

**Ministry of Education**

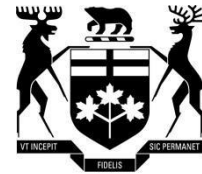
Minister

315 Front Street West  
Toronto ON M7A 0B8

**Ministère de l'Éducation**

Ministre

315, rue Front Ouest  
Toronto ON M7A 0B8



Ontario

December 8, 2020

Claudine Munroe

Chair

Provincial Schools Authority  
315 Front St W, 12th Floor  
Toronto, ON M7A 0B8

Dear Ms. Munroe:

I am pleased to write to you in your capacity as Chair of the Provincial Schools Authority to thank you for your continued service to the teachers, principals, vice-principals, parents and students of our provincially operated schools and to share my expectations for the upcoming 2020-21 fiscal year. This letter will help you to align the board's direction with government priorities, your agency mandate, key policies and directives, and my directions.

The PSA aims to perform its role as the employer of record for teachers, principals and vice principals working in provincially operated schools in a fair, equitable and efficient manner and in compliance with the *Provincial Schools Authority Act*. The PSA is responsible for addressing issues related to the terms and conditions of employment of teachers, principals and vice principals employed in provincially operated schools. Most critically, the PSA serves to ensure the delivery of the exceptional educational services the students in their schools deserve.

I expect the Provincial Schools Authority to focus on addressing issues related to the terms and conditions of employment of teachers, principals and vice principals employed in provincially operated schools including:

- Delivering quality educational services and ensuring the educational needs of our students are met.
- Working collaboratively and maintaining open lines of communication with the PSA members, Provincial Schools Authority Teacher (PSAT) union executives and the Provincial and Demonstration Schools Branch in order to efficiently address issues raised by PSAT to help ensure a positive work environment, to resolve PSAT grievances in a fair and equitable manner, to ensure compliance with the PSAT Collective Agreement and to promote transparency.
- Maintaining a full complement of board members to ensure that the agency can carry out its mandate benefitting from the contributions and expertise of each member; and
- Managing operational, strategic and financial risks to help ensure agency objectives are met.

As part of the government of Ontario, agencies are expected to act in the best interests of Ontarians by being efficient, effective, and providing value for money to taxpayers. This includes:

**1. Competitiveness, Sustainability and Expenditure Management**

- operating within your agency's allocations

**2. Transparency and Accountability**

- abiding by applicable government directives and policies and ensuring transparency and accountability in reporting
- adhering to requirements of the Agencies and Appointment Directive, and responding to audit findings, where applicable
- identifying appropriate skills, knowledge and experience needed to effectively support the role in agency governance and accountability

**3. Risk Management**

- developing and implementing an effective process for the identification, assessment and mitigation of risks, including planning for and responding to emergency situations such as COVID-19

**4. Data Collection**

- improving how the agency uses data in decision-making, information sharing and reporting

**5. Digital Delivery and Customer Service**

- using a variety of approaches or tools to ensure service delivery in all situations, including COVID-19

Through these measures, we can continue to ensure that the Provincial Schools Authority is continuing to fulfill the Agency mandate.

I thank you and your fellow board members for your continued support, and for your valuable contributions.

Sincerely,

*Original Signed by*

The Honourable Stephen Lecce  
Minister of Education