

Virtual Instructional Days



Southern Lehigh School District Parent Handbook 2026-2027

Background and context

The Southern Lehigh School District is committed to maintaining continuous, high-quality instruction regardless of external disruptions. As technology and flexible learning models evolve, the district leverages statutory and instructional tools to ensure minimal loss of instructional time due to inclement weather, facility emergencies, or other unforeseen circumstances. This guiding document outlines the operational framework, instructional expectations, and roles for administrators, teachers, and families during Virtual Instructional Days (VIDs).

Purpose of a Virtual Instruction Day

A Virtual Instruction Day allows students to continue meaningful learning when circumstances prevent traditional in-person instruction. The goal is to maintain instructional continuity by providing students with access to learning activities, teacher support, and opportunities to ask questions while working remotely.



Frequently Asked Questions

For the 2026-2027 school year, Southern Lehigh School District will use Virtual Instruction Days, which may be used in place of a school day canceled due to inclement weather or other unique situations. On a Virtual Instruction Day, students will complete learning activities and assignments provided by their teachers at home.

What is a Virtual Instructional Day (VID)?

A Virtual Instructional Day (VID) is an alternative approach to providing instruction on days when inclement weather or an emergency would necessitate the cancellation of school. The Pennsylvania Department of Education (PDE) allows public school entities to develop Virtual Instructional Day programs to avoid school closure while meeting the 180 instructional day requirement.

On a VID, students must complete learning assignments and activities provided by their teacher(s) at home. VIDs are considered a school day and count toward the number of instructional days/hours required by the Pennsylvania Public School Code.

If the District calls for a VID, how will I know?

Students and parents/guardians will be informed of a VID through the District's notification system in the same way that school closings and delays are currently announced. Notifications will be distributed through the district's communication system and will be posted on the District's website: <https://www.slsd.org/>

How does student attendance work?

In most cases, completion of asynchronous assignments will be used as evidence of student attendance. Students in grades 9-12 will also be asked to complete a Google Form at 2:00 to confirm attendance.

How is a student expected to complete the VID activities if they cannot access the internet due to childcare arrangements or the loss of internet service?

In anticipation that some students may not have internet access, the teachers may send home copies of VID assignments prior to implementing a Virtual Instructional Day. Parents can notify the school that their child will complete assignments offline or on a paper copy. Students are responsible for turning in assigned work upon return to in-person instruction.

How will parents/guardians and students find the VID learning assignment and activities?



For students in grades K-3, students will receive a paper packet to complete and turn in the next day. In some instances and at the direction of their teachers, students will be directed to take iPads home and complete digital assignments.

For students in grades 4-12, classroom teachers will have a VID link on their Learning Management System, Seesaw, Canvas or Google Classroom. The day's assignments will be located on this site. Students will be expected to complete assigned lessons for all scheduled classes. The lessons will relate to previously taught concepts or an exploratory assignment that will be covered upon return to school. The VID will count as a "Cycle Day." For example, if the day would have been Day 3, the VID day is Day 3, and the next school day is Day 4.

How can my child(ren) contact their teacher during a VID?

Teachers will be available via email, SeeSaw, Google Classroom, and Canvas throughout the day. Students/Parents can find teacher contact information on their teachers' LMS as well as on our website. This includes special education teachers, reading specialists, English as a Second Language teachers, school counselors, nurses, speech therapists, and special subject teachers, such as art, music, library, Discovery/STEM, physical education, and health.

My child has an IEP. Will his/her lesson be modified appropriately?

The VID lesson will be designed for students with special needs utilizing their program modifications, specially designed instruction, and supplementary aids and services identified in their individualized education plans. Students receiving specially designed instruction or accommodations should complete the work to the best of their ability and submit it on the VID for attendance requirements.

Upon return from a VID, teachers of students with special needs will meet with their students to review work submitted, checking for completion and understanding. If needed, the students will receive additional support to complete their work. Any related services (physical therapy, occupational therapy, speech, etc.) scheduled during the VID will be rescheduled according to the frequency requirements of the student's individualized education plan.

What if a student is sick on the VID?

If a student is sick on a VID, the parent/guardian must submit a written excuse just as they would have on a regular school day per school procedure. The student and/or parent/guardian should discuss any required make-up work with the teacher.

