

Ministry of Education
Information Management Branch
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Ministère de l'Éducation
Direction de la gestion de l'information
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Toronto (Ontario) M5G 2E5



MEMORANDUM TO: XX
MISA Professional Network Centre

FROM: Lisa A. Lumley
Sr. Manager, Standards & Liaison Unit

DATE: March 31, 2009

SUBJECT: 2008–09 MISA Professional Network Centres (PNCs) Reporting

Thank you for your continuing support of the MISA initiative and the growing role of the MISA PNCs in sharing research, data and results on improving student achievement throughout your schools and boards. Since we are now at the ministry's fiscal year-end, we are asking you, as MISA PNC Executive Lead, to report on the achievements made by your PNC in 2008-09.

For convenience, information submitted in 2008-09 operational plans has been pre-populated. The reporting template is attached to this memo.

MISA Professional Network Centres' 2008-09 Reports are due to the ministry by April 30, 2009. All centres must submit financial statements that are endorsed by Directors of Education (or Secretary-Treasurers in the case of school authorities) of all member school boards and authorities. As in the past, we look forward to receiving from you a master version of the approved progress report and financial statement from each Executive Lead bearing the signatures of all members. Please send one electronic copy of the completed reporting template to Daniel.Schultz@ontario.ca and then send an endorsed hard copy to:

Daniel Schultz
Manager, Stakeholder Liaison
Information Management Branch
Ministry of Education
777 Bay Street, 4th Floor
Toronto, ON
M5G 2E5

If you have questions about the templates, please contact Daniel Schultz at (416) 325-7056.

Again, thank you for your ongoing commitment to the MISA initiative. We appreciate the leadership role your Board is taking by coordinating the operations of the XX Region MISA Professional Network Centre.

Sincerely,

Lisa A. Lumley
Sr. Manager, Standards & Liaison Unit

Attachment: 2008-09 MISA PNC Reporting Template

cc. Directors of member school boards
Secretary-Treasurers of member school authorities
MISA Leaders of member school boards & authorities