MEMORANDUM TO: Directors of Education
               Secretaries of School Authorities
               Directors of Provincial Schools

FROM: Sue Durst
      Director
      Curriculum and Assessment Policy Branch

DATE: March 11, 2010

SUBJECT: E-Learning Content and Professional Development Needs

Planning is now underway by staff in the e-Learning Ontario (eLO) unit to identify boards’ needs
for new e-learning content creation and areas of professional development relating to the
provincial e-learning strategy and its tools. eLO’s yearly “check in” and consultation provides an
opportunity for boards to help guide eLO to focus on areas of highest need to meet as much of
the provincial demand as possible.

Initial contact has been made with each board’s District e-Learning Contact (DeLC). Each
DeLC has been asked to identify:

- elementary and/or secondary e-learning content for development, e.g., secondary
  school courses; interactive multimedia objects; online modules.

- board-specific professional development needs related to the provincial e-learning
  strategy and its tools, e.g., regional training (April to June 2010); board-specific training
  for e-learning teachers using the Learning Management System for summer school
  (June 2010); and other board-specific PD for the 2010-11 school year.

DeLCs are expected to seek advice from within their boards as they develop their responses to
ensure as broad a representation of board needs as possible. DeLCs will be submitting their
requests to eLO by March 12, 2010.

eLO will use the board information to plan for new content development. Based on previous
board consultations, eLO has already developed for board delivery a broad range of secondary
credit online courses as shown in the attached list of courses, some of which are already
available and others which will be available for boards to deliver by the first semester of the
2010-11 school year.

eLO, with its available staffing resources, will aim to meet as much of the boards’ PD requests
as possible. eLO trainers are available at no cost. However, costs for teacher travel,
accommodation, and supply are paid for by the boards. Refreshment costs are also paid for by
the boards with the exception of the two-day regional training sessions on using the LMS to
deliver e-learning courses. For these sessions refreshment costs are paid for by the ministry.
The opportunity to work collaboratively with boards is very much appreciated as eLO sets out its work priorities for the coming months. Discussions with board personnel will be ongoing and allow refinement or changes to accommodate needs as they arise.

We look forward to working with the boards to ensure the ongoing success of delivery of online courses and availability of online resources for teachers and students.

Thank you for your continued support of eLearning Ontario.

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Sue Durst

Encl.

c. Kit Rankin, Director, Field Services Branch
   Ministry of Education Regional Office Managers