



C-I Flexible eLearning Days Plan

Flexible eLearning Days

In the event of a school closure due to inclement weather, learning expectations for all students continue through an eLearning day. This day refers to a school day where, instead of coming to a school, teachers and students communicate online or set up prior learning expectations, and students continue their learning from home. On an eLearning day, teachers will share assignments and hold office hours in which they are available to provide learning support to students. An eLearning day serves as student contact day. The eLearning day plan is built upon the best practices of work already occurring in school districts across Minnesota, while adhering to Minnesota Statutes. This plan has been developed in cooperation with EMCI.

MN State Statute 120A.41

Background Information

The Minnesota Department of Education (MDE) e-Learning days statute outlines how Minnesota school districts can implement these instructional days. According to the statute:

- Definition: e-Learning day means a school day where a school offers full access to online instruction provided by students' individual teachers due to inclement weather.
- Each student's teacher must be accessible both online and by telephone during normal school hours on an e-learning day to assist students and parents.
- Notify parents and students at least two hours prior to the normal school start time that students need to follow the e-learning day plan for that day.
- Notify parents and students of the e-Learning day plan at the beginning of the school year.
- Accommodations for students without sufficient access to the Internet, hardware or software in their homes. (School administration, teachers, and other staff continually work with families to ensure equitable access to online learning resources including distributing "hot spots" or alternative resources if possible.)

How will a Flexible eLearning Day be communicated out to parents and students?

Parents/Guardians will receive an automated phone call via the Blackboard Parentlink notification service and announcements will be made on radio station WCCO and television stations WCCO, KSTP, KARE, and FOX, and the school district web page, www.c-ischools.org, prior to 6:30 a.m. on the day that school will be closed. Students should not report to school but should engage in flexible eLearning activities as assigned.

How will teachers communicate eLearning instructions and expectations?

Teachers will communicate eLearning expectations by 9:30am. These instructions will be communicated through email, Skyward, and Schoology/Google Classroom as applicable by grade-level. These will include accessible digital instruction for students with disabilities under chapter 125A and meet the



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needs of each student's Individual Education Plan (IEP)/504 plans. Teachers will communicate general eLearning expectations to families at the beginning of the school year. All licensed staff will participate in professional development regarding the eLearning days plan in order to maximize student learning.

When will teachers be available?

Teachers will communicate with parents/guardians regarding how students can get help (or ask questions) about their e-Learning day assignments. Teachers will be available to students from 10am-3pm by phone, email, or online (Schoology or Google Classroom). The only time staff are not available is during their 30 minute lunchtime. Teachers can opt to deliver eLearning instruction from off-campus or their classroom. Specialists and case managers will also be available via phone, email, or online for support. All licensed staff are required to work on an e-Learning day or take personal or sick leave as appropriate, subject to supervisor approval.

What are students expected to do in order to participate in a Flexible eLearning Day?

Students are expected to spend 2-3 hours of active learning and to complete assignments within one week of the eLearning day. This allows for those who need modifications or adjustments due to individual circumstances the ability to complete requirements.

Is attendance taken for an e-Learning Day?

Yes.

- **K- 5 Attendance** - students will be marked present by completing the assigned learning options.
- **6-12 Attendance** - students will be marked present by completing the assigned learning options. Attendance must be verified for each class. Students who do not participate in planned activities are considered absent for those class(es) and are reported as absent just as if they were not present for an on-campus class.

Can families choose to opt out of e-Learning days?

Students whose family chooses not to participate in the e-Learning day are reported as absent. Absences reasons that fall under current policy as excused will be marked as excused ([Policy 503 Student Attendance](#)). All other absences will be considered unexcused unless the student completes the eLearning assignments within one week. If there are extenuating circumstances, the principal may review the absence.

How will students be expected to “make-up” their learning if not in attendance?

Students will be responsible for completing the required work on their own as they would in any situation in which they may have been absent from school. Students will have one week to complete eLearning assignments.



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What happens if parents/guardians do not read or speak English?

Teachers will be able to communicate with parents/guardians who do not speak English using an over the phone interpretation language line.

What if the Governor cancels schools across MN on an e-Learning Day?

If the Governor cancels school statewide, there will not be an e-Learning day, and teaching staff will not report to work.

Is technology required for e-Learning days?

In grades 6-12, teachers will be posting student assignments and expectations on either Schoology or Google Classroom, in Skyward Family Access, and via email. However, if a family has indicated they do not have access to the internet from their residence, accommodations will be made in order for students to submit the required assignments and meet the expectations. Students have one week to complete their eLearning Day assignments.

What are the expectations for Preschool?

Preschoolers will not be required to complete any activities on an e-Learning day.

How will the e-Learning day affect activities?

In general, when school is closed, all activities are cancelled.

How should e-Learning days be reported in Minnesota Automated Reporting Student System (MARSS)?

E-Learning days are reported as regular instructional days on the MARSS A School File. Students enrolled on an e-learning day would generate one day of membership. The length of the school day will be reported as the same length that was originally scheduled had the students attended at the school site.