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MEMORANDUM TO: Directors of Education

FROM: Bruce W. Shaw
Director, Leadership and Implementation
The Literacy and Numeracy Secretariat

Richard Franz
Director, Research Evaluation and Capacity Building
The Literacy and Numeracy Secretariat

DATE: November 15, 2013

SUBJECT: **K-12 System Implementation and Monitoring (SIM)**

The K-12 System Implementation and Monitoring Team commits to implementing the Board Improvement Plan for Student Achievement (BIPSA) within their family of schools thus connecting the work of the district with the family of schools and all classrooms within the family.

School districts will identify a System Implementation and Monitoring Team to support the work of School Improvement Teams as they work within networks of schools in order to improve instructional effectiveness and pedagogy within and across schools and to further develop instructional leadership.

Through professional dialogue and study, teams will further develop their capacity to:

- observe, describe, and analyze student work
- set specific goals and targets for student learning
- plan and implement specific teaching and learning strategies
- monitor student achievement results and adjust strategies as needed
- support the professional learning required to raise achievement
- align resources to meet achievement goals
- engage students and parents in school improvement

The School Effectiveness Framework provides a focus for the work of the system and school leadership groups as we share and develop processes for collaborative goal setting, distributed leadership and shared accountability within school improvement teams.

For the purposes of evaluating this strategy, school districts will be asked to provide evidence of the impact of this work on system improvement and school improvement efforts.

Funding

In the chart below is a breakdown of the total SIM funding allocated to your district school board (DSB); this total includes:

- \$25,000 that was previously allocated to each board for regional sessions,
- an additional amount of "OFIP/SIM" that was based on the number of SIM schools in your district based on EQAO 2011/12 data,
- \$4,500 for "Net New Schools to SIM" in response to the 2012/13 EQAO results

(This is based on the numbers of schools in a board that generate SIM funding based on 2012-13 EQAO results compared to 2011-12 results. A board in which more schools were identified by 2012-13 results is funded \$4,500 for each *additional* school. If the net number of new SIM schools is 0 or is less, funding remains as outlined in the B Memo)

- \$4,500 for “High Priority” SIM schools
(Schools categorized in the lowest achieving SIM category (4 of 6, or 2 of 3 assessments below 50% for one year, and are therefore not OFIP participants))
- \$4,500 for “New SIM schools – Exiting from OFIP”
(This is based on the number of schools in a DSB that were in OFIP in the 2012-13 school year whose EQAO results for 2012-13 were in one of the SIM categories. This is designed to maintain a level of support for these schools who have very recently been low achieving.)

In each case, a SIM school generates \$4500 in addition to the base SIM amount generated by each school (\$2200), as explained in the B Memo from March 27, 2013, “Funding in Addition to Grants for Student Needs.” Additionally, the funding allocation includes SIM schools where EQAO data was suppressed.

Again this year, a funding category has been created for those schools designated “High Priority SIM” schools. This funding is generated by schools facing particular achievement challenges, where additional support is required. Any SIM planning should include these schools as priority schools for SIM. The schools in your board who meet this new funding criterion are:

– (to be filled in for each board)

Allocated in Spring		Allocated in Fall			Total (Not Including OFIP) *
SIM Funding Provided in “B” Memo for Regional Networking	SIM/OFIP Funding Provided in “B” Memo (EQAO 2011-12 Data)	“Net New Schools to SIM” Funding Provided in this Memo (EQAO 2012-13 Data)	“High Priority” SIM Funding Provided in This Memo (EQAO 2012-13 Data)	“New SIM Schools Exiting from OFIP” (EQAO 2012-13 Data)	Total SIM Funding Provided for 2013-14 Budget Year
* Some boards have OFIP schools. This SIM total does not include OFIP funds which were outlined in the September 18 th memo to Directors of Education with OFIP schools.					

Funds allocated for the SIM initiative are to be used for:

- release time for capacity building including release time for networking with colleagues across networks of schools
- purchase of LNS recommended professional materials
- travel costs for the System Implementation and Monitoring Team to attend regional learning sessions
- travel costs for School Improvement Teams to attend learning sessions facilitated by the System Implementation and Monitoring Team.

