January 18, 2010

Dear [Mr./Ms/Mrs.] [Last Name],

We are pleased to report, after a preliminary review of the 2010-11 Specialist High Skills Major (SHSM) applications, that the level of growth that SHSM programs experienced in 2009-10 will continue at a similar rate for 2010-11. You are to be congratulated for supporting SHSM programming in your board. To support the implementation of SHSM programs and as a part of the government’s commitment to the Student Success Strategy, we are pleased to advise you that your school board/provincial school/school authority will receive a one-time allocation of XX to advance the implementation of your Specialist High Skills Major (SHSM) programs. The portion of the one-time SHSM allocation is based upon the student enrolment provided in your 2009-10 initial SHSM report submitted October 23rd.

This additional funding is designed to offset costs you may already be incurring, or will incur in your SHSM programs before March 31, 2010, and must be spent on the SHSM. The money may be allocated among these three priority areas at your discretion. The focus of these three priority areas is:

a) to support additional capital equipment or resources required to ramp up an existing SHSM program or an SHSM program proposed for next year;

b) to support ‘reach ahead’ experiences; and

c) to support opportunities for students to receive the required certification and training programs required for completion of the SHSM program.

Since this funding must be accounted for in the 2009-10 fiscal year, it must be expensed prior to fiscal year end (March 31, 2010) although these funds may be used to make deposits on opportunities for students that will take place up until the end of the school year.
You will be required to include a brief description of how you utilised these funds in the SHSM Final Report due July 15, 2010. The province reserves the right to audit and to recover funds if it is determined that they were not used for the intended purpose, including if they are not expensed prior to March 31, 2010.

Please acknowledge receipt of this letter and confirm that you agree to these terms by signing and faxing back a copy of this letter to Aldo Cianfrini or Audrey Cartile at 416-325-2552 by January 22, 2010. The approved funds and an amendment to your 09-10 SHSM transfer agreement will be forwarded upon receipt of the signed copy.

Thank you for your continued commitment to student success and to reaching every student. If you have any questions regarding this matter, please contact Aldo Cianfrini, 416-325-2669, aldo.cianfrini@ontario.ca or Audrey Cartile, 416-326-0552, audrey.cartile@ontario.ca, Student Success/Learning to 18 Strategic Policy Branch.

Sincerely,

ORIGINAL SIGNED BY

Mary Jean Gallagher
Assistant Deputy Minister
Student Achievement Division

Raymond Théberge
Assistant Deputy Minister
French-Language, Aboriginal Learning & Research Division

I hereby acknowledge that this one-time allocation will be used for SHSM programs, and only in the three priority areas as described in this letter.

___________________________              _______________________________
(Signature)                        (Please print name)

___________________________        _______________________________
(Board Name)                        (Date)