

Ministry of Education

Education Statistics & Analysis Branch
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Ministère de l'Éducation

Direction de la statistique
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MEMORANDUM TO: <Director of Education Name>
<Title Director of Education or Secretary/Treasurer>
<School Board or School Authority Name>

FROM: Taddesse Haile,
Director
Education Statistics and Analysis Branch

DATE: June 18, 2014

SUBJECT: Managing Information for Student Achievement (MISA)
• Local Capacity Building Funding 2014-15
• Role of the MISA Leader

Further to the ministry's memo of March 27, 2014 regarding "2014-15 School Year Education Programs – Other (EPO) Funding", I am pleased to provide your school board with the 2014-15 MISA LCB School Year Funding documents.

Consistent with previous ministry school board / authority memoranda (2014:B5 and 2013:SB17), please note that starting with the 2014-15 school year, EPO MISA LCB funds are to be aligned within the *Grants for Student Needs* (GSN) financial reporting cycle (e.g. Estimates reporting in June, Revised Estimates reporting in December, and Financial Statements for previous school year in November), as is outlined here and in the attached "Managing Information for Student Achievement (MISA) Local Capacity Building (LCB) School Year Funding 2014-15 Project Agreement".

This funding is being made available by the ministry to assist school boards in sustaining and advancing board local capacity building needs, decision making and goals by targeting funds in at least two of the four following priority funding areas:

- build capacity by continuing work on high priority common core project(s) to achieve/maintain sustainable level(s), as set out in the "MISA Common Core Capacity Continuum" (see attached file)
- create more effective integration and collaboration amongst school board staff and system leaders in activities relating to board improvement planning, monitoring / assessment and evaluation
- promote prioritized availability and usability of information for end-users (e.g. teacher, principal, superintendent), having regard for privacy protection
- data quality management projects that will improve the timeliness, accuracy and completeness of school board data/information to the Ontario School Information System (OnSIS).

The ministry asks that the «*Director of Education or Secretary/Treasurer*» sign and return the attached Project Agreement by **June 30, 2014**. This includes the details of the school board's MISA LCB 2014-15 proposed school year based projects / activities and how the school board intends to use the allocated funds as per sections A, B, C and F of the attached "Appendix 1 to Schedule A, 2014-15 MISA LCB Planning and Reporting" template. Please return these documents via email to Aimee.Chang@ontario.ca.

As specified in the Project Agreement, it is the MISA Leader who is responsible for overseeing the activities and expenditure of the funds and will be the primary contact with the ministry for this Project which includes the completion and receipt of Director approved reports (sections D, E and G of the attached "Appendix 1 to Schedule A, 2014-15 MISA LCB Planning and Reporting template") due **December 15, 2014** and **June 15, 2015**.

Given the 2014-15 MISA LCB funding priorities and objectives, and considering the role of the MISA Leader (see attached), please advise whether a change in the school board's MISA Leader is required for 2014-15.

A ministry review of your school board's plan will be conducted in June and July. If the plan is accepted, the ministry will sign and return a fully executed copy of the Project Agreement. Funds are targeted to be paid by the ministry in two allocations: 70 percent in **September 2014** and 30 percent in **April 2015**. And all 2014-15 MISA LCB funding expenditures must be invoiced on or before **June 1, 2015**.

In keeping with the past, to support school boards' 2014-15 MISA planning the ministry will be hosting a web-based meeting in June to provide advice and answer any questions about developing plans. Meeting details will be sent to MISA Leaders and we encourage other system leaders within the school board to attend. The meeting will be recorded and available on the e-community Ontario, MISA Local Capacity Space.

Should your staff have any questions please have them contact Janice Taylor, Senior Manager (A), MISA Liaison Group at (416) 212-4718.

Thank you for your ongoing leadership and support of MISA.

Sincerely,

original signed by

Taddesse Haile,
Director,
Education Statistics and Analysis Branch

Attachments

- MISA LCB School Year funding 2014-15 Project Agreement template
- Appendix 1 to Schedule A, 2014-15 MISA LCB Planning and Reporting template
- Role of the MISA Leader (May 2013)
- MISA Common Core Capacities Continuum (January 2006)

c: MISA Leader
Board Senior Business Official