



2023-2024 Phase Four: Non-Traditional Instruction Continuation of Learning Plan for Districts (Implemented 2024-25 School Year)\_02222024\_16:39

2023-2024 Phase Four: Non-Traditional Instruction Continuation of Learning Plan for Districts (Implemented 2024-25 School Year)

**Allen County**  
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570 Oliver St  
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## 2023-24 Phase Four: Non-Traditional Instruction Continuation of Learning Plan for Districts (Implemented 2024-25 School Year)

The purpose of this diagnostic is to support the district in designing and implementing a plan for a continuation of learning during times when non-traditional 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 non-traditional 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 non-traditional 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):

*“non-traditional instruction plan” means the strategy approved by the commissioner and implemented by a local school district to ensure instruction on non-traditional 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 non-traditional 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?

### **District Assurances for Continuation of Learning Plan:**

The District assures:

1. Instruction on days designated as Non-Traditional Instruction (NTI) Days when the school

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district is closed to in-person instruction will be a continuation of the learning occurring on in-person student attendance days.

2. It utilizes a learning management system to make instructional design more adaptable for NTI Days.
3. It's primary delivery method on NTI days shall be digital. The district further assures that it will make every effort to ensure all students have both access to a device and to the internet.
4. Agreements have been reached with other educational entities that service the district's students (i.e. area technology centers, other dual credit institutions, regional schools) to ensure that the district's students are not penalized when the district uses an NTI day.
5. The district will continue instruction, support and communication with all students on NTI days to ensure academic progress as well as social and emotional well-being are not negatively impacted on NTI days.
6. All teachers have received adequate professional learning to ensure they are prepared to facilitate instruction on NTI days.
7. All staff will follow their normal work schedules on NTI days.
8. Agreements have been reached with community partners (i.e. libraries, community centers, churches) to enhance delivery of services on NTI days.
9. Participation will be recorded for all students on NTI days.
10. Has a written plan in place to communicate information related to NTI days.

Please enter the name of the district superintendent and date below to certify.

Travis Hamby

February 22,2024

1. What is the district's plan to ensure a continuation of learning will occur when in-person instruction is not feasible and non-traditional instruction is implemented?

Allen County Schools have established a comprehensive systems to facilitate uninterrupted instruction during non-traditional instruction (NTI) days. Our district is 1:1 with technology, ensuring each student possesses a school-assigned Chromebook, with additional support provided to families lacking internet connectivity. Ongoing training in utilizing Google Edu Tools has been provided to both educators and students, mandating the creation of Google Classrooms by teachers for the dissemination of assignments on NTI days. Student submissions are likewise conducted through this platform. Regular utilization of Google Classroom is required for all Allen County educators. Each building has instructional coaches as well as district math and literacy coaches, all of whom can coach teachers on developing online lessons as well as facilitating synchronous online meetings. Training sessions are provided for any staff who wants to learn online facilitation strategies and the logistics of hosting a Zoom or Google Meet room.

The overarching objective is to ensure equitable access to high-quality instruction, whether within the walls of traditional classrooms or from a digital space each day. Furthermore, educators are mandated to conduct virtual meetings and check-ins

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With students during NTI days, adhering to a strategic school determined schedule that delineates virtual class meetings. Attendance is recorded through Infinite Campus, with non-participating students identified for intervention. Administrative personnel, instructional assistants, Family Resource and Youth Services Centers (FRYSC), and other relevant stakeholders are mobilized to engage absent students, ensuring they are adequately supported and briefed on attendance expectations.

2. How will the district ensure a continuation of learning on non-traditional instruction days 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.

The district ensures all schools provide an NTI school schedule to students and families through Parent Square, creating clarity around where each student will be within the digital space at any given time throughout the NTI day for communication purposes. This allows both the ECE and general ed teachers to provide needed supports to each ECE student. Principals ensure ECE teachers have clarity on their daily NTI support schedule. During NTI periods, all educators will maintain the provision of tailored instruction to students under Individualized Education Plans (IEPs). Each student with an IEP is equipped with a Chromebook and are supported by their ECE teacher. All ECE teachers provide support as they would through a typical school day, supporting all students on their caseload, co-teaching and providing additional supports as needed. Both students and their families receive comprehensive schedules outlining class times and support services. The Admission and Release Committee (ARC) upholds identical roles and obligations for students with IEPs during NTI as they do in traditional, in-person instruction settings. Since March 2020, we have introduced the option of virtual ARC meetings, a measure that has demonstrated significant efficacy. This option will persist throughout the 2024-2025 school year, owing to its proven success.

3. How will the district ensure a continuation of learning on non-traditional instruction days 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?

During NTI, all our specialized student populations will receive virtual support. Our English Language Learner (ELL) support team, Gifted and Talented teachers, and other staff members have dedicated Google Classrooms accessible to students with service plans. Alongside regular classroom sessions, there are scheduled virtual meetings for students to connect with teachers and support staff throughout each NTI day. Teachers and support personnel are also reachable via Google Meet or phone for inquiries and additional assistance. Assignments and projects will be posted in Google Classroom, where students can submit work, ask questions, or seek further help. Our support team and Family Resource Youth Service Centers

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(PRYSC) are proactive in reaching out to students who are absent during NTI,  
utilizing calls and home visits when necessary.

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4. How does the above non-traditional instruction plan providing for a continuation of learning relate to district goals?

Our CDIP goals are a priority during all instructional days as well as our district vision, mission and core values. These principles remain consistent even during periods of NTI. Across the district, the expectation is for teachers to actively engage students in meaningful and authentic learning experiences when traditional schooling cannot take place. Our teachers design a variety of learning experiences even within the digital space. A distinction exists between schooling and learning, with learning being possible at any time and in any place. In Allen County Schools, our focus is on teaching and facilitating learning. Our district's objectives include enhancing engagement with course material, fostering meaningful and authentic learning experiences, and leveraging data to inform instructional strategies. Our teachers use collaboration, project-based learning structures, choice boards, discussion strategies, workshop model and more to provide online instruction, each offering a combination of synchronous opportunities for instruction as well as asynchronous to support our students during NTI.

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# Attachment Summary

Attachment Name	Description	Associated Item(s)
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