

Russell-McDowell Intermediate School

Non-Traditional Instructional Days Information

- Procedures for NTID will be listed on the Russell Independent District website.
- Mr. Horne will announce the day as NTID or Non-Traditional Instructional Day. (This will be different from a snow day or inclement weather day.)
- All faculty and staff will be required to be present at school during their regular work hours.
- Student assignments will be communicated from the teacher to the students' homes through Google Classroom, Email, Remind, or Dojo.
- Students will be given 5 days to submit their NTID assignments. All students are expected to complete the assignments. If the assignment is not submitted within a 5 day period, make ups will take place during school hours.
- Teachers will have a means of communicating electronically with families so that when Mr. Horne calls an NTI Day, contact can be made to remind everyone of the procedures.
- Teachers' responsibilities on these days include:
 - Reporting to school
 - Communicating with families
 - Maintaining proof of the communication
 - Providing lesson plans for the day
 - Assigning grades for assignments
- Classified staff's expectations on these days include:
 - Reporting to work at the regularly scheduled times
 - Collaborating with teachers
 - Completing all assigned tasks
 - Completing training/professional learning (when appropriate)