

Ministry of Education

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MEMORANDUM TO: Directors of Education
Supervisory Officers and Secretary-Treasurers of School
Authorities

FROM: Ruth Mattingley
Senior Executive Officer
The Literacy and Numeracy Secretariat

DATE: September 26, 2006

SUBJECT: Ontario Focused Intervention Partnership Funding Process

Thank you for making time to meet with LNS Student Achievement Officers (SAOs) over the past few weeks. We look forward to working with you in partnership on the OFIP initiative. As new EQAO data has been released we have been reviewing and revising the lists of schools that will be involved in the OFIP Turnaround School Strategy.

As you are aware, the OFIP initiative consists of the OFIP Board Strategy and the OFIP Turnaround School Strategy. Boards were given preliminary information last spring about funding. We would like to flow those funds as quickly as possible in order to support identified improvement strategies in your boards. In the coming weeks SAOs will work with you to review and revise board improvement plans, in light of the new EQAO data and the OFIP initiative, to ensure that precise strategies are in place to support low performing, static and or declining schools.

Boards are to use OFIP funds to provide direct support to those schools that have been selected to be involved in the OFIP Turnaround School Strategy as well as providing some funding for the overall OFIP Board Strategy. For boards that do not have any schools identified in the OFIP Turnaround School Strategy, it is expected that they will use the OFIP funds to develop a board strategy to ensure continuous improvement in all schools, with special attention to schools where achievement is static or declining. Board strategies should also provide interventions for specific populations of students who are underperforming to ensure equity of outcomes. OFIP funds should be spent by **August 30, 2007** and boards will be required to submit OFIP final reports to The Literacy and Numeracy Secretariat at that time. This year we request that the final report be completed on-line. Details regarding this process will be sent to you. We have provided a sample report to show you the information that will be required in the final report.

OFIP funds will be sent to the board once the director and the regional LNS Team Leader have approved the precise strategies to be implemented in the board strategy in general, and specifically to assist schools that are low performing, static and/ or declining. Boards will be sent a letter of agreement that will confirm funding for the board and expectations regarding final report requirements. Directors will be asked to sign the letter of agreement and forward a copy to The Literacy and Numeracy Secretariat along with a copy of the agreed upon board improvement plan. Once we have received these two documents funds will be transferred to the board.

Boards will be responsible for transferring funds to the schools that will be involved in the OFIP Turnaround School Strategy. These funds **are not** to be moved to the school until the school improvement plan has been revised and approved. The superintendent responsible for the specific school(s), the student achievement officer working in the school and the LNS regional team leader will review and approve the school plan. Once school plans have been approved the board is asked to transfer the agreed upon funds to the school.

The school improvement plan should identify school improvement goals, precise strategies for improvement, required resources, budget, timelines for implementation, monitoring strategies, measures of success and key people responsible for implementation of various strategies. Time should be provided for staff collaboration and job embedded professional learning.

Should you have any questions about OFIP funding please contact your regional student achievement officers.

By working together to implement high-yield, research-based strategies we will assist all schools in achieving continuous improvement.

Sincerely,

A handwritten signature in cursive script that reads "Ruth Mattingley".

Ruth Mattingley
Senior Executive Officer

c.c. Regional Managers