

Russell High School
Non Traditional Instructional Days Plan

- All faculty and staff will be required to be present at school during their regular work hours.
- Dr. Horne will announce the day as a Non Traditional Instructional Day (NTID). Just because we have an inclement weather day, this does not mean that it counts as one of our NTIDs.
- Departments will utilize Google Classroom or Remind for assignments. Dual Credit and AP courses may utilize Blackboard and/or MY AP or AP Classroom.
- NTI Day procedures will be listed on the District NTID tab.
- Although our district policy does allow students up to five school days to turn in NTID assignments, they will be encouraged to return the work as soon as possible. Assignments not returned within five school days will then be made up during school hours.
- If an instrument or book was left at the school, you may use the makeup time to complete those assignments. Retrieving those items from the school is not necessary.
- Teachers will make every effort possible to have a means of electronic communication with families so that when a NTID occurs, you can contact them and remind them of the procedures.
- Teachers' responsibilities on these days include communicating electronically and maintaining proof of the electronic communications, lesson plans for the day, and documenting completion of work in grade books. Teachers may be asked to attend meetings, trainings, etc. on NTIDs.
- Classified staff will be expected to report to work during their regular scheduled times. Their responsibilities will include collaborating with teachers, attending/completing assigned tasks and/or PD, etc.