Hickman County Continuation of Learning Plan

Application Date of 4/28/2026

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 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.

District: **Hickman County** School Year: **2026-2027**

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

Instruction

1. ***How will the district deliver instruction during the Continuation of Learning Plan? • 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?***

Hickman County Schools will continue to focus on communication with all stake-holders during planning and implementation of the. The district will continue to provide training and support to all faculty/staff on digital efficiency. This training is beneficial to the successful implementation of the Continuation of Learning Plan (CLP) days as well as increasing efficacy throughout the school year. However, during CLP days, materials (other than technology) are available for students who may not have access to various forms of technology.

How material will be delivered to students: It is necessary for Hickman County Schools to deliver instruction digitally-based and non-digitally based due to the varied needs of our students and their families. Instruction will be delivered through paper packets

constructed by each child's teacher(s) or through online classwork, which may utilize other web-based programs used in our school district. If teachers chose to use a long term project with their students, teachers will give specific/clear instructions of which work should be completed on Day 1, 2, etc.

Instructional packets will be developed for all students with explicit directions for all assignments. Teachers will be able to use their websites to post instructions and videos to assist with learning. They will also be able to we use a text messaging system, like Remind, to communicate with students and parents. Google Classroom is another resource that teachers can use to communicate with students and deliver instruction. Access to web-based programs such as iReady Pathways, IXL, ACT Prep materials, etc. will be distributed to students and parents –students/parents are familiar with since these are integral parts of daily instruction at Hickman County Schools.

Hickman County Schools will be able to account for students' access to on-line resources through their logins and work completed. Teachers will be able to monitor student progress throughout the day. All of these learning management systems can be used by our district to monitor student access and time on task during CLP days. Some of these systems also track student progress and depend on direct teacher instruction when students are excessively idle and/or no longer making progress. These learning management systems align with standards as well. In addition to these systems, teachers have the option to use their own web pages to communicate assignments.

Review of Student Progress: District administration, school administration and faculty members are concerned and actively working to make certain that plans will grow in rigor and overall efficacy. Plans will be regularly reviewed to ensure all core content materials are covered whenever students participate in a CLP day. Data will be collected through iReady scores, iReady Mastery, grades, etc to drive the decision making process after extended CLP breaks. PLCs will meet to review data to discuss student progress.

Plans for CLP Days will be developed by grade level teams of teachers that will reinforce instruction taking place in the classroom on a daily basis. Digital learning opportunities will allow students to continue on the level in which they are currently working at school. Teachers will use Zoom, Google Classroom or Teams to instruct students throughout the day. The programs are aligned to the standards. All other packet material will reinforce grade level standards. Instructional packets that are developed by grade level teams will be given to all students. Packet materials will be aligned to standards just as online resources are. Students will be required to turn in completed assignments by a specific date to be determined by the school.

Special Population Considerations: Special education teachers will work in collaboration with classroom teachers to ensure individual student needs are being met by reviewing

individual instructional packets and noting specific modifications for individual students that have been identified in that student's Individual Education Plans (IEP). These students will be given additional time to complete assignments as noted in their IEPS. They will also be available by phone, email or in person to provide assistance to any students who need additional assistance with assignments.

The Gifted and Talented Teacher and English Language Learner Teacher will work in collaboration with classroom teachers to develop activities appropriate to the plan of the learners. Translations of the plan will be provided in the native language as needed.

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?***

Communication with students /parents/ guardians will be essential to determine if students will be able to work online or if paper/pencil materials are needed. Phone contact/emails/ texts will be necessary forms of contact.

Hickman County Schools will be able to account for students' access to on-line resources through their logins and work completed. Teachers will be able to monitor work throughout the day.

Instructional packets that are developed by grade level teams will be given to all students.

Packet materials will be aligned to Common Core standards just as online resources are. Students will be required to turn in completed assignments within two days upon returning to school.

Special education teachers will collaborate with all instructional staff to ensure all special needs students receive appropriate accommodations with all assignments. Staff will also be available on NTI Days to provide assistance as needed.

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

CLP Days will enable our students to maintain continuous classroom instruction. On-line assignments will be monitored for proficient completion. Many of the on-line systems that are being implemented in Hickman County Schools have a progress monitoring component. Other online and offline assignments will be analyzed by teachers in order to guide instruction. Faculty and staff will communicate with students/parents during NTI days in order to provide assistance, check work progress, and offer other support.

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.***

Special education teachers will work in collaboration with classroom teachers to ensure individual student needs are being met by reviewing individual instructional packets and noting specific modifications for individual students that have been identified in that student's Individual Education Plans (IEP). These students will be given additional time to complete assignments as noted in their IEPS. They will also be available by phone, email or in person to provide assistance to any students who need additional assistance with assignments.

School districts utilizing Kentucky's CLP program must 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 Continuous Learning Plan to its students on non-traditional instruction days, the district 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. The district 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. ***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.***

The Gifted and Talented Teacher and English Language Learner Teacher will work in collaboration with classroom teachers to develop activities appropriate to the plan of the learners. Translations of the plan will be provided in the native language as needed. 504 plans will continue to be followed during the CLP process. Communication continues to be the key component of continuing these services during the CLP period-parents, teachers, administration, etc.

Documentation

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

Teachers will complete an informational survey/form for each CLP Day. The following will be collected:

1. Number and percentage of homeroom students completing online assignments
2. Number and percentage of homeroom students completing offline assignments
3. Time spent providing assistance by phone, email or internet
4. Reflection upon what worked/what didn't work

Teachers will also keep samples of student work, formative assessments and follow-up activities. The teacher assignment, probe, worksheet, etc. will be given to the principal to keep on file. The completed student assignment will also be kept on file in the principal's office for two years.

