

Ministry of Education

Special Education Policy
and Programs Branch
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Ministère de l'Éducation

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Toronto ON M7A 1L2



MEMORANDUM TO: Directors of Education

FROM: Louise Sirisko
Director, Special Education Policy and Programs Branch

Steven Reid
Director, Field Services Branch

DATE: February 23, 2017

SUBJECT: Application for Approval of Education Programs for Children
and Youth in Government Approved Care and/or
Treatment, Custody or Correctional (CTCC) Facilities
(Facilities Amount)

We are pleased to provide you with information on the application and approval process for Education Programs in Care and/or Treatment, Custody and Correctional (CTCC) Facilities for the 2017-18 school year. The Ministry is inviting school boards to submit applications to renew existing CTCC programs, including those that were established as new CTCC programs in the 2013-14 and 2015-16 school years. At this time, the Ministry will not be accepting applications for new and/or expanded programs in 2017-18 in order to allow the impact of new and transformative programs to be fully reviewed.

School boards have also been provided with revised *Guidelines for Children and Youth in Government Approved Care and/or Treatment, Custody and Correctional (CTCC) Facilities 2017-18 (Guidelines 2017-18)*. The *Guidelines 2017-18* set out expectations in areas such as pupil teacher ratio, criteria for funding of educational assistants and administrative liaison positions, and outlines specific elements that inform the delivery of CTCC education programs. Programs that have had program changes from 2016-17 are requested to complete a program description template (Appendix A), which will provide a more comprehensive and consistent understanding of the breadth of programs being provided in Ontario.

As communicated in the Managing Information for Student Achievement (MISA) memo on December 10, 2015, the Ministry continues to collect elemental student achievement data from secondary CTCC facilities at the end of the 2016-17 academic year in June. The Ministry will continue to work on the process and communicate with the Boards throughout the year. The data will provide an evidence base to enhance CTCC programs and the success of children and youth attending education programs in CTCC facilities.

Key Dates:

The timing for the applications process for the 2017-18 school year is as follows:

Date	Activity
<p>10:30am – 11:30am March 1, 2017 (English)</p> <p>OR</p> <p>3:00pm- 4:00pm March 2, 2017 (English)</p> <p>(See French memo for French dates)</p>	<p>Two English language Adobe Connect information sessions will be set up to review the program approvals process and to provide an opportunity for applicant school boards to ask questions about the program renewal process.</p> <p>Adobe Connect URL: http://conn-o.osapac.org/s23</p> <p>Information Session Details: Local dial in number: 416-212-8014 Toll free dial in number: 1-866-500-5845 7 digit Conference ID (participant access): 7145807</p>
<p>March 24, 2017</p>	<p>Applications to renew existing programs to be submitted electronically to the attention of the CTCC Regional Office Contact of the Ministry of Education.</p> <ul style="list-style-type: none"> • <i>Application Form for Education Programs: Care and/or Treatment, Custody and Correctional (CTCC) Facilities 2017-18 (Excel Application Form including signed Application Summary Page);</i> • <i>Application Form for Education Programs: Care and/or Treatment, Custody and Correctional (CTCC) Facilities 2017-18 (DIVESTED ONLY) (Excel Application Form including signed Application Summary Page); and</i> • <i>Appendix A: Program Description (programs with program changes from 2016-17 are being requested to complete a program description template, which will provide a more comprehensive and consistent understanding of the breadth of programs being provided in Ontario).</i>
<p>April 14, 2017</p>	<p>Target date for approval of existing programs.*</p> <p>* Note: Subject to approval of the Grants for Student Needs 2017-18.</p>
<p>August 31, 2017</p>	<p>Signed program agreement or memorandum of understanding for 2017-18 to be submitted electronically to the attention of the CTCC Regional Office Contact of the Ministry of Education.</p>
<p>October 27, 2017</p>	<p>Confirmation by school boards of actual salaries, benefits, September 2017 enrolment and Total Number Children and Youth Served in 2016-17.</p>

Information regarding the program application and approval process, including the *Guidelines 2017-18*, can be accessed at: <https://efis.fma.csc.gov.on.ca/faab/Section%2023.htm>.

If your staff have any questions or require further clarification, please contact the insert contact information for the Education Officer at the Ministry of Education Regional Office.

Thank you for your ongoing co-operation.

ORIGINAL SIGNED BY

Louise Sirisko
cc: Regional Managers

Steven Reid