What if a student is on a pre-arranged absence on the VID?

The student absent on a VID would be expected to make up the learning assignments and activities as if it were any other absence from school.



General VID Expectations

[Virtual Instructional Day \(VID\) Guidelines](#) (PDF)



Virtual Instructional Day (VID) Guidelines

Essential expectations and procedures for Students, Families, and Staff

PRIMARY INSTRUCTIONAL DELIVERY

Asynchronous Learning Model: VID instruction centers on flexible home study during weather or emergency closures while ensuring academic progress. Content reinforces target concepts and review rather than introducing new instruction.

INSTRUCTIONAL STRUCTURE & VIRTUAL CHECK-INS

Asynchronous Work Delivery

- **Grades K–3:** Completed via physical paper packets provided prior to or designated for the VID.
- **Grades 4–12:** Posted digitally through designated teacher platforms (Google Classroom or Canvas).

Attendance & Submission

- Attendance is directly tied to the completion of assigned asynchronous work.
- All work must be submitted by **10:00 AM the next instructional day** to be marked present.

Virtual "Office Hours" Check-Ins

- **Purpose & Format:** Designed for brief student questions, assignment clarification, and touchpoints (not extended live lectures). Delivery adapts to age level with standard total allocated check-in minutes across elementary, middle, and high school levels.
- **Cancellation Policy:** The district reserves the right to cancel Office Hours as needed based on internet availability for students and staff.

STAKEHOLDER EXPECTATIONS

Role	Key Responsibilities
Students	Complete assigned asynchronous work (K-3 paper packets; 4-12 digital posts). Join brief virtual Office Hours as needed for guidance. Submit all completed work by 10:00 AM the next instructional day.
Families	Ensure students access paper packets or digital platforms. Support routines for asynchronous work and check-ins. Follow standard school absence procedures if student is sick on a VID.
Staff	Prepare and post/distribute learning materials in advance. Host brief virtual Office Hours check-ins per standard time guidelines. Monitor submissions and maintain active communication.

ABSENCE REPORTING & ATTENDANCE POLICY

Standard Absence Reporting

If a student is ill or unable to participate on a VID, parents/guardians must follow standard district procedures (e.g., submitting an excuse note or attendance portal notice).

Makeup Work & Credit

Students with excused absences on a VID receive standard opportunities to complete missed asynchronous assignments upon return to in-person instruction per policy.



Liberty Bell Elementary and Hopewell Elementary Virtual Instructional Day Procedures

K-3 Family Letter

Virtual Instructional Day (VID)

Here's what to expect!

We're still learning, just from home!





9:00 am – 9:30 am

Check in with classroom teacher

- Morning meeting check-in with the teacher
- Set up for expectations/review packet
- Read aloud or other activity



9:30 am – 10:00 am

Check in with special area teacher for that day

- Check in with special area teacher for the day (all K-2 classes who have that special for the day)





Student Work/Remainder of the Day

Office hours, or parents can check in via SeeSaw



packet 1

complete on VID day #1



packet 2

complete on VID day #2



packet 3

complete on VID day #3

VID days are separate from a traditional snow day. Students will have **30 minutes** with their teacher and an opportunity to “go to” specials. They will also have a menu/choice board of optional activities they can do at home that are hands-on (build a snowman, bake with a parent, etc.). These days will count as a day of school.



Students will have VID day packets- Do NOT complete ahead of time.

- Teachers will provide directions for completing the packet. It will be a review of materials (no new instruction). Students may also work on educational apps on their at-home devices if they do not have their iPad at home. Directions/information for families is linked [here](#).

Attendance & Work Submission

- Teachers will check packets the following day.

Absence Reporting

- Follow usual school procedures if reporting a student sick on a VID.

