

Ministry of Education
Information Management Branch
777 Bay Street
4th Floor, Suite 422
Toronto, Ontario M5G 2E5

Ministère de l'Éducation
Direction de la gestion de l'information
777, rue Bay,
Bureau 422, 4^e étage,
Toronto (Ontario) M5G 2E5



MEMORANDUM TO: MISA Leaders

FROM: Lisa A. Lumley
Sr. Manager, Standards & Liaison
Information Management Branch

DATE: February 23, 2009

SUBJECT: **Managing Information for Student Achievement
(MISA) 2008-09 Local Capacity Building Reporting**

Through the MISA Local Capacity Building initiative, boards have been transforming their processes and practices to become more evidence-informed. The ministry recognizes the considerable challenges school boards have faced over the past four years relative to modernizing data systems, cleansing data, improving data management practices and training staff to collect and use data to support strategies for improved student achievement. While further progress is necessary, boards now provide more timely and accurate data to the ministry through OnSIS and are making inroads in supporting principals and teachers with more user friendly access to data. Thank you for your efforts in supporting and operationalizing this initiative which is contributing to improved student achievement across the province.

The purpose of this memorandum is to outline the next steps concerning MISA Local Capacity Building reporting for the 2008-09 fiscal year. MISA Financial and Progress Reports for the period April 1, 2008 to March 31, 2009 are due to the ministry by April 30, 2009. The reports require endorsement by the Director of Education (or the Secretary-Treasurer in the case of school authorities).

In an effort to simplify reporting this year, attached please find a customized pre-populated reporting template for your school board based on the MISA Forecast submitted earlier this year. Please note, should your school board wish to vary either the activities or funding associated with the activities as outlined in your board's previously submitted MISA Forecast, then please call Daniel Schultz, Manager, Stakeholder Liaison at (416) 325-7056 to discuss prior to completing the reporting template.

Please complete both reports/worksheets included in the attached excel spreadsheet and send the electronic copy to Daniel Schultz (Daniel.Schultz@ontario.ca). Please obtain the endorsement of your Director of

Education (or Secretary-Treasurers in the case of school authorities) on the paper copy and send it before April 30, 2009 to:

Daniel Schultz, Manager
Stakeholder Liaison
Standards & Liaison Unit
Information Management Branch
Ministry of Education
777 Bay Street, Suite 422
Toronto, ON M5G 2E5

Should you have any questions about the required reporting, please contact Daniel Schutz at (416) 325-7056 directly. Once again, thank you for your ongoing commitment to the MISA initiative.

Sincerely,

original signed by

Lisa A. Lumley
Sr. Manager, Standards & Liaison
Information Management Branch

Attachment

c. Sr. Business Official
Secretary-Treasurer