

Dear Parents/Guardians,

District 214 has four school days built into our calendar to accommodate unexpected closings.

In the event of a school day closure during an academic year that exceeds these four days, District 214 will implement e-learning in order to maintain the academic calendar.

### **WHAT IS E-LEARNING AND WHEN WILL IT BEGIN?**

An e-learning day is an official attendance day of school when District facilities have been closed but students and teachers work remotely from home so courses continue to move forward. Students and parents will be notified of a school closure and the expectation of an e-learning day via our typical messaging systems.

### **WHAT HAPPENS ON AN E-LEARNING DAY?**

On an e-learning day, teachers will post daily classwork that students will complete for each typical class period. These classroom assignments may involve independent or collaborative activities, work time, or assessments, and completion of them will be used to verify students' daily attendance. In addition, there may be assignments completed as homework such as projects and/or papers that cannot be completed in a single class period.

### **WHAT DOES AN E-LEARNING DAY LOOK LIKE?**

- Teachers will post / send daily classwork no later than 9:00am each day of e-learning.
- Students are expected to access and complete the daily classwork by 3:00pm.
- Teachers will be available to respond to students on e-learning days.
- Teachers will post attendance each day by 3:30pm.

### **WHAT SHOULD I DO IF MY STUDENT'S TECHNOLOGY DOES NOT WORK?**

Technology Support Staff are available to assist students and parents with technical support on e-learning days. Students and parents should email their building helpdesk for assistance:

**Buffalo Grove High School:** bghshelpdesk@d214.org

**Elk Grove High School:** 4444@d214.org

**John Hersey High School:** jhhelpdesk@d214.org

**Prospect High School:** phshelpdesk@d214.org

**Rolling Meadows High School:** rmshhelpdesk@d214.org

**Specialized Schools:** 7676@d214.org

**Wheeling High School:** whshelpdesk@d214.org

### **HOW CAN I ACCESS THE INTERNET?**

For students who do not have access to the internet at home, Comcast has the following options:

- **Free Internet for Eligible Households:** See if you qualify for Internet service for FREE ([click here](#)).
- **Internet Essentials:** Home internet for \$9.95/month ([click here](#)).

We are here to support you and your students as we do our best to offer opportunities for ongoing learning and connection across our District 214 community.

A handwritten signature in black ink, reading 'Lazaro Lopez'.

Dr. Lazaro Lopez  
Associate Superintendent for Teaching and Learning