



**MEMORANDUM TO:** Directors of Education  
Secretary Treasurers of School Authorities

**FROM:** Don Young  
Director, Information Management Branch

**DATE:** June 27, 2008

**SUBJECT:** MISA Memo  
**Managing Information for Student Achievement (MISA)**

- 2008-09 Local Capacity Building Funding

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I am writing to update you on the MISA initiative and to provide you with details about funding for 2008-09.

As school boards continue to implement MISA Local Capacity Building plans across the province, significant capacity gains have been achieved in the core capacity areas of technology, data management and human resources/training in data use. Over the past three years, student management systems have been enhanced, decision support tools have been acquired, major efforts have been made to cleanse data and a considerable amount of staff training on data management and data analysis has occurred. The dialogue about student achievement is being enriched as a result of your efforts.

As you know, the MISA Professional Network Centres (PNCs) were established to promote sharing of effective practices and to provide forums for discussion about issues and opportunities related to evidence-informed decision making. The ministry will continue to fund PNCs this year and is also conducting a review to help ensure that future activities continue to build upon past successes and that we also capitalize on any new opportunities identified through consultation with the sector.

Since launching the MISA Collaboration Site earlier this year, we have been encouraged by the number of MISA Leaders utilizing this online resource. We will continue to post information related to evidence-informed decision making to the site and encourage our school board partners to do so as well.

I am pleased to report that \$10 million in total funding is being made available to school boards and authorities to continue MISA Local Capacity Building this year. As in previous years, these funds may be used to support OnSIS data submission-related activities. When added to the \$1.6 million that is also being provided to support PNCs this year, funding for MISA since its inception will total more than \$100 million.

In order to be eligible for MISA Local Capacity Building funding, a school board must have a designated MISA Leader. As the MISA initiative matures, the focus should be less on technical infrastructure and more on the management and use of data to support strategies at the classroom and system level aimed at improving learning outcomes. The MISA Leader will play a vital role as a senior champion for the effective use of data from an academic and administrative perspective and, in this regard, will need to broker strong relationships across the board and sector. Should you assign the MISA Leader role to a new individual at any point in the future, please notify the ministry as soon as possible at the address noted below.

Specifically, \_\_\_\_\_ has been conditionally allocated to \_\_\_\_\_ to support MISA Local Capacity Building eligible activities in fiscal year 2008-09 (April 1, 2008 - March 31, 2009). In order to be eligible for this funding, please print and endorse two originals of the attached Transfer Payment Agreement and return both copies to the ministry along with a completed MISA Local Capacity Building Forecast 2008-09 (template attached) which will form Schedule A to the Transfer Payment Agreement. The Transfer Payment Agreement outlines the payment schedule and reporting requirements associated with this year's funding.

Please return the two signed copies of the Transfer Payment Agreement (along with completed Schedule A) to the ministry by July 18, 2008. All documents must be endorsed by the Director of Education (or Secretary-Treasurer in the case of school authorities). In addition, please send an electronic version of Schedule B to [Traci.Cooke@Ontario.ca](mailto:Traci.Cooke@Ontario.ca) and then send the signed paper originals of all documents to:

Traci Cooke  
Standards & Liaison Unit  
Ministry of Education  
Information Management Branch  
777 Bay Street, Suite 422  
Toronto, ON M5G 2E5

Your staff may contact Lisa Lumley at (416)325-9118 should you have any questions regarding 2008-09 funding. Once again, I would like to thank you for your ongoing commitment to the MISA initiative.

Sincerely,

*Original signed by*

Don Young  
Director  
Information Management Branch

Attachments (2)

cc. MISA Leaders

Superintendents of Business  
Assistant Deputy Ministers  
Chief Student Achievement Officer & CEO, Literacy & Numeracy Secretariat  
CIO, Community Services I&IT Cluster  
Executive Assistant, Deputy Minister's Office  
Director, Communications Branch  
Director, Field Services Branch  
Director, Student Success/Learning to 18 Implementation, Training & Evaluation Branch  
Director, Student Success/Learning to 18 Strategic Policy Branch  
Director, Special Education Strategic Planning Branch  
Director, Special Education Policy & Programs Branch  
Director, French-Language Education Policy & Programs Branch  
Director, Transfer Payments and Financial Reporting Branch  
Director, Corporate Finance and Services Branch  
Regional Managers, Field Services Branch  
MISA Advisory Committee members