



SIUE East St. Louis Charter High School
E-learning Plan
Snapshot
2025-2026

Overview

SIUE East St. Louis Charter High School (CHS) continues its commitment to provide students with physical, social and emotional support so that each child may reach the full potential of their academic success, even when unexpected circumstances force school to be closed for emergencies (ie. inclement weather, Act of God, etc) .

As a result, SIUE East St. Louis Charter High School (CHS) will implement a detailed e-learning Plan to ensure that instruction and education continues during unexpected school closures. This e-learning Plan sets clear expectations for all stakeholders (parents, staff, students, etc.) while aligning with common core standards and state guidelines for instructional time.

In compliance with Section *10-19.05 of the Illinois School Code*, the plan ensures that each student receives at least **five hours of instruction or schoolwork** during an e-learning day. This time includes a combination of direct teaching, interactive learning, and individual assignments designed to support student progress and engagement.

The E-Learning Plan utilizes **Google Meet** as the primary platform for delivering instruction, offering a mix of synchronous (live) and asynchronous (self-guided) learning opportunities. Teachers are required to provide meaningful, standards-aligned lessons, which may include live virtual instruction, recorded sessions, and independent assignments.

Resources and guidance are also made available to parents and guardians to help them support their children's success in the e-learning environment.

ANNOUNCEMENT OF AN E-learning DAY

In compliance with Section 10-20.20.56 of the School Code [105 ILCS 5/10-20.56], CHS leaders expect to make timely decisions regarding the best method for delivering instruction to students. Because weather and the environment can change quickly, the school must be flexible in its response to deliver instruction that meets the academic and social-emotional needs of students. In the event that the school must call an e-learning day, notifications will go out via robocall, network television, social media, and the school website. Families, students and staff will be made aware of the decision to close schools no later than 6:00 AM on the morning of the e-learning Day.

Stakeholder Responsibilities

Collective Responsibilities	
School Leadership	<p>Develop e-learning Day guidance and Implement e-learning Day plans for all learners.</p> <p>Provide support for teachers and staff in implementing e-learning plans.</p> <p>Help families identify resources as needed.</p>
Teaching Faculty	<p>Utilize Google Meets for the e-learning platform.</p> <p>Provide a range of meaningful, differentiated learning opportunities that meet the needs of all learners during the period of e-learning.</p> <p>Communicate regularly with students and caregivers.</p>
Non-Teaching Faculty and Staff	<p>Provide academic and emotional support to students before, during and after class sessions.</p> <p>Conduct regular wellness checks via phone and in-person, when possible, on teacher/staff-identified groups of students.</p> <p>Participate in e-learning classrooms to assist during class times.</p>

Student	Be respectful to yourself, teachers and peers. Be actively engaged in class and learning activities. Complete your assigned work by the due date.
Caregiver	Reserve a space for students to complete remote learning work. Encourage students to follow the school's/teacher's behavioral expectations while engaged in learning.

Technology Guidelines

- **Platform:** Google Meet will be used for all synchronous instruction.
- **Device Distribution:** Devices (Chromebooks and chargers) are distributed to students upon enrollment and completion of a signed technology agreement.

Contact and Support

- For questions or technical assistance, staff and families should contact our IT Specialist, Mr. Ronald Irving.

SIUE East St. Louis Charter High School e-learning plan - School and Building Leader Directory

Chief Executive Officer, Robin L. Hughes, PhD	618-650-3353
Principal, Kimberly Allen	618-482-8391

Communication

Especially in times like these, communication is the key to success. ***It is vitally important for all families to have updated contact information so that teachers can connect with students.*** Each family is asked to update their mailing address, email, and phone numbers. Without this updated information, students will be left behind. Likewise, families need contact information for principals and teachers. Should a family need to contact the school, please call or

email the school or building principal.

Attendance Procedures

- Teachers will take attendance on e-learning Days. Students are expected to participate throughout the entire class period and school day. Attendance will be based on a student's consistent engagement and participation.
- Students will complete a Google Form to document and verify their daily attendance.

Instructional Schedules

- **Staff Working Hours:** 8:30 AM to 3:00 PM
- **Student Instructional Schedule:** 9:00 AM to 2:30 PM

Class Period	Synchronous Instruction
2nd Hour	9:00 AM - 9:35 AM (35 mins)
3rd Hour	9:35 AM - 10:10 AM (35 mins)
4th Hour	10:10 AM - 10:45 AM (35 mins)
LUNCH	10:45 AM - 11:15 AM (30 mins)
6th Hour	11:15 AM - 11:50 AM (35 mins)
7th Hour	11:50 AM - 12:25 PM (35 mins)
8th Hour	12:25 PM - 1:00 PM (35 mins)
Asynchronous Support	1:00 PM-2:30 PM (Teachers remain available for support/students work independently)

Instructional Guidelines

Synchronous Learning: This involves real-time, live interaction between teachers and students. Everyone participates simultaneously, virtual classes, video conferencing, or live discussions. Examples include Google Meet lessons, live Q&A sessions, or real-time group activities.

Asynchronous Learning: Teachers provide materials, assignments, or activities that students can complete independently and learn at their own pace. Examples include pre-recorded videos, discussion boards, online quizzes, or reading assignments. Asynchronous tasks should support and align with the learning objectives of your synchronous teaching sessions.

Common Formats for Online Instruction	
Synchronous (Teacher Led)	Asynchronous (Teacher Directed)
Real-time, interactive teacher-to-student instruction using Google Meet.	Teachers post course assignments via email or Google Classroom and students complete the assignments within a designated timeline.

Characteristics of Online Instruction	
Synchronous (Teacher Led)	Asynchronous (Teacher Directed)
Teacher Delivers Lesson Live (Google Hangouts Meet/Zoom)	Lesson is Pre-Recorded or Task is Pre-Loaded
Real-Time Breakout Groups	Self-Paced Work
Live Chat	Discussion Boards
Live Discussion, Polls, Assessments	Collaborative Google-Based Projects

Keep in mind teachers can combine these. For example, they may have a live chat running (to answer students' questions) while students work on a self-paced activity.

Special Education Services:

- Special education students will receive accommodations to the fullest extent possible within the given Google Classroom activities.
- Special education teachers will deliver IEP services in accordance with each student's IEP.
- Adjustments to IEP services will be made as necessary to align with the remote learning plan.

General Procedures

- Special education will follow the same instructional procedures as general education.

Special Area Classes (K-12th Grade)

- Teachers for special area classes (e.g. PE, Art, Music, Driver's Safety) will provide teacher-created lessons during synchronous sessions.
- Asynchronous tasks for special area classes may include independent activities or projects related to their subject area.