

**Ministry of Education**

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**Ministère de l'Éducation**

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**MEMORANDUM TO:** Directors of Education

**FROM:** Gerry Townsend  
Director (Acting)  
Field Services Branch

**DATE:** April 25, 2008

**SUBJECT:** 2008-09 Community Use of Schools Program

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Further to Kit Rankin's memo of February 5, 2008, I am writing to provide you with additional information about the new Community Use of Schools (CUS) program funding and the new Outreach Coordinator position announced by the government in February of this year.

Funding

As stated in memorandum 2008: B2, Education Funding for 2008-2009, the CUS allocation will be enhanced by \$12.9M, bringing the total allocation for the year to \$32.9M.

The new funding consists of \$6.5M to support energy and labour costs, reduced rates, and increased access to programs, and \$6.4M to support the cost of Outreach Coordinators who will coordinate CUS programs and ensure their effectiveness.

- \$6.5M in new funding has been blended with the \$20M in base funding and allocated in proportion to your board's 2008-09 projected School Operations Allocation.
- \$6.4M in new funding will support the cost of Outreach Coordinators. Each district school board receives \$36,000 plus \$800 per school, using the same definition of *school* as is used for the School Foundation Grant.

The attached chart provides a board-by-board breakdown of the \$32.9M.

CUS Outreach Coordinators

Outreach Coordinators will be hired by school boards across the province to ensure the effectiveness and sustainability of local Community Use of Schools programs. Through cross-provincial networking, Outreach Coordinators will learn from each other and build on successful practices to enhance CUS programs. Their duties include:

- Aligning and implementing local CUS program and policy frameworks with the Ministry of Education (EDU) vision and goals
- Assisting schools in strengthening local CUS policies (e.g. application process, fees)
- Liaising with EDU, municipalities, community agencies, schools and user groups (e.g. holding regular meetings with all stakeholders, including EDU) to build program consistency
- Working with schools and community groups to share effective practices that maximize access
- Working with schools in implementing volunteer-driven homework help services
- Overseeing program implementation and working with local school board and EDU to provide feedback about local programs, including reporting to EDU
- Planning, preparing and conducting outreach workshops, seminars and other training sessions for users
- Working with area schools to determine community and school capacity to deliver and manage programs
- Employing active outreach strategies to ensure community support at the local school level
- Coordinating the timely and accurate collection of CUS program data
- Working with schools and EDU to ensure that schools in high-needs areas have appropriate services
- Identifying prospective priority schools if school board is eligible for priority school funding, commencing in 2009-10
- Working with priority schools, where applicable, to expand access, eliminate fees and reach out to community partners
- Supporting priority schools in order to maximize availability for community use
- Coordinating the development of Focus on Youth summer programs and assisting in applying for funding if school board is eligible

Thank you for your continued support of this valuable program. Please contact your local Ministry of Education Regional Office should you have any questions.

*Original signed by*

Gerry Townsend

attachment

cc: Kit Rankin  
Regional Managers