

Ministry of Education

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**2010: SB21**

MEMORANDUM TO: Directors of Education

FROM: Cheri Hayward
Director
School Business Support Branch

DATE: **April 20, 2010**

SUBJECT: **2010-11 Operational Review Update**

In follow-up to Memorandum 2009: SB 42 dated November 19, 2009, I am pleased to provide you with an update on the Operational Review initiative and the direction the Ministry will take over the coming year.

Progress

In September 2009, we began Wave IV of the Operational Reviews and have completed 26 field visits to date. Our target is to conduct 31 operational reviews and 16 follow-up reviews by the end of June 2010. All 12 French-language school boards have been completed with final operational review reports issued. Our work this year will bring the total number of school boards that will be reviewed to 61 over the three-year period.

As you are aware, the reviews are focused on school board operations in four functional areas: governance and school board administration; human resource management and school staffing/allocation; financial management; school operations and facilities management. The Operational Reviews are providing the education sector with opportunities to work together to build management capacity, ensure efficient stewardship of resources, share best practices and identify ways for continuous improvement.

We embarked on the process of conducting follow-up reviews of boards last summer. The details and findings of those reviews were summarized in the 2008-09 Sector

Summary Report. This year, we will conduct 16 follow-up reviews bringing the total to 30. School boards can expect to be contacted regarding their follow-up review approximately one year after their Operational Review debrief. As with the Operational Reviews, reports from the follow-up reviews will be posted to the School Business Support Branch website once they are completed.

Operational Review Schedule for 2010-11

The coming year of 2010-11 will be our final year for the operational review field visits. Our focus in Wave V will be on conducting operational reviews for the remaining 11 school boards in the sector, which will bring the total number of completed reviews to 72 boards.

The school boards that have been identified for review in 2010-11 as well as the planned date for their review are attached in Appendix A.

SBSB Website

The School Business Support Branch continues to update its website to include the school board reports (i.e., operational review and follow-up reports), tools (i.e., operational review guide and supporting documentation request) and summary reports. Detailed information is available online at <https://sbsb.edu.gov.on.ca/>.

Should you have any questions regarding the Operational Review process or its supporting tools and documentation, please contact either Lorraine Smith at 416-325-2719 or e-mail (Lorraine.Smith@ontario.ca) or Miranda Bisnauth at 416-314-3465 or e-mail (Miranda.Bisnauth@ontario.ca)

Thank you and I look forward to continuing to work with you on this important initiative.

Original Signed By:

Cheri Hayward
Director
School Business Support Branch

cc: Senior Business Officials
Review Teams

Appendix A

Boards Schedule for Review in 2010-11

Board	Review Date (Week of)
Superior-Greenstone DSB	September 20, 2010
Rainbow DSB	September 27, 2010
Renfrew County Catholic DSB	October 18, 2010
Renfrew County DSB	November 1, 2010
Simcoe Muskoka Catholic DSB	November 15, 2010
Kawartha Pine Ridge DSB	November 28, 2010
Grand Erie DSB	December 13, 2010
Limestone DSB	January 10, 2011
York Region DSB	January 31, 2011
Toronto Catholic DSB	March 21, 2011
York Catholic DSB	April 25, 2011