



JCSC Inclement Weather 25-26 Instructional Guidelines

If inclement weather requires school to be canceled, the following guidelines will be in place. The chart below describes the type of instruction that will occur on the day to meet the 180 day requirements.

JCSC Inclement Weather Planning 25-26	
Day 1 (First Inclement Weather Day)	eLearning Day (Students work online at their own pace, no live instruction)
Day 2 (Second Inclement Weather Day)	eLearning Day (Students work online at their own pace, no live instruction)
Day 3 (Third Inclement Weather Day)	eLearning Day (Students work online at their own pace, no live instruction)
Day 4	Virtual Learning Day (Students will complete live online learning. Students must login to class times for live lessons from the teacher online.)
Day 5	Virtual Learning Day (Students will complete live online learning. Students must login to class times for live lessons from the teacher online.)
Day 6 and beyond	Virtual Learning Day (Students will complete live online learning. Students must login to class times for live lessons from the teacher online.)
<i>Additional Option: JCSC may also call a traditional snow day- During this type of day students do not complete any online work at home and instead make up the missed day on another date. If this option is needed the first scheduled make up day used would be February 16th.</i>	

- Please note the possible make-up days on your calendar when school might be in session.

- eLearning days are asynchronous like they have been in the past on snow days. The students work on assignments at their own pace. Please have one day of lessons prepared for us by fall break and two more lessons prepared by Thanksgiving Break. The legislature House Bill 1093 limits us to only using three of these asynchronous days a school year.
- Virtual days are synchronous learning. At least half of the school day must be live online lessons (ex. Google Meet).
- The sixth snow day and beyond will be this type of virtual learning. This is similar to what we did with online learning during the pandemic. Detailed guidelines from our eLearning committee for virtual learning are listed below. Please note, these days must be conducted in accordance with IDOE guidance in order to count towards our 180 requirement.

VIRTUAL LEARNING DAYS (Synchronous Learning)- Day 4 and beyond

If virtual instruction for JCSC must be implemented for the 2025-2026 school year (day 6 snow day and beyond), the following guidelines for teaching staff will be in place:

Expectations:

- Must have Wifi access at home and be able to use JCSC remote programs for learning. (Please contact IT prior to Thanksgiving break if you need a hotspot).
- Must be proficient in the technology areas deemed necessary on the JCSC essential technology proficiency checklist in order to create high-quality digital assignments for their students.
- Must adhere to all current JCSC policies and procedures.

Instruction Guidelines:

Instruction must be high quality and comparable to in person instruction (per IDOE guidelines). If you need resources for support, the building instructional coach can assist with the format-Lesson Design Elements District Virtual Learning template and tutorial is available for optional use.

Staff Attendance

Teachers will meet daily remote instruction expectations. Sub plans should be prepared for the digital environment to be used when needed. If a teacher is unable to meet the daily instructional and standard policy guidelines, they should contact their building principal to report the absence.

Grading

All JCSC grading policies and procedures for in-person instruction apply to virtual learning. All students are expected to complete their assignments fully in a timely manner in order to receive credit for their work. Grades for virtual learning will be recorded based upon the work quality and mastery of grade-level standards or course expectations. If a student is not completing work that shows mastery of the required content, failing grades, retention, or credit forfeiture would be considered appropriate in the same manner as the in-person traditional setting. Teachers who have a concern regarding a student's progress should contact their building principal.

Parent Communication

Teachers will communicate with parents as appropriate to ensure parent support and engagement. If a student is regularly not completing assignments or is receiving a failing grade, parent contact should be made by the teacher. Communication can occur in a variety of formats (ex. email, Parent Square, phone calls, and additional selected forms of communication).

Student Attendance Tracking- JCSC Virtual Learning Attendance Policy

Online student attendance is determined by student engagement and participation in teaching and learning activities. The student must demonstrate sufficient progress towards academic goals as evidenced by time on task, work completion, or communication. The teacher will make a determination based upon the criteria and report to the principal online student attendance daily. The principal will review online student attendance concerns and contact the applicable attendance support staff.

An attendance success plan may be implemented for students who are not meeting academic goals and are demonstrating a pattern of attendance concerns.

Habitual truancy may be referred to the district attendance committee for further action and/or have disciplinary consequences.

