MEMORANDUM

TO: Christian County Board of Education Board Members

FROM: Melanie A. Barrett, Director of Pupil Personnel

DATE: April 18, 2019

RE: 2019-2020 Non-Traditional Instructional Program

Please review proposed 2019-2020 Non-Traditional Instructional Program. The Christian County Board of Education is requested to approve the 2018-2019 NTI Plan.

The following review points:

- 10 NTI Days are available for school districts NTI Plan
- 2019-2020 NTI District Planning Committee Convened
- 2019-2020 District Training September 2019

Note: There have been no additional changes to the 2019-2020 renewal application. The previous applications have been accepted by the Kentucky Department of Education. The renewal application process is designed an expedited process.

2019-2020 Non-Traditional Instruction Program

Renewal Application/Revised October 2018

KRS 158.070 Section 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), except that the commissioner of education may grant up to the equivalent of ten (10) student attendance days for school districts that have an alternative instruction plan approved by the commissioner of education for the use of alternative methods of instruction, including virtual learning, on days when the school district is closed for health or safety reasons, on nontraditional days, or on nontraditional time. The district's plan shall demonstrate how teaching and learning in the district will not be negatively impacted. 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 Christian County Public Schools

Date   April 18, 2019

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

Description and Improvements to Program

- Revisions to the district NTI program in order for it to grow in rigor and efficacy for 2019-2020.

Due to the mild 2017-2018 and 2018-2019 winter months, Christian County Public Schools incurred only six inclement weather days in 2017-2018 & three inclement weather days in 2018-2019.. Christian County Public Schools did not utilize the 2018-2019 Non-Traditional Instructional (NTI) Program; therefore, the district does not plan to submit changes to the 2019-2020 Non-Traditional Instructional Program Application. The pulse of the Christian County stakeholders, included, but not limited to, students, parents, teachers, administrators and local community members continues to support the Christian County Public Schools Non-Traditional Instructional Program. The 2019-2020 approved application will also be attached to this application if there are questions.

The 2019-2010 NTI Program will include no changes. Christian County Public Schools will aspire to increase rigor by setting goals greater than just making difficult work for the students. The students will be taken to the

intersection of encouragement and engagement, where they will learn to confront ideas and challenging problems. The teachers will stretch the students thinking, increase sophistication, and foster their love for deep learning. Rigor is a result of work challenging students to think in new and interesting ways. Rigor occurs when they are encouraged toward sophisticated understanding of fundamental ideas are driven by curiosity to discover what they do not know.

Christian County Public Schools NTI Program will continue grow in efficacy by continuing to align the 2019-2020 NTI Plan components to the Consolidated School Improvement Plan (CSIP), Consolidated District Improvement Plan (CDIP), the Christian County Public Schools Strategic Plan and course standards. These are the roadmap to successful results. In addition, NTI training will be administered to principals, assistant principals, guidance counselors, FRYSC Coordinators and attendance clerks. The power to grow in efficacy is to ensure those responsible to facilitate the NTI Plan in the school community receive proper training in the criteria outlined in the NTI Plan, and are provided the opportunity to clarify. Each school has a NTI Liaison which is the school's NTI expert and trainer to faculty and staff.

- Program adjustments to improve the program for all its shareholders (students, teachers, administrators, parents, community members, etc.)

Christian County Public Schools operates a locally-controlled Career and Technical Center and a Preschool program under school district management; therefore, there is not a partnership with KCTCS or community private preschool serving all Christian County preschool students, with the exception of collaboration to register preschool students for kindergarten with Head start and private preschools and daycares.

Community Partners, such as Boys and Girls Club, Hopkinsville Community College, Murray State University, Christian County Public Library, Oak Grove Community Center, will have the opportunity to serve as a community access points where district staff members may report to service students who choose to come to the site. Considerations to discuss with these partners would include, but not limited to, hours of operation, staff assigned to community access points, student food service options, sign-in documentation for students and staff, building rules/expectations of the community partner facility.

Additionally, local media will have the opportunity to publicize and report on NTI implementation. The District will work with the Chamber of Commerce to develop a list of businesses having free wireless access where students and their parents without home service may be granted access to the internet. The facilitation of and access to internet is another area which requires discussion and agreement with CCPS and the community partner.

- Any changes related to how the district handles food service staff and costs on Non-Traditional Instruction days.

There will be no changes in the 2019-2020 NTI Plan regarding how Christian County Public Schools plans to handle food service staff and costs on Non-Traditional Instruction (NTI) Days. Food Services Employees who are able to report during inclement weather on NTI Days may be utilized for work activities under the direction of the Director of Food Service and Cafeteria Managers. In addition, those hours not worked due to inclement weather could be worked in the Summer Feeding Program prior to June 30.

A financial analysis of the deployment of NTI days has been conducted by district level staff. Currently, it is planned to continue payment for Food Service Employees from the current food service budget. In the event funds are needed in addition to the food service budget, the Finance Director will review the budget and advise an additional funding sources.

We certify this application was reviewed and approved by the Christian County Board of Education

Board of Education at a regular meeting of the Board on April 18, 2019.

_____
Superintendent

                                        Date

_____
Local Board of Education Chair   Date

    Completed applications should be mailed to:
    Kentucky Department of Education
    Office of Continuous Improvement and Support
    Division of Innovation and Partner Engagement
    300 Sower Boulevard, 5th Floor
    Frankfort, Kentucky 40601

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.

2019-2020 Non-Traditional Instruction Program

KRS 158.070 Section 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), except that the commissioner of education may grant up to the equivalent of ten (10) student attendance days for school districts that have an alternative instruction plan approved by the commissioner of education for the use of alternative methods of instruction, including virtual learning, on days when the school district is closed for health or safety reasons, on nontraditional days, or on nontraditional time. The district's plan shall demonstrate how teaching and learning in the district will not be negatively impacted. 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 Christian County Public Schools

Date   April 18, 2019

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

Description and Improvements to Program

- Revisions to the district NTI program in order for it to grow in rigor and efficacy for 2019-2020.

Due to the mild 2017-2018 and 2018-2019 winter months, Christian County Public Schools incurred only six inclement weather days in 2017-2018 & three inclement weather days in 2018-2019.. Christian County Public Schools did not utilize the 2018-2019 Non-Traditional Instructional (NTI) Program; therefore, the district does not plan to submit changes to the 2019-2020 Non-Traditional Instructional Program Application. The pulse of the Christian County stakeholders, included, but not limited to, students, parents, teachers, administrators and local community members continues to support the Christian County Public Schools Non-Traditional Instructional Program. The 2019-2020 approved application will also be attached to this application if there are questions.

The 2019-2010 NTI Program will include no changes. Christian County Public Schools will aspire to increase rigor by setting goals greater than just making difficult work for the students. The students will be taken to the

intersection of encouragement and engagement, where they will learn to confront ideas and challenging problems. The teachers will stretch the students thinking, increase sophistication, and foster their love for deep learning. Rigor is a result of work challenging students to think in new and interesting ways. Rigor occurs when they are encouraged toward sophisticated understanding of fundamental ideas are driven by curiosity to discover what they do not know.

Christian County Public Schools NTI Program will continue grow in efficacy by continuing to align the 2019-2020 NTI Plan components to the Consolidated School Improvement Plan (CSIP), Consolidated District Improvement Plan (CDIP), the Christian County Public Schools Strategic Plan and course standards. These are the roadmap to successful results. In addition, NTI training will be administered to principals, assistant principals, guidance counselors, FRYSC Coordinators and attendance clerks. The power to grow in efficacy is to ensure those responsible to facilitate the NTI Plan in the school community receive proper training in the criteria outlined in the NTI Plan, and are provided the opportunity to clarify. Each school has a NTI Liaison which is the school's NTI expert and trainer to faculty and staff.

- Program adjustments to improve the program for all its shareholders (students, teachers, administrators, parents, community members, etc.)

Christian County Public Schools operates a locally-controlled Career and Technical Center and a Preschool program under school district management; therefore, there is not a partnership with KCTCS or community private preschool serving all Christian County preschool students, with the exception of collaboration to register preschool students for kindergarten with Head start and private preschools and daycares.

