

## **E-Learning Plan 2024-2025**

According to Minnesota Statutes, an "E-Learning Day" means a school day where a school offers full access to on-line instruction provided by students' individual teachers due to inclement weather. A school district that chooses to have e-learning days may have up to 5 E-Learning days in one school year.

The Beacon Program and Area Learning Center will implement an Elearning Plan for the 2024-2025 school year. This document is intended to provide background information and the process of an E-Learning Day.

If the decision is made to close school and an E-Learning Day is scheduled, this decision will be communicated to you via Remind.

The following information describes the E-Learning Day:

- Teachers will be available during the hours of 8:00 a.m. - 2:30 p.m. by Remind, email, or google meet for questions students or families may have.
- The E-Learning Day is considered a student contact day that requires attendance. Students and teachers are expected to participate in the E-Learning Day.
- Students who choose not to participate will be unexcused unless their guardian provides verification of absence.

Additional information specific to Beacon:

- Assignments/activities for each class will be sent to families via Remind or email by 10:00 a.m. At times, materials will be sent home with students on a previous day.
- Attendance will be determined by the following: students taking pictures of their work and sending it to their teacher via email or bringing their work to school within 2 days of the E-Learning Day.
- Proposed guidelines for total amount of work time: 1-2 hours.

Additional information specific to Area Learning Center:

- Assignments will be posted by 9:00 a.m. in google classroom for teacher instructed classes.
- All students are encouraged to work on credit recovery using Edgenuity.
- Attendance will be taken for each class period based on completion of the assignments posted.
- Proposed guidelines for total amount of work time: 30 minutes per class.

Student and teacher expectations are specifically outlined in the attached E-Learning Day Expectations document.

If you have any questions about the E-Learning Plan, please contact your child's teacher and/or Vanessa Hoffarth, Program Administrator at 320-256-6026.

**Student and Staff Expectations**

\*\*\*If an E-Learning Day is scheduled, staff, students, and families will be notified by 6:15 a.m., or as soon as possible. In rare circumstances, the decision to go to an E-Learning day may need to be made after 6:15 a.m.

Paraprofessionals and Behavioral Aides will have professional development opportunities in the form of Infnitec, Wellness, and/or Kognito; certificates will be submitted along with the timesheet.

Paraprofessionals and Behavioral Aides	Teacher Expectations	Student Expectations	Information
<p>Professional development opportunities in the form of Infnitec, Kognito, and/or Wellness will be available.</p> <p>Certificates of completion will be submitted.</p> <p>In the event a student needs support greater than what the teacher is able to provide, paraprofessionals and/or behavioral aides will be assigned to work with specific student(s) to provide the needed support.</p>	<p>Assignments and Activities will be sent to students/families via Remind, email, or google classroom by 9:00 a.m. (in some situations, assignments/activities will have been previously sent home).</p> <p>Teachers will be available during the hours of 8:00 - 2:30 and will respond in a timely manner to any communication from parents, students, staff, or administration.</p> <p>Attendance will be determined by completion of assigned work within 2 days of the E-Learning Day</p>	<p>Families/students will find E-learning activities:</p> <p>Beacon- email, Remind, or previously sent home with students</p> <p>ALC- Google Classroom</p> <p>Students will complete assignments/activities as directed</p> <p>Students/families will contact their child's teacher using email, phone, Remind, or Google Meet if they have any questions.</p> <p>Students will return assignments/activities within 2 school days of being back in session</p>	<p>Proposed guidance for total amount of time worked for individual students are below:</p> <p>Beacon: 1-2 hours</p> <p>Area Learning Center: 30 minutes per class period. (2.5-3 hours total)</p> <p>All E-Learning days are considered student days requiring attendance. Students and teachers are expected to participate in E-Learning days.</p> <p>If a student is too ill to participate in E-Learning, parents/guardians must report absences following typical procedures.</p>