlemeyer
SUPERINTENDENT
john.ahlemeyer@mfschools.net

TO: Maroa-Forsyth Education Association
FROM: Dr. John Ahlemeyer, Superintendent
RE: **MOU- eLearning Days**
DATE: October 29, 2019

As previously discussed, Section 3.7 of the current CBA reads as follows and will need to be addressed as part of our collaborative effort to design and carry out eLearning in Maroa-Forsyth School District.

Section 3.7

The length of the school day shall be from 8:00-3:15. Student Instruction & Supervisory time for the Maroa Attendance Centers will be from 8:00 am to 2:55 pm. Student Instruction & Supervisory time for the Forsyth Attendance Centers will be from 8:15 am to 3:05 pm.

The signatures below indicate a mutual understanding that the Board of Education and Collective Bargaining Unit will identify the Section 3.7 of the current CBA, and the topic of eLearning in general, as part of the next collective bargaining negotiations.

Furthermore, signatory parties acknowledge that any Board of Education approval of an eLearning plan for the 2019-20 school year shall remain in place for a 3-year period according to School Code provided that annual review of the program is expected and revisions as implemented may be required to address findings.

Furthermore, on an e-Learning Day, the 7 hour and 15-minute workday for teachers shall be scheduled as follows unless otherwise directed:

- 8:00 a.m. - 8:30 a.m. *Planning/ Preparation*
- 8:30 a.m. *Learning Posted – Instruction/Supervision/Engagement Begins*
- 8:30 a.m. – 12:00 p.m. *3.5-hour block of Student Engagement/Monitoring/Support*
- 12:00 p.m. - 12:30 p.m. *Duty Free*
- 12:30 p.m. – 2:00 p.m. *1.5-hour block of Student Engagement/Monitoring/Support*
- 2:00 p.m. – 2:45 p.m. *Verification/Assessment of Student Engagement/Prep eLearning*
- 2:45 p.m. - 3:15 p.m. *Planning/Preparation, Professional/Responsibilities*

President(s), Maroa-Forsyth Education Association

Date

Superintendent

Date

e-Learning Program Verification Form

According to Public Act 101-0012 of 101st Illinois General Assembly, local school district e-learning programs, adopted by resolution, may not exceed the minimum number of emergency days in the approved school calendar and must be verified by the regional office of education or intermediate service center for the school district on or before Sept. 1 annually. Before adoption, the school board must hold a public hearing for initial proposal or renewal of e-learning program by:

Publication in a newspaper of general circulation in the school district at least 10 days prior to hearing

Date of Publication: _____

Written or electronic notice designed to reach the parents or guardians of all students enrolled in the district

Date of Notification: _____

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: _____

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: _____ Date of Board Meeting/Resolution: _____

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

Verified by: Regional Superintendent (printed)

Signature

Date

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

**RESOLUTION TO ADOPT eLEARNING PROGRAM IN LIEU OF THE DISTRICT'S SCHEDULED
EMERGENCY DAYS**

WHEREAS, the Board of Education of **Maroa-Forsyth CUSD #2** is adopting an eLearning program district-wide that shall permit student instruction to be received electronically while students are not physically present in lieu of the district's scheduled emergency days.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of **Maroa-Forsyth CUSD #2** that it will employ an eLearning program that:

- May utilize the Internet, telephones, texts, chat rooms, or other similar means of electronic communication for instruction and interaction between teachers and students that meet the needs of all learners.
- Ensures and verifies the required clock hours of instruction or school work for each student participating in an eLearning day.
- Ensures access from home or other appropriate remote facility for all students participating in the program including availability of non-electronic materials to students who do not have access to the required technology or to the participating teachers or students who are prevented from accessing the required technology.
- Ensures appropriate learning opportunities for students with special needs.
- Ensures the monitoring and verification of each student's electronic participation.
- Addresses the extent to which student participation is within the student's control as to the time, pace, and means of learning.
- Provides effective notice to students and their parents or guardians of the particular days for eLearning.
- Provides staff and students with adequate training for eLearning days' participation.
- Ensures an opportunity for any collective bargaining negotiations that would be legally required.
- Reviews the program as implemented to address difficulties confronted through revision or otherwise.
- Ensures that the protocol regarding general expectations and responsibilities of the program is communicated to teachers, staff, students, and parents at least 30 days prior to utilization.
- Ensures all teachers and staff who may be involved in the provision of eLearning have access to any and all hardware and software that may be required for the program.
- Will be verified by the Regional Office of Education for the school district to ensure access for all students.
- Will be implemented for a period of 3 years (2019-20, 2020-21, 2021-22) prior to renewal.

