



School Participation Plan 2021

KSIS/Infinite Campus Guidance Document

Subject: School Participation Plan 2021
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KDE has published a custom tab for districts and requesting that participation plans (location and associated dates) be entered and updated as plans change throughout the year. Data for the new tab is entered for each school to ensure this data collection is flexible and able to accommodate changes in plans and differences between schools due to impacts of COVID-19.

This data will be used for statewide reporting of participation plans, it is important that it be initially entered and then kept up to date throughout the year.

Path: System Administration/Resources/School/School Participation Plan 2021

Click on the tab, then select a school and enter the participation plan data.

The screenshot shows the 'School Participation Plan 2021' interface. At the top, there are filters for Year (20-21), School (All Schools), and Calendar (All Calendars). Below these are tabs for Index, Search, and School (selected). The 'School' tab contains a 'Save' button and a 'Delete All' button. On the left, there is a 'Search Campus Tools' section with a list of resources, including 'School' which is expanded to show 'Reports', 'Response to Intervention', 'Roster', 'School Choice', 'Special Ed', 'Student', 'Student Portfolio', 'Surveys', and 'Transportation'. The main area is split into two panes. The left pane, 'Select School', lists various schools such as Bluegrass Learning Academy, CCPS Virtual Learning Academy, Christian County Day Treatment, Christian County District Office, Christian County High School, Christian County Home/Hospital, Christian County Middle School, Crofton Elementary School, Cumberland Hall School, Freedom Elementary School, Gateway Academy to Innovation & Tech, Hopkinsville High School, Hopkinsville Middle School, Indian Hills Elementary School, Martin Luther King Jr. Elementary School, Millbrooke Elementary School, Pembroke Elementary School, Sinking Fork Elementary School, South Christian Elementary School, Z(A) 21st Century Academy, Z(A) Belmont Elementary School, Z(A) Holiday Elementary School, Z(A) Lacy Elementary School, and Z(A) North Drive Middle School. The right pane, 'School Participation Plan 2021', contains six rows of data entry fields. Each row has a 'Participation Location' dropdown menu, a 'Participation Start Date' field, and a 'Participation End Date' field.

Definitions/Expectations for data entry:

Participation Location 1: Select from the droplist the schoolwide plan for student participation

- Hybrid – represents the school offers students a combination of in-person and remote learning options during this period.
- 100% In Person – represents that all students are attending school in person during this period
- 100% Remote – represents that all students are participating remotely, no students are being taught in school building during the period

Participation Start Date 1: Enter the date participation for this plan began. (For participation 1, this will be the first day of school for students)

Participation End Date 1: Enter the date participation for this plan ended.

Enter data in the additional fields as needed if the schoolwide participation plan changes throughout the school year.



School Participation Plan 2021

School Participation Plan Report

The report provides a **highlighted** row to emphasize the school's current plan. Error messages will display for each school that has not entered any participation plan and for schools whose plans entered are less than the total instructional days. The report also provides a YTD percentage indicating the proportion of school instructional days allocated to each participation plan. Additional details and uses for the report can be found on the report's [Quick Reference Card](#).

PATH: KY State Reporting | KDE Reports | School Participation Plans – appropriate staff will need to be granted access for this report.

Reporting Timeline

Data will be extracted for monitoring purposes periodically. Preliminary data will be extracted on March 15th. Final data will be extracted at the end of the school year for internal data analysis and external data requests.