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Joseph P. Liberati Intermediate School Virtual Instructional Day Procedures

[Grade 3 Family Letter](#)

3rd Grade Schedule

9:00 AM – 9:30 AM: Homeroom Teacher

9:30 AM – 9:40 AM: Special

4th & 5th Grade Schedule

Two-Teacher Model

• **9:10 AM – 9:40 AM:** Math / Science

• **9:45 AM – 10:05 AM:** ELA / Social Studies

Three-Teacher Model

• **9:10 AM – 9:30 AM:** Math

• **9:35 AM – 9:55 AM:** ELA

• **10:00 AM – 10:20 AM:** Science / Social Studies

Grade-Specific Specials

• **4th Grade Special:** 10:25 AM – 10:35 AM

• **5th Grade Special:** 10:45 AM – 10:55 AM

6th Grade Schedule

9:00 AM – 9:30 AM: Math

9:35 AM – 10:05 AM: ELA

10:10 AM – 10:40 AM: Science

10:45 AM – 11:15 AM: Social Studies

11:20 AM – 11:30 AM: Special

- **Optional check-ins:** Live Google Meets are drop-in help sessions, not formal lessons or attendance requirements. Students who understand their assignments do not need to attend.
- **Combined groups:** Meets are open office hours that may include students from multiple classes (e.g., all students sharing that subject or special).
- **Teacher availability:** Outside of scheduled Meets, teachers remain available by email and may schedule individual Google Meets as needed.
- **Asynchronous work:** Students in grades 3-6 will receive asynchronous work (paper-pencil, digital, or both) at the discretion of their teachers. Teachers will communicate expectations for asynchronous work directly with students and parents.



Southern Lehigh Middle School Virtual Instructional Day Procedures

Teacher Availability and Academic Support

- **School-day support:** Teachers will post all learning materials in Google Classroom and remain accessible to assist students throughout the day from 7:15 AM to 2:45 PM.
- **Drop-in office hours:** Each teacher hosts two 30-minute Google Meet sessions during the day where students can drop in to ask questions, review lessons, or receive academic help. Meeting links are available directly in each teacher's Google Classroom.
- **Individual assistance:** Outside of scheduled office hours, teachers are available via email to answer student and parent questions, and can set up individual Google Meets when extra help is needed.

Open Office Hours

8:00 - 8:30 ELA
8:30 - 9:00 Math
9:00 - 9:30 Science / Social Studies
9:30 - 10:00 Related Arts
10:00 - 10:30 World Languages

12:00 - 12:30 ELA
12:30 - 1:00 Math
1:00 - 1:30 Science / Social Studies
1:30 - 2:00 Related Arts
2:00 - 2:30 World Languages



Southern Lehigh High School Virtual Instructional Day Procedures

Learner expectations on a Virtual Instructional Day (VID) are as follows:

- Complete the assignments and instructional activities as assigned by each teacher by the expected due dates.
- Contact the teacher if there are questions or concerns regarding work completion, or attend the scheduled office hours.

High School

- **All assignments will be posted to Canvas or Google Classroom by 8:30 AM**
- 7:30 - 11:30 Teachers available by email
- 11:30 - 12:00 LUNCH
- 12:00 - 12:30 Block 1 Office Hours
- 12:30 - 1:00 Block 2 Office Hours
- 1:00 - 1:30 Block 3 Office Hours
- 1:30 - 2:00 Block 4 Office Hours
- 2:00 Attendance Check-In Assignment due
- 2:00 - 2:50 Teachers available by email
- All assignments must be turned in by 10 AM the following morning

LCTI

- AM, PM, and All-Day LCTI students will only have asynchronous work from LCTI if the majority of schools associated with LCTI have a VID.
- Students will receive asynchronous assignments from their LCTI instructors.
- Protocols from LCTI

Assignment on Schoology:

- *Assignments will be posted on Schoology for every student to complete during the VID.*
- *Teachers and Instructional Assistants will be available asynchronously to provide support through LCTI-approved communication methods such as LCTI email or Schoology.*

Attendance Requirements:

- *Students must complete the assigned task for attendance purposes.*
- *Students should complete the assignment on the same day or must complete it immediately upon returning to LCTI.*
- ***Students will have to complete and submit a check-in activity by 2 PM during the virtual day to track attendance.*** Attendance will be determined by verification and completion of the virtual check-in. Students who fail to complete their virtual check-in will be marked as absent from school. Parent/Guardian documentation of the reason for absence will be required.

Closure of Sending School District:

- *If the sending district is closed (not implementing VID), students from that district are exempt from completing the LCTI VID assignment.*

Spartan Academy

- Students will follow a regular schedule.

