



# Flexible Instructional Day (FID) Guidelines

Central Catholic High School

## Preparation and Communication

- **Instructional Materials:**
  - Prepare digital or print resources, assignments, and activities that all students can access.
- **Clear Instructions:**
  - Provide detailed instructions for the day's assignments and lessons, with clear expectations for completion.
- **Student Access To FID Materials:**
  - All materials should be accessible to students by 8:00 am on the day of the FID.

## Expectations for Instruction

- **Engagement:**
  - Teachers must design activities that are engaging, purposeful, and aligned with the curriculum.
  - Each class should assign approximately 20-30 minutes of meaningful work for students to complete during the FID.
- **Asynchronous Learning:**
  - Teachers should provide a mix of asynchronous content, such as pre-recorded lectures, readings, quizzes, discussion boards, and assignments that students can complete independently.
- **Assessment:**
  - Teachers will provide all students with a formative assessment regarding material outlined during the FID.
  - Students must submit all assignments before the start of school on the day following the FID.
- **Attendance Documentation**
  - Teachers should maintain a record of student submissions to serve as an attendance log, if needed.

# Communication with Students and Parents

- **Clear Communication:**
  - Teachers must communicate with students and parents in a timely manner before the FID, providing information on expectations and how to access the materials or live sessions.
- **Timely Feedback:**
  - Teachers should provide timely feedback on student work, particularly for any assignments completed on FID.
- **Availability:**
  - Teachers are expected to be available during regular school hours (7:45am to 2:45pm) for communication and support, as much as possible, whether through email, online office hours, or other channels.