

Hybrid Classroom Planning



Standards:

Aligns to the Integration of Danielson Framework for Teaching Components including 1B: Demonstrating Knowledge of Resources, 1E: Designing Coherent Instruction and 1F: Designing Student Assessments.

ISTE Standards for Education including 1B: Pursue professional interests by creating and actively participating in local and global learning networks, 2C: Model for colleagues the identification, exploration, evaluation, curation and adoption of new digital resources and tools for learning, 3C: Mentor students in safe, legal and ethical practices with digital tools and the protection of intellectual rights and property, 5B: Design authentic learning activities that align with content area standards and use digital tools and resources to maximize active, deep learning, 5C: Explore and apply instructional design principles to create innovative digital learning environments that engage and support learning and 7A: Provide alternative ways for students to demonstrate competency and reflect on their learning using technology.

Prepare for the realities of teaching in today's shifting learning environments. This course equips teachers with strategies to design lessons that work seamlessly across in-person, online, and blended formats. Explore best practices in digital instruction, technology use, student engagement, safety, and family communication.

Through guided activities and hands-on practice, teachers build flexible lesson plans, create adaptable assessments, and organize routines that transition smoothly between face-to-face and remote settings. The course includes planning templates, adaptable resources, and classroom-tested tools to reduce stress and increase instructional impact.

By the end, teachers leave with hybrid-ready materials and a practical plan to keep learning consistent, engaging, and sustainable—no matter where it happens.



Official Transcript:
1 Semester Credit



100% Online



Quiz and
Assignments



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Course Outline

SESSION A: Introduction to Flexible Schools / Hy-Flex Schools (1.5 Hours)

Hy-Flex as a Flexible School Model

Research & Relevance

Building on Strengths

Prioritizing & Planning

Review Quiz: Flexible Schools

Assignment #1: Write a short reflection describing your teaching context, your students' needs, how flexibility could help, and your perspective on its importance.

SECTION B: Flexible Learning (3.5 Hours)

Lesson Planning Across Models

Student Collaboration

Maintaining Core Skills

LMS and Alternatives

Special Needs Considerations

Webinar: Project-Based Learning

Assignment #2: Create a brief lesson outline with topic, goal, two delivery methods (online & offline), key resources, and simple adaptations for diverse learners, plus a short reflection.

SECTION C: Adaptable Assessments (3.5 Hours)

Choice in Assessment

Technology & Multifaceted Tools

Standards Alignment & Rubrics

Review Quiz: Flexible Assessments

Assignment #3: For one learning goal, plan two assessment options (online & offline) with short instructions, common grading criteria, needed resources, and a brief reflection.

SECTION D: Technology Infrastructure (2.5 Hours)

Attendance & Scheduling Systems

Centralized Grading

Device & Internet Access

Classroom Tech & Feedback Tools

Assignment #4: Describe your main online teaching challenges and the tech tools you plan to use.



Convenient Access:
Start Right Away



Resources & Tools for
Professional Learning Plans

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SECTION E: Focus on Safety (2.5 Hours)

Health & Safety Priorities

Online Safety Processes

Training for Teachers, Students & Parents

Grooming, Cyberbullying, & Boundaries

Communication Protocols

Assignment #5: List safety measures and permissions required for an online activity.

SECTION F: Collaborations (2 Hours)

Online Collaboration Spaces

Mentoring & Coaching

Cross-training Staff

Parents as Partners

Assignment #6: Describe a collaboration with a colleague or group and how it will benefit your teaching.

SECTION G: Online Professional Development (2 Hours)

Course Libraries

Job-embedded PD

Sharing Best Practices

Meeting PD Requirements

Assignment #7: Reflect on your online PD experience and suggest ways your teaching community can grow with online tools.

SECTION H: Course Completion & Reflection (2 Hours)

Wrap-up Discussion

Final Reflections

Recording Off-Platform Activities

Assignment #8: Summarize your new understandings, changes in perspective, and benefits for students.

Assignment #9: Log any off-platform course-related activities with dates and hours.

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Course Objectives

By the end of this course, school principals and administrators will be able to:

1. Understand and apply the principles of flexible and Hy-Flex classroom models to design adaptable learning environments that support diverse student needs.
2. Plan and deliver lessons using both online and offline strategies, incorporating effective technology use, collaboration, and modifications for all learners.
3. Develop and implement a variety of assessment approaches including technology-supported and alternative methods—to monitor and enhance student learning outcomes.
4. Identify and address key safety, communication, and ethical considerations related to online and blended instruction in the classroom setting.
5. Reflect on professional growth and collaborate with colleagues to continuously improve flexible teaching practices and support school-wide innovation.



Practice Skills



Download
Resources



Classroom
Instruction Demos