Community Partners, such as Boys and Girls Club, Hopkinsville Community College, Murray State University, Christian County Public Library, Oak Grove Community Center, will have the opportunity to serve as a community access points where district staff members may report to service students who choose to come to the site. Considerations to discuss with these partners would include, but not limited to, hours of operation, staff assigned to community access points, student food service options, sign-in documentation for students and staff, building rules/expectations of the community partner facility.

Additionally, local media will have the opportunity to publicize and report on NTI implementation. The District will work with the Chamber of Commerce to develop a list of businesses having free wireless access where students and their parents without home service may be granted access to the internet. The facilitation of and access to internet is another area which requires discussion and agreement with CCPS and the community partner.

- Any changes related to how the district handles food service staff and costs on Non-Traditional Instruction days.

There will be no changes in the 2019-2020 NTI Plan regarding how Christian County Public Schools plans to handle food service staff and costs on Non-Traditional Instruction (NTI) Days. Food Services Employees who are able to report during inclement weather on NTI Days may be utilized for work activities under the direction of the Director of Food Service and Cafeteria Managers. In addition, those hours not worked due to inclement weather could be worked in the Summer Feeding Program prior to June 30.

A financial analysis of the deployment of NTI days has been conducted by district level staff. Currently, it is planned to continue payment for Food Service Employees from the current food service budget. In the event funds are needed in addition to the food service budget, the Finance Director will review the budget and advise an additional funding sources.

We certify this application was reviewed and approved by the Christian County Board of Education

Board of Education at a regular meeting of the Board on April 18, 2019.

_____
Superintendent

                                                Date

_____
Local Board of Education Chair   Date

        Completed applications should be mailed to:
        Kentucky Department of Education
        Office of Continuous Improvement and Support
        Division of Innovation and Partner Engagement
        300 Sower Boulevard, 5th Floor
        Frankfort, Kentucky 40601

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.

Attached is previous NTI Application Documentation which will be sent to Kentucky Department of Education.

MEMORANDUM

TO: Christian County Board of Education Board Members

FROM: Melanie A. Barrett, Director of Pupil Personnel

DATE: May 17, 2018

RE: 2018-2019 Non-Traditional Instructional Program

Please review proposed 2018-2019 Non-Traditional Instructional Program. The Christian County Board of Education is requested to approve the 2018-2019 NTI Plan.
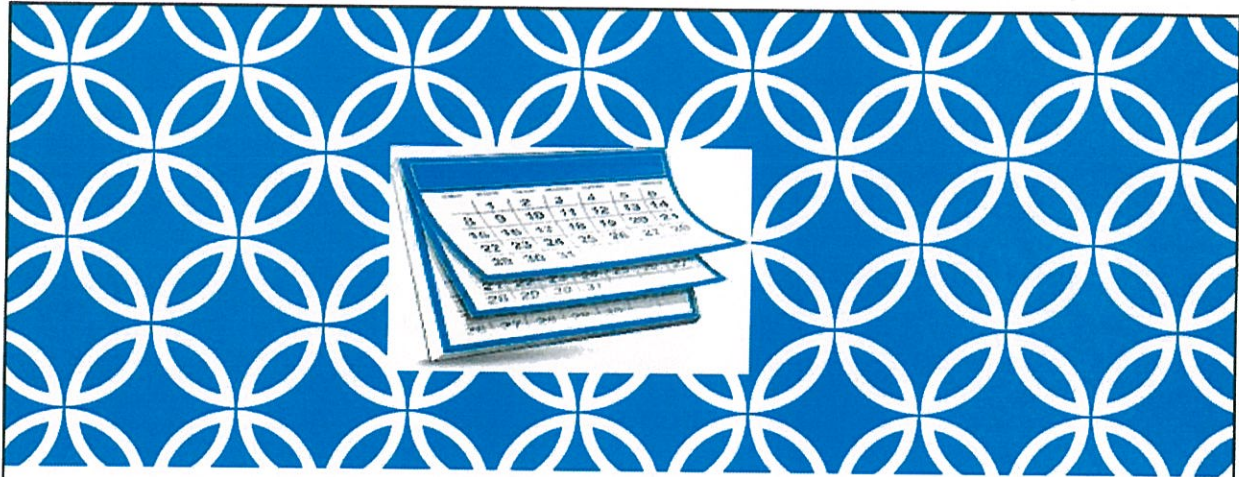
The following review points:

- 10 NTI Days are available for school districts NTI Plan
- 2018-2019 NTI Planning Committee
- 2018-2019 District Training August 2018

2018 Legislative Session Senate Bill 73

Amendment to KRS 158.070

By December 31, 2018, the Kentucky Board of Education shall promulgate administrative regulations to be effective beginning with the 2019-2020 school year to prescribe the conditions and procedures for the districts to be approved for the nontraditional instruction program.

NON-TRADITIONAL INSTRUCTION PROGRAM
POWER-POINT-BOARD MEMBER REVIEW DOCUMENT

2018-2019

HB 211

- The Non-Traditional Instruction Option, provides districts missing excessive number of inclement weather days/emergency days the opportunity to conduct school through virtual/non-traditional alternatives.

- The district will be required to submit evidence of student participation/student learning and submit a request to the Kentucky Education Commissioner for approval. If approved, the district would not have to make up those days.

KRS 158.070 SECTION 9:

Notwithstanding any other statute, each school term shall include no less than the equivalent of the student instructional year in subsection (1)(d) of this section, except that the commissioner of education may grant up to the equivalent of ten (10) student attendance days for school districts having an alternative instruction plan approved by the commissioner of education for the use of alternative methods of instruction, including virtual learning, on days when the school district is closed for health or safety reasons, on nontraditional days, or on nontraditional time. The district's plan shall demonstrate how teaching and learning in the district will not be negatively impacted. 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.

Average Number of Snow Days per School District 2009-2014
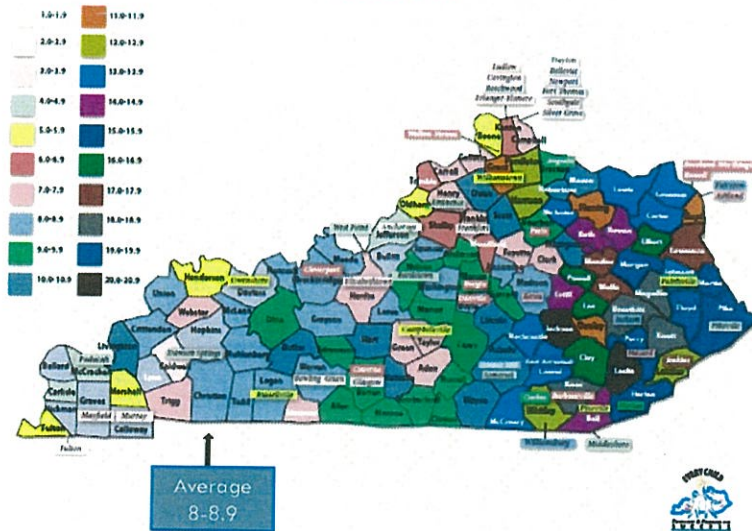
2018-2019 NTI PROGRAM APPLICATION FOR RETURNING DISTRICTS

▪ KDE advised acceptable utilize the 2017-2018 NTI Application Framework

▪ 2018-2019 NTI Program Application (returning districts) indicated no change

▪ CCPS 2018-2019 NTI Program Application indicates the goals will support rigor and efficacy

WHEN TO UTILIZE NTI DAYS

▪ Most Common Snow Day

▪ Other Weather Related Closings (flooding)

▪ Wide Spread Illness

▪ Changes to Calendar (pop-up elections)

▪ District Wide Closings Only

CCPS NTI DAYS

- Myth-Utilize for the 1st Snow Day
- CCPS – Instructional Calendar 173 Instructional Days
- State Requirement for Instructional Days
- May Make-Up Days
- Review Calendar Options
- NTI utilized after review of situation/options