ADOPTED **October 28, 2019**, by a roll call vote as follows:

Yes: _____

No: _____

Absent/Other _____

President, Board of Education

Secretary, Board of Education

E-Learning Day Plan Document

School Code Requirement	District Plan Response
1. Show evidence that Board of Education has <ol style="list-style-type: none"> i. Given notice of public hearing in newspaper of general circulation ii. Provided written or electronic notice to parents or guardians of hearing iii. Written or electronic notice of hearing to any exclusive collective bargaining unit 	{include on e-Learning Program Verification Form}
2. Show evidence of adopted board resolution of research based program(s) for e-learning days. Describe technology, techniques and procedures that will be used on e-learning days	{include on e-Learning Program Verification Form}
3. Identify hardware and software is required by teachers and staff for the program.	Hardware: District Computers and Chromebooks Software: Google for Educators, Class Dojo, Email
4. Do all teachers and staff have access to the hardware and software required to deliver the e-learning program?	Yes. Teachers can take Chromebooks home if they do not have computer access.
5. How will the district 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?	A detailed agenda of E-Learning days will be provided to staff, students, and parents. Teachers will be expected to provide 5 hrs. of instruction and learning activities to their students. This will be monitored through Google Classroom, Class Dojo, and Email.
6. How will the district 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?	Teachers will survey students and parents to find out who does not have access to the internet if a E-Learning day is used. Those who do not have access, will be given the opportunity to make up any work missed for full credit when they return to school. Work packets will also be available to students in advance of a E-Learning day if possible
7. How will the district ensure that non-electronic materials are made available to 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?	Work packets will be available to students prior to an E-Learning day if possible. If it is not possible to provide a hard copy work packet, students will be able to complete the work upon return to school for full credit.
8. How will the district ensure appropriate learning opportunities for students with special needs?	All accommodations and modification typically made for students with special needs will be implemented for E-Learning days.
9. How will the district ensure	All accommodations and modification typically made

appropriate learning opportunities for students with English Learners?	for ELL students will be implemented for E-Learning days.
10. How will the district ensure appropriate learning opportunities for other students' unique needs as identified by the district?	All accommodations and modification typically made for students with unique needs will be implemented for E-Learning days.
11. How will the district monitor and verify each student's electronic participation?	Student participation will be monitored through Google Classroom and email at the High School and Middle School. It will be monitored through Google Classroom, Class Dojo, and Email at the Grade School.
12. How will the district address the extent to which student participation is within the student's control as to the time, pace, and means of learning?	Parents will contact teachers if the student is not able to access the learning activities during the designated time. Student will have time to complete learning activities at a later time.
13. How will the district provide effective notice to students and their parents or guardians of the use of particular days for e-learning?	The district will notify students and parents of E-Learning days through School Messenger, Skyward, social media, and local media outlets.
14. How will the district provide staff and students with adequate training for e-learning days' participation?	Staff will be provided training during school improvement time prior to the use of an E-Learning day. Staff will provide students training needed during class time prior to the use of an E-Learning day. Information will also be sent to parents about expectations and procedures of an E-Learning days.
15. How will the district ensure an opportunity for any collective bargaining negotiations with representatives of the school district's employees that would be legally required, 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?	The only collective bargaining agreement in place at Maroa-Forsyth CUSD #2 is with the teacher's union. A Memorandum of Understanding in regards to E-Learning days will be put in place with the MFEA to address duties for teachers on these days.
16. How will the district review and revise the program as implemented to address difficulties confronted?	The district will access the E-Learning program on a yearly basis and program will be revised to make it more efficient.
17. How will the district 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?	A written overview will be provided to our faculty, staff, and students once the program is approved. On a yearly basis, this will be given out at the beginning of the school year and be available on the district website.

