

Ministry of Education

Financial Analysis and
Accountability Branch
315 Front Street West
12th Floor
Toronto ON M7A 0B8

Ministère de l'Éducation

Direction de l'analyse et de
la responsabilité financières
315, rue Front Ouest
12^e étage
Toronto (Ontario) M7A 0B8

2020:SB10

Date: July 17, 2020

Memorandum to: Business Administrators
Section 68 School Authorities

From: Med Ahmadoun
Director
Financial Analysis and Accountability Branch

Subject: **2020-21 Estimates Forms for Section 68 School Authorities**

This memo provides updates to Section 68 School Authorities for the 2020-21 school year, including:

- 2020-21 Estimates Forms
- Submission of Financial Reports
- Budget Approval Process for New Funding Requests
- Additional Funding

2020-21 Estimates Forms

I am pleased to inform you that the 2020-21 Estimates forms for Section 68 School Authorities are now available. The Excel forms, along with the instructions for completion and a pre-loaded variance report template will be provided to each authority separately. Section 68 School Authorities are reminded to include all costs anticipated to be incurred during the upcoming school year in the 2020-21 Estimates submission.

Submission of Financial Reports

The Estimates are due to the ministry by August 31, 2020 so that the budget review process can be completed, and ministry approval issued before the start of the upcoming school year. Given the COVID-19 pandemic, please advise your ministry finance officer if you would like to request an extension.

The electronic version of the Estimates forms, the variance report and the budget request form are to be emailed to Estimates.met@ontario.ca. In the same email please include a PDF copy of the Certificate signed by the Chief Executive Officer. Please do not insert any of the attachments to the body of the email. To facilitate the management of our electronic filing, Section 68 School Authorities are asked to include the following text in the subject line of the email "2020-21 Estimates Supporting Documentation – S68 Name".

Budget Approval Process for New Funding Requests

For any new budget requests, Section 68 School Authorities are asked to continue to submit the budget request form to the ministry for approval. The purpose of this form is to enhance the budget approval process with detailed documentation of new funding requests and approvals. Section 68 Schools Authorities should continue to include funding requests for programs typically provided through the Priorities and Partnerships Funding (PPF) for district school boards in the budget request form and Estimates forms. Section 68 School Authorities should review the "Additional Funding" section below for further details on the types of programs that can be beneficial to address Section 68 School Authorities' students' needs.

The ministry will review the requests and provide formal approval. The template for the budget request form will be sent separately to each Section 68 School Authority directly including detailed instructions on completing the form. Section 68 School Authorities should ensure that sufficient detail and rationale is provided to support any new funding requests to facilitate the ministry's review of the budget submissions and accelerate the budget approval process. The form must be submitted at the same time as the 2020-21 Estimates submission and to the same electronic mailbox of Estimates.met@ontario.ca.

The budget request form can also be used for in-year budget requests. However, funding requests outside of the annual Estimates submission should be limited to requests due to funding regulation changes and other unforeseen circumstances.

Effective 2020-21, all funding will be flowed through the monthly Grants for Student Needs (GSN) transfer payments including any additional funding approved for PPFs.

Additional Funding

Math Strategy Funding

The 2020:B10 *2020-21 Priorities and Partnerships Funding (PPF) and Criteria for repurposing 2019-20 PPF for COVID-19* memorandum announcing the PPFs for the 2020-21 school year includes funding for release time and learning facilitators to support the new four-year math strategy. The goals of this funding are to:

- Support the effective implementation of the new elementary math curriculum (grades 1 to 8),
- Increase the performance of all students in targeted schools, including students with special education needs and students facing systemic barriers in their math learning (ex. Indigenous students, Black students and students in poverty),
- Continue to strengthen educator math content knowledge and pedagogy on the fundamentals of math,
- Build awareness for parents about what their children are learning in school, and
- Ensure that students, parents, teachers, and leaders have the support, tools and resources they need to advance student learning and confidence in math.

Each Section 68 School Authority is eligible to receive up to \$4,700 for this funding.

Parents Reaching Out Grant

Parents Reaching Out Grants support parents in identifying opportunities to strengthen parent engagement in their own communities that enables more parents to support their child's learning and well-being. Each Section 68 School Authority is eligible to receive up to \$1,000 for this funding.

Well-Being and Mental Health Bundle Funding

As referenced in the memorandum *2020:B10 2020-21 Priorities and Partnerships Funding (PPF) and Criteria for repurposing 2019-20 PPF for COVID-19 related supports* released on June 19, 2020, the Ministry of Education is providing funding through the Well-Being and Mental Health Bundle Funding to meet local needs and priorities that promote well-being and mental health, including safe, healthy, inclusive and accepting learning environments. Each Section 68 school authority is eligible to receive up to \$1,250 through this Bundle Funding.

Online Incident Reporting Tool

As a result of collective bargaining, the Provincial Working Group – Health and Safety was established. One of the PWGHS recommendations on ways to prevent workplace violence was to replace paper-based reporting with a common online incident reporting tool. As a result, the government is providing funding up to \$10,000 for an online tool to collect more accurate and consistent data related to workplace violence and serious student incidents in schools.

If you require further information on any of this additional funding, please refer to the contact listed under the “Additional Funding” in Appendix A. If you require further information on the Estimates package, including the budget approval form or process, please refer to the contacts listed under “General” in Appendix A.

Sincerely,

Original signed by

Med Ahmadoun
Director
Financial Analysis and Accountability Branch

Appendix A: Ministry of Education Contacts

For budget and general questions:

Financial Analysis & Accountability Branch Contact	Telephone and Email
Nigel Duquette Financial Analyst	(437) 216-2267 Nigel.Duquette@ontario.ca
Jonathan Hodge Finance Officer	(437) 216-2492 Jonathan.Hodge@ontario.ca

Section 68 School Authority	Field Services Branch Contact	Telephone and Email
Bloorview School Authority	Dr. Michele Reaume, Education Officer	(705) 725-7499 Michele.M.Reaume@ontario.ca
Campbell Children's School Authority		
John McGivney Children's Centre School Authority	Joy Antoniuk, Education Officer	(519) 667-2034 Joy.Antoniuk@ontario.ca
KidsAbility School Authority		
Niagara Children's Centre School Authority	Virginia Rutledge, Education Officer	(519) 667-2026 Virginia.Rutledge@ontario.ca
CHEO School Authority	Marie-Christine Lemenchick, Education Officer	(613) 225-7182 Marie-Christine.Lemenchick@ontario.ca

For questions on programs listed under additional funding:

Program Name	Branch	Program Contact	Telephone and Email
Math Strategy Funding	Student Achievement Supports	Jasun Fox, Senior Manager	(437) 778-1395 Jasun.Fox@ontario.ca
Parents Reaching Out Grant	Inclusive Education, Priorities and Engagement	Alyssa Chan, Manager	(416) 995-0556 Alyssa.Chan@ontario.ca
Well-Being and Mental Health Bundle Funding		Simon Côté, Manager	(647) 825-2420 Simon.Cote@ontario.ca
Online Incident Reporting Tool	Labour Relations Operations	Lynda Coulter, Director	(416) 617-5565 Lynda.Coulter@ontario.ca