

## Ministry of Education

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## Ministère de l'Éducation

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June 23, 2010

Dear Colleagues,

I am pleased to inform you that Ontario Regulation 234/10 has been approved. This regulation puts in place a principal/vice-principal performance appraisal (PPA) process for implementation across the province, beginning in September 2010.

The performance appraisal process is a component of the Ontario Leadership Strategy (OLS). The OLS was launched in 2008, and aligns with the commitment made in *Reach Every Student: Energizing Ontario Education, 2008* to support student achievement and well-being by fostering leadership of the highest quality across the province.

As a key support to board leadership development and succession planning, performance appraisal is designed to enhance the ongoing professional development of principals and vice-principals. By focusing on goals related to student achievement and well-being, performance appraisal supports our three core priorities:

- high levels of student achievement
- reduced gaps in student achievement
- increased public confidence in publicly funded education

The appraisal process reflects the advice of the Principal Performance Appraisal Work Group, as well as invaluable experience gained through the work of boards that have implemented the process on a voluntary basis since 2007. Continued partnerships between the ministry and Ontario's associations of principals, supervisory officers and directors of education will be integral to the ongoing success of the principal/vice-principal performance appraisal process.

The regulation is available on the e-Laws website at [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca). In addition, a technical requirements manual will be distributed shortly to support implementation. As you will see, key elements of the performance appraisal process include:

- opportunities for principals/vice-principals to consult with supervisors to identify strategies for professional learning each year through the review of an Annual Growth Plan

- a performance plan in an appraisal year that focuses on measurable goals related to student achievement and well-being, and identifies strategies, actions and competencies required to meet those goals, as well as methods for measuring results
- use of the Ontario Leadership Framework to identify competencies and practices that support the professional learning of principals/vice-principals, as articulated in the Annual Growth Plan, and that support the achievement of goals set out in the performance plan during an appraisal year
- a performance appraisal and summative report once every five years, based on the performance plan, indicating a performance rating of either “satisfactory” or “unsatisfactory” and additional comments related to the performance of the principal/vice-principal
- the authority of supervisors to conduct additional appraisals in light of circumstances related to a principal’s/vice-principal’s performance, if necessary

I want to thank you for your support of this important initiative and for your continuing efforts to implement the Ontario Leadership Strategy and help ensure that we attract and develop leadership of the highest quality. I am confident that, through our collaborative efforts, we will continue to make substantial progress toward enhancing student achievement and well-being across the province.

Sincerely,

A handwritten signature in blue ink that reads "Leona Dombrowsky". The signature is fluid and cursive, with the first name "Leona" being more prominent than the last name "Dombrowsky".

Leona Dombrowsky  
Minister of Education