From: Conner, Dede - KDE Division Director
Sent: Thursday, April 13, 2023 3:07 PM
To: All State KSIS Contacts
Subject: KSIS Notification: 2022-2023 NTI Data Collection - Additional Information
Importance: High

Windy provided additional clarifying information below. This information may help if you get questions about the NTI data comparison report attached.

From: Newton, Windy - Office of Continuous Improvement and Support
Sent: Thursday, April 13, 2023 2:14 PM

Clarification on district's NTI Data Collection tab – if any field is blank, the report will not pull the remainder of the data that has been entered on the tab. For example, if Day 1 Date, Reason and Student Participation data has been entered but the Teacher Participation data has not been entered, the report will not produce any of the other day detail entered on the tab. Thus, the output on the attached report will be 1 if there are data elements left blank in the Day 1 data entry fields.

This is confusing; however, it does indicate to KDE and the district if there is missing data on the NTI Data Collection tab.

Please ensure all NTI data is entered correctly and completely on the NTI Data Collection tab and that the days used for NTI are documented on the school calendar. Reference the Non-Traditional Instruction (NTI) Data Standards.

If you have any questions, please let me know, thanks!

Windy (Newton) Spalding
Data Manager
Office of Continuous Improvement and Support
Phone: (502) 564-5130 Ext. 4063
Email: windy.newton@education.ky.gov
300 Sower Blvd. – 5th floor
Frankfort, KY 40601

From: Conner, Dede - KDE Division Director
Sent: Thursday, April 13, 2023 9:41 AM
To: All State KSIS Contacts
Subject: KSIS Notification: 2022-2023 NTI Data Collection
Importance: High

KSIS Points of Contact – FYI - information below and attached were shared with NTI contacts earlier today. Please help, as needed, to resolve any errors in reporting. THANKS!

From: Newton, Windy - Office of Continuous Improvement and Support

District NTI Contacts,
Good morning, we have generated our initial analysis of the 2022-2023 Non-Traditional Instruction (NTI) data entered as of 4/7/2023. The attached spreadsheet lists by district the number of NTI Days designated on the

district's calendar (System Administration | Calendar | Days) and the number of NTI Days documented on the NTI Data Collection tab (System Administration | Resources | District Information).

Please take a moment to open the attachment and review the data for your district. A few things to look for are as follows:

- # of NTI Calendar Days cannot exceed **10 days**
- # of NTI Calendar Days should equal # Days entered on the NTI Tab
- Confirm accuracy of both counts compared to the # of NTI days actually used during the 2022-2023 SY

Data should be updated in IC – NTI days designated on the school calendars and participation/reason data entered on the NTI Data Collection tab by **May 15th**.

When entering data into the NTI Data Collection tab ensure **2022-2023** is selected in the *School Year* drop list and the prior year data has been deleted before entering current year data. Reference the Non-Traditional Instruction (NTI) Data Standard for data entry requirements and instructions.

Please let me know if you have any questions or concerns, thank you!

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