

Ministry of Education

900 Bay Street
Mowat Block
Toronto ON M7A 1L2

Ministère de l'Éducation

900, rue Bay
Édifice Mowat
Toronto (Ontario) M7A 1L2



MEMORANDUM TO: Directors of Education

FROM: Richard Franz
Director
Research, Evaluation and Capacity Building Branch
Student Achievement Division

Bruce Shaw
Director
Leadership and Implementation Branch
Student Achievement Division

Denys Giguère
Director
French-Language Education Policy and Programs Branch
French-Language Aboriginal Learning and Research Division

DATE: May 20, 2016

SUBJECT: **Student Achievement Division – Elementary Literacy and Numeracy Year-End Report Back (YERB) Online Tool**

As in years past, you are receiving this communication providing information about the 2015-16 Year-End Report Back (YERB) process.

As part of the Ministry of Education's ongoing work to better understand the impact of its initiatives within school boards, the Student Achievement Division requires district school boards (DSBs) to report back about the initiatives in which they participated for three primary purposes:

- implementation – to describe activities undertaken,
- programming – to determine and share lessons learned, and
- financial accountability – to detail how funding was spent.

The YERB is an important component of the feedback and communication loop between District School Boards and the Student Achievement Division. This information provides the Ministry of Education with a snapshot of how district school boards are implementing initiatives across the province and what they are learning while enabling the Student Achievement Division to share this information with senior management, Student Achievement Officers, and other applicable

branches within the Ministry of Education for the purpose of strategic planning and evidence based decision making.

The completion of the YERB provides an opportunity to reflect on changes in learning, teaching, and leading in your district school board that have been supported through Student Achievement Division initiatives. This process contributes to knowledge mobilization within your district school board and can contribute to school, district school board, and Ministry improvement planning.

Please note: As we refocus our attention to the Renewed Mathematics Strategy, the format used for reporting purposes will look different in 2016-17; however, input about actions and lessons learned through the work in 2015-16 will inform the strategy as it is implemented and refined to provide differentiated resources that are responsive to local need.

Enclosed are several documents: the first includes instructions for new user account registrations for the 2015-16 YERB online tool (Appendix A), the second is a user account registration form (Appendix B), the third is a list of questions that will be asked on the 2015-16 YERB (Appendix C), the fourth is a template requesting information about each district school board's **YERB Coordinator** (Appendix D). To expedite the communication process, district school boards are being asked to identify a **YERB Coordinator** with whom all future communication regarding registration, user accounts, training sessions, and issues with the tool itself will occur. Please provide this individual's contact information on Appendix D and email to marcella.jenkins@ontario.ca as soon as possible. An updated YERB user guide and YERB reporting tip sheets will be sent to district school board users. Also, users may refer to Appendix A for upcoming YERB training sessions.

Based on your feedback, you will notice changes made to the 2015-16 YERB. These include extending the timeout period, refining the working of certain questions to improve clarity, and adding new questions to align with the Renewed Vision.

We ask that you share the enclosed documents with those in your organization responsible for completion of the reporting tool. As we have been part of the cross-ministry discussion on streamlining reporting processes, you will see some changes in the reporting tool and can expect more in the coming year. Thank you for continuing to work with us to provide an overview of the impact of Student Achievement Division initiatives across the province in our joint focus of improving student learning and achievement.

Sincerely,

Original signed by

Richard Franz

Bruce Shaw

Denys Giguère

cc: Cathy Montreuil, Chief Student Achievement Officer, and Assistant Deputy Minister, Student Achievement Division
Janine Griffore, Assistant Deputy Minister, French-Language, Aboriginal Learning and Research Division

Judi Kokis, Team Lead, Research, Evaluation and Capacity Building Branch
Jacqueline Herman, Team Lead, Research, Evaluation and Capacity Building Branch
Debra Cormier, Team Lead, Leadership and Implementation Branch
Maria Ivankovic, Team Lead, Leadership and Implementation Branch
Steven Reid, Director, Field Services Branch
Regional Managers, Field Services Branch
School Effectiveness Leads
Field Team Leads