

**From:** Conner, Dede - KDE Division Director  
**Sent:** Thursday, March 27, 2025 7:51 AM  
**To:** All State KSIS Contacts  
**Subject:** KSIS Notification: HB 241 Guidance (Calendar)

KSIS Points of Contact:

FYI – the HB 241 guidance provided below and attached was shared with DPPs yesterday.

***DeDe Conner***

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**From:** Devine, Ronda - Division of District Support  
**Sent:** Wednesday, March 26, 2025 1:52 PM  
**Subject:** HB 241 Guidance (Calendar)

All,

Please see the attached is guidance from KDE regarding the school calendar portion of HB 241. Additional guidance will be provided in the future to cover the virtual program language in the bill. Please review the guidance before making any changes to your 2024-25 school calendar.

Thank You!

***Ronda Devine, M.Ed.***

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## Guidance on House Bill 241 (2025 Regular Session) Calendar Provisions

[House Bill \(HB\) 241](#) is a school calendar amendment and non-resident virtual student enrollment bill that became law on March 25, 2025. The bill provides added flexibility for school district calendars for the 2024-2025 school year, in addition to various provisions related to virtual programs. This guidance document will address the 2024-2025 calendar amendment provisions of HB 241. Separate guidance will be issued at a later date regarding the bill's impact on virtual programs.

- **Section 1** of the bill provides that a local school district may revise its school calendar in accordance with the options outlined below:
  - School calendars must meet a minimum of 1,062 instructional hours, however there will be no 170-day requirement for the 2024-25 school calendar
  - Five disaster relief student attendance days for school districts to provide instruction via alternative settings may be granted by the commissioner. On disaster relief days instruction must be provided in accordance with the district's Non-Traditional Instruction (NTI) plan. These days are available for use in the calendar after the date of the passage of the bill – March 25, 2025. To request disaster relief student attendance days, please contact [Kelly Foster](#). Disaster relief student attendance days will be coded as NTI days and affect funding in the same manner as NTI days. KDE cannot estimate how this will affect your SEEK funding due to reductions in transportation and replacement of average daily attendance data.
  - Instructional time may be added to the student attendance day to meet the required minimum of 1,062 instructional hours, but the day cannot exceed seven hours of instructional time per day, unless the district has submitted and received approval for an innovative alternative calendar.
  - School districts unable to meet the minimum 1,062 instructional hours by June 4, 2025, may request the commissioner of education waive up to five student instructional days, on a district-wide basis. These days will be considered disaster days in the calendar. These waived days will provide the district with the standard day instructional hours towards the 1,062 hour requirement and will count as instructional days, but these days will not provide Average Daily Attendance (ADA) for the SEEK funding calculation. Unfortunately, KDE cannot estimate how this will affect your district SEEK funding due to reductions in ADA and reductions in transportation.

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- Certified employees shall be considered to have completed one day of his/her employment contract for each day made up via extended instructional hours in a day or waived by the commissioner. However, for classified employees that are paid hourly and may have contracts that guarantee certain thresholds of work hours, districts may need to provide alternative work to ensure these contracts are met. Districts must remain aware of contractual obligations to classified employees.
  - If the district does not utilize any of the five disaster relief student attendance days or request a waiver of instructional days after June 4, 2025, the district's ADA for 2024-25 will be calculated after deducting 10 low attendance days, as opposed to the standard five low attendance days outlined under KRS 157.320(1). Unfortunately, KDE cannot estimate how this will affect your district SEEK funding.
  - Any changes to 2024-25 calendars must be reflected in Amended Calendar submissions provided to KDE by June 30, 2025.

## Contacts

For additional questions, please contact the following:

- For questions related to calendar amendments, contact Ronda Devine at [ronda.devine@education.ky.gov](mailto:ronda.devine@education.ky.gov) or Josh Whitlow at [josh.whitlow@education.ky.gov](mailto:josh.whitlow@education.ky.gov).
  - For questions specifically related to Disaster Relief Student Attendance days, contact [Kelly Foster](#).