



Three-Year E-Learning Program 2026–2027 through 2028–2029 School Years

Purpose

Palos Heights School District 128 recognizes the importance of maintaining continuity of learning when circumstances prevent students from attending school in person. Pursuant to Section 10-20.56 of the Illinois School Code, the District may use approved E-Learning days in lieu of scheduled emergency days.

The District's E-Learning Program is designed to provide meaningful instruction and interaction between teachers and students when students are not physically present at school. The program provides a consistent districtwide structure while recognizing developmental and instructional differences among students in Preschool–Grade 5 and Grades 6–8.

The program shall not exceed the minimum number of emergency days provided in the District's approved school calendar and shall be verified annually by the appropriate Regional Office of Education or Intermediate Service Center before implementation.

Program Goals

The District's E-Learning Program is designed to:

- Maintain continuity of instruction during an emergency school closure.
- Provide meaningful interaction between students and teachers.
- Ensure access to appropriate instructional materials and learning opportunities for all students.
- Provide appropriate accommodations, modifications, and related services for students with special needs.
- Maintain consistent communication among students, families, teachers, support staff, and administrators.
- Provide students with an appropriate balance of direct instruction, independent learning, teacher support, and flexibility.
- Meet all applicable requirements of the Illinois School Code and Illinois State Board of Education.

Instructional Model

The District will utilize a developmentally appropriate E-Learning model based upon student grade level.

Preschool–Grade 5

Students will participate in a combination of synchronous teacher interactions and independent instructional activities. Students in Kindergarten through Grade 5 will begin the instructional day with a live classroom check-in that includes attendance, daily expectations, a morning meeting, instructional guidance, and an explanation of assigned learning activities. Teachers will remain available electronically using Google Meet during designated independent work periods to answer questions and provide assistance.

Students will also have opportunities to engage with specials teachers and appropriate student support personnel. The instructional portion of the day concludes with a classroom check-out to review student progress and expectations for completing work.

Grades 6–8

Students in Grades 6–8 will follow a shortened version of their typical instructional schedule. During designated class periods, students will connect with teachers electronically and participate in direct instruction and independent learning activities.

The day begins with a live Homeroom/Advisory check-in and ends with an Advisory check-out. Teachers will remain electronically available to provide support, clarification, and feedback throughout the instructional day. Special education teachers and related-service personnel will continue to support students in ways consistent with individual student needs.

Instruction and School Work

Our official E-Learning day will run from 8:30 AM to 1:00 PM. Instructional time may include synchronous instruction, independent learning activities, teacher-directed assignments, special activities, related-service activities, student-teacher conferences, intervention or enrichment opportunities, and other appropriate instructional experiences.

Students will have flexibility within designated portions of the day regarding the timing, pace, and methods for completing independent learning activities.

Student Access and Technology

District 128 will ensure that all students have access to the instructional materials and technology needed to participate in an E-Learning day. The District collects information on student access to technology and internet connectivity to help identify and address potential barriers to participation.

Students in Grades 6–8 will have access to District-issued devices. For students in Preschool–Grade 5, the District will use information about household technology access to support participation. If a student cannot access required technology or electronic communication, the District will provide appropriate non-electronic instructional materials or another appropriate means of participation.

Students with Special Needs

The District will provide appropriate learning opportunities for all students, including those receiving special education services, those with disabilities, English learners, and those receiving related services.

Teachers and related-service personnel will provide accommodations, modifications, supports, and opportunities for student interaction that are consistent with individual student needs and applicable plans.

Attendance and Participation

Student participation will be monitored and verified during each E-Learning day.

Participation may be demonstrated through a combination of:

- attendance during scheduled electronic check-ins;
- participation in synchronous instructional opportunities;

- electronic interaction with teachers;
- access to assigned instructional activities; and
- completion or submission of assigned work.

Teachers will document student participation in accordance with District attendance procedures.

Communication With Families

When an E-Learning day is implemented, the District will provide timely notice to students, parents/guardians, and staff through established District communication channels.

The notice will include instructions for accessing the E-Learning program, student expectations, schedules, instructional resources, teacher contact information, and available student supports.

The District may use its website, email, telephone notifications, mobile application notifications, and other established communication channels.

Staff Responsibilities and Training

Teachers and staff involved in the E-Learning Program will have access to the hardware, software, digital platforms, and instructional resources needed to fulfill their responsibilities.

Before implementation, staff will receive training and guidance on instructional expectations, technology platforms, student attendance and participation, accommodations and supports, communication expectations, and procedures for an E-Learning day.

Students will likewise receive appropriate instruction and opportunities to practice accessing the platforms and resources needed for successful participation.

The District will communicate general program expectations and responsibilities to teachers, staff, and students at least 30 days before using an E-Learning day during the school year, as required by Section 10-20.56.

Program Review

After implementing an E-Learning day, District administrators and staff will review the program's effectiveness and identify opportunities for improvement.

Feedback from students, staff, and families may also inform the evaluation.

The District may revise implementation procedures during the three-year approval period as needed to address challenges, improve student access and engagement, and strengthen instructional effectiveness while maintaining compliance with the approved E-Learning Program.

Collective Bargaining and Employee Considerations

The District will comply with all applicable collective bargaining obligations related to the implementation of the E-Learning Program and will provide any legally required opportunity for collective bargaining negotiations with representatives of affected employees.

The District will also comply with applicable provisions of the Illinois School Code regarding the compensation of educational support personnel affected by school closures and E-Learning days.

Verification

Following Board approval, the District will complete all required procedures to verify the E-Learning Program.

The appropriate Regional Office of Education or Intermediate Service Center will annually verify the program prior to implementation to ensure that it meets the requirements of Section 10-20.56 of the Illinois School Code.