



# Prospect Heights School District 23

700 N. SCHOENBECK ROAD, PROSPECT HEIGHTS, ILLINOIS 60070

## Distance Learning FAQ for Parents

This document will be updated as necessary. All updates will be made in red.

In the event of a school closure, District 23 will institute Distance Learning Day

### **Notification**

Parents will be notified as soon as possible by phone, text, and email when there is an emergency day. Our current plan identifies Tuesday, March 17-Friday, March 20 as Emergency days due to the COVID-19 outbreak.

### **Teacher Work Day (8:00 - 3:00)\***

8:00-9:00: Teacher Plan/Team Collaboration Time

9:00-12:00: Student/Family Support

12:00-1:00: Lunch

1:00-2:30: Student/Family Support

2:30-3:00: Teacher Plan/Team Collaboration Time

### **FAQs**

**1. How will my child get credit for attendance on the Distance Learning Day?**

Each student (or his/her parent) will log in between 8:00 a.m. and 11:00 a.m. each day to complete the Google Attendance Form in order to receive attendance credit for the day in addition to completing the learning activities assigned. ([Eisenhower Attendance](#), [Betsy Ross Attendance](#), [Sullivan Attendance](#), [MacArthur Attendance](#)).

**2. What if my child is sick on the emergency day?**

Please communicate via normal channels (i.e., report the absence by calling the school office). As you would with a normal sick day, they should make up the learning experiences that they miss with the extra day(s) usually afforded them.

**3. When will assignments be posted on the District 23 Landing Page?**

Educators will post their learning experiences/assignments by no later than 9:00 a.m. on the Distance Learning day.



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**4. What if my teacher does not have access to a device, or cannot correspond with us, because they have been adversely affected by the emergency event (i.e., lost power, internet, etc...)**

Teachers will contact their grade level colleagues and building administrator.

Parents/guardians will be notified via email if a teacher is unavailable due to the emergency circumstances, but the assignments will be posted. Please remember that students have 5 school days to complete the work.

**5. How will we access the learning activities?**

Activities for the Distance Learning Days can be found at the following link: **Distance Learning Landing Page**. Paper copies will be provided to you upon request.

**6. Are teachers accessible at all times during the day via electronic means?**

No - teachers are encouraged to check their normal communication avenues regularly and respond to student inquiries in a timely manner.

**7. What if a student does not complete all of the learning activities for attendance purposes?**

This will be the same as if they were in school and did not complete all of their work.

The work that the student actually did will count, and they will be marked fully present.

This is not meant to be punitive.

**8. What if students are taking too long to complete the activities sent home?**

It is assumed that students will complete the tasks at different rates, similar to when they are in school. Please instruct them not to spend more than 30-40 minutes per subject.

**9. What if I do not have power or my WiFi is down on the emergency day?**

Please communicate this with your teacher as early as possible, which may be when your child returns to school. Please remember that students have 5 school days to complete activities.

**10. What if my child does not have access to their device during the Distance Learning day?**

Please do the best you can to communicate this to your teacher, and know that they will be flexible in ways on how your child completes their work. If students in Early Childhood through 3rd grade absolutely have no access to a device at home, please contact your child's principal, Dr. Lambatos at Eisenhower or Mr. Curtis at Ross for ideas and support with staying engaged with learning. Please note that some of our programs such as iReady do not work on phones, only on a laptop or an iPad with current operating systems.



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## **11. What if my child has an IEP or 504 plan?**

Students will follow their general education lesson plans, and special education teachers and related services staff will be available and communicate activities for additional support.

## **12. Where can I get technical support in the use of Schoology, Seesaw, or my learning device on a Distance Learning day?**

Please email district technology support at [support@d23.org](mailto:support@d23.org) and we will respond to you in a reasonable amount of time.