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

Below are the basic guidelines for staff engagement during a CLP period. However, supervisors and administrators will communicate expectations to staff. (For example, hours may be altered to allow social distancing.)

On CLP Days, when certified staff is not able to report to school, they should:

- Maintain electronic/phone office hours from 8:00am-11:00am and 12:00pm-3:00pm.
- Monitor the learning management systems.
- Provide support through face-to-face contact, internet , email and/or phone access.
- Ensure students receive timely feedback for all online and offline lessons.

On CLP Days, when teachers are able, they should report to school at 8:00am. This will be announced on the local TV station, email, social media and/or One Call.

Data will be collected at the classroom, school and district level to monitor student participation, student/parent/teacher correspondence and percent of teacher participation.

Instructional Assistants, Secretaries, Custodians

- On CLP Days, when unable to report to school, work with immediate supervisor to plan for make-up hours.

- On CLP Days, when able, report to school at 8:00am. This will be announced on the local TV station and/or One Call.

Bus Drivers, Monitors, and Food Service

- On CLP Days, when able, report to school at 8:00 am (unless instructed otherwise by supervisor). Meet with immediate supervisor to determine work duties for the day.

- Work with the immediate supervisor to plan for make-up of hours missed. Food service workers will be paid through Food Service Funds. However, communication with the superintendent and board members will be on-going so that all involved understand the drain this may have on food service funds. The district plans to strictly monitor the implementation of CLP days.

Time sheets will be used to document work completed on CLP Days.

Hickman County High School has students who attend Fulton County ATC. Hickman County will communicate with Fulton County ATC regarding CLP Days. Digital and non-digital materials will be utilized with students during NTI Days.

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

In a K-12 school district evidence will be different depending on grade level and content area. Elementary and Middle School classes may use integrated instructional units which cover several content areas. Specific assignments may be used to address specific skills. High school courses may use integrated units, projected based learning as well as course specific assignments. Formative and summative assessments will be utilized as needed.

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.***

Faculty and staff members have been provided training on the learning management systems that are currently in place. Additional training will be provided to new staff as needed.

Training will also be provided in the selected online platform to assist teachers in communicating with students and parents. Teachers will also be provided opportunities to learn ways to effectively provide online learning (since this process is continuing to evolve and to change).

Beginning in September, after-school faculty meetings will be used to discuss expectations for implementing the plan.

During October and November, grade level teams will meet together as a PLC to develop assignments to be used during Continuation of Learning Plan days. Instructional support, including support regarding digital resources, will be provided as needed.

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.).***

On CLP Days, when certified staff is not able to report to school, they should:

- Maintain electronic/phone office hours from 8:00am-11:00am and 12:00pm-3:00pm.
- Monitor the learning management systems.
- Provide support via face-to-face, internet, email and/or phone access.
- Ensure students receive timely feedback for all online and offline lessons.

On CLP Days, when teachers are able, they should report to school at 8:00am. This will be announced on the local TV station and/or One Call.

Data will be collected at the classroom, school and district level to monitor student participation, student/parent/teacher correspondence and percent of teacher participation.

Partners and Shareholders

11. ***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 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.***

Instructional Assistants, Secretaries, Custodians

On CLP Days, when unable to report to school, work with immediate supervisor to plan for make-up hours.
On CLP Days, when able, report to school at 8:00am. This will be announced on the local TV station and/or One Call.

Bus Drivers, Monitors, and Food Service

Work with the immediate supervisor to plan for make-up of hours missed. Food service workers will be paid through Food Service Funds. However, communication with the superintendent and board members will be on-going so that all involved understand the drain this may have on food service funds. The district plans to strictly monitor the implementation of CLP days.

Time sheets may be used to document work completed on CLP Days.

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?***

Hickman County High School has students who attend Four Rivers Career Academy. Hickman County will communicate with Four Rivers Career Academy regarding CLP Days. Digital and non-digital materials will be utilized with students during CLP Days. The school system will coordinate with universities who partner with Hickman County Schools for Dual credit courses. Again, communication with all involved is a key to successful implementation.

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

Hickman County School administrators began discussing an interest in CLP days. Communication with districts who implemented CLP days during the 2015-2016 was initiated. Administrators discussed CLP Days with the Hickman County Board of Education. With the Board's support, information and opportunity for feedback was poster on the district webpage. Hickman County has implemented CLP days. However, the consensus was that if possible, it is better to have students involved in face-to-face learning. However, the school district realizes that face-to-face learning is not always possible.

The opportunity to provide feedback was communicated through Facebook, One Call, email groups and the Hickman County Webpage. Of those not in favor, the biggest concerns were that those days would not be as effective for providing instruction as a day in the classroom with the teacher and that students may not participate. Those concerns are real and will be closely monitored throughout the process.

The input was taken to various stakeholder groups, including building level administrators, District Leadership Team, Classroom teachers, School Level Professional Learning Communities and school based decision making councils for further discussion and input in planning for this Continuation of Learning Plan opportunity. These same groups will continue to provide input on the plan as the details are developed in the Fall of 2025.

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

Hickman County Schools is a small, rural school district that benefits from outstanding community support. Community partners provide a great deal of support to our school system. Community partners will be used to provide feedback regarding the implementation of CLP days. School officials will continue to meet with/contact community members in regard to concerns or improvements with CLP days.

15. ***How will the district relay information about Continuation of Learning Plan days to students and families?***

The district will rely upon several different types of media outlets. For example, information may be communicated through Facebook, Parent Square, district websites, local news outlets, etc.

16. ***In what ways will the district highlight the successes in instruction and learning on Continuation of Learning Plan days?***

Information regarding the implementation of CLP days will be communicated to students, families and the community through Facebook, Parent Square, the district webpage, local newspapers and/or local television outlets.