Bluffton-Harrison M.S.D.
Excellence in eLearning Initiative
Definitions & Frequently Asked Questions (FAQ)

This document is subject to change as we move through the process – last updated on Aug. 21, 2019

Definitions:

eLearning: instruction conducted via electronic media, typically on the Internet or through a digital device (i.e. iPad).

LMS: Learning Management System (LMS) are computer programs which students and teachers log into to interact digitally in an instructional setting and serves as the primary setting for eLearning to take place.

Office Hours: Designated times during an eLearning day when educators will be available to assist students with material/coursework along with corresponding assignments/tasks.

Formative Assessments: Designed to provide feedback to students. These assessments do not usually have a major impact on grades, so students are free to experiment without fear of impacting their grades. Formative assessments are aimed to help students improve performance.

Summative Assessments: Designed to show mastery of a subject. A type of assessment to be the major assignments where the majority of a student's grade is determined. Formative assessment should be targeted to help students push themselves to achieve their best performance on these assessments.

FAQs:

1. **What is eLearning?**
   ❏ eLearning is learning conducted via electronic media, typically on the Internet or through a digital device (i.e. iPad).

2. **Why is BHMSD providing eLearning days through the Excellence in eLearning Initiative?**
   ❏ BHMSD is providing eLearning days to provide students the opportunity to engage educationally outside of the traditional school day. The Excellence in eLearning Initiative will amplify the success of the district's ongoing 1:1 Digital Learning Initiative by furthering our commitment to providing the best educational opportunities for all students at BHMSD. The goal of the Initiative is to provide students with instruction that enhances the skills needed to succeed in a technological world. In addition, this Initiative will allow students to capitalize on instructional opportunities prior to standardized testing windows during inclement weather school closings.

3. **Did the school district research eLearning in other school districts?**
   - ❏ Yes, district educators and administrators engaged in research and analysis of other school district's eLearning progress throughout the 2014-2015 school year. School administrators surveyed kindergarten through fourth grade parents as well as fifth through twelfth grade students regarding eLearning and home Internet connectivity. Through this analysis of area school districts and the feedback from parents/students, BHMSD decided to implement the Excellence in eLearning Initiative for all students throughout the district.

4. **When will eLearning days occur?**
   - ❏ The district <u>may</u> authorize eLearning days during inclement weather school closings, but district administrators will not announce more than three consecutive eLearning days at any point throughout the school year.

5. **How will students and parents find out if an eLearning day has been authorized?**
   - ❏ The school district will issue a school messaging notification through the automated call service to inform student and parents of an eLearning day. In addition, the notification will be posted on the school website, Twitter, local radio, and local television broadcasts.

6. **Who decides if eLearning days will be occur?**
   - ❏ District administrators will decide when/if eLearning days will occur.

7. **What is the relationship between eLearning days and inclement weather school closing days?**
   - ❏ eLearning days and inclement weather school closing days are not the same. The district may decide to close school for inclement weather and <u>not</u> have an eLearning day.

8. **Will eLearning days impact any after-school events/activities?**
   - ❏ After-school activities following eLearning days may or may not be impacted and will be determined on a student safety basis.

9. **Who will take part in eLearning days?**
   - ❏ All parties involved in the instructional process of students will take part in eLearning days, students, teachers, administrators, parents, etc.

10. **Do students with identified special learning needs have an alternative means to access their education on eLearning days?**
    - ❏ Yes, individual supports, services, and accommodations for students with an Individual Education Program (IEP), Individual Learning Plan (ILP), or a Section 504 Plan are reviewed, discussed, and agreed upon at the student's case conference committee meeting, a Section 504 meeting, or general education plan meeting.

11. **What material/coursework will be covered on eLearning days?**
    - ❏ Educators will focus on continuing the instructional process during eLearning days. This may occur in the form of new material and/or standard mastery or review.

12. When will material/coursework be due?
   ❏ The expectation for the completion of eLearning assignments/tasks is for students to complete assigned work during the eLearning day. In order to ensure all students have access to eLearning content, material/coursework covered during an eLearning day along with corresponding assignments/tasks will be due as outlined by the educator with due dates no earlier than the two days after the eLearning day (i.e. eLearning day on Monday, soonest assignments/tasks would be due is Thursday).

13. Will material/coursework completed during an eLearning day be scored/graded?
   ❏ Yes, material/coursework along with corresponding assignments/tasks may be scored/graded to be included in a student's overall grade for the course.

14. How will students be informed of material/coursework during an eLearning day?
   ❏ Educators will post information for the eLearning day using the school district's LMS system, Canvas. All material/coursework along with corresponding assignments/tasks will be posted for students by 9:00 a.m. on eLearning days.

15. How will students obtain assistance from educators on eLearning days?
   ❏ Educators and students will be able to interact digitally using the school district's LMS system, Canvas. In addition, educators will be available for office hours assistance for students. Educator's office hours will be from 9:00 a.m. to 3:00 p.m. on eLearning days to assist students.

16. **What if a student is unable to connect to the Internet?**
   ❏ Teachers are aware that not all students have Internet access at home and will provide accommodations when necessary for students without home Internet access.
   ❏ There is free public wireless Internet at the BHMSD Campus, Wells County Public Library, and area restaurants.
   ❏ With the material/coursework covered during an eLearning day along with corresponding assignments/tasks not due until at least two days after the eLearning day, students without Internet connection have the opportunity to complete work over a three day period allowing for students to make arrangements to utilize free public wireless Internet within our community.

17. How much time is the student expected to work online during the eLearning day?
   ❏ No minimum or maximum amount of time is expected for students during an eLearning day. Student tasks for the day are determined by grade level, lesson plans, types of courses, and the amount of time needed to complete the learning experience. Educators strive to continue the instructional processes, albeit virtually, for students as experienced in a traditional school day taking into account passing periods, transition time, and direct instruction.

18. How is eLearning monitored and verified?
   ❏ Accountability for students and their mastery of instructional goals relies on assessment of work, as it always has been. As in the traditional classroom, teachers assess the student work and will know if students have met the instructional goals for the day. The most important attribute involving progression of learning is determined through

formative and summative assessment. The actual amount of time online is less important than the work produced and/or created by the student to demonstrate learning and mastery of learning targets.