2018-2019 NTI PLANNING PROCESS

- Pupil Personnel – Student Attendance Guidelines/ADA
- Personnel – Employee Requirements
- Instructional Division – Guidelines for Instructional Activities
- Title I/EL/Special Education/GT – Guidelines for Instructional Activities
- Technology – Infrastructure
- Communications – Family, Student Information, and Webpages
- Operations – Finance, Food Service, Transportation

2018-2019 NTI DISTRICT PLANNING COMMITTEE

▪ Laura Morris, Chief Administrative Officer

▪ Melanie Barrett, Director of Pupil Personnel

▪ Anita Hopson, Personnel Director

▪ Amy Wilcox, Chief Instructional Officer

▪ Tracey Leath, District Assessment Coordinator

▪ Jessica Addison, Instructional Supervisor

▪ Tracey Pellitier, Director of Technology

2018-2019 NTI DISTRICT TRAINING ATTENDEES

▪ NTI Liaisons (principal selected)

   Administrator/Curriculum Specialist

▪ Technology Integration Professionals (TIPS)

2018-2019 NTI TRAINING MANUAL

- NTI Power Point
- Christian County Public Schools NTI Program Application
- KDE NTI Guidance Document
- NTI Instructional Delivery Resources
- NTI Personnel Resources
- NTI Communication
- NTI Miscellaneous/Notes

2018-2019 NTI STUDENT ATTENDANCE

- Student participation is required for all K-12 students
- Districts determines the participation for students (online, paper-pencil, project based)
- KDE requires districts to track and report student NTI day participation
- KDE Participation Rate/Revised Statute

2018-2019 NTI TEACHER/CERTIFIED STAFF PARTICIPATION

- NTI days apply toward certified contract requirements
- District decides certified work location and duties
- Leave time based on district policies/procedures
- Pre-arranged leave time NTI not required
- Certified includes teachers, counselors, administrators or related services certified staff

2018-2019 NTI STAFF PARTICIPATION

- District decision if classified staff work on NTI days
- District may assign work related task at alternative times to meet contract requirements
- Personnel Director will collaborate with administrators/directors regarding
  - a. instructional assistants
  - b. clerical staff
  - c. custodial staff
  - d. food service
  - e. transportation

ADA FOR NTI DAYS

- KDE Approval for NTI Day
- District will receive the previous year ADA for each NTI Day
- District will code NTI day in IC
- KDE makes appropriate changes to the master calendar/ADA Allocation

2018-2019 NTI- EXTRA CURRICULAR ACTIVITIES

- KDE Recommendation- do not hold extra-curricular activities on NTI days, for example, athletic or academic team practices (during the day)
- KDE recommends not to gather for extra-curricular activities after school hours.
- District decision (case by case basis)

NON TRADITIONAL INSTRUCTIONAL DELIVERY

- Students will have the option for a printed packet or utilize the online option (school determination)

- Web Based Programs/Access Logs (monitor student participation)

- Google classroom will be utilized to communicate with students.

- Lessons will be located on the teacher webpage (Webmasters)

- Computer labs will be available for students upon return to school to complete assignments (school plan)

NON TRADITIONAL INSTRUCTIONAL PLAN

The NTI will include the following:

- Non-Negotiables/Completion Options

- Monitoring Instruction (Classroom/School/District Data)

- Evidence of Learning (Learning Targets/Standards/Work Samples)

- Individual Education Plan/Admissions and Release Committee

- EL Collaboration w/ Instructional Staff

- GSSP compliance on NTI Day

EVIDENCE SUBMISSION

Submitting evidence of learning has been done in multiple ways.

Possible methods include:

☐ Attached folder with scanned lesson plans

☐ Link to data collected in Google Drive or Google Doc

☐ Attached zipped CIITS folder with lesson plans

☐ Link to documentation stored in LMS

☐ Electronic submission of lesson plans or student samples (2018-2019)

DISTRICT EVIDENCE COLLECTION

- Evidence Collected by District (Mid March)

- District NTI Committee will review data before KDE Submission

- Evidence Submitted to KDE April 1

- Approval of NTI Day by April 30

- Evidence Critical to Approval

NON TRADITIONAL INSTRUCTION COMMUNICATION PLAN

The following NTI Communication will be facilitated district wide to the following audiences:

- Students
- Parents/Guardians
- School Employees
- Community Members

NON TRADITIONAL INSTRUCTION COMMUNICATION PLAN

Communication methods will include the following:

- Television
- Radio
- District Website
- Facebook
- Infinite Campus Messenger
- E-Newsletter

NTI COMMUNITY ACCESS POINTS

- Library
- Housing Authority of Hopkinsville
- Woodland Heights

NON TRADITIONAL INSTRUCTIONAL COMMITTEE

NTI Day follow up plan:

- School/District Instructional Data
- School/District Personnel Data
- NTI Committee reviews evidence per KDE Rubric
- DPP creates snapshots for communications
- NTI Committee reflection (wins, obstacles, solutions)

NEXT STEPS NON TRADITIONAL INSTRUCTIONAL DAY

- August 2018 NTI Liaison Review Training
- Review and Revise School Wide Plan
- Review and Revise District Monitoring Plan as needed

2018-2019 Non-Traditional Instruction Program

Application for Returning Districts

KRS 158.070 Section 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), except that the commissioner of education may grant up to the equivalent of ten (10) student attendance days for school districts that have an alternative instruction plan approved by the commissioner of education for the use of alternative methods of instruction, including virtual learning, on days when the school district is closed for health or safety reasons, on nontraditional days, or on nontraditional time. The district's plan shall demonstrate how teaching and learning in the district will not be negatively impacted. 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 Christian County Public Schools

Date   May 7, 2018

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

Description and Improvements to Program

---

1. Please give a description of the Non-Traditional Instruction program planned for the district in 2018-2019. Within the description, also address:

    - Revisions to the district NTI program in order for it to grow in rigor and efficacy for 2018-2019.

Due to the mild 2017-2018 winter months, Christian County Public Schools incurred only six inclement weather days. Christian County Public Schools did not utilize the 2017-2018 Non-Traditional Instructional (NTI) Program; therefore, the district does not plan to submit changes to the 2018-2019 Non-Traditional Instructional Program Application. The pulse of the Christian County stakeholders, included, but not limited to, students, parents, teachers, administrators and local community members continues to support the Christian County Public Schools Non-Traditional Instructional Program. The 2017-2018 approved application will also be attached to this application if there are questions.

The 2018-2019 NTI Program will include no changes. Christian County Public Schools will aspire to increase rigor by setting goals greater than just making difficult work for the students. The students will be taken to the intersection of encouragement and engagement, where they will learn to confront ideas and challenging problems. The teachers will stretch the students thinking, increase sophistication, and foster their love for deep learning. Rigor is a result of work challenging students to think in new and interesting ways. Rigor occurs when they are encouraged toward sophisticated understanding of fundamental ideas are driven by curiosity to discover what they do not know.

Christian County Public Schools NTI Program will continue grow in efficacy by continuing to align the 2018-2019 NTI Plan components to the Consolidated School Improvement Plan (CSIP), Consolidated District Improvement Plan (CDIP), the Christian County Public Schools Strategic Plan and course standards. These are the roadmap to successful results. In addition, NTI training will be administered to principals, assistant principals, guidance counselors, FRYSC Coordinators and attendance clerks. The power to grow in efficacy is to ensure those responsible to facilitate the NTI Plan in the school community receive proper training in the criteria outlined in the NTI Plan, and are provided the opportunity to clarify. Each school has a NTI Liaison which is the school's NTI expert and trainer to faculty and staff.

- Program adjustments to improve the program for all its shareholders (students, teachers, administrators, parents, community members, etc.)

Christian County Public Schools operates a locally-controlled Career and Technical Center and a Preschool program under school district management; therefore, there is not a partnership with KCTCS or community private preschool serving all Christian County preschool students, with the exception of collaboration to register preschool students for kindergarten with Head start and private preschools and daycares.

