



## 2020-21 Phase Four: Continuation of Learning Plan for Districts\_08282020\_09:29

2020-21 Phase Four: Continuation of Learning Plan for Districts

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## 2020-21 Phase Four: Continuation of Learning Plan for Districts

The purpose of this diagnostic is to support the district in designing and implementing a plan for a continuation of learning during times when nontraditional instruction may need to be implemented in order to prevent a loss of learning. The basis of the continuation of learning plan comes from [KRS 158.070\(9\)](#) and [701 KAR 5:150](#), which state the following:

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.*

701 KAR 5:150, Section 1(5):

*"Nontraditional instruction plan" means the strategy approved by the commissioner and implemented by a local school district to ensure instruction on nontraditional instruction days is a continuation of learning that is occurring on regular student attendance days as required by KRS 158.070(9).*

Based on the most critical areas for improvement identified in the completed needs assessment per [703 KAR 5:225](#), Section 3(2)(b), what are the district's plans for implementing nontraditional instruction to provide a continuation of learning during times (both short-term and long-term) when in-person instruction may not be feasible and to support continuous improvement?

To seek the Commissioner's approval, pursuant to KRS 158.070 and 701 KAR 5:150, for the district's nontraditional instruction plan providing for a continuation of learning, please complete the following:

1. Please provide an overview of the districts vision for ensuring a continuation of learning when implementing nontraditional instruction.

Todd County Schools will be utilizing the Google Classroom platform for a continuation of learning when in-person learning is not possible. Other resources will include Edgenuity, IXL, Renaissance Freckle, Reading Eggs, Mathseeds, additional software applications aligned to Kentucky Academic Standards and teacher created materials. In the event a student does not have access to the Internet or cannot complete work electronically, paper packets will be provided based upon individual requests. Curriculum supervisors will continue to work with

staff to ensure lessons are appropriate and innovative. Teachers use Google Classroom to offer online access and modification to assignments. Additional time is provided to our special education students to ensure modifications and adequate time for completion of assignments. District personnel will continue to build relationships with community members to increase student access to technology and Internet. A new agreement with Hopkinsville Electric System - EnergyNet Internet Services, hopes to provide greater access district-wide to reliable Internet services. Todd County Schools is also part of the T-Mobile Project 10 Million, allowing a continuation of services for students and families utilizing the mi-fi devices. The T-Mobile Project 10 Million provides eligible school districts internet access and mobile hotspots for 10 million eligible households, offering school districts low-cost options to increased monthly data plans to provide connectivity to our students. Our classified staff and transportation workers receive additional safety training through on-line modules during their make-up times. Food service staff continues to provide meals through waivers to the National School Lunch Program Reciprocal agreements are in place with Murray State University, Western Kentucky University, and Hopkinsville Community College to provide dual credit services for our students. Dual Credit instructor will work with students to ensure students have access to dual credit assignments during NTI days and instruction continues as scheduled for students enrolled in dual credit classes. Todd County School District has a reciprocal agreement with Logan County Area Technology Center (LCATC). Logan County School District, Russellville Independent Schools, and Franklin Simpson County School District, and Todd County School District transport students to LCATC; therefore, LCATC accommodates attendance and provides modified assignments for days missed for Non-Traditional Instruction days.

#### 2.a. How will instruction be delivered when in-person instruction is not feasible?

All schools are using Google Classroom for curriculum assignments and Google Meet to communicate with students and parents directly. K12 Intouch All Call system and Remind are being used to communicate on the district and school level, along with teachers reaching individual groups or classes. Todd County has Chromebook devices assigned to each student, providing 1:1 access to our students. In the primary grades, students will be issued a device to use at home for virtual instruction in the event of anticipated closures. Teachers are using consistent platforms (Google Classroom) to deliver instruction, so transition to virtual instruction and learning can continue in a home setting, much like it looks in the classroom. Our students have a variety of online programs they use in person and virtually to offer practice skills in reading and math independently. Teachers also facilitate Google Meet during the day for the instructional piece for students as well. Upper Elementary, Middle School, and High School - Instruction will be delivered

virtually through Google Classroom and Google Meet. Students attend Google Meet on a daily schedule to receive instructions from teachers. Teachers utilize a variety of software platforms to help deliver instruction to students, providing opportunities for lesson assignment, independent practice and remediation opportunities.

