

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:

«Lead Board Director Name»
Director of Education
«Lead Board_Name»

«PNC_Executive_Lead Name»
MISA PNC Executive Lead
«PNC_Region»

FROM:

Olia Kchik
Director (A)
Education Statistics and Analysis Branch (ESAB)

DATE:

May 19, 2016

SUBJECT:

Managing Information for Student Achievement (MISA)
Professional Network Centre (PNC) 2016-17 School Year
Funding

Further to the ministry's memo (2016:B07) of March 24, 2016, regarding 2016-17 School Year Education Programs – Other (EPO) Funding, I am pleased to provide your school board with the 2016-17 MISA PNC funding documents for the «PNC_Region» PNC.

This year's funding is being allocated with a continued emphasis on the core goals of *Achieving Excellence: A Renewed Vision for Education in Ontario*. The «PNC_Region» PNC is being allocated \$200,000 in funding for the 2016-17 school year to assist with activities that will sustain and advance MISA local capacity building in member boards. Activities must fall in at least **two of the following four priority funding areas**:

- **Professional Learning** – promote evidence-based practice knowledge, skills and commitments into practice by providing networked professional learning opportunities.
- **Research and Evaluation** – support useful tools/services for the use of data analysis and guidance on research by brokering networked access.
- **Knowledge Creation/Mobilization (KC/KM)** – manage the dissemination/encourage uptake of newly created information (contextualized findings) derived through activities such as collaborative inquiry by creating/extending existing web-based PNC networked KC/KM environments i.e., PNC websites and other social media enabled practitioner forums.

- **Inter-PNC Evidence Creation (EC)** – coordinate analytical processes that support the evaluation of contextualized findings to assess if their use by schools/districts ‘works’ as an intervention (evidence creation) and if so, promote in both English and French PNC communications as an innovation in ‘evidence-based practice’.

The 2016-17 MISA PNC funds are aligned within the *Grants for Student Needs* (GSN) financial reporting cycle (e.g. estimates reporting in June; revised estimates reporting in December; previous school year financial statements in November), as is outlined in the attached MISA PNC School Year 2016-17 Funds, Ontario Transfer Payment Agreement.

The ministry requests that you, as the Director of Education of the designated Lead Board, sign as the “Recipient” and return the attached Agreement by **August 31, 2016**. This includes the details of the MISA PNC’s member board endorsed proposed 2016-17 school year based projects/activities, as per sections A, B, C and H of the attached ‘Appendix 1 to Schedule “C”, 2017-18 MISA PNC Planning and Reporting Template’. Please return these documents via email to Aimee.Chang@ontario.ca.

As specified in the Agreement (Schedule “B”), it is the PNC Executive Lead, who in consultation with the “PNC Boards”, is responsible for overseeing PNC activities and expenditure of the funds. The PNC Executive Lead is also the primary contact with the ministry for this Project, which includes the completion and receipt of Director approved reports by **December 15, 2016** and **June 15, 2017** (sections D, E, I and F, G, J respectively) of the attached ‘Appendix 1 to Schedule “C”, 2016-17 MISA PNC Planning and Reporting Template’.

A ministry review of the «PNC_Region» Region 2016-17 MISA PNC Plan will be conducted in September. If the plan is accepted, the ministry will sign and return a fully executed copy of the Agreement. Funds are targeted to be paid by the ministry in two allocations: 70 percent in **September 2016** and 30 percent in **April 2017**. All 2016-17 MISA PNC funding expenditures must be invoiced on or before **June 1, 2017**.

Should additional MISA Funding support documents / information about sustaining and advancing MISA local capacity building (LCB) activities be required, please see the e-community Ontario MISA Space <https://community.elearningontario.ca/index-en.asp>.)

Should a change in the PNC lead board and/or the PNC lead board employee designated as the PNC Executive Lead be required, please advise Aimee Chang via email at Aimee.Chang@ontario.ca.

Should your staff have any questions please have them contact Eric Ward, Senior Manager, Program Management and Stakeholder Relations Unit, ESAB at (416) 325-8159 or Eric.Ward@ontario.ca.

Thank you for your leadership and ongoing support of MISA.

Sincerely,

Original signed by

Olia Kchik
Director (A), Education Statistics and Analysis Branch

Attachments

- Ontario Transfer Payment Agreement, MISA PNC School Year 2016-17 Funds
 - Appendix 1 to Schedule "C", 2016-17 MISA PNC Planning and Reporting template
 - Role of the PNC (April 2016)
- c. MISA Leaders of PNC Member Boards
- Board Senior Business Official of Lead Board
 - Director, Education Research and Evaluation Strategy Branch
 - Director, Field Services Branch
 - Director, French-Language Education Policy and Programs