Kindergarten: Alternative Learning Day Work

Subject	Activity	Time	Completed?
Reading	Read to an adult or have an adult read to you. Write and read your letters to an adult.	30 minutes	
Math	Practice writing 1-20. Practice counting to 25.	30 minutes	
Art	Draw a picture of a snowy scene using only shapes. (Circles for snowmen, triangles for pine trees, etc...) Add color to your picture if you can.	15 minutes	
Music	listen to 2 songs and clap to the beat of the song	10 minutes	
PE	do 25 jumping jacks, 10 sit-ups, and 10 pushups	10 minutes	

2nd Grade: Alternative Learning Day Work

Subject	Activity	Time	Completed?
Reading	Read to an adult or have an adult read to you. Spend 15 minutes practicing your spelling words for the week.	30 minutes	
Writing	Write a paragraph and retell the story using complete sentences. Then read the paragraph to someone at home. Check for indentation, punctuation, and capitalization.	30 minutes	
Math	Create your own story problems: Write down 3 addition story problems and 3 subtraction story problems and solve using a picture model.	30 minutes	

Art	Carefully cut out as many snowflakes as you can in 15 minutes. Try to make their designs as different as possible.	15 minutes	
Music	Write new lyrics to the tune of "Twinkle, Twinkle, Little Star".	15 minutes	
PE	do 35 jumping jacks, 20 sit-ups, and 20 pushups	10 minutes	

4th Grade: Alternative Learning Day Work

Subject	Activity	Time	Completed?
Reading	Read a book to yourself, an adult or another child and complete a one paragraph summary using the somebody, wanted, but, so, next, in the end structure.	30 minutes	
Writing	Write one paragraph about whether or not 4th graders should be limited to 2 hours of screen time a day. Be sure to explain your reasoning.	30 minutes	

1st Grade: Alternative Learning Day Work

Subject	Activity	Time	Completed?
Reading	Read to an adult or have an adult read to you. Spend 15 minutes practicing your spelling words for the week.	30 minutes	
Math	Practice skip counting numbers to 100 by 2's, 5's, and 10's. Create and solve 10 addition and 10 subtraction problems.	30 minutes	
Art	Imagine that something else was falling from the sky instead of snow. (Candy, noodles, cats, dogs, etc...) Draw how that would look. Add color if you can.	15 minutes	
Music	listen to 2 familiar songs and clap to the beat of the song while singing it	10 minutes	
PE	do 30 jumping jacks, 15 sit-ups, and 15 pushups	10 minutes	

3rd Grade: Alternative Learning Day Work

Subject	Activity	Time	Completed?
Reading	Read a book to yourself, an adult or another child and complete a one paragraph summary using the somebody, wanted, but, so, next, in the end structure.	30 minutes	
Writing	Write 1 paragraph about what you are doing today. OR write 1 paragraph about what you would do today if you could do anything, go anywhere! Be sure to use the "Parts of a Paragraph" you have learned in class.	30 minutes	
Math	Create and solve 4 math story problems. These should use 2 different operations (+, -, x, or /). Spend the remaining time practicing flash cards.	30 minutes	

Art	Draw a winter scene in a snow globe. Be sure to include a foreground, middle ground, and background. Add as much detail as you can. Add color if possible.	15 minutes	
Music	Write your own song with A-B-A form about the weather. The A sections will be the same.	15 minutes	
PE	do 35 jumping jacks, 20 sit-ups, and 20 push-ups	10 minutes	

5th Grade: Alternative Learning Day Work

Subject	Activity	Time	Completed?
Reading	Read a book to yourself, an adult, or another child and complete a one paragraph summary using the somebody, wanted, but, so, next, in the end structure.	30 minutes	
Writing	Write a one page paper comparing and contrasting yourself with your best friend, or sibling, or family member; or complete a thought question on an Achieve 3000 article.	30 minutes	

Math	Create your own story problems: Write down 3 addition story problems and 3 subtraction story problems and 3 multiplication story problems and 3 division story problems and solve.	30 minutes	Math	Create your own story problems: Write down 3 addition story problems and 3 subtraction story problems and 3 multiplication story problems and 3 division story problems and solve.	30 minutes
Art	Design the ultimate sled. Be sure to draw it from different angles so we can see all of the cool features you've added. (Rocket boosters, hot chocolate machine, etc....) Add color if possible.	15 minutes	Art	Design and draw the perfect snow fort. Use perspective in your picture. Don't forget to use your imagination! Add as much detail as possible. (Snow ball launchers, lookouts, tunnels, etc...) Add color if possible.	15 minutes
Music	Listen to a song and write a 1 paragraph summary of what the song is about OR Practice your recorder for 10 minutes.	15 minutes	Music	Write lyrics to your own song with A-B-A-C-A form about a favorite sport, hobby, or food. You will use the same lyrics each time you return to the A section.	15 minutes
PE	do 40 jumping jacks, 25 sit-ups, and 25 pushups	10 minutes	PE	do 40 jumping jacks, 25 sit-ups, and 25 pushups	10 minutes