



# GOOD SHEPHERD LUTHERAN ACADEMY

525 Sixty-Third Street, Downers Grove, IL 60516 | 630.852.5081 | office@gsdg.org | www.gsladg.org

---

April 2, 2020

Dear GSLA Families,

We are currently living in unprecedented times. With so much uncertainty, we know that there is one unshakeable truth: The love, grace, and peace of the Lord Jesus Christ is ours. May we be continually reminded of that beautiful truth now and always.

Per Governor Pritzker, all Illinois schools will now be closed through April 30th. That means our students will return on Monday, May 4th at the earliest.

Also, all school events for the month of April like SpBAM, Arbor Day, and Muffins with Mom as well as Entertainment Night on May 1st have been canceled.

No decisions have been made about events in May like the CALAC Track Meet, Field Day, Graduation, or the School Picnic. We will continue to monitor the situation and see how this month (April) unfolds before making any decisions about those events.

GSLA will continue to fulfill our mission of students knowing their Savior, growing in their faith and God-given abilities, and showing their Savior to others. We will strive to carry out this mission at the highest level possible even if we cannot all be together at this time.

We are committed to you. We will continue to provide our students and families with the excellent, Christ-centered education they deserve. Similar to what we did before spring break, we will continue our E-Learning through Friday, May 1<sup>st</sup> but with a few small modifications. Below you will find our plan laid out for you. If you have any questions, please do not hesitate to contact me or your child's respective teacher.

We thank you for your commitment to the mission of GSLA and the safety and continued education of our students.

Jesus be with you now and always.

In Christ,

Dave Roekle  
Principal

## **E-Learning Plan**

### **Timeline**

Starting Monday, April 6<sup>th</sup> until the government issued school closure has been lifted, GSLA will continue to conduct regular E-Learning days when school is scheduled to be in session.

There will be no E-Learning on Friday, April 10<sup>th</sup> (Good Friday) and Monday, April 13<sup>th</sup> (Easter Monday).

### **Distribution of Materials**

For families that do not have access to a printer or prefer to have the school print off the learning materials, paper packets will be available every Monday\* from 7:30-9:30 AM. Each packet will contain the required tasks/assignments for students for every day of that school week.

Completed learning packets should be returned the following Monday when picking up the learning packet for the new week.

If you are not comfortable with handing in paper copies, please scan or take pictures of the completed work and either email or text them to the respective teacher.

\*Note: Learning packets will be available on Tuesday, April 14<sup>th</sup> instead of Monday, the 13<sup>th</sup>, as there is no E-Learning on Easter Monday.

### **Procedure for Picking Up/Dropping Off Materials on Mondays**

1. Please drive up to the entrance of the school but do not come inside.
2. Once you have arrived, please call or text your respective teacher and let them know that you are here. You can also call the school office at 630-852-5081.
3. The teacher will come out and meet you at your car and pick up completed assignments and give you the new assignments for the upcoming week.

### **Staffing**

On Mondays from 7:30-9:30 AM staff will be available to talk with you in person at your car should you have any questions about assignments or academic progress of your child.

On all other E-Learning days, staff will be able to work from home.

### **Communication Plan**

During E-Learning days, email will be the preferred method of communication. Staff members will check and respond to emails between 8:10 AM – 3:30 PM.

By 8:10 AM on each E-Learning day, teachers will email (or post on Google Classroom) the assignments with instructions for the day.

Every E-Learning day, teachers will either:

1. Set up times to individually conference with students for at least 10 minutes to answer questions and go over academic progress via phone call or Zoom.
2. Set up a 30-40 minute conference with the entire class via Zoom to answer questions and go over assignments.

### **Attendance**

E-Learning days are school days. Unlike a traditional school day, attendance is not determined based on being physically present in the school building. Instead, attendance is tracked through work completion.

For each E-Learning day, the classroom teacher will assign work for students to complete in various subject areas. In order to be counted as “present” on an E-Learning day,

all of the work assigned in core subjects (differs based on grade level) must be completed. Students not completing the work for that day in all core areas will be marked “absent” for the school day. Partial day attendance will not be considered on E-Learning days. These absences will count toward the student’s yearly total absences for the 2019-2020 school year. In the event that your child falls ill, please contact your child’s teacher. If they are still able to complete all the required daily work, they can be marked “present” for the E-Learning day.

While teachers will set daily work requirements, attendance will be marked as we are able to verify that the work is completed. For those able to complete the work on a computer/Chromebook, attendance can be marked as soon as teachers verify the digital work is completed. For those completing paper versions of the work, we will mark attendance as soon as we are able to get the work back (every Monday) and verify completion.

Teachers may also assign other subjects for students to complete. Students are encouraged to complete these other subject areas for their educational value.

## **Grade Level Specific Academic Expectations**

### **PreK:**

Packets for all preschoolers will be available for pickup (Monday) on a weekly basis. The contents of these packets include their monthly journal where they work on their name, shape, color, and number of the month, art activities that focus on the theme for the month, and crafts that go along with the Bible stories of the week. Extra math, alphabet sheets, and fine motor work may also be included in the packet. Class Dojo, an online education app, will be used for instructional videos and to communicate with students/families throughout the week. Completed packets do not need to be returned each week.

### **K5-2**

All Religion, Math, and ELA daily work is required to be completed in order for the student to be counted as “present” for that day. K5-2 instructional materials will be available digitally (email) or via paper packets for pickup at the beginning of the week (Monday).

### **3-8**

All Religion, Math, ELA, and Social Studies OR Science daily work is required to be completed in order for the student to be counted as “present” for that day. Instructional materials will be available digitally (email or Google Classroom) or via paper packets for pickup at the beginning of the week (Monday).