

Policy 3016: Temporary Virtual Education Days and Inclement Weather Days

Status: DRAFT - 1st Reading

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Definitions

Temporary Virtual Education Days

Days in which instruction is unable to be delivered in person at an ACSD1 School building, but instruction will still be delivered and the day will not need to be made up on an alternate day. Instruction will be delivered using a Learning Management System (LMS) such as Canvas or Google Classroom, hard copies of learning activities, and conferencing will be made available using Zoom. Temporary virtual education days will be limited in use and will not exceed 50% of the school calendar unless otherwise directed by higher authority.

Inclement Weather Days

Days in which ACSD1 cancels school for inclement weather. Inclement weather days will be made up at a time designated by ACSD1.

Criteria

A temporary virtual education day may be declared for the entire district, **or** individual building(s)/program(s), **or** individual(s) for causes including, but not limited to, fires, rockslides, mudslides, heavy snow accumulation, flood, tornado, or other inclement weather, utility problems (i.e., gas leak), road closures, or a health crisis (i.e., pandemic or outbreak). **The District reserves the final say in allowing this policy to be used on a case-by-case basis.**

In the event of a school closure, the district will make a determination if the day(s) of closure will be a *temporary virtual education day* or an *inclement weather day*.

Inclement Weather Day

In the event of a school closure, the Superintendent or designee will make a determination if the day(s) of closure will be a temporary *virtual education day* or an *inclement weather day*.

- In the event of an *inclement weather day*, students and staff will be expected to make the day up as determined by the calendar as students and staff will neither be in the building nor participating in electronic instruction.

Temporary Virtual Education Day

- In the event of a *temporary virtual education day*, students and staff will not be required to make up the day as instruction will be delivered electronically or through an approved alternate method such a blizzard bag.
- Instruction may occur asynchronously (i.e., not "live" or in real time where students may access a recorded lecture and assignments) and must be meaningful, quality instruction.
- Learning Management Systems will remain in place for all classes currently using one (Canvas or Google Classroom).
- Technology is provided one-to-one for all students.
- Internet Services are provided through hotspots if needed.
 - Principals have already identified the families/students in need prior to the temporary virtual education day.
- Special Education services are provided for all eligible students.
- All state and district assessment requirements apply regardless of modality with the following allowances:
 - Short-term (less than 5 days) temporary virtual education days - If the district or state assessments were planned for the day a temporary virtual learning day is called, the assessments may be rescheduled for the next full day that in-person instruction occurs or as soon as possible after returning.

- Long-term (more than 5 days) - The Assistant Superintendent will work with the affected building/site to secure an alternate testing site to complete assessments.

Elementary Options

- Blizzard bags may be prepared ahead of time and distributed to students prior to an expected inclement weather event. Students will be expected to return the completed blizzard bag to verify attendance.
- Learning Management Systems such as Canvas or Google Classroom may be offered as an option to access instruction if this has already been in place in the regular classroom.
- Internet meetings (e.g., Zoom) may be set up to verify attendance, to help with instructional needs, and/or to provide services.

Secondary Options

- Chromebooks will go home as usual.
- Students will access their assignments through Canvas.
- Internet meetings may be set up to verify attendance, to help with instructional needs, and/or to provide services.

Attendance

- Attendance will be recorded in the student information system (SIS) using the state-approved codes.
 - Elementary - Attendance will be taken twice (am & pm)
 - Middle and High School - Attendance will be taken per period/block by logging into each Canvas course and completing required assignments.
- Attendance will be recorded.
 - For asynchronous learning student activity time and recording of the required coursework submissions.

Monitor Quality

- Principals will communicate expectations to staff prior to temporary virtual education days via a staff meeting, email, or text.

Employee Expectations

- In the event that the Superintendent or designee declares a temporary virtual education day and in-person services are canceled, the district is considered open. Staff must perform meaningful work as assigned by their administrator or designee during the closure period in alignment with district and state guidance issued for the specific situations. (EX: A paraeducator may be asked to check in with students/staff through the online help desk).
- Designated employees may be required to report to work on-site (EX: Snow removal crew, building maintenance if a boiler goes out, etc.).
- Elementary Music, Art, PE, Guidance teachers will provide an asynchronous activity for students to access; they can be prepared ahead of time and included for students to access through the blizzard bag and/or the LMS.
- Staff will be required to work remotely from home and provide attendance information when in-person school resumes.
- Once the temporary virtual education day is no longer in effect, all staff are to return to work as they did prior to the closure and will no longer work from home or work remotely.

- All regular, certified and classified staff will be paid their regular daily rate of pay (unless working over-time) for all temporary virtual education days.

Communication

- Communication of the temporary virtual education or inclement weather day will occur through the Communications Department, School Messenger, Remind, media outlets, and/or social media posts.
 - Every effort will be made to announce either a temporary virtual education day or an inclement weather day by 6:00 AM.
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