2.a.i. Does your district utilize a learning management system to make instructional design more adaptable?

Yes, Todd County Schools uses Google Workspace for Education Fundamentals, a suite of easy-to-use tools that provide a flexible and secure foundation for learning, collaboration, and communication to all students. Google Meet engages students directly within Classroom to provide clear guidance for doing their best work. Google Meet enables an inclusive learning environment with individual accessibility settings that fit each student's unique learning style.

2.a.ii. What are your delivery options for students with limited internet access (i.e. digital off-line) or who are off-line (i.e. paper)?

District personnel will continue to build relationships with community members to increase student access to technology and Internet. A new agreement with Hopkinsville Electric System - EnergyNet Internet Services, hopes to provide greater access district-wide to reliable Internet services. Todd County Schools is also part of the T-Mobile Project 10 Million, allowing a continuation of services for students and families utilizing the mi-fi devices. The T-Mobile Project 10 Million provides eligible school districts internet access and mobile hotspots for households, offering school districts low-cost options to increased monthly data plans to provide connectivity to our students. 205 households have been issued mi-fi devices during the 2020-2021 school year. Family Resource and Youth Service Centers (FRYSC) and Community Education partnerships assist with distribution of mi-fi devices and services, and assist families with the financial hardships associated with home Internet service. Local community donations also assist families with financial hardships associated with home Internet services. In the event a student does not have access to the Internet or cannot complete work electronically, paper packets will be provided based upon individual requests. Teachers also reach out through home visits, phone calls, and meetings on school grounds to assist students and ensure access to instruction.

2.b. What will the district do to ensure a continuation of learning will occur when in-person instruction is not feasible and nontraditional instruction is implemented?

Todd County School District developed a district re-opening plan that details instruction and operations in the event of extended lapses in in-person learning. The plan follows the Kentucky Public Health Department Healthy at School and Healthy at Home guidelines. Procedures in place to track daily student and teacher participation. Staff will continue to utilize all available tools to reach students. Google Meet, Google Classroom with available offline work, mi-fi hotspots, home visits, and phone calls. Extended School Services are available on return to school to ensure students have opportunities for remediation and intervention.

2.c. How, if at all, will the district ensure a continuation of learning occurs for those students utilizing, for any reason, nontraditional instruction during time periods when the district may be offering and providing in-person instruction to other students?

For the 2020-21 school year, parents have been provided opportunities based on family needs and current pandemic state, to utilize virtual or in person instruction. Todd County Schools is utilizing the Google Classroom platform for a continuation of learning when in-person learning is not possible. Other resources will include Edgenuity, IXL, Renaissance Freckle, Reading Eggs, Mathseeds, additional software applications aligned to Kentucky Academic Standards and teacher created materials. The virtual expectations are contained in a contract that both students and parents sign. Procedures in place to track daily student and teacher participation. Student instructional progress is consistently monitored, along with daily contact with students are receiving a continuation of learning that mirrors the in-person experience.

2.d. How will the district ensure a continuation of learning for students with Individual Education Plans (IEPs) when in-person instruction is not feasible? Please also address how the Admissions and Release Committee (ARC) will be involved for students with IEPs.

Admissions and Release Committees (ARC) develop contingency plans for each student with an Individual Education Plan (IEP). These documents support individualized student planning for the delivery of special education and related services through continuous learning instruction during virtual learning or Non-Traditional Instruction. The contingency plan is not intended to replace a student's IEP, but rather to document individual ARC decisions for special education services during school facility closure (NTI) or virtual instruction. Each contingency plan specifically documents how the ARC determines specially designed instruction, accommodations, related services, and progress monitoring will be implemented in the event of NTI or virtual learning. Documentation of actual services provided is maintained by each student's case manager.

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2.e. Please describe additional efforts necessary to ensure a continuation of learning for other special populations of students, including, for example, English Language Learners with a Program Services Plan (PSP), students with a Gifted Student Services Plan (GSSP), and students placed in alternative education programs served by the district.

