

eLearning at RBHS - Student Expectations

The purpose of an eLearning day is to provide students with an opportunity to virtually learn course material on days when RBHS would have otherwise been closed due to inclement weather or other emergencies. An eLearning day will count as a student attendance day, eliminating the need to make-up school days on previously-scheduled school holidays or the end of the school year.

Parents will be notified via email, phone blast, and the school's website the day prior to an eLearning day. Teachers will provide instructional materials on Schoology by 9:00 a.m. on an eLearning day. Teachers will also be available to answer student questions via email from 9:00 a.m. – 3:00 p.m.

All students will be required to log into Schoology before 12:00 p.m. and record their attendance for each class. If a student is unable to do this, a parent is required to call the Attendance Line before 12:00 p.m. in order for the absence to be excused. Like any absence, the student is responsible for completing the assigned work that he or she missed.

Teachers have reviewed these expectations with students in each of their classes. Please note, while students need to record their attendance during the eLearning day, students will have two days to complete the eLearning assignment for all of their classes. This due date provides students with ample opportunity to receive assistance from the teacher and access the internet, if needed.

The FAQ pages below provide more specific information about eLearning days. Please don't hesitate to contact me if you have additional questions. We are excited to have this new option that provides students with a virtual learning experience during inclement weather.

Riverside Brookfield High School
eLearning Day: Frequently Asked Questions for Parents

1. What is my student expected to do if RBHS is cancelled and an eLearning Day is implemented?

In the event of an eLearning day, students are expected to log into their Schoology account and go to the eLearning folder for each of their classes. In the folder for each class, there will be a link to a Google form the students **must** complete as a record of their attendance for the day by 12:00 pm. Also in the folder, students will find an assignment, provided by their teacher, that they must complete.

2. When should my student log into Schoology?

All teachers will have their eLearning folders updated by 9:00 am on an eLearning Day. Students must login and complete the Google form for attendance for each of their classes by 12:00 pm on an eLearning Day.

3. When are my students' eLearning Day assignments due?

Students must complete the eLearning Day assignment for each of their classes within two days of the eLearning Day. For example:

- If an eLearning Day occurs on a Tuesday, students must have all eLearning assignments completed by Thursday of that same week.

4. What type of assignments will my student have on an eLearning Day?

eLearning Day assignments are meant to be a meaningful part of the current curriculum being studied in class. These assignments should move students forward in the curriculum.

5. What if my student needs help on their eLearning Day assignment?

Teachers will be available via email from 9:00 am until 3:00 pm on eLearning days. Students should not expect teachers to be able to respond to emails immediately because they might be helping other students. If a student is stuck on an assignment and cannot continue without a teacher's help, that student should work on another assignment until they receive an email response from the teacher. Additionally, counselors, social workers, and the librarian will be available for questions via email. Part-time teachers will have adjusted hours of availability and will communicate those hours with their students.

6. What if my student was going to be called out of school (illness, etc.) on an eLearning Day?

Students who are sick or who are unable to log into Schoology before 12:00 pm on an eLearning Day still need to be called in by a parent/guardian by 12:00 pm. Students who do not comply with this expectation will be marked unverified for the day. Parents/Guardians should call the attendance line to report students as "absent" for the eLearning Day, like they would on a normal school day.

RBHS Attendance Line: (708) 442-8407

7. What should students do about assignments if they are called out sick on an eLearning Day?

If students are "absent" for an eLearning Day AND they have been called in to the Attendance Line, they will have one additional day to complete the eLearning assignments for their classes, requiring that they submit the eLearning assignments within three days. For example:

- If an eLearning Day occurs on a Tuesday, and a student has been called out as “absent,” that student must have all eLearning assignments completed by Friday.

8. What if my student does not log in to Schoology but has not been called out sick?

If students do not sign in to Schoology and complete the Google attendance forms for each of their classes by 12:00 noon on an eLearning day AND they have not been called out sick by a parent or guardian, their attendance will be marked as an *unverified absence*.

Note: unverified absences can negatively impact a senior student's ability to use their exam exemptions and students may not receive credit for their work.

9. Do I need to call in if my student has pre-arranged an absence (college visit, appt, etc)?

No. Students who have already pre-arranged an absence with the attendance office do not need to be called in on an eLearning Day. Students with pre-arranged absences on an eLearning Day have an extra day for their assignments and must turn in all eLearning assignments within three school days.

10. What if my student does not have access to the internet at home?

There are several locations in/near the community that offer free wifi:

- Riverside Public Library: 1 Burling Road, Riverside
- Brookfield Public Library: 3609 Grand Boulevard, Brookfield
- Starbucks
 - Lyons: 8499 Ogden Avenue, Lyons
 - Berwyn: 7124 Cermak Road, Berwyn
 - Broadview: 2842 S. 17th Street, Broadview
 - La Grange: 38 S. La Grange Road, La Grange

If a student is unable to access the internet at home, or via an alternate location, parents should call the attendance line (708-442-8407) to report that their student is unable to access wifi to submit their attendance on Schoology. This will not be counted as an absence against the student and the student will have an extra day to complete eLearning assignments for all of their classes. Students in this situation should submit eLearning assignments within three days of the eLearning Day.

11. Why is Riverside Brookfield High School just now providing an eLearning Day?

When the new Evidenced-Based Funding Formula for school districts was enacted this year, it also included some provisions that gave schools flexibility in regards to defining an instructional day. With this additional flexibility, all school districts in Illinois have the ability to implement virtual eLearning days as they deem appropriate.