Community Partners, such as Boys and Girls Club, Hopkinsville Community College, Murray State University, Christian County Public Library, Oak Grove Community Center, will have the opportunity to serve as a community access points where district staff members may report to service students who choose to come to the site. Considerations to discuss with these partners would include, but not limited to, hours of operation, staff assigned to community access points, student food service options, sign-in documentation for students and staff, building rules/expectations of the community partner facility.

Additionally, local media will have the opportunity to publicize and report on NTI implementation. The District will work with the Chamber of Commerce to develop a list of businesses having free wireless access where students and their parents without home service may be granted access to the internet. The facilitation of and access to internet is another area which requires discussion and agreement with CCPS and the community partner.

- Any changes related to how the district handles food service staff and costs on Non-Traditional Instruction days.

There will be no changes in the 2018-2019 NTI Plan regarding how Christian County Public Schools plans to handle food service staff and costs on Non-Traditional Instruction (NTI) Days. Food Services Employees who are able to report during inclement weather on NTI Days may be utilized for work activities under the direction of the Director of Food Service and Cafeteria Managers. In addition, those hours not worked due to inclement weather could be worked in the Summer Feeding Program prior to June 30.

A financial analysis of the deployment of NTI days has been conducted by district level staff. Currently, it is planned to continue payment for Food Service Employees from the current food service budget. In the event funds are needed in addition to the food service budget, the Finance Director will review the budget and advise an additional funding sources.

We certify this application was reviewed and approved by the Christian County Board of Education

Board of Education at a regular meeting of the Board on May 19, 2018.

_____
Superintendent

Date

_____
Local Board of Education Chair

Date

Please download this application and return the completed form, including required signatures (scan completed document as a PDF file) to beth.peterson@education.ky.gov or mail to:

Beth Peterson
KDE - Division of Innovation and Partner Engagement
300 Sower Blvd., 5th Floor
Frankfort, KY 40601

MEMORANDUM

TO: Christian County Board of Education Board Members

FROM: Melanie A. Barrett, Director of Pupil Personnel

DATE: May 18, 2017

RE: 2017-2018 Non-Traditional Instructional Program

Please review proposed 2017-2018 Non-Traditional Instructional Program for 2017-2018. The Christian County Board of Education is requested to approve the 2017-2018 NTI Plan.

Non-Traditional Instruction Program
Application for Returning Districts
2017-2018

KRS 158.070 Section 9:

Notwithstanding any other statute, each school term shall include no less than the equivalent of the student instructional year in subsection (1)(d) 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 an alternative instruction plan approved by the commissioner of education for the use of alternative methods of instruction, including virtual learning, on days when the school district is closed for health or safety reasons, on nontraditional days, or on nontraditional time. The district's plan shall demonstrate how teaching and learning in the district will not be negatively impacted. 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	Christian County Public Schools

Date	May 19, 2017

Please address the following questions completely, providing detail and data as available. Expand the text boxes as necessary.

Improvements

1. Based on experiences implementing a Non-Traditional Instruction plan in 2016-2017, What will the district change in order to improve the program for all its stakeholders (students, teachers, administrators, parents, community members, etc.) and grow in rigor and efficacy for 2017-2018?

Due to the mild 2016-2017 winter months, Christian County Public Schools incurred only one inclement weather day. Christian County Public Schools did not utilize the 2016-2017 Non-Traditional Instructional (NTI) Program; therefore, the district does not plan to submit changes to the 2017-2018 Non-Traditional Instructional Program Application. The pulse of the Christian County stakeholders, included, but not limited to, students, parents, teachers, administrators and local community members continues to support the Christian County Public Schools Non-Traditional Instructional Program. The 2016-2017 approved application will also be attached to this application if there are qu

The 2017-2018 NTI Program will include no changes. Christian County Public Schools will aspire to increase rigor by setting goals greater than just making difficult work for the students. The students will be taken to the intersection of encouragement and engagement, where they will learn to confront ideas and challenging problems. The teachers will stretch the students thinking, increase sophistication, and foster their love for deep learning. Rigor is a result of work challenging students to think in new and interesting ways. Rigor occurs when they are encouraged toward sophisticated understanding of fundamental ideas are driven by curiosity to discover what they do not know.

Christian County Public Schools NTI Program will continue grow in efficacy by continuing to align the 2017-2018 NTI Plan .components to the Consolidated School Improvement Plan (CSIP), Consolidated District Improvement Plan (CDIP), the Christian County Public Schools Strategic Plan and course standards. These are the roadmap to successful results. In addition, NTI training will be administered to principals, assistant principals, guidance counselors, FRYSC Coordinators and attendance clerks. The power to grow in efficacy is to ensure those responsible to facilitate the NTI Plan in the school community receive proper training in the criteria outlined in the NTI Plan, and are provided the opportunity to clarify. Each school has a NTI Liaison which is the school's NTI expert and trainer to faculty and staff.

Food Service Staff

2. Please indicate anything that will change for 2017-2018 related to how your district plans to handle food service staff and costs on Non-Traditional Instruction days, as the district will receive no federal food service reimbursement for these days? **AND** What funding source will be used to offset these costs?

There will be no changes in the 2017-2018 NTI Plan regarding how Christian County Public Schools plans to handle food service staff and costs on Non-Traditional Instruction (NTI) Days. Food Services Employees who are able to report during inclement weather on NTI Days may be utilized for work activities under the direction of the Director of Food Service and Cafeteria Managers. In addition, those hours not worked due to inclement weather could be worked in the Summer Feeding Program prior to June 30.

A financial analysis of the deployment of NTI days has been conducted by district level staff. Currently, it is planned to continue payment for Food Service Employees from the current food service budget. In the event funds are needed in addition to the food service budget, the Finance Director will review the budget and advise an additional funding sources.

Partners

3. Please describe any relationships your district has with educational agencies that are external to your district in which your students are in attendance in other schools part-time or full-time. (e.g. Area Technical Centers, regional schools like iLEAD and Owensboro Innovation Academy, private schools, etc.) **AND** What considerations for Non-Traditional Instruction days will need to be discussed and agreed upon between partnering institutions?

Christian County Public Schools operates a locally-controlled Career and Technical Center and a Preschool program under school district management; therefore, there is not a partnership with KCTCS or community private preschool serving all Christian County preschool students, with the exception of collaboration to register preschool students for kindergarten with Headstart and private preschools and daycares.

Community Partners, such as Boys and Girls Club, Hopkinsville Community College, Murray State University, Christian County Public Library, Oak Grove Community Center, will have the opportunity to serve as a community access points where district staff members may report to service students who choose to come to the site. Considerations to discuss with these partners would include, but not limited to, hours of operation, staff assigned to community access points, student food service options, sign-in documentation for students and staff, building rules/expectations of the community partner facility.

Additionally, local media will have the opportunity to publicize and report on NTI implementation. The District will work with the Chamber of Commerce to develop a list of businesses having free wireless access where students and their parents without home service may be granted access to the internet. The facilitation of and access to internet is another area which requires discussion and agreement with CCPS and the community partner.

We certify that this application was reviewed and approved by the _Christian County_
(school district)

Board of Education at a regular meeting of the Board on _May 18, 2017_
(date)

Mary Ann Gemmill

Superintendent   5-18-17
                                                  Date

Linda Kelly

Local Board of Education Chair   5-18-17
                                                  Date

Application Deadline: May 19, 2017
Please download this application and return the completed form, including required signatures
(scan completed document as a PDF file) to beth.peterson@education.ky.gov or mail to:

Beth Peterson
KDE - Division of Innovation and Partner Engagement
300 Sower Blvd., 5th
Frankfort, KY 40601

NON-TRADITIONAL INSTRUCTION PROGRAM APPLICATION

CHRISTIAN COUNTY PUBLIC SCHOOLS

2016-2017 School Year

Non-Traditional Instruction Program
Application for Districts New to the Program
2016-2017

KRS 158.070 Section 9:

Notwithstanding any other statute, each school term shall include no less than the equivalent of the student instructional year in subsection (1)(d) 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 an alternative instruction plan approved by the commissioner of education for the use of alternative methods of instruction, including virtual learning, on days when the school district is closed for health or safety reasons, on nontraditional days, or on nontraditional time. The district's plan shall demonstrate how teaching and learning in the district will not be negatively impacted. 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	Christian County

Date	May 2, 2016

Please complete the following questions as completely as possible. Expand the text boxes as necessary. Definitions can be found at the end of this document.

