

Nontraditional Instruction Program

Initial Application

Revised October 2018

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:

Simpson County

School Year:

2020-2021

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 digital applications and tools will be implemented?
 - If the method is not digitally-based, please describe the instructional process.

Simpson County Schools plans to use a combination of digital and hard copy materials. We have access to multiple online learning resources both district-paid and free. These digital tools include but are not limited to Edgenuity, Khan Academy, Stemscopes, Flocabulary, Read 180, Successmaker, Systems 44, IXL, and Accelerated Reader. Several teachers will also create video lessons for their students too.

All teachers have been trained using Google Classroom and many Google tools to manage, implement and enhance digital learning. We are utilizing the LMS platform Schoology. In addition, many teachers use a variety of social media tools and apps to communicate and share with students, parents, and the community.

Instructional materials will be gathered based on teacher input and organized by the District Teaching and Learning Team. The daily assignments will be posted on the Simpson County School District Website for parents and students to access.

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?

Alternative educational options will be made available for all students to accommodate those families without internet access. Hard copies of educational materials will be available for all classes. The learning activities will reflect a typical school day in regards to learning targets for the content and skills addressed. At each grade level, each packet will contain a minimum of four instructional activities and a balanced, comprehensive curriculum. Assignments will be coordinated to ensure the work can be completed in an equivalent amount of time for a normal school day. Students will be given seven additional days to complete the work.

Students that do not have a computer to access digital programming will be given one by the district to use during the NTI period.

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

The District Teaching and Learning Staff along with teachers will be involved in the planning, development and implementation of NTI days. Curriculum maps and pacing guides will be followed when creating NTI lessons. Instruction for NTI days will be based on reviewing essential skills already covered in classrooms. However, in the circumstance of an extended NTI period new content will slowly be introduced to students with full teacher support. Special education teachers will work with their regular education partners in planning for NTI work for their students based on their IEP goals. During NTI days, teachers will log contact with each student to ensure they are making academic progress.

4. Please explain how the district will ensure implementation of Individual Education Programs for students with disabilities, including how the students' Admissions and Release Committees will be involved in planning for and making decisions related to the participation and needs of students with disabilities on nontraditional instruction days.

Simpson County Schools will continue to provide educational opportunities to students with disabilities to ensure they have equal access to the same opportunities including the provision of FAPE as the general student population during school closure. The district will ensure, to the greatest extent possible, each student with a disability will be provided special education services, accommodations and modifications that are identified in the student's Individual Education Plan. Each Admission and Release Committee will meet annually to discuss non-instructional school days and how to meet the individual student's academic and behavior needs. Specially Designed Instruction for each of the goals will be discussed and explained how they can be delivered with the support of the special education teacher through alternate means. NTI work packets, online services, etc. will be modified to meet the student's goal that is addressed in the IEP. Special Education and Related Service Teachers will contact the students to offer SDI on the days that school is not in session. Progress Monitoring will be analyzed to ensure each student is able to maintain and/or make growth. ARC's will be held to discuss whether the student needs compensatory services due to the impact of the closure.

5. Please explain how the district will ensure the implementation of other student-specific plans, including Program Services Plans for English Learners, 504 Plans, and the Gifted Student Service Plans for students who are gifted and talented.

District and school staff responsible for ELL and GT will plan, develop and implement NTI materials to ensure students are receiving proper services, just like a normal school day. ELL resource teachers will be expected to support ELL students on the NTI days and keep a log of contacts. GT teacher leads at each school will work with teachers to ensure GT service plans are addressed in the NTI plans. We have a number of digital resources to provide appropriate instruction for both groups that may be accessed on NTI days. District staff and principals will monitor effective implementation.

Documentation

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

Using Google, we will create a platform for schools to submit their completion data to the district to ensure the expected completion rates. These rates shall meet or exceed a traditional instructional day. Teachers will be checking student progress on work based on completion. Student contacts will be logged by teachers using Infinite Campus via a NTI Contact Tab. Central Office Administrators will be monitoring the student participation contact log by using an Ad Hoc Report from IC. A sample of student work for each NTI day will be filed at the Central Office.

Teachers may also use Google Classroom or Schoology for NTI, which can be accessed by their principals, to stay in contact with students. Students will be asked to return their instructional assignment within seven days of the NTI absence. Students completing digital assignments will submit their work virtually.

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

Staff will keep contact logs during the NTI period. Teachers will be available by phone or email. Daily, teachers will keep a log of student contacts in Infinite Campus. These contact logs will be reviewed by the District Teaching and Learning Staff, Central Office Administrators as well as the school principal. At the end of each NTI period, staff will submit a summary report of their activities to their principal. The District will maintain a NTI Workload Spreadsheet. All employees are expected to document their day on the Google spreadsheet. That information is directly shared with the administration and district office staff. Teacher absences will be monitored using AESOP.

