

eLearning Day Implementation Toolkit

What is an eLearning Day?

Per [IC 20-30-2-1](#) eLearning Days provide school districts with an option for continuing an instructional day away from traditional time limits and brick and mortar setting. This innovative program has evolved into an engaging instructional model used in many Indiana schools to keep the sequence of learning going despite weather and other challenges. More importantly, eLearning Days provide teachers and students opportunities to engage with digital resources, to collaborate virtually, and to develop digital skills that are used and valued beyond K-12.

Effective spring 2019, Indiana schools/districts are not required to request approval from the Indiana Department of Education (IDOE) to implement eLearning days. Assurances to maintain instructional fidelity remain the responsibility of the individual school/district. This toolkit is designed to point districts toward established best practices and the critical elements for providing high-quality instruction on eLearning Days.

Getting Started

Below are steps to follow as you work to implement eLearning Days in your district.

1. Identify your eLearning Day Champion. Who will take the lead in developing your plan for eLearning Days?
2. eLearning Day Champion convenes a planning committee comprised of a School Board Member(s), parent(s), teacher(s), administrator(s), instructional coach(es), and other relevant stakeholders.
3. eLearning Day planning committee develops a shared “why?” for eLearning Days in your district. Consider the following questions:
 - a. Why are you implementing eLearning Days? Possibilities may include:
 - i. Professional development
 - ii. Inclement weather
 - iii. Non-traditional learning opportunities for students
 - iv. Other
 - b. How do eLearning Days benefit students?
4. eLearning Day planning committee reviews [eLearning Day Best Practice Considerations and Checklist](#) and [District Examples](#).
5. Begin planning your eLearning day driven by your “why?”.

6. Communicate the plan (including timeline) beginning with a compelling “why?”, and work to build buy-in from educators, students, parents, business, and community.
7. Practice and provide training to all participants based on their specific role.
8. Conduct an evaluation of the eLearning Day implementation. Determine formative and summative methods for evaluation, including online measures to document progress and achievements (i.e., parent, staff, and student surveys).
9. Reflect. Determine areas for improvement. Identify additional supports that are needed. Contact the state [Senior Digital Learning Specialist](#), as-needed, for assistance.

Resources

District Examples

- Franklin Township Community School Corporation [eLearning Days](#)
- Madison Consolidated Schools [Guideline Sample](#)
- East Porter County School Corporation [eLearning Day Ideas for Interactive Learning](#)
- MSD of Martinsville [Website Communication Example](#)
- Lebanon Community School Corporation [eLearning Day Information and Guides](#)
- East Noble School Corporation [eLearning Day Information and Expectations](#)
- Southmont Schools [eLearning Day Information and Guidance](#)
- School City of Whiting [FAQ](#)

Professional Development

- [IDOE professional development](#)
- [IDOE Webinars](#)

Instruction

- Explain lesson locations and directions [Mrs. Parsons e-Learning Quick Guide](#)
- Helping Teachers Get Ready [eLearning Lab Webinar](#)
- Common Sense Media Resources [edTech Tools](#)
- Curriculum Resources [Common Sense Education](#)
- Program Guidance for Students with Disabilities [eLearning Day Information](#)

Other

- [Sample Implementation Timeline](#)
- [Kirkpatrick Program Evaluation](#)
- [eLearning Day FAQ](#)

A variety of resources can be found on the IDOE [eLearning Page](#).