Detailed Schedules and Information K-12:

Elementary-

The total time of instructional content daily is 5 hours per IDOE, 50% of this time MUST be live virtual instruction. While students do not need to be engaged digitally for the remainder of the five hours, students should be engaged in academic activities or assignments.

Schedule for All Elementary Students:

- 9:00-10:15 - Reading- Live Virtual Instruction
- 10:15-11:30 - Math-Live Virtual Instruction
- 11:30-12:00 - Lunch
- 12:00-2:30 - Independent Practice with Teacher Assistance As Needed

Notes:

- Specials will take place in 15-30 minute chunks during the reading and math blocks. Specials teachers will join the Google Meet to do their activity for the day. Schedules will be determined at the building level for each elementary.
- There is an option to use classified staff to push into Google Meet times as well to provide brain breaks with GoNoodle, etc.
- Teacher work day is 8:30-3:00.

Secondary

Total instructional time is six hours of instruction per IDOE. 50% of this time MUST be live virtual instruction. Student engagement in work completion does count toward total instructional time during their independent study.

JCMS Virtual Learning Schedule - Missed Days 4+

Students will be required to complete a Google Form for attendance purposes. This will be sent to student school emails each morning of virtual learning. Teachers will also be taking attendance during each Google Meet.

Mrs. Brown (lbrown@jcsc.org) and Mrs. Galyen (ggalyen@jcsc.org) will be available during the day to offer academic support to students. Both teachers will have Meets available to students.

Class Period	Meet Time	Class Time
Period 1	8:30 - 9:00	30 minutes
Period 2	9:05 - 9:30	25 minutes
Period 3	9:35 - 10:00	25 minutes
Period 5	10:05 - 10:30	25 minutes
Period 6	10:35 - 11:00	25 minutes
Lunch	11:05 - 12:00	55 minutes
Period 7	12:05 - 12:30	25 minutes
Period 8	12:35 - 1:00	25 minutes
Independent Study	1:00 - 3:00	2 hours
JCMS will not meet during SRT on synchronous elearning days.		

JCHS-

On virtual learning days, JCHS will continue to follow the [instructional days calendar](#). Additionally, students will be required to complete a Google Form for attendance purposes. This will be sent to their school emails each morning of virtual learning. Teachers will also be taking attendance during each Google Meet.

Students are required to log in and attend Google Meets with their teachers according to the following schedule:

JCHS Virtual Learning Schedule (Missed Days #6+)		
Class Period	Time	Length of Time
Blue 1/White 5	8:30-9:15 am	45 minutes
Break	9:15-9:25 am	10 minutes
Blue 2/White 6	9:25-10:10 am	45 minutes
Break	10:10-10:20 am	10 minutes
Blue 3/White 7	10:20-11:05 am	45 minutes
Lunch	11:05 am-12:00 pm	55 minutes
Blue 4/White 8	12:00-12:45 pm	45 minutes
Independent Study	12:45-3:00 pm	2 hours, 15 minutes

Additional Information

Panther Lab

Mr. Krummen and Mr. Burton will be available to assist students with assignments on elearning and virtual learning days. Please email them (akrummen@jcsc.org, jasonburton@jcsc.org) to arrange for assistance. During virtual learning days, a Google Meet will be open during all 4 class periods for students to join if necessary. These links will be shared by email on the morning of virtual learning.

Southeastern Career Center Students- SCC students should contact their SCC instructors for elearning/virtual learning assignments. They will not attend SCC on elearning or virtual learning days.

WBL/Internship Students- WBL/Internship students will not attend their placements on elearning or virtual learning days. They should follow instructions provided by their instructor.

AP/Dual Credit Courses- AP/Dual Credit teachers may schedule additional Google Meets during the hours of 12:45-3:00 pm on virtual learning days if they choose. This is due to the requirements of post-secondary partners and/or the College Board. Teachers will communicate these expectations with students if they choose to schedule an additional Google Meet. Only classes normally scheduled to meet will be allowed to conduct Google Meets on virtual learning days.

FAQs

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1. What constitutes a teacher using a sick day or personal day?

If you are unable to meet the instructional guidelines for virtual remote teaching for the day, contact your building principal. Notify your principal and work with them to decide what needs to be done to ensure your students are taken care of for the day. As with in-person instruction, teachers are expected to have sub plans prepared in the case of absence.

If the "absence" would have required you to be absent from your teaching duties in person, then contact your principal to see if it will require the use of a sick day or personal day.

