

Ministry of Education

Ministère de l'Éducation

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MEMORANDUM TO: Directors of Education

FROM: Kevin Costante
Deputy Minister

DATE: February 17, 2012

SUBJECT: Alignment of Directors' Annual Reports and Multi-Year Plans

Thank you for submitting your Directors' Annual Reports for 2011. I am pleased to confirm that, as I indicated at the January 19, 2012 Strategic Leadership Conference, in the future the posting of a report on your board's website will satisfy the requirements of the *Education Act* with respect to Directors' Annual Reports and the requirement for directors to report annually on multi-year plans.

Please note that at a minimum the report must include the following:

- the board's multi-year plan, including its multi-year strategic objectives;
- the progress the board has made against its strategic objectives in the previous school year; and
- actions the board is taking in those strategic priority areas where goals are not being met.

In preparing your report you may wish to refer to the sample Report by the Director which was distributed at the January 19th meeting, and which, if adapted to your school board's needs and posted on your board website, would satisfy both requirements.

This alignment activity is a part of the ministry's strategy to reduce reporting requirements for Ontario district school boards.

Kevin Costante