

Tri-County School Corporation eLearning

Our Pledge: *Tri-County schools pledge to elevate and empower students to embrace challenges, optimize effort, exceed expectations, surpass goals, and reach their highest level of personal educational achievement.*

Our Mission: *The Tri-County School Corporation instills in each student the attitude, skills, and knowledge necessary to be self-directed learners throughout life.*

eLearning Purpose

The Tri-County School Corporation recognizes the need to provide students with an opportunity to participate in an alternative means of instruction when the traditional school day is compromised. eLearning is an educational option and learning experience that is designed to extend, enhance, supplement, and serve as an alternative to classroom instruction.

eLearning may be used for Parent/Teacher conferences, inclement weather or other unforeseen circumstances.

eLearning Policies

1. Academic work completion/submission and Attendance:

Students are responsible for the completion of assigned/graded material and are expected to submit material the next school day that students return to class. If a student is absent the day after an eLearning day is called, work is due the day the student returns to class. Regular absence policies apply for the regular school day missed.

Elementary Examples:

If an eLearning day is called on Tuesday, work is due on Wednesday when the student returns to class. If eLearning is called for on Tuesday and Wednesday, then all work is due on Thursday.

Middle School/High School Examples:

If eLearning falls on a Monday or Tuesday, then all work will be due on Wednesday,

which is our purple day.

If eLearning falls on Wednesday, then an alternating schedule of either a Red or Blue Day would be issued. This schedule would be set in advance by the administration so that students and staff could prepare accordingly. Red Wednesdays will be due on Thursday and Blue Wednesdays will be due on Friday.

If eLearning falls on a Thursday, then assignments will be due on Monday. If eLearning falls on a Friday, then assignments will be due on Tuesday.

Teachers will need to keep track of the day each assignment was assigned for record-keeping purposes.

2. IEP/Accommodation Support, Offline Support, and Individual needs that have been approved:

Students will have 2 days after the eLearning day to submit their assignments if accommodations are specified in their IEP/504 plan or have been approved. After day 2, the assignment will be counted late.

Cav Time will be available following the eLearning days for students to finish assignments as needed if indicated by the student's IEP. Teachers will be flexible and give adequate time for eLearning make-up if indicated by accommodations; recess time will not be utilized at the elementary level for students to complete eLearning assignments.

3. Attendance:

Attendance will be taken based on an attendance survey posted on the school website, shared through Google Classroom and the eLearning assignment documents. The student handbook will be followed for consequences concerning unexcused absences.

4. Duration of eLearning:

Three (3) days will be the maximum consecutive eLearning days allowed by the school corporation. After the third day, class shall be in session before another eLearning day will be utilized. A traditional cancellation may also be imposed in the event of extended inclement weather or unforeseen circumstances.

Five (5) days of eLearning is the maximum used in a semester.

5. Assignment Posting:

Teachers are required to have their lessons posted to students by no later than 9:00 am on an eLearning day. Teachers are available to answer any questions until 3:00 pm by email.

If a student has a course content question, it is the student's responsibility to email his or her teacher, or to contact the teacher via Google Classroom. Parents of elementary students may also contact teachers for help.

6. Platforms:

Primary teachers will post their assignments on the school website:

<http://www.trico.k12.in.us/essentials-corp/elearning>

Intermediate, Middle, and High School teachers will post assignments using Google Classroom or through email. Students should use their GMail or post in Google Classroom to communicate with teachers and submit work. Primary students should bring work into school when they return.

7. Format:

Teachers should utilize a standardized eLearning format. For example, in an efficient lesson plan, teachers will do the following (unless otherwise instructed in an IEP, an ILP or a 504):

- Model/Demonstrate
- Skills Practice, Independent Practice or Informal Assessment

As part of the eLearning experience, we strive to do the same with a twenty to thirty-minute lesson plan in mind. In an eLearning lesson, teachers should provide students with the following for an effective experience;

- Provide students with modeling/demonstration material. (i.e. video, podcast, presentation, reading assignment, web site module).
- Ask students to apply what they have learned. This portion should prove that the student has actively participated in the previous step.

8. Procedure for extra-curricular activities, including athletic practices:

On eLearning days there will be no athletic practices between 8:00 A.M. and 1:00 P.M. Practices and events after 1:00 P.M. will be determined at the discretion of the superintendent and administrator. Attendance for athletes/patrons will not be mandatory.