



Alternative Methods of Instruction (AMI) Plan

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SJSD AMI Plan

In the 2020-2021 school year, DESE (Department of Elementary and Secondary Education) began allowing school districts to implement Alternative Methods of Instruction (AMI) plans on days when school is not able to be in session due to inclement weather. In the past, when the weather made it too dangerous for travel, the district canceled school and added days to the academic calendar if needed. Now, when SJSD implements their AMI Plan, remote learning occurs from home, and the school hours lost previously due to closure do not have to be made up.

We would like to take the opportunity to provide you with additional information on the SJSD AMI Plan. SJSD may close schools when weather creates unsafe conditions for students, staff, parents, and guardians. When a decision is made to close school it could be a traditional “snow day” or an AMI day. If the district decides on an AMI day, teachers will provide assignments for students to complete at home. These assignments and activities would count toward the total hours (1,044) of instruction required by the Department of Secondary and Elementary Education (DESE) for the school year.

This plan is a working document and will be updated as needed. In order to best prepare for the possibility of AMI, we have prepared a Frequently Asked Questions (FAQ) document. After you review these questions, please feel free to reach out to your child’s teacher or principal with any questions. Thank you for your continued support in your student’s education.

AMI Frequently Asked Questions

What does Alternative Methods of Instruction (AMI) mean?

The Department of Elementary and Secondary Education (DESE) developed AMI as an option for schools to utilize for instruction when students could not be in-person for learning. For example, we may use our AMI plan when we experience inclement weather or high numbers of illnesses with staff and/or students causing building closures.

In the case of AMI usage for inclement weather, teachers are expected to provide learning and/or assignments for students to complete at home. Therefore, these assignments and activities will count toward the total hours of instruction required by DESE for the school year. We all know weather in Missouri is unpredictable and AMI takes advanced planning. In the event that we receive a fairly accurate prediction of severe weather, or other emergencies that could cause closure, we can prepare and send any necessary materials home with students.

How will I be notified that my child's school will be using AMI?

It is important to note that media channels will continue to report that school is closed. We will communicate AMI days to media outlets as well, but please check the SJSD website or guidance provided via email for the most detailed, accurate information. In all SJSD forms of communication, AMI will be noted if it is being utilized for the day. These communications may include phone calls, text messages, emails, as well as district websites and social media updates. Your child will also be notified by his/her teacher(s) with instructions on how to complete assignments from home. Communication from your child's teacher may occur either through Canvas, Google Classroom, video communication, email, or phone call.

How does my child access their learning during AMI?

Materials were provided for Prek-6 students at Back-to-School night. If you need to replace these materials, please contact your building's administrative staff. Students must complete assignments to receive credit for academics and attendance. Assignments should be submitted per the teacher's directions. Teachers will offer office hours for instructional support for families and will host Teams meetings, if necessary.

My family does not have internet access. What options do I have to access my child's assignments? Does SJSD provide hotspots for families without internet access?

Our local public libraries may be an option for Internet access if travel conditions are safe for families. Students without access to the Internet will be provided academic tasks upon their return to school. Learning assignments turned in within five days will count for AMI attendance and academic credit.

Elementary students will be provided paper packets prior to the inclement weather days and assignments will be linked on the SJSD website (see links above).

Hotspots are no longer purchased or provided by SJSD.

How do I contact my child's teacher if my child needs assistance with learning tasks?

Teachers will establish and communicate their office hours for the day either through email (Pre-K-2) or Canvas (3-12). Teachers will be available for 60 minutes in the morning AND afternoon to respond to parent/student questions. Teachers may host Teams, Google Meet

discussions, if necessary, to support students. You can also reach teachers via their school email address during regular school hours.

How is student attendance counted for AMI days?

Students will need to submit assigned tasks per the teacher's directions in order to receive credit for academics and attendance for the AMI day. If students are unable to complete their assignment during an AMI day, they will have five days to submit upon returning to campus which will be communicated by their teacher. Time in the classroom to complete the work will be extremely limited and need to be completed at home as time within the classroom cannot be guaranteed. Students who do not complete learning tasks and/or fail to connect with a teacher will not be counted present for attendance.

What classes will students be required to submit assignments for?

- Grades K-6 Elementary: During an AMI day, students will submit grade assignments for each core. subject. Students will choose a special (art, music, PE) course through a "choice board."
- Grades 6-12 Secondary: During an AMI day, students will submit assignments for all classes. Students could have up to 7 class assignments or activities to complete on those days.

What if my child has an issue with their device?

If a student experiences a technical issue while completing schoolwork remotely, we ask parents to reach out to the child's teacher via email. If your child's teacher cannot resolve the issue, the teacher will reach out to our district technology department.

