

Ministry of Education

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Ministère de l'Éducation

Édifice Mowat  
Queen's Park  
Toronto ON M7A 1L2



2013:B23

**MEMORANDUM TO:** Directors of Education  
Secretary/Treasurers of School Authorities

**FROM:** Pamela Skinner, CAO and ADM  
Corporate Management and Services Division

**DATE:** November 19, 2013

**SUBJECT:** Education Programs – Other (EPO)

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To improve the efficiency and effectiveness of EPO program funding, the Ministry of Education is developing a more systematic approach on EPO funding management to address communication, reporting, monitoring and program integration. The new approach is being developed based on the results of sector and ministry consultations, and will have the potential to support improved system outcomes, encourage stronger relationships and partnerships in the sector, and to improve stewardship of resources. As indicated in the B6 memorandum released in March 2013, the ministry encourages school boards to identify opportunities for co-ordinating and integrating work in support of various EPO funded programs and initiatives in service of their own identified improvement needs.

The ministry is working towards adopting the following best practices for EPO programs:

- Implementing a school year based EPO TP agreement
- Standardizing and simplifying EPO financial reporting and timing
- Announcing most of the EPO funding to boards on a board by board basis in the B memo at the end of March (with limited exceptions) to better facilitate boards' budget planning and to maximize the effective use of scarce resources.

In addition to introducing the new EPO approach and best practices, this memorandum is also to share with school boards the treatment of prior year EPO underspending.

The ministry has identified copyright related savings due to the Access Copyright refunds to school boards in February 2013 (see attached for board-by-board breakdown) and is proceeding to recover these unspent funds from school boards in the form of reduced future cash flows to boards.

For other EPO programs, please get in touch with your regular program contact to develop and confirm program-specific plans to address underspending, if there is any.

If you require further information, please contact David McIntosh, Corporate Finance and Services Branch, (416) 325-7677/ [David.McIntosh@ontario.ca](mailto:David.McIntosh@ontario.ca).



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Assistant Deputy Minister and Chief Administrative Officer

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