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2004: SB21

MEMORANDUM TO: Senior Business Officials

FROM: Drew Nameth
Director
Business Services Branch

DATE: October 21, 2004

SUBJECT: Reporting Requirements for the Keeping Good Schools Open Initiative

Following receipt of memorandum 2004:B17 regarding the Keeping Good Schools Open Initiative a number of boards have expressed concerns regarding errors and omissions discovered in the calculations of grant allocations.

I am writing at this time to request that all school boards review those calculations carefully and forward a list of any errors or omissions to bsb.goodschools@edu.gov.on.ca by October 29, 2004. That information will be reviewed by Ministry staff and adjustments to school board entitlements made as appropriate in the 2004-2005 Revised Estimates package.

Calculation of each board's allocation reflects 93% of the difference between current funding and the total amount needed for a full time principal and secretary at each rural school. Although funding was calculated on that basis, it does not mean that boards are required to spend their funds on the staff positions that were used to calculate the grant, or in each particular school that generated the grant. Boards have the flexibility to use these funds either to offset additional costs that they are already incurring in these rural schools or to implement new programs and services in the rural schools.

Boards will, however, be required to report on the number of principals, vice-principals and secretaries (in FTE as of October 31) for each rural school and on the salaries and benefits of these staff in all rural schools in total. Where boards have concerns about privacy protection, they may use board wide averages for the determination of salaries and benefits of these staff. If these expenditures for all rural schools taken as a whole are less than total attributed revenue, the board is required to provide an explanation of how these additional funds will be used to support programs and services in rural schools.

These reporting requirements will be implemented beginning with the 2004-05 Revised Estimates. Appendix C, which is the form currently used to calculate Top-Up funding for school operations and school renewal, has been modified to facilitate the reporting of this information. Rural schools will be grouped together and already identified.

If you have any questions, please contact Marie Li at (416) 326-0201 (marie.li@edu.gov.on.ca) or Lygia Dallip at (416) 325-2017 (lygia.dallip@edu.gov.on.ca).

Original Signed By

Drew Nameth
Director
Business Services Branch

cc: Directors of Education