SPEED S.E.J.A. e-Learning Plan

July 1, 2026 – June 30, 2029

Introduction:

Public Act 101-0012 of the 101st Illinois General Assembly allows local school districts to establish e-Learning days, hereafter referred to as “Distance Learning,” in lieu of emergency days to address student learning in a remote environment. SPEED S.E.J.A. 802 can meet the statutory requirements in a manner that will allow students and families to access materials and digital tools to provide meaningful learning opportunities in remote locations otherwise disrupted by unexpected and or unforeseen circumstances resulting in the closure of the District/schools.

This e-Learning plan was established in agreement with the SPEED Education Association (SEA), Collective Bargaining.

Benefits of Distance Learning for Emergency Days:

- Ensures the safety of students and staff on days of inclement weather or health advisory closings.
- Maintains the school calendar by not adding emergency days at the end of the school year to be made up.
- Avoid unexpected interruptions in learning and services provided to students.
- Promotes school and family collaboration on generalizing skills to the home environment.
- Promotes flexible learning in the digital age and learning beyond the school walls.

SPEED S.E.J.A. Distance Learning Structure:

There are many ways that a local school district can implement e-Learning. SPEED’s goal is to utilize an e-Learning plan that ensures that the instructional programming and services for all students continues even in a remote setting due to unforeseen or emergency situations that result in closing SPEED schools and or Programs. Some of the learning experiences may occur in an e-Learning structure, while other learning experiences will not. Students served by SPEED will have distance learning plans that align with their IEP goals as determined by the child’s IEP team.

Distance learning experiences will be accessible via postings in Google Classroom, a learning management system or via an alternative communication system (i.e. e-mail, google, or phone) as deemed appropriate by the IEP team. Distance learning lessons will be based on the student's IEP. In addition to providing core academic support, we will utilize distance learning to include teaching strategies that support sensory needs, student independence, self-advocacy, daily living skills, vocational skills and physical movement.

Program or School IEP TEAM:

IEP or Multi-disciplinary Teams must collaborate, create and determine an appropriate Distance Learning plan for each student, aligned to their IEP.

Procedure to Initiate Distance Learning Days:

Should the Superintendent of SPEED declare a Distance Learning Day due to an extreme or unforeseen emergency that results in school closure, all SPEED staff and families will be informed via School Messenger. Student learning and support from staff will begin at 8:45 am. SPEED licensed staff will be available for instruction from 8:45 a.m. - 11:45 a.m. and 12:45 p.m. – 2:45 p.m. A Distance Learning Day will count as a regular attendance day for all students.

Administrators

- Ensure that all Staff and Students have access to technological devices and internet service.
- Ensure that Staff has reviewed the Distance Learning Plan and expectations for teaching and learning during e-Learning days.
- Ensure that all families are provided access to the e-Learning Plan
- After receiving notification from the Superintendent of SPEED or designee, Building Administrator(s) will activate Program Phone Tree notifying Staff to prepare for Distance Learning day and contact students/parents.
- Must be available during the established school day and responsive to phone calls, text, email from Central Office Admin, SPEED Providers, parents and Staff.

Teachers:

- All teachers in the District should have a district issued working device
- Required to make individualized contact with each student prior to and or during the Distance learning day.
- Utilize the District recommended curriculum and resources for instruction and any other resources to support teaching and learning
- Lessons should be adjusted accordingly with a balance of synchronous & asynchronous lessons

- Create lessons that include but are not limited to: videos, hands-on activities, sensory suggestions, reading response activities, etc.
- Be available from 8:15-2:45 PM via phone, email, text, etc.
- Provide clear expectations and scope of work to the ESP assigned to students within the class or classroom as prescribed by the student's IEP and or directions from the Teacher.
- Record Attendance in the student Management System
- Follow a prescribed schedule as provided by the Program Administrator(s).

ELEMENTARY SCHEDULE - SAMPLE		
Average Daily Time	**Content**	**Mode of Learning**
120 minutes	English Language Arts SEL	Combination of Synchronous & Asynchronous Lessons
90 minutes	Math	Combination of Synchronous & Asynchronous Lessons
40 minutes	Science & Social Studies	Combination of Synchronous & Asynchronous Lessons
30 minutes	PE, ART, Music, & Library	Combination of Synchronous & Asynchronous Lessons
Total Time = 5 Hours		

MIDDLE & HIGH SCHOOL SCHEDULE - SAMPLE		
Average Daily Time	**Content**	**Mode of Learning**
90 minutes	English Language Arts	Combination of Synchronous & Asynchronous Lessons
60 minutes	Math	Combination of Synchronous & Asynchronous Lessons
40 minutes	Science & Social Studies	Combination of Synchronous & Asynchronous Lessons
30 minutes	Social Studies	Combination of Synchronous & Asynchronous Lessons
30 minutes	PE, ART, Music, & Library	Combination of Synchronous & Asynchronous Lessons
40 minutes	Living/Vocational skills	Combination of Synchronous & Asynchronous Lessons
Total Time = 5 Hours		

Teachers' schedule:	
8:15am - 8:45am	Planning and Prep
8:45am - 11:45am	Student/Family Support
11:45am - 12:45pm	Lunch
12:45pm - 2:45pm	Student/Family Support
2:45pm - 3:15pm	Planning and Prep

Related Service Provider:

- Ensure individualized contact is made with each student each day that the related service would have been provided.
- Occupational Therapists, Speech Therapists, Physical Therapists, Social Workers, and Psychologists along with other service providers should operate as consultants and support to teachers when developing distance learning plans for students.
- *Related Service Providers will also document student/family support using a phone contact log. If the student does not have access to related services over multiple days, it may be necessary to provide services in a compensatory fashion upon return to school.
- Supported with resources and suggested learning opportunities from their respective Building Administrator(s).
- For students who receive related services minutes in their IEP, it may be necessary for the District to provide services at an alternate time upon the return to school.

Related Service Providers' schedule:	
8:15am - 8:45am	Planning and Prep
8:45am - 11:45am	Student/Family Support
11:45am - 12:45pm	Lunch
12:45pm - 2:45pm	Student/Family Support
2:45pm - 3:15pm	Planning and Prep

Classified Staff Responsibilities:

There may be different expectations for different employees depending on the nature of their work. It is important for supervisors to clearly communicate expectations to employees for Distance Learning Days. Your schedule for the day should include a minimum of 5 hours of work time and a one-hour lunch/breaks.

In general, these are the options for Distance Learning, to be determined in collaboration and with approval of supervisors:

1. Employees who are required to be on site due to maintenance, snow removal, or cleaning needs will have timing and expectations communicated to them via normal channels.
2. Some ESPs will have clearly defined responsibilities during the workday to support students, as prescribed by the student's IEP and/or directed by the teacher, or they will have a professional learning opportunity in order to be paid for the day of work. More information for staff distance learning options can be found https://www.myinfinitec.org/ and https://iris.peabody.vanderbilt.edu/
3. Employees who do not have a clear role to support students or teachers on the Distance Learning Day will be required to complete staff distance professional learning options found https://www.myinfinitec.org/ orhttps://iris.peabody.vanderbilt.edu/ in order to be paid.

*Does not apply to *Act of God Days*