St. Michael the Archangel School
E-Learning Plan

To Defender Families: In the event of an unexpected or long-term absence from school, it is our job to provide meaningful coursework to our students in grades K-8. During this time, we will be utilizing an E-learning approach. Individual teachers will provide independent, self-paced assignments and activities that will be accessed either online or via hard-copy. Any accommodations for ISP plans will be aligned with the E-learning protocol.

~How will students, parents, and teachers be notified of an E-learning day?

Notification of an E-learning day will be sent via School Messenger, TeacherEase, and social media, if possible the night before, or by 6AM the morning of the designated E-learning day.

~What platforms will be used to communicate/deliver instruction?

Instruction may be delivered via a variety of platforms, including TeacherEase, Google Classroom, and grade level appropriate online access to classroom programs (ex. IXL, XtraMath, RazKids).

~How will the school ensure that all students have access to the electronic platform being utilized?

Family surveys will be utilized to measure the school community's access to the internet and technology. Hard copies of pre-planned activities will be used for those without internet access.

~How will the school monitor and verify each student's participation?

Each teacher will be posting a google attendance form on each of the Google classroom pages. This is the verification that students went to the Google classroom page and checked in. It is our expectation that parents will assist students with this task, should they need it. Teachers will designate the approximate amount of time that should be devoted to each assignment, however, that should be no longer than 40 minutes per assignment. The assignments can include a video, a document submitted via Google classroom, something assigned via student

textbook, etc. Teachers will be available to assist students via Google classroom and/or email from 8AM-3PM.

~How will students be notified about the required learning experiences and what is expected of them during an E-learning day?
Teachers will explain the requirements of an e-learning day to students, prior to the designated day if possible. Teachers will also be available online during the e-learning day to assist with student questions or concerns.

~How will teachers be trained to deliver and monitor instruction on an e-learning day?
The principal will schedule a workshop for teachers in which they will learn and practice the electronic platforms and other methods for delivering instruction during an e-learning day. Continued professional development throughout the school year will ensure appropriate and meaningful training.

~How will 5.5 hours of instruction to each student be verified?
Teachers and students will be checking Google Classroom (or another electronic platform for instructional delivery) throughout the day, beginning at 8:00 AM. Each teacher will be assigning coursework that collectively will equal 5.5 hours of work time for the students. Evidence of participation may be demonstrated through submission of a Google form (reflecting on work), posting questions/responses, participating in a discussion board, showing evidence of viewing an instructional video, etc. Teachers will submit student attendance via TeacherEase or Google Classroom.

~How will students and teachers handle power loss or internet loss?
Teachers anticipating or experiencing a power/internet loss should contact the principal by 8AM or immediately upon having the connection issue. Students who are unable to access the internet or experience a power loss should have a parent/guardian contact the teacher and/or the principal immediately upon discovering the issue.