Instruction

1. How will the district deliver instruction on Non-Traditional Instruction days? If the method is digitally-based, is there a specific learning management system (Edmodo, Blackboard, etc.) that the district will use? What other digital applications and tools will be implemented? If the method is not digitally-based, please describe the instructional process.

In the Spring of 2016 CCPS survey results revealed 82% of students would have access to online assignments daily; however, 72% of respondents prefer a printed packet—whether in combination with online learning or in isolation due to limited access. Students will have the option for a printed packet even if they choose to utilize the online option. A district Non-Traditional Instructional (NTI) committee will be established and chaired by the Director of Pupil Personnel. The NTI Committee would include, but not limited to, the Director of Pupil Personnel, Director of Personnel, District Technology Coordinator, Instructional Supervisors, and teachers from K-3, 4-6, 7-8, and 9-12. The NTI Committee will prepare for, monitor, and evaluate the implementation of the NTI program.

Beginning in 2016, Christian County Public Schools launched a program to provide for greater technology integration. Each building principal selected a teacher to be trained as a Technology Integration Professional (TIP) with the purpose of providing an entry point for emerging technologies—specifically those geared for student use-- into the learning process. TIPs have the

charge of building teacher capacity within their buildings as they assist with technology integration into learning. On March 8, the TIPs were among a group of 70 teachers trained in Google Classroom. Google Classroom training will be offered to all staff at the annual CCPS Technology Exchange, a summer professional learning event that has drawn an average attendance of 602 in the last two years. 86% of CCPS teachers attend this event. Follow up training will occur on a CCPS Growth Day (release day included in the approved 2016-17 instructional calendar) in preparation for all staff being equipped to utilize the online platform.

The district is currently using several web-based programs which will be included in the NTI Day:

- *iRead* – a web-based reading program with progress monitoring, used for all students in grades K-2, that adapts to the individual learner so that each child can progress at his or her own level
- *Moby Max* – an adaptive math and reading curriculum that creates a unique, individualized education plan for each student. Moby pinpoints areas of mastery and targets areas where help is needed, so students do not waste time practicing material they have already mastered
- Edmentum *Study Island* –a program aligned to K-12 state, grade-level academic standards. Study Island combines rigorous content that is aligned to standards in math, reading, writing, science, and social studies with interactive features and games that engage students and reinforce and reward learning achievement. Study Island provides instant feedback and built-in remediation to ensure differentiated and targeted support.
- *Odysseyware* – a stand-alone learning management system (LMS) used currently for credit recovery, voluntary and involuntary alternative programs, and Home and Hospital students. The system includes curriculum and assessments for all core areas as well as most Career and Technical Education classes.
- Other resources include but is not limited to: *Khan Academy, ExploreLearning*, and *KET Encyclomedia*

In addition, the teachers will be able to monitor participation of all students by checking the log access in specific programs. Google Classroom will be utilized to communicate with students. Teachers also have the option of recording lessons and linking the recording to their webpage. All lessons will be located on the teacher's webpage. All students have a school email account and most teachers have been trained in creating a teacher webpage. Each school has a webmaster available to assist teachers with the development of webpages. Students will have access to teachers and staff during the dates schools are closed by contacting them via a student-friendly text messaging system (e.g., Remind), through email, Skype, and telephone. Computer labs will also be available upon returning to school at each school site if students wish to utilize computer labs to complete the assignments. Moreover, parents and/or students may access and print the online assignments from home. For students and families without the ability to print, students may view the assignments online and complete the assignments on standard paper.

Within three days of returning to school, students will submit the completed assignments to their homeroom teachers. At such time, the teachers will collect the work and mark students' names on a checklist as having the work completed and submitted. The teachers will submit the completed checklist to the building administrator/designee. The building administrator/designee will complete

a district checklist and submit the cumulative progress/completion rate results to the DPP within 7 days of returning. The DPP will meet with the NTI District Committee to review the district-wide progress and completion rate.

For students unable to access electronic materials and for those who request printed materials, a packet will be sent home prior to the anticipated inclement weather event. Elementary schools will send home as one complete folder with all work contained. Middle and high schools will be distributed by individual teachers during class.

2. How will the district account for all students' access to on-line resources and/or equitable instructional materials for those students who do not have access to the internet and/or devices and for students who may need to access information differently?

Students must have all assignments (on-line or pre-printed) turned in with their homeroom teacher within three (3) days of returning to school. Teachers will document the return rate of students' work by completing a checklist and submitting this to the District Committee for monthly review.

During an NTI Day, District Administrators, School Administrators, and teachers can view access logs for instructional time in Odysseyware, iREAD, and Study Island. This provides a means to monitor student time on task and completed coursework for each student. Programs allows for the tracking of time spent on and mastery of lessons.

3. What will the district do to ensure the learning on Non-Traditional Instruction days parallels the learning on regular instruction days?

Principals will ensure teachers assign work that is in alignment with district curriculum documents. Lesson plans with the accompanying print packet will be maintained for each teacher and course to document the continuity of student learning. Principals will submit a spreadsheet listing all teachers with their unique courses that documents the materials are on file at the school. The District Committee will choose three schools to randomly sample five teachers per school following an NTI Day to ensure continuity is occurring and correct recordkeeping is occurring.

4. Please explain how the district will ensure implementation of Individual Education Programs (IEP) for students with disabilities (SWD), including how the students' Admissions and Release Committees (ARC) will be involved in planning for and making decisions related to the participation and needs of SWD on Non-Traditional Instruction days.

Admissions and Release Committees (ARC) will have discussions about the best suited delivery method for students with disabilities. Special education teachers will collaborate with all instructional staff (regular education teachers, administrators) to ensure all special needs students receive appropriate accommodations with all assignments and will be available to students in the same methods as regular education teachers on an NTI Day.

5. Please explain how the district will ensure the implementation of other student specific plans, such as Program Services Plans (PSP) for students who are English learners, and the Gifted Student Service Plans (GSSP) for students who are gifted and talented.

English Language (EL) teachers will collaborate with instructional staff (regular education teachers, administrators) to ensure PSPs are being met. EL Teachers will be available to students in the same methods as regular education teachers on an NTI Day. Christian County Public Schools uses a cluster grouping method for GT students allowing for GSSPs to be met with the regularly planned instruction. District GT Staff will consult with teachers in the Fall of 2016 to ensure that there is a clear understanding of how to meet GSSPs on an NTI Day.

Documentation

6. How will information on **student** participation be gathered on Non- Traditional Instruction days?

During an NTI Day, District Administrators, School Administrators, and teachers can view access logs for instructional time in Odysseyware, iREAD, and Study Island. This provides a means to monitor student time on task and completed coursework for each student. Students must have all assignments (on-line or pre-printed) turned in with their homeroom teacher within three (3) days of returning to school. Teachers will document the return rate of students' work by completing a checklist and submitting this to the building administrator/designee. The building administrator/designee will complete a district checklist and submit the cumulative progress/completion rate results to the NTI Committee. The NTI Committee will review the checklists and calculate a return rate for completed assignments and communicate the results to stakeholders. Based upon the data analysis, the NTI Committee may refine the process.

7. How will information on **staff** participation be gathered on Non- Traditional Instruction days?

Upon reviewing several existing models available, the District will modify and utilize a Daily Response Form. The Daily Response Form will be used to monitor the amount and type of staff participation. Both classified and certified staff will complete the forms for each day they participate during an NTI day. On these days, staff will mark their role, the number of students and/or parents assisted, and maintain a detailed list of work completed (e.g., copies of emails or Remind texts, listing of student contacts, etc.). The forms will be submitted to the principals prior to submitting the DPP with each school compiling a master coversheet verification for all staff.

The Director of Personnel will compile the number of staff worked, the number of emails or texts to which they responded, the number of phone calls received, and the number of hours worked. This data will be compiled for reporting to ensure contracts are being fulfilled. Additionally, this information will be made public following each NTI break period.

