

**Request to Place an Item on the Agenda**Name: Jennifer PopeAddress: 215 Airport Rd Elkton, KY 42220Telephone number: 270-265-2436Name of school children attend, if applicable: N/A

Group represented: \_\_\_\_\_

Check if request was submitted to: ☒ Superintendent ☐ Board ChairpersonConferred with following administrators (names): Ed OylerDescription of Issue: NonTraditional Instruction Program (NTI) Renewal  
Application for 2019-20 School yearSpecific Action Requested: Approve and sign to be submitted to KDE  
for approval.Check if you are: ☐ Board Member ☒ District Employee ☐ Community Member

All requests for items to be placed on the agenda must be submitted to the Superintendent prior to the Board meeting as specified in Board Policy 01.45. Items submitted shall require prior approval of the Superintendent.

Review/Revised: 3/13/06

# Nontraditional Instruction Program

Revised October 2018

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## Renewal Application

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### **KRS 158.070(9):**

*Notwithstanding any other statute, each school term shall include no less than the equivalent of the student instructional year in subsection (1)(f) of this section, or a variable student instructional year in subsection (1)(h) of this section, except that the commissioner of education may grant up to the equivalent of ten (10) student attendance days for school districts that have a nontraditional instruction plan approved by the commissioner of education on days when the school district is closed for health or safety reasons. The district's plan shall indicate how the nontraditional instruction process shall be a continuation of learning that is occurring on regular student attendance days. Instructional delivery methods, including the use of technology, shall be clearly delineated in the plan. Average daily attendance for purposes of Support Education Excellence in Kentucky program funding during the student attendance days granted shall be calculated in compliance with administrative regulations promulgated by the Kentucky Board of Education.*

**District:**

Todd

**School Year:**

2019-2020

**Please address the following completely, providing detail and data as appropriate and available.**

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### *Description of and Improvements to Program*

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1. Please give a description of the nontraditional instruction program. Within the description, also address:
  - Revisions to the district's nontraditional instruction program that are being proposed in order for the program to grow in rigor and efficacy;
  - Program adjustments that are being proposed to improve the program for all shareholders (e.g. students, teachers, administrators, parents, community members, etc.); and,
  - Any changes being proposed related to how the district handles food service staff and costs on nontraditional instruction days.

Description of Todd County School District Non-Instructional Program:

A NTI Day allows Todd County Schools to provide non-traditional instruction on days when students are not able to attend school due to inclement weather. On the designated NTI Days, students at all grade levels, Kindergarten - twelfth grade will have assignments (either on-line or paper packets) that provide review opportunities and application of previous learning. Depending on the student's grade level, the assignments contain grade and content appropriate lessons that incorporate reading/language arts,

mathematics, and writing across all content and subject areas. Lessons are supported with on-line resources but can be completed without access to the Internet

As weather permits, teachers and staff will report to school on NTI Days. Teachers and principals will be in their schools working on instructional programming. They will also be easily accessible via telephone, email, Skype, or other teacher designated means for any students who need assistance in completing the NTI Day lessons.

NTI Days will be announced through radio, television, and social media to let families know that school has been cancelled for the day. The school district will send an automated phone notification to parents that have registered their phone numbers. These will be announced on radio stations: (WEKT 1070 AM, WHOP 98.7 FM) and the following TV stations: (WBKO 13, WSMV 4, WKRN 2, WTVF 5, and WZTV 17)). If no report is heard, school will be in session. NTI Days will also be announced on the schools' and the district's website.

Students will receive copies of the work packets in a specially designated "NTI" folder. Students should return their work to school in that same NTI folder on the day they return from the snow break. Online assignments may be completed and submitted on-line or printed for completion and submission at a later time.

NTI Day packets will be distributed to students at school prior to snow days - all student's sign for a packet. The lessons will also be posted to the teacher's web pages. Copies of all teacher packets will also be available in each school's front office.

If a student is unable to complete the lesson packet prior to returning to school, he/she will have additional time to make up the missing work. All NTI Day work will be due within 7 days upon their return to school. Teachers will be available after school and before school to provide assistance on assignments to ensure student completion.

If a student fails to submit the NTI Day work on the final make-up day, that student may be counted as absent for that NTI Day and/or receive a zero for participation on their assignments.

*The 2018-19 implementation of Non-Traditional instruction was improved as compared to the 2017-18 school year. The changes that we plan to make for the 2019-20 school year are:*

1. Curriculum supervisors at each building will continue to plan, modify, and refine lessons to meet the demands of independent student learning, through the use of on-line programs (Google Classroom, APEX Learning, IXL).
2. Curriculum supervisors will continue to work with staff to ensure lessons are appropriate and innovative. More teachers will implement and use Google Classroom to offer online access and modification to assignments. Additional time is given to our special education students to ensure modifications and adequate time for completion of assignments is provided.
3. District personnel will continue to work with building supervisors to ensure the implementation is more consistent between buildings within the district.
4. District personnel will continue to improve documentation consistency between buildings to ensure all students receive equitable implementation.

5. District personnel will continue to build relationships with community members to increase student access to technology and Internet. A new agreement with Hopkinsville Electric System - EnergyNet Internet Services, hopes to provide greater access district-wide to reliable Internet services.
6. Stakeholder feedback stated some teacher assignments are unclear regarding requirements for NTI Day assignments. Information packets describing the NTI Days from teacher to students, will be refined to clarify Non-Traditional Instruction to all stakeholders. All stakeholders will submit samples of evidence in a timely manner following NTI Days.
7. Teachers will work over the summer on co-teaching strategies and focus for the upcoming year will include improved feedback strategies for our teachers to better-communicated progress mastery to students, and provide interventions and aid to our students with special education needs.
8. Todd County's food service employees do not work on Non-traditional instruction days. Our food service workers make up their days on the days immediately following the release of students. Likewise, our workers receive additional safety training through on-line modules during their make-up times.
9. Reciprocal agreements are in place with Murray State University, Western Kentucky University, and Hopkinsville Community College to provide dual credit services for our students. Dual Credit instructor will work with students to ensure students have access to dual credit assignments during NTI days and instruction continues on schedule for students enrolled in dual credit classes.
10. Todd County School District has a reciprocal agreement with Logan County Area Technology Center (LCATC). Logan County School District, Russellville Independent Schools, and Franklin-Simpson County School District, and Todd County School District transport students to LCATC; therefore, LCATC accommodates attendance and provides modified assignments for days missed for Non-Traditional Instruction days.

We plan to execute our approved plan as the NTI assignments created by our teachers contain lessons and activities that continue learning by asking students to apply recent learning to further aid in the mastery of grade-level skills and content.

NTI Day packets will be distributed to students at school prior to snow days, distributed to all students prior to winter break. All students will sign for a packet. The lessons will also be posted to the teacher's web pages. Copies of all teacher packets will also be available in each school's front office.

Teachers will use curriculum maps to create relevant NTI lessons as close as possible to implementation dates, correlating to instruction in dates from January through mid-March, to ensure students receive a continuum of instruction on NTI days.

**We certify that this application was reviewed and approved by the** **Todd County**  
(School District)

**Board of Education at a regular meeting of the Board on** **April 15, 2019**  
(Date)

Superintendent	<div></div> Date
Local Board of Education Chair	<div></div> Date

Completed applications should be submitted to the SharePoint site.

If you have any questions, please contact Steve Kissinger at [steven.kissinger@education.ky.gov](mailto:steven.kissinger@education.ky.gov).

**To have an application considered for implementation at the beginning of the upcoming school term, the application must be submitted to KDE at least one hundred and twenty (120) days prior to the beginning of the school term.**