

# Hybrid Pilot Project

3 step approach to starting your hybrid program

## PHASE 1

### Step 1

- Gain support from admin and school board.
- Identify technology "experts" to help with implementation.
- Choose a class to pilot as a hybrid.
- Choose a Learning Management System.
- Meet with everyone involved to discuss course delivery, technology needs, training, and compensation. (Principal, superintendent, teacher, online expert, tech coordinator...)

### Step 2

- Decide what type of hybrid class to design.
- Technology expert and teacher learn the LMS and begin building the class together. Align to state standards if necessary.
- Gain parent and student support.
- Go through the class as a student and fix problem areas.
- Troubleshoot technology issues.
- Define success and set goals for the class.

### Step 3

- "Go live" with a group of students and run the class.
- Set clear expectations for student success.
- Provide face to face and online orientation for students to become comfortable navigating the course.
- Survey students every 3-6 weeks. Tweak the class based on feedback.
- Invite parents, community, and staff members to visit your online class.
- Conduct exit interviews with students to reflect on the experience.

## Key Questions to Ask

- What classes in your school are best suited for blended learning?
- What models of blended learning are most appropriate for your school?
- How much support is necessary to ensure success?
- How will you assess the impact of blended learning in your school environment?
- Will teachers receive compensation for their time?

# Hybrid Pilot Project

3 step approach to improving your hybrid program

## PHASE 2

### Step 1

- Analyze the success of the pilot class. Were the goals met?
- Look closely at student feedback from surveys and exit interviews.
- Compile results into a usable format.
- Analyze the use of technology. Ponder improvements. Dream big.
- Gain support from staff and school board.
- Generate excitement for blended learning.

### Step 2

- Improve the design and tweek problematic areas by following student feedback.
- Consider adding a new activity or online discussion.
- Reset the class. Delete previous student work.
- Run the class again with a different group of students.
- Set clear expectations for student success and provide an orientation.
- Survey the students every 6-9 weeks. Tweek class based on feedback.

### Step 3

- Get the community involved by publishing a newspaper article about hybrid learning. Present at club events: Rotary, Lions Club, Study Club...
- Showcase the class at a staff meeting and to the school board.
- Meet with admin to determine creating another hybrid class. Choose design and set goals.
- Mentor the new teacher and help with design/layout of new class.
- Teacher is now considered an "expert."

## Key Questions to Ask

- Was this pilot class successful?
- How can student feedback be used to improve the hybrid class?
- Have any new technology needs arisen and how can they be addressed?
- What teacher and class should be brought on board next?

# Hybrid Pilot Project

3 step approach to expanding your hybrid program

## PHASE 3

### Step 1

- Technology expert and new teacher continue building the class together. Align to standards if necessary.
- Repeat Steps 2 - 3 of Phase 1 for new hybrid class.
- Continue teaching and improving the old hybrid class. Add new assignments, write curriculum, and insert new links to information.

### Step 2

- Analyze the success of the second class. Were the goals met?
- Look closely at student feedback from surveys and exit interviews.
- Analyze the use of technology. Ponder improvements needed.
- Improve design and tweak problematic areas in both hybrid classes.
- Run the new class again with a different group of students.
- Set clear expectations and provide a student orientation.
- Survey the students every 6-9 weeks. Tweak class based on feedback.

### Step 3

- Two hybrid classes should be fully functional by now. Continue to make changes according to student feedback and technology needs.
- Update staff, community, and admin about the success of the classes.
- Meet with admin to determine creating another hybrid class. Choose design and set goals.
- Mentor the new teacher and help with design/layout of new class.
- Continue adding new hybrid classes following Step 1 of Phase 3.

## Key Questions to Ask

- How can the hybrid model continue to expand?
- How many hybrid classes should be offered in the school?
- How can the hybrid class meet needs in other areas, such as: summer school or credit recovery?