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**MEMORANDUM TO:** Name, Director of Education  
Board Name

**FROM:** Mary Jean Gallagher  
Chief Student Achievement Officer of Ontario  
Assistant Deputy Minister  
Student Achievement Division

**DATE:** April 20, 2011

**SUBJECT:** **Confirmation of Specialist High Skills Majors (SHSM) for 2011-12**

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I am pleased to provide you with information on the SHSM sectors(s) and school(s) that have been approved for 2011-12. The Ministry's commitment to these programs includes an ongoing focus on ensuring their quality and increasing opportunities for students.

The funding for SHSM programs reflects the increased level of activity in schools and boards, and addresses the following implementation costs:

- students' certification and training programs
- tracking students' completion of the SHSM components
- equipment purchases and consumable expenditures
- promotion and marketing
- teacher training and professional development.

Boards receive GSN funding targeted to Student Success implementation which includes the Specialist High Skills Major. As well, funding from the School-College-Work Initiative (SCWI), in programs where dual credits are included as major credits for SHSM students, addresses board costs related to transportation and coordination. In 2011-12, the funding for SHSM programs will again be allocated and communicated to school boards through the regular GSN process as well as through a transfer payment.

The list of approved SHSM sectors and schools for the board for 2011-12 is attached (Appendix 1). Assuming all approved programs will be offered and the number of students remains as projected, the board's SHSM funding allocation for 2011-12 is \$\_\_\_\_ (GSN = \$\_\_\_\_ plus transfer payment= \$\_\_\_\_).

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Approvals for the SHSMs are based on the expectation that students will complete the five required components:

1. a defined bundle of Grade 11 and Grade 12 credits for each of the four pathways to postsecondary destinations – apprenticeship training, college, university, and workplace,
2. compulsory certifications and training identified in the sector guides,
3. experiential learning and career exploration including job shadowing, work experience, and job twinning,
4. ‘reach ahead’ opportunities which allow students to experience their intended postsecondary environment,
5. development of Essential Skills and work habits required in the sector, and use of the Ontario Skills Passport (OSP) for purposes of documentation.

The 2011-12 SHSM Program Confirmation Form (Appendix 2) is for your board to indicate which approved SHSM program(s) will be offered in the identified secondary school(s). Please keep in mind that if you decide not to run a program or reduce the number of students, there will be a corresponding reduction in the funding that is available for your board. We would ask that you indicate your intent to offer each program on the form, sign and fax back by April 28, 2011.

Please do not issue a news release or other public communication regarding new SHSM programs until advised by the Ministry.

For further information please contact:

- Aldo Cianfrini - 416-325-2669 - aldo.cianfrini@ontario.ca
- Audrey Cartile - 416-326-0552 - audrey.cartile@ontario.ca

Thank you for your commitment to offer high quality SHSM programs as part of your board’s effort to support success for all students.

**Original signed by**

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Mary Jean Gallagher

- c. R. Franz, Director, SS/L18SPB  
K. Verduyn, Acting Director, FSB  
Regional Office Lead for Student Success  
Student Success Leader  
Specialist High Skills Major Board Lead