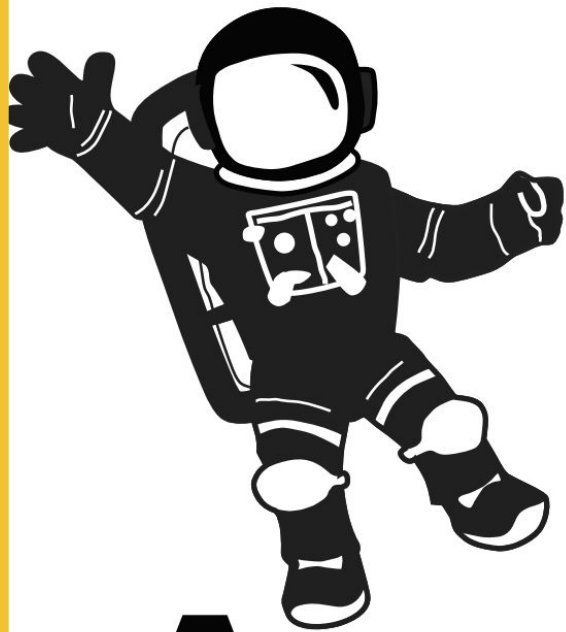


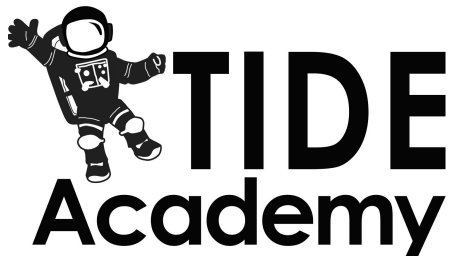
Flex Time Basics

2023-24



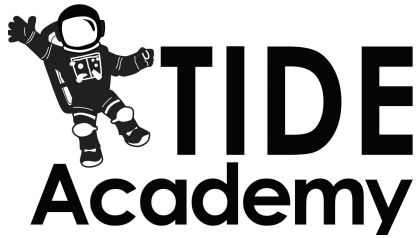
TIDE

Academy



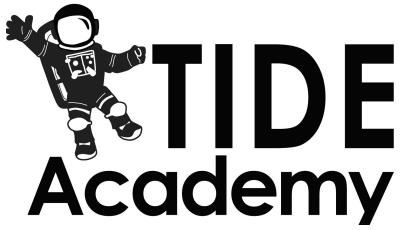
Flex Time Schedule

Monday 75 Minutes Class Time	Wednesday 75 Minutes of Class Time	Thursday 75 Minutes of Class Time
<p>-Weekly Academic Check in (20 min) -Grade checks -ACT Preparation -Target Plan for Flex</p> <p><u>Rotating Topics:</u> -1 to 2/month: Community Circle → (50 minutes) -SEL/ College & Career Exploration Curriculum</p>	<p>-45 Minutes of Academic Collaboration Time (ACT I) -25 minutes of Academic Collaboration Time (Teacher Discretion) Flex 1 (25 Min)**</p> <p>*During Wednesday Flex, students may be assigned to targeted interventions.</p> <p>**On mentor meeting weeks, Wednesday Flex is a student decided flex period.</p>	<ol style="list-style-type: none"> 1. Attendance/Announce (5 min) + Passing (5 min) 2. Flex 1 (30 min) 3. Passing (5 min) 4. Flex 2 (30 min)



What is Flex Time?

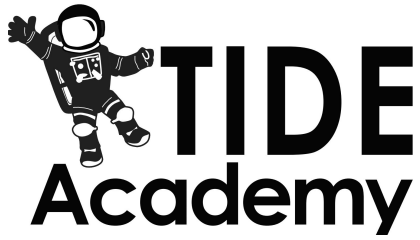
- Flex Time is a tool students use to **support** and **enrich** their learning.
- Flex Time is dedicated time during Nucleus when students visit a chosen class to seek help with struggles *or* expand on interests, study, or further your learning.
- Flex Time is a **25-30 minute** period on Wednesdays and Thursdays.
- Students are expected to make appointments for flex time to manage learning
- Teachers can make appointments with students



Why Are We Doing This?

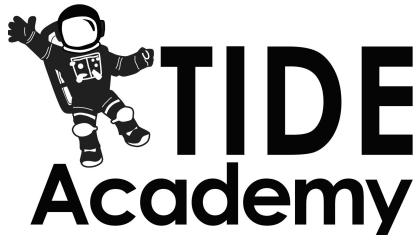
- Busy schedules (sports, clubs, jobs, and other responsibilities, short lunch time) make it difficult for many students to find time to meet with teachers.
- Students take ownership of their learning
- Prepares students for post high school life (like seeing professors during office hours, completing tasks for jobs)





Why Are We Doing This?