What happens if there is a power outage?

If a student is not able to complete the assigned work due to situations like power outages or illness, teachers will provide additional time after school has resumed in person. Students will not be penalized for a power outage on AMI days. If your family has endured this hardship during inclement weather, please communicate with your child's teacher(s) and/or principal.

My student receives special education services. How will these services be provided?

Services will be provided based on the student's individualized education plan (IEP). Special Education teachers will communicate with parents per the AMI IEP plan. Special Education teachers will create AMI packet work to address specific areas that align with students' IEP goals. Compensatory services will be provided as necessary. If the student was scheduled to receive speech as a related service on an AMI day these services will be made up in person at a later time.

What happens if our district uses all 36 hours of AMI and we still have a snow day?

Students are required to attend 169 school days. If the SJSD goes over 6 days of AMI, in-person make-up days will be necessary. Make-up days for the 26-27 school year are scheduled for the following dates:

- 1st make-up day = Monday, March 22nd
- 2nd make-up day = Tuesday, March 23rd
- 3rd make-up day = Wednesday, March 24th
- 4th make-up day = Thursday, March 25th
- 5th make-up day = Friday, March 26th
- 6th make-up day = Monday, March 29th

English Language Development (ELD)

ELD Case Managers will collaborate regarding the language proficiency of students with classroom teachers as needed for AMI. All newcomer students will be provided a packet from the ELD Department to complete on an AMI day. All other classroom AMI assignments will be exempted.

Teacher and Staff Responsibilities

- Each building needs one AMI Attendance Google Doc for recording attendance. Principals should reach out to their PowerSchool technician if they need assistance with the creation of the Google Doc export from PowerSchool.
- Attendance should be recorded in PowerSchool by the building secretary within five days of the AMI school day.
- Teachers have one 60 min office hours in the AM and one 60 min office hours in the PM.

- Assignments should be communicated to students via Canvas, Google Classroom, posted online (grades PK-6 elementary), or email. Students will submit assignments as directed by the teacher.
- Support staff and interventionists should reach out to students at-risk or those who have not been marked present for attendance. Reach out to your administrator if needed.
- Elementary special teachers (gym, art, music) will provide assignments through a choice board. Students may choose one activity for the day.
- Counselors and social workers should follow up with any student needs via email, Teams, or phone call.
- Check email and learning management platforms hourly, respond to students as needed.
- Contact with a student through Microsoft Teams, Google Classroom, submission of an assignment, email, etc. shall allow students to be marked present for attendance. Attendance will only need to be taken once for the day.

Early Learning Center Schedule

- 8am-9am: Plan
- 9am: All learning tasks posted by 9am on the link above. ECSE providers will follow the AMI plan included in each student's IEP
- 9am-10am: ELC staff will contact students and document on Google Doc for all contacts made via phone call or email
- 10am-11am: Office Hours - Available on Teams meeting - Include link in post or announcements
- 11am-12pm: Respond to students and families as needed
- 12pm-1pm: Lunch
- 1pm-2pm: Office Hours available on Teams meeting
- 2pm-2:30pm: Respond to students and families as needed
- 2:30pm-3:30pm: Plan and/or respond to students and families as needed

Elementary Schedule (Grades K-6)

- 8am-9am: Plan
- 9am: All learning tasks posted by 9am on the link above
- 9am-10am: Contact students and document on Google doc for all contacts
- 10am-11am: Office hours – available on Teams meeting – Include link in post or announcements

- 11am-12pm: Interventionists, SPED, and ELD staff will be available to support students and families. Available on Teams meeting - Include link in post or announcements. Respond to students as needed.
- 12pm-1pm: Lunch
- 1pm-2pm: Office hours – available on Teams meeting – Include link in post or announcements
- 2pm-2:30pm: Respond to students as needed
- 2:30pm-3:30pm: Plan and/or respond to students as needed

Secondary Schedule (Grades 7-12)

- 7:30am-8:30am: Plan
- 8:30am: All learning tasks posted by 8:30 am on Canvas or Google Classroom
- 8:30am-9:30am: Contact advisees/seminar students and document on Google Doc for all contacts
- 9:30am-10:30am: Office hours – Available on Teams meeting – Include link in post or announcements
- 10:30am-11:30am: Respond to students as needed
- 11:30am-12:30pm: Lunch
- 12:30pm-1:30pm: Office hours – Available on Teams meeting – Include link in post or announcements
- 1:30pm-2pm: Respond to students as needed
- 2pm-3pm: Plan and/or respond to students as needed