

**From:** Conner, Dede - KDE Division Director  
**Sent:** Tuesday, February 7, 2023 8:33 AM  
**To:** All State KSIS Contacts  
**Subject:** KSIS Notification: 2022-23 NTI Data Entry

KSIS Points of Contact:

FYI - The information below was sent to Non-Traditional Instruction (NTI) contacts yesterday.

**From:** Newton, Windy - Office of Continuous Improvement and Support  
**Subject:** 2022-23 NTI Data Entry

Non-Traditional Instruction (NTI) District Contact,  
Good morning, this is a reminder to complete the *NTI Data Collection* tab in Infinite Campus when using NTI days during the 2022-23 school year. Reference Section A of the [Non-Traditional Instruction \(NTI\) Data Standards](#).

A few things must be done prior to entry of this data:

- 1) The tab has stored the 2021-2022 NTI days, these records must be deleted to allow entry of the 2022-2023 NTI data. To complete this task, navigate to the tab via System Administration | Resources | District Information | NTI Data Collection tab. Ensure **22: 2021-2023** School Year is selected and click the **Delete All** button. This is acceptable as KDE has extracted the data and the days have been approved by the Commissioner of Education.



- 2) When entering data, ensure **23: 2022-2023** is selected from the *School Year* drop list.



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

**Windy (Newton) Spalding**

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



*This email may contain confidential data or information and is intended solely for the use of the individual or entity to whom it is addressed. If you are not the named addressee you should not disseminate, distribute, or copy this e-mail, and you are requested to notify the sender immediately.*