Center for Student Success (CSS) e-Learning Plan 2021-2022

ISBE provides a series of expectations for a district's e-Learning plan; these are identified in bold print. The Center for Student Success as part of the DuPage Regional Office of Education's E-Learning plan meets the criteria established by ISBE as detailed below:

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
The Center for Student Success' eLearning schedule accounts for at least 5 instructional clock hours:

Partners for Success
- 7:00-7:30 AM (Teacher planning/preparation)
- 7:30-7:40 AM (Students have time to get breakfast prior to this time and prepare themselves and their technology for the school day)
- Assignments and activities are structured to provide content approximated at 5.25 hours
- Teachers are available for direct instructions with students, instructional support, and allow for a lunch period and break period for each teacher
- 7:42 AM (Students will log into Zoom or Google Meet for their classes, following their 7-period day schedule at the following times:
    - Breakfast: 7:30-7:40
    - Period 1: 7:42-8:19
    - Period 2: 8:21-9:06
    - Period 3: 9:08-9:54
    - Period 4: 9:56-10:42
    - Period 5: 10:44-11:30
    - Lunch/Break: 11:30-11:50
    - Period 6: 11:52-12:38
    - Period 7: 12:40-1:29
    - Dismissal: 1:29-1:30

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Alternative Learning Opportunities Program (ALOP)

        7:45-8:20 Math Warm Up

        8:20-9:00 CTE

        9:00-10:00 Language Arts

        10:00-11:00 Math

        11:00-12:00 Science/Social Studies

        1-1:00 Structured Individualized Learning/Testing

- Each class period may consist of a combination of synchronous and asynchronous activities; teachers will be available during the class period to answer questions live if the activities are not synchronously directed by teachers.

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

- Beginning in the Fall of 2020: The Center for Student Success began providing 1:1 devices for all students Middle and High School age. Each student in grades 6-12+ supported by the Center for Student Success programs has a designated Chromebook. During the 2020-2021 school year, the Center for Student Success began surveying students/families and consistently reaching out to families who indicated they they may not have reliable internet services and/or access to a home computer; the Center for Student Success in partnership with the DuPage Regional Office of Education works with Home Districts to provide free internet access to those students who do not currently have access to the internet.

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

- At the beginning of the school year, teachers worked on their individual Google Classrooms (Online platform) to ensure that in the event of an inclement weather day or an emergency E-Learning Day, students would have access to resources/materials for their respective courses that they are teaching during the 2021-2022 school year. Nearly 100% of students' parents/guardians have access to email, allowing for a direct communication link. 100% of our teachers also have voicemail for parents/guardians to reach out and connect with their son/daughters' teachers should they choose to do so. In addition, 100% of Partners for Success students' parent(s)/guardian(s) have been signed up and have access to *Remind*, providing additional communication between school and home.

- Throughout the 2020-2021 school year, students accessed assignments digitally with frequency, and have been trained in the completion and submission of work digitally, as well as interaction on Zoom and/or Google Meet platforms. Throughout the course of the school year, we will continue to review with our students how to access these platforms and other digital learning resources to support and expand our students' knowledge of these platforms and resources to further enhance their engagement in the learning process.

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

- Throughout the school year, teachers have and continue to provide access to non-electronic materials/resources for students. We know that nearly 100% of our parents can access email, allowing a direct communication link. The Main Office phone line as well as teacher voicemails are another source of support; both of these messages can be retrieved remotely and responded to directly.

Ensure appropriate learning opportunities for students with special needs

- Students at Center for Student Success do not require special education and/or related services

Monitor and verify each student's electronic participation

- The Center for Student Success will provide communication to each parent/guardian and student that will notify them of the E-Learning Day and record individual student attendance. Additionally, the submission of student assignments/presentations/etc. will allow teachers to monitor student participation and further verify attendance. In the event that a student does not have connectivity at home or experiences technical difficulties during an E-Learning Day, assignments could be submitted via pictures/email/paper pencil/other, or collected upon the re-opening of school.

Address the extent to which student participation is within the student's control as to the time, pace, and means of learning

- Teachers will address individual student needs at their respective level through their daily lesson plans, just as they do on a daily basis when students are physically in attendance at school. We recognize that students work at varying paces and process differently, so completion of a particular lesson, assignment, assessment, etc. may take additional time and we happily support individual students' needs in completing these as part of their participation in individual courses throughout the day. Our Social Worker will work alongside and in support of our classroom teachers to ensure that students' social and emotional needs are met.

Provide effective notice to students and their parents or guardians of the use of particular days for e-learning

- The Center for Student Success/DuPage Regional Office of Education has a robust communication system that allows for the communication of Emergency School Closing (and E-Learning Days) via email, text messaging, posting on Websites and Twitter accounts, and Emergency Closing Center postings.

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

- All certified staff are provided with an HP ProBook that is equipped with all software and applications necessary to implement this E-Learning Plan. Should a teacher not have their devices at home upon the implementation of an E-Learning Day, building access would be provided for staff to retrieve their necessary devices/resources to fulfill their contractual responsibilities with regards to supporting students' academic and social emotional learning.

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

- All teachers/certified staff at The Center for Student Success are "At-Will" employees, therefore, there is no need to engage in a collectively bargained agreement for an E-Learning Plan.
- As an organization committed to continual growth and improvement with collaboration as a core value, this plan has and will continue to be reviewed in conjunction with the Center for Student Success staff in order to maximally support teachers/staff in being successful with students.

Review and revise the program as implemented to address difficulties confronted

- The Center for Student Success is committed to continual growth and improvement for staff and students, therefore, we are constantly taking the pulse of the needs of our staff and eliciting feedback from them to ensure that we are meeting the diverse needs of our students. We will review this plan and seek feedback from our staff in order to make necessary changes/improvements at the conclusion of the 2021-2022 school year, with the goal of implementing necessary changes for the 2022-2023 school year.

Ensure that the protocol regarding general expectations and responsibilities of the program is communicated to teachers, staff, and students at least30 days prior to utilizing an e-learning day

- After approval by the DuPage Regional Superintendent, Dr. Darlene Ruscitti, a written communication will be sent to all families, teachers, and staff explaining the general expectations and responsibilities of the E-Learning Plan. Specific details will be discussed and provided for staff and in the first few days of approval for students as well.