8. How will evidence of learning be gathered on nontraditional instruction days? For example, evidence may include LMS reports, formative or summative assessments, projects, etc.

Students' work will be evaluated in the same manner as with a regular school day including quality feedback. Follow up will be expected to ensure learning through formative and/or summative measures. The expected performance level shall meet or exceed a traditional instructional day. Grades will be provided for students and parents to view in Infinite Campus.

Principals will be expected to monitor instruction, just like with regular school days. They will review student work samples and assessments to monitor progression of standards. The District Leadership Team will review student work samples and assessments through physical work completion and online work submission.

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 nontraditional instruction to students.

District Teaching and Learning Team will facilitate opportunities for teachers to create, edit and/or modify NTI plans. Each school site along with the District will provide a professional learning plan for all teachers. This plan will be created in coordination with teachers and administrators. The professional learning plan will continue growth in teachers. These trainings shall include but not limited to Infinite Campus Training, Schoology, Newsela, Google and other instructional programs.

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

All teachers have access to Google Classroom, Schoology and many digital platforms for learning. On NTI days, each teacher will be available for students to contact through a variety of modes – email, messaging, Google Hangouts, and various social media apps. They will be available throughout normal school hours of 8:00 AM – 3:00 PM. Each teacher will be expected to make contact with their students and keep a contact log. Other certified staff work responsibilities will be monitored by their supervisor to ensure accountability to our students, schools and district. In our Instructional Leadership Team meetings, we will work with principals and curriculum specialists to develop the specific plans of accountability for teachers.

Each principal will log hours missed by any certified staff for those unable to attend work on NTI days. Each school will submit an individualized work plan for staff needing to make up hours. These hours will be designed for maximum benefit of the schools and students.

11. Please describe the district's plan for **classified** school staff on nontraditional 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 nontraditional instruction days, please describe the district's plan to cover these costs since no federal food service reimbursement will be granted on nontraditional instruction days.

Classified staff who are able to assist certified teachers remotely will be encouraged to do so. Classified staff may participate in training during NTI days. These staff members will also help the food service department with the preparation and distribution of meals. Classified staff who are unable to fulfill their physical duties during the NTI days will be allowed to make up the time by completing tasks related to their responsibilities.

Partners and Shareholders

12. Please describe any relationships your district has with educational agencies that are external to your district in which your students attend on a part-time or full-time basis (e.g. Area Technical Centers, regional schools such as iLEAD and Owensboro Innovation Academy, private schools, etc.). What considerations for nontraditional instruction days will need to be discussed and agreed upon between partnering institutions?

Locally, SKYCTC will continue to support high school students through classes during NTI period. Our Career and Technical Services are housed locally in our high school and will continue to provide instruction to our students. Wifi Support will be provided through various internet companies to help students access digital content.

13. How were shareholders (i.e. students, teachers, administrators, parents, community members, etc.) involved in the development of the district's nontraditional instruction plan?

Teachers and staff have input on instructional materials during NTI days. There is a systematic approach for materials that students will be assigned to complete. Teams of teachers will gather materials along with consultation from their Curriculum, Instruction and Assessment Specialist. The work will then be reviewed by the District Teaching and Learning Team to ensure the continuation of learning for students.

- 14.** What opportunities exist for community partners to be engaged in nontraditional instruction days?

The Simpson County Boys and Girls club will assist with providing lunches for students during NTI days. Also, the Simpson County Goodnight Library will help provide books and resources along with internet access to families during the NTI closure. The Simpson County Historical Society will be a resource for historical materials along with virtual field trip opportunities.

- 15.** How will the district relay information about nontraditional instruction days to students and families? For example, information may be communicated through Facebook, Twitter, district websites, local news outlets, etc.
- In what ways will the district highlight the successes in instruction and learning on nontraditional instruction days?

We will use a variety of communication strategies to inform our community about our NTI plan, including our website, thrillshare communication app(e-mail, call and text messaging), Facebook Live, Facebook page, Twitter... We plan to have written resources explaining the details of the plan. Additionally, we have a productive partnership with our local media partners including the newspaper and radio station, which will be used to disseminate NTI program information. We will leverage local organizations such as school PTO's and civic groups to share the plan. In regards to highlighting success stories, we will "tell our own story" via social media and emails to and about faculty and staff.

**We certify that this application was reviewed
and approved by the**

(School District)

Simpson County

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

May 28, 2020

(Date)

Superintendent

Date

Local Board of Education
Chair

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.

**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.**