8. How will evidence of learning be gathered on Non-Traditional Instruction days? (LMS reports, formative or summative assessments, projects, etc.)

Teachers will collect the material from students and use the assignments to monitor student comprehension of the common core learning objectives communicated through the assignments. Each assignment is linked to the current classroom activities students should be doing in the traditional classroom. Teachers will use the assignments as a progress tool to assess students' attainment of learning targets and standards.
The Learning Management Systems identified in this application include the ability for teachers to login and monitor student progress.

Staff

9. Please explain the professional learning plan the district will implement to ensure certified staff have the knowledge and capacity they need to provide quality blended, digital, or non-traditional instruction to students.

Beginning in 2016, Christian County Schools launched a program to provide for greater technology integration. Each building principal selected a teacher to be trained as a Technology Integration Professional (TIP) with the purpose of providing an entry point for emerging technologies—specifically those geared for student use-- into the learning process. TIPs have the charge of building teacher capacity within their buildings as they assist with technology integration into learning. On March 8, the TIPs were among a group of 70 teachers trained in Google Classroom. Google Classroom training will be offered to all staff at the annual CCPS Technology Exchange, a summer professional learning event that has drawn an average attendance of 602 in the last two years. 86% of CCPS teachers attend this event. Sessions will be offered on the Learning Management Systems identified in this application during this event to continue to build teacher knowledge in this area. Based upon data analysis of school usage reports and professional learning surveys, high school teachers will receive training in the use of Study Island. Follow up training will occur on a CCPS Growth Day (release day included in the approved 2016-17 instructional calendar) in preparation for all staff being equipped to utilize the online platforms.

10. Please describe the deployment of **certified** school staff on Non-Traditional Instruction days and describe how they will fulfill their contractual obligations on these days (access the learning management system from home, serve as facilitator at school or community access points, serve as a phone facilitator, etc.).

Certified instructional staff will access learning management systems from home and others may be deployed to community access points such as The Boys and Girls Club, The Oak Grove Community Center, Christian County Public Library, and other community hubs to facilitate student learning. Certified staff are expected to communicate and interact with students through email, Skype, text messaging systems such as Remind, etc.

Upon reviewing several existing models available, the District will modify and utilize a Daily Response Form. The Daily Response Form will be used to monitor the amount and type of staff participation. Both classified and certified staff will complete the forms for each day they participate during an NTI day. On these days, staff will mark their role, the number of students and/or parents assisted, and maintain a detailed list of work completed (e.g., copies of emails or Remind texts, listing of student contacts, etc.). The forms will be submitted to the principals prior to

submitting the Director of Personnel with each school compiling a master coversheet verification for all staff.

The Director of Personnel will compile the number of staff worked, and the number of emails or texts to which they responded, the number of phone calls received, and the number of hours worked. This data will be compiled for reporting to ensure contracts are being fulfilled. Additionally, this information will be made public following each NTI break period

Please describe the district's plan for **classified** school staff on Non-Traditional Instruction days. Describe how they will fulfill their contractual obligations on these days or indicate that how and when they will make-up these days. If food service staff is working on Non-Traditional Instruction days, please describe the district's plan to cover these costs since no federal food service reimbursement will be granted on Non-Traditional Instruction days.

Assignments for classified staff on an NTI Day will be determined by the building principal to meet the objectives of each individual school. Without jeopardizing their personal safety, classified staff may work their regular hours in their assigned buildings. Instructional Assistants may be stationed within the community at hubs such as Boys and Girls Club, Hopkinsville Community College, Murray State University, Christian County Public Library, Oak Grove Community Center, etc., to provide access points students and/or parents can visit for one-on-one assistance or pick up/print assignment packets. Each principal will maintain a sign-in sheet for classified staff working at the schools.

The Director of Personnel will monitor community access points. Classified staff not able to work during snow days will be required to make-up days at the end of the school year by participating in school-assigned professional development.

Food Service Employees who can report may be used for activities determined by the Director of Food Services and Cafeteria Managers. A financial analysis of the deployment of NTI Days has been conducted by district level staff. At the discretion of the Director of Food Service, staff who work in the summer feeding program may utilize those hours unworked due to an NTI Day for service in that program prior to June 30.

The Board was aware that the variance between the cost savings of unused food service materials and supplies and loss of ala carte and USDA reimbursement is projected to be $16,000. The Board is prepared to absorb this cost from contingency funds.

Partners and Stakeholders

11. Does your district have any reciprocal agreements with other districts? (preschool, state operated ATC, private schools, etc.) If so, what considerations for Non-Traditional Instruction days will need to be discussed and agreed upon between the partnering institutions?

We operate a locally-controlled CTC and preschool program that is completely under district management.

12. How were stakeholders (students, teachers, administrators, parents, community members, etc.) involved in the development of the district's Non-Traditional Instruction plan?

A survey was conducted by the district to determine the interest level in NTI. Results showed 77% were in favor of employing an NTI Plan for inclement weather days. Planning was initiated across all three divisions of district organizational structure: Administrative Services, Instructional Services, and Operations. An NTI Committee will be established and chaired by the Director of Pupil Personnel that includes the District Technology Coordinator, teachers from K-3, 4-6, 7-8, and 9-12, and Instructional Supervisors. The Committee will prepare for, monitor, and evaluate the implementation of the NTI program.

An information presentation on NTI was shared at the Christian County Board of Education meeting on May 5, 2016 that was covered by the *Kentucky New Era*. Additional presentations were made to the Superintendent's Advisory Committee, composed of key leaders from local government, higher education, business and industry as well as to the Christian County Chamber of Commerce Workforce and Education Development Committee. Feedback was solicited from all groups and will; be used by the district committee to inform the final development of the NTI Plan.

13. What opportunities exist for community partners to be engaged in Non-Traditional Instruction days?

Community Partners, such as Boys and Girls Club, Hopkinsville Community College, Murray State University, Christian County Public Library, Oak Grove Community Center, will have the opportunity to serve as a community access point where district staff members may report to service students who choose to come to the site. Additionally, local media will have the opportunity to publicize and report on NTI implementation. The District will work with the Chamber of Commerce to develop a list of businesses that have free wireless access where students and their parents without home service may visit.

14. How will the district relay information about Non-Traditional Instruction days to students and families? AND In what ways will the district highlight the successes in instruction and learning on Non-Traditional Instruction days? (Facebook, Twitter, district websites, local news outlets, etc.)

Christian County Public Schools will notify students and families of the use of an NTI Day through the same procedures used for school cancellation. These include Nashville areas television stations, local radio, the district website, the District Facebook Page, the Infinite Campus call system, and the district's text messaging system.

The DPP will collect information (i.e., completion rates, text requests, hotline calls, etc.) from each school. Upon review of the data with the District Committee via email, the DPP will provide a "snapshot" of the NTI days via the District website. Additionally, the District will communicate the results through local media sources, including the newspaper, social media, etc. The District Committee with periodically communicate during the winter months (i.e., January, February, March) during the implementation of NTI days. Through email correspondence, the Committee will discuss obstacles/concerns, document these for open discussion during the monthly face-to-face meetings, and formulate resolutions to combat any future challenges. Additionally, District NTI Committee Members will provide school-level snapshot data for teachers to review and initiate conversation with teachers and staff on any observed challenges in order to improve the NTI implementation process

We certify that this application was reviewed and approved by the __Christian County__

(school district)

Board of Education at a regular meeting of the Board on __May 19, 2016__.

(date)

[signature]

Superintendent Mary Ann Gemmill

5-19-16

Date

[signature]

Local Board of Education Chair Linda Keller

5-19-16

Date

Application Deadline: June 3, 2016

Please download this application and return the completed form, including required signatures (scan completed document as a PDF file) to beth.peterson@education.ky.gov or mail to:

Beth Peterson
KDE - Division of Innovation and Partner Engagement
8th Floor CPT
500 Mero St.
Frankfort, KY 40601

An Admissions and Release Committee (ARC) is a group of individuals described in 707 KAR 1:320, Section 3, that is responsible for developing, reviewing, or revising an individual education program (IEP) for a child with a disability.