The GT/Primary Talent Pool teacher will have a Google Classroom for each of her groups of students (PTP and gifted) where daily assignments, activities and newsletters for students are posted and provided. Students with a PSP will have a Spanish speaking liaison working with them who will check on them daily and works with teachers to make modifications to their work as outlined in their individual PSP plans. Students with a 504 plan will be monitored by the special ed director and their teachers and modifications made to lessons as outlined in their 504 plans. Admissions and Release Committees (ARC) develop contingency plans for each student with an Individual Education Plan (IEP). These documents support individualized student planning for the delivery of special education and related services through continuous learning instruction during virtual learning or Non-Traditional Instruction. The contingency plan is not intended to replace a student's IEP, but rather to document individual ARC decisions for special education services during school facility closure (NTI) or virtual instruction. Each contingency plan specifically documents how the ARC determines specially designed instruction, accommodations, related services, and progress monitoring will be implemented in the event of NTI or virtual learning. Documentation of actual services provided is maintained by each student's case manager. Students in alternative placements or Credit Recovery have a dedicated teacher to check on them daily and to monitor their academics. Todd County Schools will be utilizing the Google Classroom platform for a continuation of learning when in-person learning is not possible. Other resources will include Edgenuity, IXL, additional software applications aligned to Kentucky Academic Standards and teacher created materials.

2.f. How has the district coordinated with other educational entities (e.g. area technology centers, community colleges, other dual credit providers, regional schools, etc.) to ensure a continuation of learning?

Reciprocal agreements are in place with Murray State University, Western Kentucky University, and Hopkinsville Community College to provide dual credit services for our students. Dual Credit instructor will work with students to ensure students have access to dual credit assignments during NTI days and instruction continues as scheduled for students enrolled in dual credit classes. Todd County School District has a reciprocal agreement with Logan County Area Technology Center (LCATC). Logan County School District, Russellville Independent Schools, and Franklin Simpson County School District, and Todd County School District transport students

to LCATC; therefore, LCATC accommodates attendance and provides modified assignments for days missed for Non-Traditional Instruction days.

2.g. Please describe how teachers will instruct, support, and communicate with students when in-person instruction is not feasible in order to ensure academic progress as well as promote social and emotional wellbeing.

As a district, we work to keep continual and open communication with students and parents. Teachers conduct daily Google Meet, post assignments and announcements in Google Classroom, and use email, phone calls, and home visits to communicate with students and parents. Infinite Campus, progress reports, and parent teacher meetings (both virtual and in person) keep students and parents apprised of grades, missing assignments, and academic progress. Mental Health Coordinators are provided to assist each school and teachers with dedicated opportunities for social and emotional well being. Resources are provided for mental health monthly to all students and parents, through newsletters and daily brain breaks. Access to mental health coordinators is provided to all students, and resources are provided to parents K-5 and 6-12.

2.h. Please describe what professional learning activities the district will provide certified staff to ensure they have the skills necessary to provide a continuation of learning when in-person instruction is not feasible and nontraditional instruction is implemented.

Students' attitudes and dispositions are influenced to a great degree by the support they receive from families and teachers and by the role models they are exposed to. Different forms of support from families and teachers, including parental emotional support and teacher enthusiasm, are important for the development of positive attitudes towards learning and can ensure that students acquire the attitudes and dispositions that can maximize their ability to make the most of online learning opportunities. Todd County School District has worked to support teachers by building digital skills, curricular guidelines, and support students through intellectual, social and emotional supports. Parental engagement with parents, which has always been an important factor for student success, has become more important with the COVID-19 pandemic. Parental engagement supports teacher's ability to incorporate technology effectively into their teaching practices, and help students overcome difficulties that are associated with the online learning environment. Todd County School District has worked to support teachers by building digital skills, curricular guidelines, and support students through intellectual, social and emotional supports. 1913 Chromebook devices have been deployed to each student, Preschool through 12th grade throughout the district, supported by a core technology staff. The Technology Department provides



