MINOOKA COMMUNITY HIGH SCHOOL DISTRICT #111
E-LEARNING HEARING
WEDNESDAY, SEPTEMBER 17, 2025, 6:00 PM

The E-Learning Hearing will be held at the
District Administration Building Boardroom
201 S. Wabena
Minooka, IL 60447

In order to make a public comment, please sign up 5 minutes prior to Roll Call. The public comment portion of the meeting will be in accordance with Policy 2:230. Please review said policy prior to the Board of Education Meeting. To view the meeting via YouTube, click here.

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Public Comments**
4. **Discussion - E-Learning Plan**
5. **Adjourn**

Prior to adoption, a public hearing was held. Notification of the public hearing was given at least ten (10) days prior to the hearing by:

1. Publication in a newspaper of general circulation in the school district;
2. Written or electronic notice designed to reach the parents or guardians of all students enrolled in the school district;
3. Written or electronic notice designed to reach any exclusive collective bargaining representatives of school district employees and all those employees not in a collective bargaining unit.

MCHS E-Learning Plan Verifications

The Regional Office of Education or Intermediate Service Center must verify that the plan meets the requirements of law and accomplishes the following:

- **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**
  - Staff utilized late start time to develop instructional work that will meet the 5-hour threshold. Students will login and complete assignments for each class, in order to meet the 5-hour requirement.
- **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**
  - A technology survey was sent to all staff and families. Survey results have identified those without internet access. Students are encouraged, but not required, to use community resources or their own hotspots on cellular or other devices.
- **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**
  - All teachers have utilized late start time to develop non-electronic options for E-Learning instructional work. Students who are unable to access electronic materials will submit work assigned during an E-Learning day within two regularly scheduled days of attendance for that course. This requirement follows the current makeup policy for excused absences. Please refer to the makeup policy in the student handbook on page 17.
- **Ensure appropriate learning opportunities for students with special needs**
  - Students with special needs will receive appropriate work that can be completed at home. Students will be responsible for completed activities in a binder that will be provided by the teacher. The activities will be shared with students/families and may be updated to reflect the most appropriate assignments.
- **Monitor and verify each student's electronic participation**
  - Students will "sign in" via Google Classroom, or other platforms used by their teachers. Teachers will be available to their students throughout the day (please see below).

- **Address the extent to which student participation is within the student's control as to the time, pace, and means of learning**
    - There will not be a specific time during which students must work on the assignment during the e-learning day; instead, students must complete the work by a specified due date no earlier than the following school day. Students will be given additional time, in accordance with the student handbook makeup policy, to complete an assignment given on an e-learning day. This will accommodate any student that has difficulty completing the work in the absence of direct teacher supervision.
- **Provide effective notice to students and their parents or guardians of the use of particular days for e-learning**
    - E-learning days will be communicated via the same procedures currently used for emergency days.
- **Provide staff and students with adequate training for e-learning days' participation**
    - Staff utilized Late Start opportunities to develop plans and activities for future, potential e-learning days.
- **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**
    - A technology survey was sent to all staff. Survey results have identified those without internet access. Staff will be expected to bring home their school-issued device.
- **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**
    - During the Fall of 2019, District 111 leadership met with union leadership to discuss e-learning.
- **Review and revise the program as implemented to address difficulties confronted**
    - Within a few days of an e-learning day, the e-learning committee will convene to review implementation.
    - Annually, this group will meet twice a year.
- **Ensure that the protocol regarding expectations and responsibilities of the program is communicated to teachers, staff, and students at least 30 days prior to utilizing an e-learning day**
    - The plan will be shared with teachers, staff, and students prior to utilizing an e-learning day.

SCHEDULE FOR TEACHERS:

8:00	Assignments posted and students check in
8:00-2:30	5-hour block of student engagement, instruction, monitoring as needed (30-minute duty free period at staff member's discretion)
2:30-3:00	Planning/professional responsibilities, enter student attendance

*In the event of extenuating circumstances (e.g. loss of internet, loss of heat, pre-arranged absence), staff will work with Department Chairs to determine modifications to the above schedule.

ILLINOIS
STATE BOARD OF
EDUCATION

100 North First Street
Springfield, Illinois 62777-0001

e-LEARNING PROGRAM VERIFICATION FORM

Find this document

ROE/ISC DEPARTMENT

According to Section 10-20.56 of the School Code [105 ILCS 5/10-20.56], school districts may, by adopted resolution, utilize "e-learning days" in lieu of emergency days. The number of e-learning days may not exceed the minimum number of proposed emergency days for an approved school calendar. The district's e-learning program must be verified by the regional office of education or intermediate service center for the school district prior to implementation. The school board must hold a public hearing prior to initial adoption or renewal of an e-learning program.

Please provide the dates for each procedural requirement as outlined below.

- District Name: Minooka Community High School District 111
- Publication in a newspaper of general circulation in the school district at least 10 days prior to hearing

  Date of Publication: 08/25/2025
- Written or electronic notice designed to reach the parents or guardians of all students enrolled in the district at least 10 days prior to hearing

  Date of Notification: 09/02/2025
- Written or electronic notice designed to reach any exclusive collective bargaining representatives of school district employees and all those employees not in a collective bargaining unit at least 10 days prior to hearing

  Date of Notification: 09/02/2025
- The school board's approval of a district's initial e-learning program and renewal of the e-learning program shall be for a term of 3 years that coincides with the school year calendar.

  Date of Public Hearing: 09/17/2025 Date of Board Meeting/Resolution: 09/17/2025

Note: A district that has an approved e-learning program must utilize all five e-learning days in addition to all proposed emergency days before ISBE will consider approving Act of God Days.

Annually, the regional office of education or intermediate service center for the school district must verify that the e-learning proposal will: 1) ensure access for all students; ensure that the specific needs of all students are met, including special education students and English learners; ensure that all mandates are still met using the e-Learning program adopted; and 2) contain provisions designed to reasonably and practicably accomplish the following:

- 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
- 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
- E nsure 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
- Ensure appropriate learning opportunities for students with special needs
- Monitor and verify each student's electronic participation
- Address the extent to which student participation is within the student's control as to the time, pace, and means of learning
- Provide effective notice to students and their parents or guardians of the use of particular days for e-learning
- Provide staff and students with adequate training for e-learning days' participation
- 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

- 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
- Review and revise the program as implemented to address difficulties confronted
- Ensure that the protocol regarding general expectations and responsibilities of the program is communicated to teachers, staff, and students at least 30 days prior to utilizing an e-learning day

Dr. Robert Schiffbauer		09/17/2025
Verified by: School Dist. Superintendent (printed)	Signature*	Date (for initial adoption or renewal)
Meghan Martin	Meghan S Martin	9/25/25
Verified by: Regional Superintendent (printed)	Signature	Date (Verification Year 1)
Verified by: Regional Superintendent (printed)	Signature	Date (Verification Year 2)
Verified by: Regional Superintendent (printed)	Signature	Date (Verification Year 3)

**Supporting documentation for any/all items listed may be required by the regional office of education or intermediate service center.*