Blended Learning
Blended learning is a formal education program in which a student learns: (1) at least in part through online learning, with some element of student control over time, place, path, and/or pace; (2) at least in part in a supervised brick-and-mortar location away from home; (3) and the modalities along each student's learning path within a course or subject are connected to provide an integrated learning experience. (Clayton Christianson Institute for Disruptive Innovation)

Digital Learning
Digital learning is any instructional practice that effectively uses technology to strengthen a student's learning experience. It emphasizes high-quality instruction and provides access to challenging content, feedback through formative assessment, opportunities for learning anytime and anywhere, and individualized instruction. (Alliance for Excellent Education)

Equitable Instructional Materials
Equitable instructional materials are tools used to assist in student learning of various formats that provide equal levels of content, rigor, and opportunity to all learners.

GSSP
A Gifted Student Services Plan is an educational plan that matches a formally identified gifted student's interests needs, and abilities to differentiated service options and serves as the communication vehicle between the parents and school personnel. The determination of appropriateness of level and type of services provided to a student shall be subject to continuous assessment. (Kentucky Department of Education)

IEP
An Individual Education Program (IEP) is a written statement for a child with a disability that is developed, reviewed and revised in accordance with 707 KAR 1:320.

Learning Management System (LMS)
A Learning Management System (or LMS) is a software that enables the management and delivery of learning content and resources to students. It is used to plan, implement, and assess a specific learning process. Most LMS systems are web-based to facilitate "anytime, anywhere" access to learning content and administration. (EdTech Review) Examples of a learning management system include Blackboard, Canvas, Edmodo, Moodle, Schoology, etc.

Non-Traditional Instruction Day
A Non-Traditional Instruction Day is a day in which school has been cancelled due to weather or other reasons and non-traditional instructional methods are implemented in order to maintain academic continuity and reduce student learning loss.

Non-Traditional Learning
Non-traditional learning is any process of gaining knowledge that occurs outside the traditional methods of delivery/mode, time, or setting.

PSP

A Program Services Plan is an educational plan for each student identified as having limited English proficiency. The PSP should include the following: the reasons for identification (results of the W-APT screener, and when available, the ACCESS for ELLs® annual language assessment), level of English proficiency, previous academic background and experience, cultural and language history, service delivery model/s for English language instruction, and all appropriate instructional and assessment accommodations and/or modifications. (Kentucky Department of Education)

Stakeholders

Stakeholder typically refers to anyone who is invested in the welfare and success of a school and its students, including administrators, teachers, staff members, students, parents, families, community members, local business leaders, and elected officials. Stakeholders may also be collective entities, such as local businesses, organizations, advocacy groups, committees, media outlets, and cultural institutions, in addition to organizations that represent specific groups. (Great Schools Partnership)

SWD

A student with a disability (SWD) is a child evaluated in accordance with 707 KAR 1:300, as meeting the criteria listed in the definitions in this section for autism, deaf-blindness, developmental delay, emotional-behavior disability, hearing impairment, mental disability, multiple disabilities, orthopedic impairment, other health impairment, specific learning disability, speech or language impairment, traumatic brain injury, or visual impairment which has an adverse effect on the child's educational performance and who, as a result, needs special education and related services.

APPENDIX A

Process for Non-Traditional School Day Implementation
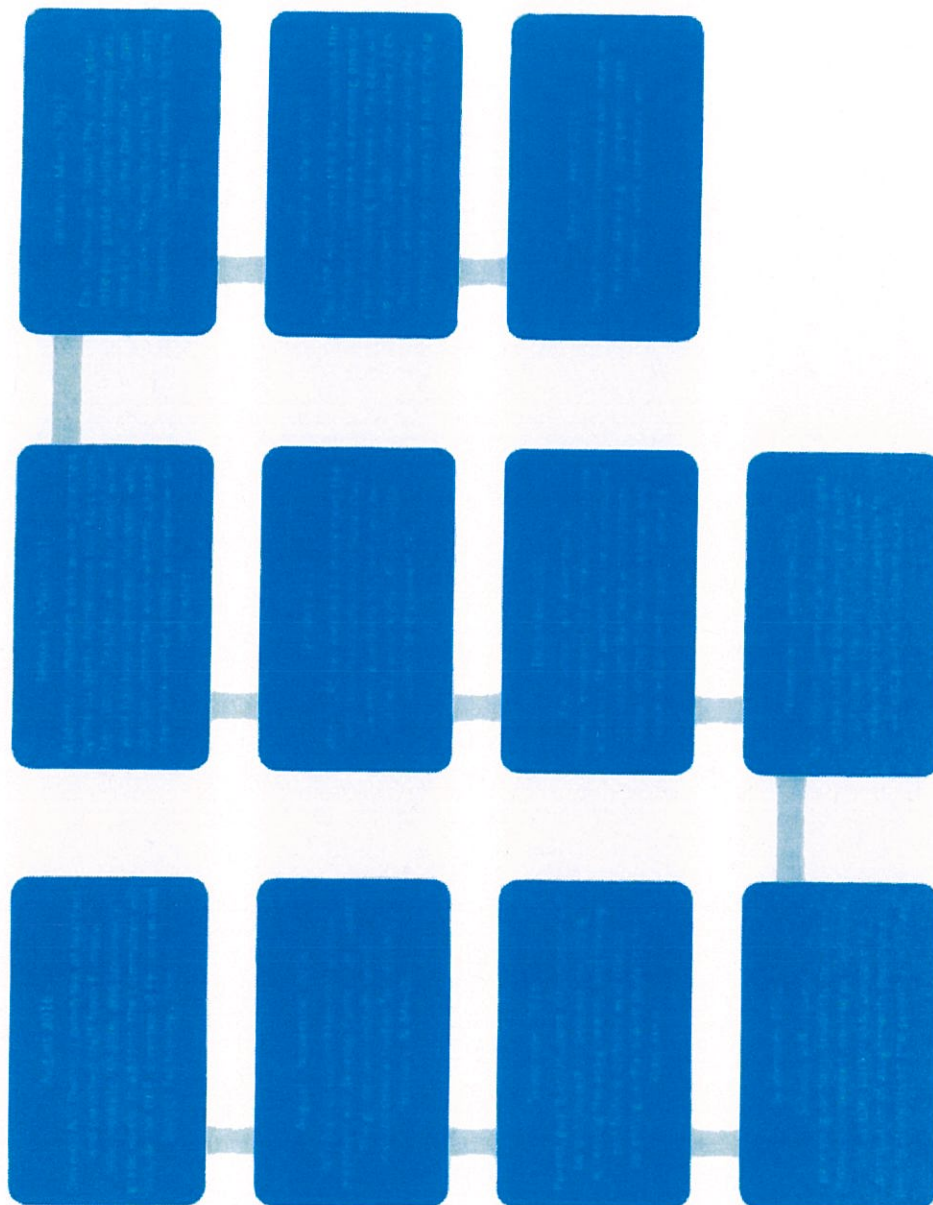
APPENDIX B

Survey Results

1. What is your role in regards to Christian County Public Schools?

		Total Responses	Percent of Total
a.	Parent/guardian of a child enrolled in the schools	109	62.29%
b.	Student	60	34.29%
c.	Community partner/member	1	0.57%
d.	Other	3	1.71%
	Total Not Answered:	7	1.14%
	Total Respondents:	173	98.86%

2. Are you in favor of Christian County Public Schools applying for Non-Traditional Instruction Days? (Snow Day Instruction)

		Total Responses	Percent of Total
a	Yes	135	77.14%
b	No	38	21.71%
	Total Not Answered:	2	1.14%
	Total Respondents:	173	98.86%

3. Would you be able to access on-line assignments on a daily basis for each day students miss due to inclement weather?

		Total Responses	Percent of Total
a.	Yes (if answer yes, skip to Question 5)	144	82.29%
b.	No (if answer no, go to Question 4)	29	16.57%
	Total Not Answered:	2	1.14%
	Total Respondents:	173	98.86%