leadership regarding the implementation of the district's technology plan relative to infrastructure, networking, the Internet, telephony, administrative systems, student systems, future technologies and equipment repair and support. Four support staff, including 1 Chief Information Officer, 2 Instructional Computer Technicians, and 1 Computer Technician/Digital Learning Coach. Teachers are provided professional development on Google Classroom, Google Teacher Certification, training on all software programs including Edgenuity, Aristotle K12, Reading Eggs, Mathseeds, Google Meet, and Teams. Intensive training through the Literacy Design Collaborative (LDC) curriculum will begin in 2021. The LDC curriculum is created to be thoughtfully implemented through either in-person or virtual classroom instruction and is built on a collection of rich, diverse readings by renowned, award-winning authors and disciplinary experts.

2.i. Please describe the deployment of all staff when in-person instruction is not feasible and nontraditional instruction is implemented. This response should include all certified staff, especially teachers, and all classified staff. What duties will staff perform to ensure contractual obligations are met?

When in person instruction is not available, all staff still report to school on campus during regular work hours. All certified teachers have specific students assigned to their classrooms so they continue instruction with them utilizing Google Classroom, Google Meet, and online learning platforms. Classified instructional staff are assigned specific students to work with and provide interventions. Kindergarten and Preschool instructional assistants are assigned to work with PreK and K students within their classrooms, special education assistants work with students on assigned caseloads, and intervention staff continue to work with assigned student groups. Secretarial staff continue to reach out to students, assist with student attendance and participation check ins, and following up with students and families who fail to participate in the initial daily instruction. All staff have students they work with specifically in this model and continue that work when they are virtual. Contact with students is conducted through the online platforms and over the phone. We do have some students who come on campus when they can be socially distanced and work with teachers and aides for remediation, targeted support, and interventions. All other classified staff report to the building and continue with their job duties assigned to them. i.e. bookkeeper, secretary, guidance secretary etc. Others classified staff and support staff, such as cafeteria staff, custodians, maintenance, and bus drivers will have schedule devised by their immediate supervisor to prepare food, ensure food delivery, clean and maintain facilities, etc. To ensure bus driver contracts are met, transportation contracts are fulfilled with during after school Extended School Services (ESS). All employees, both certified

and classified, will meet contractual obligations in an equitable manner when there is a disruption to regular schedules and in-person learning.

2.j. Describe established partnerships with other community agencies that will increase opportunities for a continuation of learning when in-person instruction is not feasible and nontraditional instruction is implemented.

Family Resource and Youth Service Centers (FRYSC) and Community Education partnerships assist with distribution of mi-fi devices and services, and assist families with the financial hardships associated with home Internet service. Local community donations also assist families with financial hardships associated with home Internet services. Local businesses and churches also provide access to Internet. Local food pantries, food banks and churches assist families with food needs and other agencies offer assistance with heating, utilities, and other needs families may encounter. The Todd County Extension Services offers educational services and take home kits for students and families, along with virtual opportunities for student and adult classes.

2.k. What is the district's communication plan for parents, students, and community members when in-person instruction is not feasible and nontraditional instruction is implemented?

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

3. How does the above nontraditional instruction plan providing for a continuation of learning relate to district goals?

Todd County School District is dedicated to providing services efficiently and effectively, giving the district the resources necessary to excel. The mission of the Todd County School system is Teaching, Caring, and Serving: Teaching all students from a rigorous and aligned curriculum; Caring by building positive mentoring relationships with all students; Serving by using varied, research-based instructional strategies that make learning relevant to the needs of our students and the community. The district's goals revolve around ensuring all students are academically prepared for the next grade level and for transition after high school,

as well as being healthy socially and emotionally. Ensuring quality instruction occurs, even when in-person learning is not possible is a priority. Working to have seamless instruction, continuing to focus on standards mastery, and being intentional to meet individual student needs, helps us to keep students engaged while preparing them for their future. Our plan of offering internet accessibility, meeting virtually with students, providing transportation for intentional small groups, and assigning mentors/check in systems help us as educators to reach and teach our students.

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# Attachment Summary

Attachment Name	Description	Associated Item(s)
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