Pipestone Area Schools Plan for E-Learning Days
Updated: October 2024

E-Learning Days: In the event that PAS has a school cancellation due to severe weather, grades Pre-K-12 may utilize an E-Learning Day.

Definitions:
- **E-Learning** day will be counted as a student contact day by meeting all requirements found in MN Statute 120A.414.
    - "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. A school district that chooses to have E-Learning days may have up to five E-Learning days in one school year. An E-Learning day is counted as a day of instruction and included in the hours of instruction.
    - On an E-Learning day declared by the school, the district will notify parents, students, and staff at least two hours prior to the normal school start time that students need to follow the E-Learning day plan for that day.

Program Plan for High Quality E-Learning

Below you will find program plans for delivery of instruction during the E-Learning day:

Student Attendance:
- Student completion of work as directed by the teacher will be considered present for the class/period. A student who does not complete assigned work will be considered absent; the absence will be unexcused.
- Teachers will report attendance of the E-Learning day on the next regularly scheduled school day.
- A student without internet access will make up the work in accordance with excused absence guidelines.
    - The district has a limited number of wi-fi Hotspots for internet access which can be checked out from the library, if resources allow.

Teacher Attendance:
- if a teacher has a prior approved and pre-determined day off from school for personal leave, sick leave, or some other prior approved leave through the district on a day determined to be an E-Learning day, the students for that class will not have e-learning.
- The respective building secretary will notify parents and families of students impacted by a teacher absence regarding any E-Learning schedule change due to a teacher absence. Notifications will occur using Synergy, SeeSaw, or some other form of electronic communication.

Teacher Access:
- Teachers will be available either on-line or by phone during the E-Learning Day as required by statute.
    - Access by phone will mean that a student may call the teacher's classroom phone as directed by the teacher. A teacher may be involved in other tasks; however, they must check voice messages multiple times during the day.

- Access online will mean that a student may email or message through online platforms as directed by the teacher. A teacher may be involved in other tasks; however, they must check messages multiple times during regular school day hours.
- The district strongly recommends that a teacher not use their personal mobile or home phones for these purposes. School phone and school email are preferred.

Special Education:
- Students will complete work specific to their IEP (Individualized Education Plan).

Program Plan for Grades Pre-K-1: Teachers
- Utilize learning day grids as approved by the building principal.
- Learning day grids are reviewed with the class prior to snow events.
- Teacher collects learning day grids and student work on the next day of class.
- Grade levels may create additional learning activities that connect to the curriculum, as approved by the building principal.
- Teachers will check email and voicemail throughout the day.

Students/Families
- Students will complete at least one activity in each column.
- An adult (parent/guardian/caregiver) will initial each completed task.
- All incomplete work will be made up as directed by the teacher.

Program Plan for Grades 2-12:
Teachers
- Program plan may include:
  o On-line instruction tools such as Google Classroom, Google Docs, SeeSaw, Synergy, websites, videos, blogs, etc., as approved by the building principal.
  o Active instruction by teachers.
  o Opportunities for peer interactions.
  o Regular instruction that has been occurring.

Students/Families
- Students will be provided a device, either Chromebook or iPad, for the E-Learning day.
  o A student may choose to use a personal device.
- All incomplete work will be made up, as directed by the teacher.