

January 21, 2022

Memorandum to: Directors of Education
Secretary/Treasurers of School Authorities

From: Nancy Naylor
Deputy Minister

Subject: **Ministry Communications to District School Boards
- January 2022**

Ministry Communications to District School Boards

Thank you for your ongoing support and leadership to submit regular reporting and communication requests from the ministry.

In order to minimize as much as possible board communication and reporting requirements, the ministry will be providing a monthly memo that collates various communications intended for all district school boards as well as those addressed to specific boards participating in ministry initiatives.

While we will endeavour to find ways to consolidate communications on our end, the ministry will still need to communicate on matters of importance like COVID announcements and meeting invitations as they arise.

Please see below for the ministry communications intended for School Boards for January 2022. The bottom of this email contains a list of targeted communications for specific boards.

The Ministry of Education will also be undertaking engagements over the coming months to seek your initial feedback on a variety of topics that may include mental health and the previously announced revision of Policy/Program Memorandum 81: Provision of health support services in school settings (PPM 81). The ministry will follow up with additional details on how school boards and others can participate. The details of each engagement may be sent separately.

Ministry Communications to All District School Boards

Please click on the links to read the full memo where applicable.

1. School Facilities Inventory System (SFIS) and Education Capital Information System (ECIS) Update

ECIS is a project intended to modernize and replace the existing legacy School Facilities Inventory System (SFIS) with a new integrated and automated solution. The new solution will improve efficiency and effectiveness in the administration of

Education and Child Care capital and operating funding, while automating the overall business processes, and meeting Ontario Public Service (OPS) Application and Security standards and other government mandated compliances. ECIS will be delivered to all school boards and school authorities using a phased approach starting in Spring 2022.

Once released, the ministry will continue to work with school boards to ensure that the data is up to date to integrate into financial reporting for the 2022-23 school year. To prepare for the Spring 2022 release, the ministry will schedule demonstrations, testing and training engagement activities with School Boards. Additional communications will follow providing more details on these engagement activities.

To facilitate data transfer and synchronization between SFIS and ECIS, it is important to note that SFIS is now available as “Read Only” to all users. Any required changes may be requested to the SFIS support team by emailing CPPB-SFIS.Support@ontario.ca copying Alexandre.Beaudin@ontario.ca.

Please accept our sincere thanks for your cooperation in working with the Ministry to ensure the integrity and effectiveness of our information systems.

2. Specialist High Skills Majors - Applications for 2022-23 School Year

To provide information on the application process for the 2022-23 school year for new Specialist High Skills Major (SHSM) programs and Year 2 funding to support the expansion of SHSM programs related to technological education and the skilled trades.

3. Workplace Safety and Insurance Board Coverage for Students in Work Education Programs – Data Collection for School Year 2020-21

Request for boards to complete data reporting related to the total number of work placement hours for which Workplace Safety and Insurance Board coverage was provided, as well as a list of students for whom accident reports have been filed with the Workplace Safety and Insurance Board (per PPM 76A).

4. Release of the New Personal Support Workers Program Standard

The Ministry of Colleges and Universities will be announcing the release of the updated Personal Support Worker Program Standard, to which all Personal Support Worker programs must adhere. This vocational standard was developed and reviewed during an extensive consultation process with a broad range of partners, including school boards, Private Career Colleges, publicly assisted Colleges and other external stakeholders. You will receive a memo with further information from the Ministry of Colleges and Universities in the coming days.

5. 2022 Trustee Determination and Distribution

To provide information and resources to support Board completion of the [Trustee Determination and Distribution process](#) ahead of the 2022 school board election.

6. Board Action Plan (BAP) on Indigenous Education

To provide information about the new online Board Action Plan on Indigenous Education (BAP) and a [User Guide](#).

Ministry Messages Targeted to District School Boards

Please click on the link on any messages that list your District School Board.

7. Reminder to Submit School Board Procurement Data Collection Templates - SB15

School boards were asked to complete the School Board Procurement Data Collection Template in August 2021, as per SB Memorandum SB15 – Next Steps to Support Supply Chain Centralization and Data Request. We thank school boards that have submitted their data and remind boards that have yet to provide their submissions to upload their data to the dedicated SharePoint site by no later than February 4, 2022. For boards requiring assistance with accessing the SharePoint site or have additional questions, please email the eduprocurementreporting@ontario.ca mailbox.

- Algoma District School Board
- Bloorview School Authority *
- Brant Haldimand Norfolk Catholic District School Board
- Campbell Children's School Authority
- CHEO school/Ottawa Children's Treatment Centre School Authority
- District School Board Ontario North East
- Grand Erie District School Board
- James Bay Lowlands Secondary School Board
- John McGivney Children's Centre School Authority *
- KidsAbility Education Authority *
- Moose Factory Island District School Area Board
- Moosonee District School Area Board
- Nipissing-Parry Sound Catholic District School Board
- Northwest Catholic District School Board
- Superior-Greenstone District School Board

*Asterisk indicates a board that has requested exemption, decision pending.

8. Template for Human Rights and Equity Advisor - Hiring Report

Request for the following boards to complete the reporting template on progress on achieving the objectives as outlined in the multi-project transfer payment agreement (TPA) with the ministry.

- Simcoe County DSB
- Thames Valley DSB
- Rainbow DSB
- Durham Catholic DSB
- Peel DSB
- Toronto DSB
- York Catholic DSB
- Providence

9. 2020-21 Demographic Data Implementation Final Report

The ministry has not received the Final Report that was due on or before December 15, 2021 for the Demographic Data Gathering Project Plan under your board's 2020-21 Multi-Project Agreement. Please submit your final report to EducationEquitySecretariat@ontario.ca. Your report should include:

- A summary of the cumulative activities undertaken, and the associated results achieved in relation to the "Performance Measures" set out in the Project Plan;
 - A description of how the Project has advanced your board's capacity in relation to the "Outcomes" set out in the Project Plan;
 - Key materials developed as part of Project implementation (e.g. a copy student or workforce census, staff training guides, etc.);
 - A report on expenditures.
-
- Dufferin-Peel Catholic
 - Durham Catholic DSB
 - Greater Essex County DSB
 - Hamilton-Wentworth Catholic
 - Hamilton-Wentworth DSB
 - Huron-Superior Catholic DSB
 - Nipissing-Parry Sound Catholic
 - Simcoe Muskoka Catholic DSB
 - St. Clair Catholic DSB
 - Toronto Catholic DSB
 - Waterloo Catholic
 - York Region DSB