



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: Classroom Connection Day School
- 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: 3/13/20
- 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: NA
- 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: NA 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

Roycealee J. Wood
Verified by: School Dist. Superintendent (printed)

CRISLER LOVENDAH
Signature*

3/13/20
Date

Roycealee J. Wood

Roycealee J. Wood

03/30/2020

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.

Classroom Connection Day School
E-Learning/Distance/Home Learning Guidelines

CCDS will be utilizing e-learning, distance learning, or home learning days that will establish mechanisms to ensure substantial instruction or school work for each student participating in an e-learning day, distance learning, and other home learning opportunities.

- CCDS will ensure access from home for all students participating. Types of access include computers, the internet, and other forms of electronic communication (phone calls from staff, materials and individualized learning plans sent home to families, etc.)
- CCDS will ensure appropriate learning opportunities and supports are in place for students with special needs.
- CCDS will effectively communicate notice to all students and parents or guardians on the use of e-learning days.
- CCDS will provide staff and students on-going training for E-Learning/Distance/Home Learning participation, with particular attention paid to the ability of children to understand procedures and expectations.
- CCDS will review and revise the program as needed based on the results of implementation.
- Staff will be available for students during the hours of 8:45 am – 2:00 pm
- Therapists will be available to provide services using unique opportunities (i.e. Skype, phone call, etc.)