



North Pekin-Marquette Heights School District #102 Plan for Remote Learning



Updated October 2021

Purpose of Remote Learning Days (RLD)

Remote Learning Days (RLD) can be used when it is not feasible to conduct in-person instruction. For the current time, District 102 schools may use remote learning as a result of a disaster proclamation or in the event of an adaptive pause after consultation with the local health department. Additionally, the District must provide remote instruction to any student who is under quarantine or excluded from school consistent with guidance or requirements from a local health department or the Illinois Department of Public Health.

During any RLD, staff will work to address the essential skills and learning standards that a student needs to understand in order to be successful at the next level. These standards will be the focus of learning opportunities as presented by teachers. Teachers will have autonomy to create assignments which may or may not count for points as they will need to continuously gauge student understanding and re-teach as needed. Districts have local control over their final plans and District #102 ensures the plan, as outlined, meets the minimum ISBE requirements. **Note** - This plan is fluid and will continue to evolve as more online instructional materials, methods and ideas are discovered or created by teaching staff.

Communication for RLD

When District #102 moves to Remote Learning for any single day or any extended period of Remote Learning, communication and updates will occur using a variety of sources including District #102's website, its Lumen email distribution system, social media and each building's ClassDojo account.

Attendance

A Remote Learning Day is considered a student attendance day. During any RLD, all students should log into their Google account and complete the daily attendance form to report their attendance.

Meal Distribution

During any Remote Learning Day, the District #102 food service staff will continue to provide meals. Students will need to sign up for daily meals when completing the daily attendance report online. The designated pickup times are 9:30 AM – 10:00 AM with one distribution location behind Georgetowne School at the kitchen doors.

Online Instructional Platform

Google is District 102's online learning platform. All District 102 students in 1st through 8th grade have access to the platform through their **Google Account** and use them daily. Students who need their password for any reason should contact their building principal for assistance.

Student Expectations & Responsibilities

While using a district-provided Chromebook, any Google App for Education, or any resource provided by District personnel with the intention of learning, students are held to the same standards to which they would be subjected in a traditional learning environment. Inappropriate behavior will be dealt with in accordance with District policy. Students and parents can reference the student handbook linked to each school's homepage. Students are expected to engage in Remote Learning with social integrity and academic honesty.

Tech Support

Parents of students experiencing issues with their Chromebooks or access to a district-issued device should email the classroom teacher or building principal. Our staff will attempt to answer any questions it can before referring the issue to our Tech Support team.

Requesting Print Copy of Materials

For those who do not have internet access at home, printed copies of assignments and learning activities can be requested. Parents should coordinate with the appropriate teacher(s) to request paper copies and to coordinate a pickup date/time.

Daily Expectations during Remote Learning for ALL Students

Some expectations will vary based on the grade level of a student, but those below apply to all students:

- Students will need to access their Google Classroom and/or their Dojo each day to see the learning expectations as presented by their teacher(s). Students are encouraged to find a dedicated work/study space free from as many distractions as possible.
- Students should contact their respective teachers with any questions about assignments. Teachers will communicate their availability via Class Dojo and/or Google Classroom and respond when they can.
- Students must submit work as directed by each the teacher.
- During virtual meetings/classrooms, students can choose if they want to have video enabled.

Grading Guidelines

During a single day or extended period of Remote Learning, traditional grading practices will remain in place.

Expectations for District 102 Staff*

As long as there is no state-issued Stay-at-Home mandate which does not allow for staff to report to work, the following expectations will be followed.

- Certified Staff (including Teachers, Paraprofessionals, Speech, Social Worker, Principals) - Certified staff will continue to report to their assigned locations within a building for a full work day.
- Office Staff – Office staff will report for a full work day, however the hours of responsibility may be adjusted.
- Cafeteria Staff – Cafeteria staff, as determined by the cafeteria manager, will report as needed to prepare and distribute meals for Remote Learners.
- Custodial/Maintenance – Custodial/maintenance staff will continue to report for a full work day, however the hours of responsibility may be adjusted.
- Bus Drivers – Drivers will be available for any transportation needs that may arise during a single or extended period of Remote Learning.

**In the event that staff are unable to report to work due to a required quarantine, health issue, etc., it will be determined on a case-by-case bases whether the employee is able to perform his/her duties remotely.*