

Ministry of Education

Ministère de l'Éducation

Student Success/Learning to 18  
Strategic Policy Branch

Direction des politiques stratégiques  
en matière de réussite des élèves et d'apprentissage  
jusqu'à l'âge de 18 ans

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**MEMORANDUM TO :**            **Directors of Education  
Director of Provincial Schools  
Supervisory Officer & Secretary-Treasurer of James Bay  
Lowlands**

**FROM :**                        **Grant Clarke  
Director**

**DATE :**                        **July 4, 2008**

**SUBJECT :**                    **Specialist High Skills Majors 2008-09**

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The Specialist High Skills Major (SHSM), a key initiative of Student Success, has grown significantly since first launched in 27 school boards in 2006-07. In the 2007-08 year, 153 SHSM projects were offered in 9 sectors in 67 school boards across the province. For the 2008-09 school year, almost 500 SHSMs are approved across 14 sectors with every board offering at least one SHSM. Boards are to be commended for their collective commitment to such an expansion of the SHSM program option for students in the coming year.

Your board has been approved to deliver the Specialist High Skills Major as identified in Schedule A of the enclosed transfer agreement. The SHSM programs enable students to complete the following five required components:

- a bundle of 8-10 required credits identified in the SHSM sector guide including two cooperative education credits
- sector recognized certifications and training programs
- experiential learning
- a 'reach ahead' activity where students have an experiential opportunity in their planned postsecondary destination
- development of Essential Skills and work habits, and use of the Ontario Skills Passport (OSP) for purposes of documentation.

Please note that boards with existing SHSM programs that have been approved for renewal in 2008-09 have had their allocations adjusted to provide for program enhancement.

Attached to this memo are two copies of the Transfer Agreement outlining required deliverables in Schedule A, and payment details in Schedule B. These funds are to support SHSM implementation in your board in 2008-09. Your board must notify the Ministry in writing of any changes to the delivery sites.

Please sign and return both copies of the signed transfer agreement in the enclosed envelope by July 18, 2008. I will sign and return one transfer agreement to you. The mailing address is:

Student Success/ Learning to 18 Strategic Policy Branch,  
Attention: Angela Hurlock  
900 Bay Street, 4<sup>th</sup> Floor  
Toronto, ON M7A 1L2

The Ministry's priority for the upcoming school year is to monitor and support boards in their implementation of SHSM programs. If you require further information or assistance, please contact Audrey Cartile at 416 325-2225, [audrey.cartile@ontario.ca](mailto:audrey.cartile@ontario.ca), Aldo Cianfrini at 416 325-2669, [aldo.cianfrini@ontario.ca](mailto:aldo.cianfrini@ontario.ca), or Nancy Lerman at 416 325-2508, [nancy.lerman@ontario.ca](mailto:nancy.lerman@ontario.ca).

Thank you for your ongoing commitment to support success for all students. We look forward to working together with you on this important endeavour and to hearing about the SHSM results achieved by your students.

Grant Clarke

Attachment

c.c. Board Leads for SHSM  
Student Success Leaders  
Gerry Townsend, Field Services Branch  
Regional Office Leads for SHSM  
Ginette Plourde, Director French-Language Policy and Programs Branch  
Kirsten Parker, Director Student Success/Learning to 18-ITEB