4. What would keep you from accessing the assignments each day? (check all that apply)

		Total Responses	Percent of Total
a.	I don't have a computer at home	3	1.71%
b.	I don't have internet access where I live	10	5.71%
c.	I don't have a data plan for my phone or tablet	2	1.14%
d.	During inclement weather, we typically loose power	5	2.86%
e.	Other	32	18.29%
	Total Not Answered:	123	70.29%
	Total Respondents:	52	29.71%

5. Would you be able to download and/or print student assignments at home or work?

		Total Responses	Percent of Total
a.	Yes	116	66.29%
b.	No	21	12.00%
c.	I can access the assignments, but no printer	36	20.57%
	Total Not Answered:	2	1.14%
	Total Respondents:	173	98.86%

6. What type of device would you or your child use to access the on-line classroom and/or assignments?

		Total Responses	Percent of Total
a	Computer at home	116	66.29%
b.	Computer at a different location (neighbor, work.)	7	4.00%
c.	iPad, Kindle, or other tablet	25	14.29%
d.	Smartphone	21	12.00%
e.	Other	6	3.43%
	Total Not Answered:	0	0.00%
	Total Respondents:	175	100.00%

7. Would you prefer to have printed work sent home with the student prior to missed days?	Total Responses	Percent of Total
a. Yes	128	73.14%
b. No	47	26.86%
Total Not Answered:	0	0.00%
Total Respondents:	175	100.00%

Q1 What is your job role?

Answered: 736   Skipped: 1
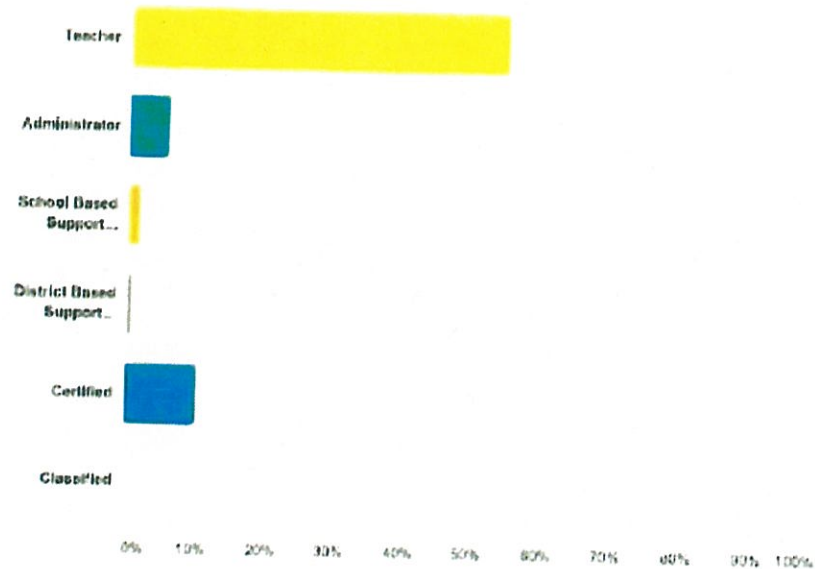
Answer Choices	Responses	
Teacher	54.62%	402
Administrator	5.57%	41
School Based Support Staff-custodians, food service staff	1.63%	12
District Based Support Staff-transportation	0.54%	4
Certified	10.17%	75
Classified	27.41%	202
Total		736

Q3 Would you be able to access the Internet in order to provide online learning/instruction for students on a Non-Traditional Instructional Day? (Inclement Weather Day)
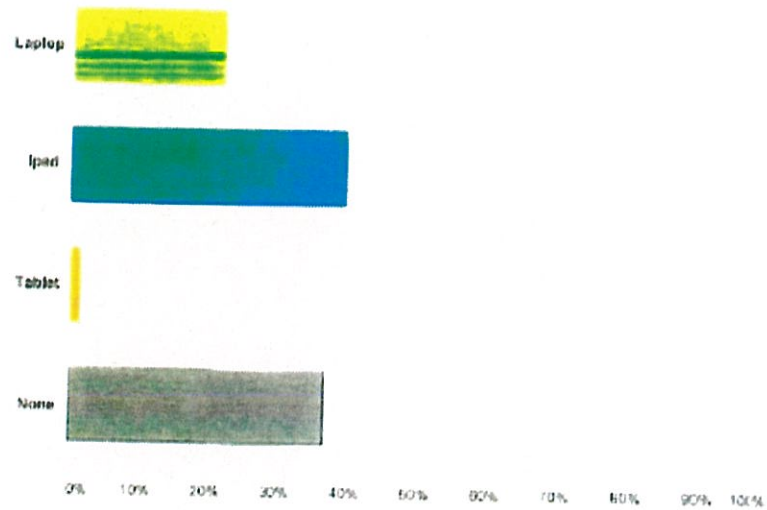
Answered: 734   Skipped: 4
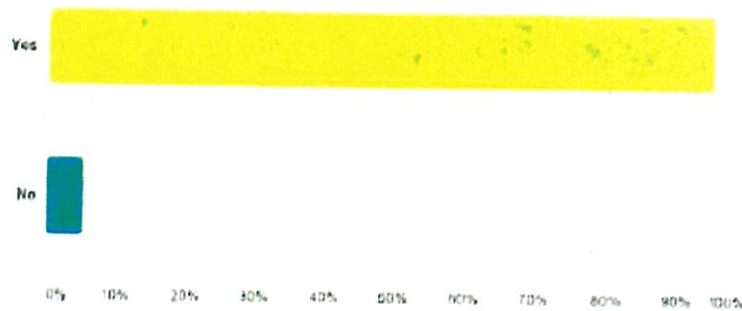
Answer Choices	Responses	
Yes	94.69%	695
No	5.31%	39
Total		734

Q4 Have you been assigned one of the following devices by your school?
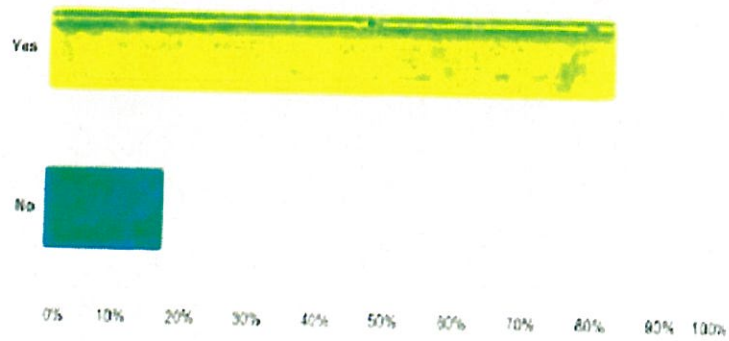
Answered: 733   Skipped: 4

Answer Choices	Responses	
Laptop	21.83%	160
Ipad	39.56%	290
Tablet	1.64%	12
None	36.97%	271
Total		733

Q5 Would you be willing or prefer to use a personal device on a Non-Traditional Instructional Day?

Answered: 731   Skipped: 7

Answer Choices	Responses	
Yes	82.63%	604
No	17.37%	127
Total		731

APPENDIX C

Daily Response Form

CERTIFIED STAFF
DAILY RESPONSE FORM

Name: _____ NTI School Date: _____

Location Service Provided: ❑ School ❑ Home ❑ Community ❑ Other: _____

Time Started: _____AM/PM   Time Ended: _____AM/PM

Begin Time	End Time	Amount of Time Spent[1]	Description of Work	Method of Communication[2]

[1] Calculate the total amount of time (in minutes) spent with each student or parent.
[2] Indicate the method of communication with students and/or parents (e.g. phone, email, text, Edmodo, etc.) Attach copies of the communication (i.e., copy of email, text screenshot, etc.) with this form upon submission to your principal for approval.

Number of Responses: _____Emails _____Texts _____Phone Calls _____Edmodo _____Other

I hereby certify that the above is a correct statement of time spent with duties performed during Non-Traditional Instructional Days.

_____   _____
Certified Staff Signature   Date

_____   _____
Principal's Signature (Approval)   Date