MEMORANDUM TO: Name of Director of Education
Name of School Board

FROM: Richard Franz, Director (A)
Student Success/Learning to 18 Strategic Policy Branch

DATE: May 15, 2009

SUBJECT: Confirmation of 2009-10 Specialist High Skills Majors (SHSM)

I am pleased to provide you with information on the SHSM sector(s) and school(s) that have been approved for 2009-10, and the associated funding to support the implementation of these programs.

The Ministry’s commitment to these programs includes an ongoing focus on ensuring their quality and increasing opportunities for students. Approvals for the SHSMs are based on the expectation that boards will implement the five required components:

1. a defined bundle of Grade 11 and Grade 12 credits for each of the four pathways to postsecondary destinations – apprenticeship training, college, university, and workplace,
2. compulsory certifications and training identified in the sector guides,
3. experiential learning and career exploration including job shadowing, work experience, and job twinning,
4. ‘reach ahead’ opportunities which allow students to experience their intended postsecondary environment,
5. development of Essential Skills and work habits required in the sector, and use of the Ontario Skills Passport (OSP) for purposes of documentation.
I am also pleased to inform you that xxxxxxxxxx Board will receive $________ to support the SHSM program. This funding is dependent upon:

- confirmation that the approved programs will be offered in 2009-10, and
- confirmation of the projected student enrolment in the SHSM programs.

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<th>Approved sectors</th>
<th>Approved schools</th>
<th>Total # of students projected for 2009-10</th>
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Our overall goal is to ensure quality programs for all students. The funding model for SHSMs reflects the increased level of activity in schools and boards, and addresses the following implementation costs:

- students' certification and training programs
- tracking students' completion of the SHSM components
- equipment purchases and consumable expenditures
- development of contextualized learning activities
- promotion and marketing
- teacher training and partnership development.

We recognize that implementation costs are greatest for new SHSMs. As SHSMs become established and are incorporated as part of a school’s repertoire of program offerings, those start-up costs decline. The exception to this pattern is the student-driven costs for certification, some equipment and transportation. As more students participate, these costs will increase. Note that boards have received GSN funding targeted to Student Success/Program Pathways which includes the Specialist High Skills Major. This funding may be used to supplement SHSM implementation costs. As well, funding from the School-College-Work Initiative (SCWI), in programs where dual credits are included as major credits for SHSM students, addresses board costs related to transportation and coordination.

Your board will be required to update student enrolment in your program(s) in the 2009-10 SHSM reports. Adjustments to funding may be made in cases where there is a significant difference between the forecast and the actual student enrolment.

The 2009-10 SHSM Confirmation Form (Appendix 1) is for the Algoma District School Board to indicate which approved SHSM program(s) will be offered in the identified secondary school(s). Please note that we have included the projected SHSM enrolment in
each school on the Confirmation Form as per the submitted SHSM application. We would ask that you confirm or revise these projections on the form as required. This form signed by the Director is to be faxed back by June 3, 2009.

Please do not issue a news release or other public communication regarding this approval until advised by the Ministry.

For information and consultation contact:

- Aldo Cianfrini - 416-325-2669 - aldo.cianfrini@ontario.ca
- Audrey Cartile - 416-326-0552 - audrey.cartile@ontario.ca

Thank you for your commitment to offer high quality SHSM programs as part of your board’s effort to support success for all students.

Original signed by

Richard Franz

c.c. Kit Rankin, Director Field Services Branch
Regional Office Lead for Student Success
Student Success Leader
Specialist High Skills Major Board Lead