This total SIM funding, in combination with OFIP funding, supports the work of system and school improvement in all schools.

Identifying and Forming Clusters of Schools

Except for the “High Priority” SIM schools named above, the Literacy and Numeracy Secretariat will not designate specific schools as part of this initiative. All schools are expected to benefit from participation in a network of schools as part of this initiative. School Districts have flexibility in forming their networks of schools and in determining which schools will receive a more intensive focus.

Factors that may influence how schools are grouped and how funding is allotted are:

- the commitment of school staff to identify a focus that is related to improving student achievement and is aligned to the goals of their Board and School Improvement Plans;
- the commitment of the School Improvement Team to work closely with their System Implementation and Monitoring Team in partnership with ministry staff;
- the district's plan to maximize the potential of schools that are "ready to move"
- total funds allocated to the board for OFIP and SIM.

Regional Capacity-Building Sessions for System Implementation and Monitoring Teams

School Districts will identify a System Implementation and Monitoring Team who commit to providing leadership and direct support to identified schools. The system team is ideally composed of family of schools supervisory officers and a number of elementary and secondary principals from the family. The School Effectiveness Leader and Student Success Leader need to be members.

Members of the System Implementation and Monitoring Team will participate in three sessions of professional learning dialogue with regional colleagues and will apply these experiences in their work with the School Improvement Teams of the identified schools. Participants must register with their host boards which are listed below.

In June, School Districts were alerted to the dates of the regional sessions. The remaining dates are:

K-12 SIM 1 Fall 2013

- November 18-19, 2013 – Ottawa (EOSDN)

K-12 SIM 2 Winter 2014

- January 7, 8 and 9-10, 2014 – Toronto (Peel DSB)
- January 16-17, 2014 – North Bay/Sudbury (Sudbury Catholic DSB)
- January 20- 21, 2014 – London East (Hamilton-Wentworth Catholic DSB)
- January 22-23, 2014 – Thunder Bay (Lakehead DSB)
- January 27-28, 2014 – Barrie (Durham DSB)
- January 30-31, 2014 – Ottawa (EOSDN)
- February 6-7, 2014 – London West (Huron Perth Catholic DSB)

K-12 SIM 3 Spring 2014

- March 24-25, 2014 – London East (Hamilton-Wentworth Catholic DSB)
- April 1, 2 and 3-4, 2014 – Toronto (Peel DSB)
- April 15-16, 2014 – North Bay/Sudbury (Sudbury Catholic DSB)
- April 22-23, 2014 – London West (Huron Perth Catholic DSB)
- April 29-30, 2014 – Thunder Bay (Lakehead DSB)
- May 1-2, 2014 – Ottawa (EOSDN)
- May 5-6, 2014 – Barrie (Durham DSB)

Logistical details about the regional sessions will be communicated directly to the School Effectiveness Leader and the Student Success Leader in each district.

If you have any questions regarding funding, please contact **Nina Chahal** at Nina.Chahal@ontario.ca; for all other questions please contact your **LNS Field Team Lead**, your **ESSEO** or one of the following:
Helen Beck at Helen.Beck@ontario.ca
Kelly C. Brown at Kelly.c.brown@ontario.ca
Judy Speirs at judy.speirs@ontario.ca.

We look forward to working and learning together to make a difference for all students and appreciate your ongoing commitment to supporting all schools in the continuing improvement journey.

Original signed by Bruce W. Shaw and Richard Franz

Bruce W. Shaw and Richard Franz
Directors, The Literacy and Numeracy Secretariat

- c. Mary Jean Gallagher, Chief Student Achievement Officer of Ontario, Assistant Deputy Minister, Student Achievement Division
Richard Franz, Director, Research, Evaluation and Capacity Building, The Literacy and Numeracy Secretariat
Team Leaders, The Literacy & Numeracy Secretariat
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