- Flex Time provides a chance for all students to:
 - Get extra help from teachers
 - Further their learning on topics of interest
 - Work with peers on class projects
 - Seek help with life skills (e.g., job and college applications, community service)
 - And so much more!
- Through Flex Time, students will learn how to manage their time, advocate for their learning and interests, and become more independent.
- The expectation at TIDE is that our students will use flex time to manage their learning and make weekly appointments.



How will Flex Time work?

- Using the Teach More App, you will schedule an appointment with teachers up to 14 days / 2 weeks ahead of time
- During flex time, you will leave your Nucleus class and go to the teacher you made an appointment with
- You will scan in using your student id or id number for flex attendance. *Yes, attendance is required for appointments!*
- *If you stay in Nucleus, you are opting to study, complete assignments, and be focused on completing work for your classes.*

What is FLEX TIME?



Expectations During Flex Time

- ✓ **Students are present** in a classroom, Nucleus, or a special event (i.e. mentor program) and arrive within the passing time allotted
- ✓ **Ready to work**
 - Come prepared with questions, materials, and flex focus!
- ✓ **Engaged in academic work**- use the time well to get support from your teachers



Expectations During Flex Time

It is mandatory that all students:

- ✓ **Present for appointments** you schedule, or your teachers, counselors, or other TIDE staff schedule with you.
- ✓ **Scan in to every flex period**, even when staying in Nucleus for flex.



Flex Time Norms

Norm #1: You are visiting a teacher's or counselor's room for academic reasons:

1. To make up a test, quiz, lab, or assignment.
2. To get a mini lecture for a class you missed.
3. To get tutoring help.
4. To meet with your counselor.

Norm #2: **You are expected to plan ahead and make an appointment minimally THE DAY BEFORE the flex time takes place.** In general, you will be turned down if you approach a teacher to request attending Flex at lunch just before Nucleus starts. **As a part of Nucleus on Mondays, make an appointment for where you want to spend Flex that week.** Teacher discretion can override this rule as things happen last minute.

Norm #3: When you visit a teacher's class, you will go immediately there from Nucleus and remain there until the end of the flex period.

Norm #4: Students must scan in for each Flex period, even if they stay in Nucleus class.

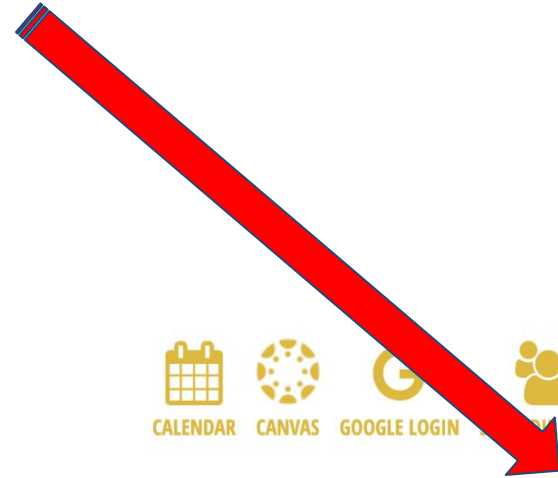
Norm #5: Students must scan in for both Flex 1 and Flex 2 on Thursdays or double flex days.



Where to Find the Flextime App?

Options to find the app for Flextime:

1. Go to <https://teachmore.org/tideacademy/students/>
2. Go to <https://www.tideacademy.org/> and click on the Flextime App icon on the right




Flex Time Practice

TeachMore[®]

Helping Teachers To Teach Smarter, Not Harder

Student FlexTime App

Tide Academy

 Login with Google

TIDE Academy
Technology Innovation Design Engineering





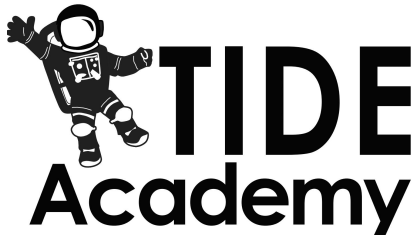
Practice Making an Appointment For Flex

Students: Go to <https://teachmore.org/tideacademy/students/> or go to <https://www.tideacademy.org/> and click the Flextime icon.

Login in with your seq google account

- **Make appointment with your Nucleus teacher**
 - Select the name of your Nucleus teacher in the list on the left
 - Click on today's date and make an appointment

Teachers: Make sure your scanner is connected to your computer and you are logged in to Teach More



Now you are ready to practice scanning in!

Students

- Have your ID card out or you can type in your id number to scan in
- Per your teacher's directions, form a line to scan in for "practice" flex

Remember: For flex, having your student id card is important. If you have to type in your ID, it will slow the process down.

Teachers

Give each student an opportunity to practice scanning in with their ID card or key in their student ID

We are now ready for flex time!