

Rush City Schools E Learning Plan

Plan for each grade level and subject area in case of a future snow/weather closing day
E Learning Cards / Activities.

Family Information:

E Learning Days are intended to provide access to learning on days when school needs to be canceled for weather or other emergency situations. Rush City Public Schools will use E Learning Days beginning on the next determined Snow Days or Inclement Weather/Emergency Days and beyond throughout the duration of the school year. On these E Learning Days students will be able to learn without reporting to the school building. All students will have access to join a Google Meet with their teachers for any support or help throughout the day.

K-6: Classroom teachers will provide students in Kindergarten through 6th grade with an E Learning Card listing the learning activities for the day (there are two days of activities per card, please be sure to read the directions on the top, depending on how many days of school closure take place). Students will have access to join a Google Meet with their teachers for any instruction / support during the school day.

7-12: Classroom teachers will continue to utilize Google Classroom as their learning platform. Students will be expected to go through each of their classes on Google Classroom and complete the required tasks for the day. This is how attendance will be tracked for that day. Students will have access to their teachers during the school day.

Because of this E Learning Plan, additional days should not need to be added to the school calendar at the end of the year to make up for snow/weather days that may have occurred.

If you have any questions about E Learning Days, please feel free to contact the CE Jacobson Elementary Office at 320-358-1362 or the Rush City High School Office at 320-358-4795.

Start Date: May be implemented at any time, up to 5 E Learning Days Per Year.

Communication Plan with Families:

In the event of a canceled school day in the future, families will be informed by an automated message that Rush City Public Schools is enacting an E Learning Day. The expected activities and details will be provided to families via email, Facebook, school websites, and a take home informational letter prior to sending the E Learning Card home.

Student Expectations:

Students in grades K-6 will access and complete a series of pre-assigned learning activities on an E Learning Card and can join teachers during the day for instructional support. Students in grades 7-12 will access assignments/activities/etc. via Google Meet and can join teachers during the day for instructional support.

Staff Expectations:

Licensed teaching staff members and principals will be available during typical school hours(8:00 a.m.-3:45 p.m.) to answer questions and provide guidance via email, google meet or phone calls. Teachers will be able to access voicemails throughout the day as well (by external system access). As a part of your assigned activities, you must let students know how to contact you with questions. Teachers must respond to all emails or phone calls received within that assigned time frame. All E Learning Day assignments will be due one week after the E Learning Day. Accommodations for students who receive special education services will be provided ahead of time by case managers or available through the student management system. If additional accommodations are needed, they can be addressed by teaching staff via email or when the student returns to school.

K-6th Grade E Learning Cards

Independent developmentally appropriate work time is suggested below. Other added activities may be provided that require less independence (videos, tutorials, online activities, or “for fun” items).

All K-6 students will have activities for Reading, Writing, Math, Science/Social Studies, and Specials classes (Media, Music, Physical Education).

<u>Grade</u>	<u>Independent Work Time</u>
Kindergarten	1 hour
1st Grade	1 hour
2nd Grade	1.5 hours
3rd Grade	1.5 hours
4th Grade	1.5 hours
5th Grade	2 hours
6th Grade	2 hours

7th-12th Grade

Each teacher will provide an assignment for every scheduled class. This assignment may include but is not limited to discussions, online/offline readings, a recorded video lesson, completing assignments using digital resources, or web-based tools, or worksheets.

All assignments/activities are meant to be a reinforcement or an enrichment of lessons already taught. Additional in-class time will not be given to complete E-Learning activities unless the student did not have a reliable internet source. Teachers are expected to prepare activities that take an expected minimum of 15 minutes and a maximum of 30 minutes per E- learning day. Lessons must have an accountable means for students to demonstrate their learning.

Previous Questions and Concerns:

- Communication Card/Phone Instructions for Teachers
- Family Communications Printed, Emailed, Website, Facebook, Phone Call
- Teachers will work from home during regularly scheduled hours
- Any testing will need to be postponed and VERY flexible

Paras:

- Contact your students at home for a check in.
- Be available for any times where students need support.
- Monitor shared Google Doc for student assistance. Contact families requesting help.
- Take assigned professional development courses / watch assigned training videos.

Office staff:

- Answer school phone at home
- Any requests for assistance - add names to shared Google Doc for paras to contact and follow up with requests for assistance
- Work on any tasks assigned by administration

Teachers:

- Work from home, building may be available for those interested
- Respond to email/phone requests for assistance; enable 3CX or respond to voicemails that come through email
- Monitor shared Google doc/googlemeet for student assistance, contact students
- Keep Google Meet open from 8:00am-11:00am and again from 12:40pm-3:45pm to support instruction, assist with tasks assigned to students, and to answer any questions that students and families may have. Students may also call or email to request access or supports for access. *if you have data/bandwidth barriers, please reach out to your administrator
- A lunch and prep period is built into the schedule for all teachers (11:00am-12:40pm)

TASKS TO COMPLETE (per building):

- DISTRICT WIDE - send instructions/reminder to set up 3CX on your cell phone
- Create Google Doc for students requesting assistance
- Create student contact list for paras
- Have para instructions printed and ready for pick up for them to keep at home
- Ensure that teachers have prepared documents for students and sent them home by 2nd week in December.