

## Nontraditional Instruction Program

---

### *Temporary EMERGENCY Application for 2019-2020 School Year*

---

March 2020

Please accept this submission of our district's "Temporary EMERGENCY Application" to participate in the Non-Traditional Instruction (NTI) Program for the balance of the 2019-2020 school year. By submitting this application, the district understands and agrees to the following:

- 1) The district also is making a request to waive 701 KAR 5:150 Section 2(1)(d)(e)(h), Section 2(3), Section 3, Section 6.
- 2) The district is assuring that the use of one or more NTI Days under this plan only will be utilized to address public health concerns and any decision to utilize NTI days will be made in consultation with the local health department.
- 3) The district understands that it remains subject to compliance with all other sections of 701 KAR 5:150 that are not part of this waiver request.
- 4) This application and waiver request, if approved, are only valid for the balance of the 2019-2020 school year and expire on June 30, 2020.
- 5) If the district wishes to continue use of the NTI Program in 2020-2021, it must complete the [Initial Application for NTI](#) and submit it by the deadline as described in 701 KAR 5:150 (3).

**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)(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: Jefferson County

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

---

*Instruction*

---

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

- a. The district has created a Choice Board for students at each grade level, P-12. Students will access the Board for their specific grade level from a landing page. Each grade level Choice Board contains 12 boxes, or choices, of learning activities for students.\*

Students are expected to complete at least five activities from their Choice Boards each week. Ten activities should be completed within a two week time period at a minimum.

Choice Boards will be printed and distributed to each student prior to potential closure. In addition, students will be provided a link to Choice Boards in their Digital Backpacks. A link will also be provided to students and families through various district communication means (letter, website, text alert, social media). If additional days are added to an extended closure, hard copies of new materials will be distributed at the sites where lunch is being offered.

Although our students' Digital Backpacks are a digital portfolio system rather than a learning management system, we have the ability to place information inside (i.e. the Choice Board link) that we want students to access.

\*If choices seem too difficult for students, they should substitute using activities from a previous grade level. If choices seem too easy, they should substitute using activities from a higher grade level Choice Board.

- b. The Choice Board landing page also contains a link to Clever, the portal where our school and district digital resources are housed. Here, students can access programs like Study Island that provide individualized skill practice based on each student's most recent MAP results.
    - c. Choice Boards will be provided to students both through printed hard copies and digitally in their digital backpacks. Choice Boards will also be linked on the district web page.

2. How will the district account for all students' access to online 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 are expected to complete or demonstrate a reasonable attempt for at least five of the activities on their Choice Boards in a one week time period or 10 in a two week period. Student work will be submitted upon return to school.

All students will receive printed copies. Each of the Choice Boards includes at least 10 options that do not require technology.

3. What will the district do to ensure a continuation of learning from regular student attendance days will occur on nontraditional instruction days?

Choice Board activities are based on our district Curriculum Frameworks and the Kentucky Academic Standards. At a minimum, they will provide opportunities for students to review and apply previously learned skills and content to new contexts.

---

### *Documentation*

---

4. How will information on **student participation** be gathered on nontraditional instruction days?

It is recommended that students choose at least five activities to complete within a five day period and ten within ten days. Students should submit completed Choice Board tasks to teachers on-line or when they return to school. If a student has not been able to complete the work due to extenuating circumstances, they will be given extended time upon returning to school for completion.

In addition, each student's goal should be to have at least one artifact to add to Digital Backpacks within a ten-day time period. Artifacts can be uploaded at home or when the student returns to school.

JCPS will ensure that students with disabilities have equal access to the same opportunities provided to students without disabilities, including the provision of FAPE. As part of its plan for Non-Traditional Instruction to its students on Non-Traditional Instruction days, JCPS assures that, to the greatest extent possible, each student will be provided the special education and related services identified in the student's IEP developed under IDEA. JCPS further assures that if a student does not receive IEP services, the Admissions and Release Committee (ARC) shall make an individual determination to decide whether the student requires compensatory education to provide services that were not provided in accordance with the IEP. The ARC may meet by teleconference or other means.

5. How will information on **staff participation** be gathered on nontraditional instruction days?

Teachers will provide documentation of the work completed each day. This documentation will be submitted electronically. If there is an employee without internet access, they may submit the paperwork through the US Mail or other means of delivering the paper copies. This documentation will be used for payroll documentation purposes.

Emergency Application

We certify that this application was reviewed and approved by

Jefferson County Public Schools

*School District*

the Board of Education at a regular meeting of the board on

*[Date]*

*mae.*

*Superintendent*

*3/13/20*

*Date*

*Local Board of Education Chair*

*Date*

Completed applications should be submitted to **Steven** via email at [steven.kissinger@education.ky.gov](mailto:steven.kissinger@education.ky.gov).

If you have any questions, please contact **David Cook** via email at [david.cook@education.ky.gov](mailto:david.cook@education.ky.gov).