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 Graduate PD 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.

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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