MEMORANDUM TO: Directors of Education, District School Boards
Supervisory Officers/Secretary Treasurers, School Authorities
Chief Financial Officers/Business Supervisory Officers
Director, Provincial Schools Branch

FROM: Paul Anthony
Director, Teaching Policy and Standards Branch

DATE: September 4, 2013

SUBJECT: September Update – Teacher Development Initiatives

I am writing to provide you with an update on Teacher Development Initiatives – including the New Teacher Induction Program, Annual Learning Plan, Teacher Performance Appraisal, and the Teacher Learning and Leadership Program.

New Teacher Induction Program (NTIP)

September Regional NTIP Adobe Connect Tele/Web Conferences
There will be regional tele/web conferences in September to assist boards in implementing their 2013-14 NTIP Plan. These tele/web conferences are mandatory for those who are new to their role (e.g., designated NTIP Superintendent, NTIP contact/lead) and therefore did not participate in the May 2013 tele/web conferences. Those who are returning to their role and wish to participate are most welcome. Please find below the dates and times for your region.

<table>
<thead>
<tr>
<th>Region</th>
<th>Date</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>Barrie</td>
<td>Wednesday September 25</td>
<td>10:00 – 11:00 am</td>
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<tr>
<td>French Language</td>
<td>Tuesday September 24</td>
<td>10:00 – 11:00 am</td>
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<tr>
<td>French Language</td>
<td>Thursday September 26</td>
<td>2:00 – 3:00 pm</td>
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<td>London</td>
<td>Thursday September 26</td>
<td>1:00 – 2:00 pm</td>
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<td>Ottawa</td>
<td>Thursday September 26</td>
<td>10:00 – 11:00 am</td>
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<tr>
<td>Sudbury/North Bay</td>
<td>Tuesday September 24</td>
<td>2:00 – 3:00 pm</td>
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<tr>
<td>Thunder Bay</td>
<td>Friday September 27</td>
<td>10:00 – 11:00 am</td>
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<tr>
<td>Toronto and Area</td>
<td>Wednesday September 25</td>
<td>2:00 – 3:00 pm</td>
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Your Regional Office contact will be in touch with you to confirm your board’s participation along with both dial in and web access information.
**Funding for 2013-14**
As outlined in the Ministry’s Technical paper, in 2013–14, school boards will receive funding for the NTIP allocation that is the lesser of:

1. $50,000 per district school board plus $1123.66 multiplied by the number of teachers on Rows 0, 1, and 2 of a board's Teacher Qualifications and Experience Grid with movement in 2012–13
   OR


Boards must use NTIP funding for eligible NTIP expenditures that meet NTIP requirements according to legislation and the New Teachers Induction Program: Induction Elements Manual. Boards must also participate in any NTIP-related support and evaluation activities, such as the mandatory tele/web conferences and NTIP research. Boards must continue to submit an NTIP plan and a final report (including a detailed accounting statement) to the Teaching Policy and Standards Branch via the Ministry’s Regional Offices.

**Professional Learning and Support for NTIP Board Teams**
The Teaching Policy and Standards Branch is committed to differentiated and ongoing professional learning and support for NTIP board teams. An online resource page to support professional learning has been created for NTIP board teams on the Mentoring Moments Ning at:

http://mentoringmoments.ning.com/group/mentoring-mentors/page/ntip

This “one stop shop” includes:
- Mentoring Toolkit of 17 interactive mentoring modules
- Strategy harvests from all of the 2012/13 NTIP Adobe Connect learning sessions
- Archive of each Mentoring Moments monograph from 2011/12 and 2012/13
- Summary of NTIP Research and Evaluation
- NTIP Survey Tool for Boards
- 2013-14 NTIP Plan and Financial Information at a Glance

**NTIP Networked Learning – Request for Input**
NTIP Coordinators, Superintendents and Steering Committee members from each board are encouraged to complete a brief (3 question) survey regarding their professional learning needs for the 2013-14 school year. The survey is located at:

https://www.surveymonkey.com/s/SeptNTIP

Thank you for sharing your input. The information collected will directly inform both the structure and content of the supports provided by TPSB this year.

**Building Effective Mentoring Relationships ebook**
*Building Effective Mentoring Relationships* is part of a series of ebooks published by the Teaching Policy and Standards Branch. Each ebook is aligned to the Continuum of Teacher Development and is available for download or online reading at:

http://mentoringmoments.ning.com/group/ebooks
Mentorship consistently emerges as the most valued aspect of NTIP by beginning teachers and is at the heart of the success of NTIP. The purpose of this ebook is to provide a starting point for mentors, principals, and board teams as they seek to provide a menu of meaningful mentorship supports for beginning teachers.

The Teaching Policy and Standards Branch wishes to thank all participants in the Adobe Connect professional learning sessions for board NTIP teams whose engagement and contributions have greatly enriched this ebook.

**NTIP Board Visits**
The Teaching Policy and Standards Branch in collaboration with Regional Education Officers will be privileged to visit 15 school boards from March to May 2014 as part of the 5 year NTIP visit cycle. The goal of these board visits is to provide direct and timely input regarding the implementation of NTIP to both TPSB and Board teams.

Each visit consists of the following core elements:
- Focus Groups of current NTIP Teachers, NTIP “Graduates” (3rd or 4th year teachers), and Mentors
- Focus Groups of Principals
- Learning focussed conversations with Board NTIP Coordinators and NTIP Superintendents

A listing of school boards with the 5 year NTIP visit cycle can be found at the link below: [http://mentoringmoments.ning.com/group/mentoring-mentors/page/ntip-board-visits](http://mentoringmoments.ning.com/group/mentoring-mentors/page/ntip-board-visits)

Your Regional Education Officer will be in contact this winter to arrange specific dates for the 2014 visits. A succinct summary of the shared learning from the 2013 Board Visits is available at: [http://mentoringmoments.ning.com/profiles/blogs/june2013mentoring-moments](http://mentoringmoments.ning.com/profiles/blogs/june2013mentoring-moments)

**NTIP Research - Reflections from the Classroom: Learning from NTIP Teachers across Ontario**
The goal of this longitudinal research is to gain a deeper understanding of how NTIP assists beginning teachers, focusing specifically on NTIP’s core goals for their development:
- Confidence
- Efficacy
- Instructional practice
- Commitment to continuous learning

Christine Frank & Associates (CFA) has completed the survey and follow up focus groups with the first cohort of NTIP teachers involved in the longitudinal study. This cohort of over 300 teachers will continue to participate in the longitudinal study over the next two years. The Year 1 Highlights and Report can be accessed at: [http://mentoringmoments.ning.com/group/mentoring-mentors/page/module2](http://mentoringmoments.ning.com/group/mentoring-mentors/page/module2)

We would like to extend our appreciation to the NTIP contacts in each board who play an important role in the recruitment of study participants by sharing the information and links provided by CFA. CFA will be contacting Board NTIP teams regarding the recruitment of a second study cohort this winter.
Annual Learning Plans (ALP) and Teacher Performance Appraisal (TPA)

Making the Annual Learning Plan Meaningful ebook

Making the Annual Learning Plan Meaningful is part of a series of ebooks published by the Teaching Policy and Standards Branch (TPSB). Each ebook is aligned to the Continuum of Teacher Development and is available for download or online reading at:

- http://mentoringmoments.ning.com/group/ebooks

The purpose of this e-book is to provide a starting point for principals and board teams looking for practical "real world" strategies to make the Annual Learning Plan (ALP) meaningful.

Board teams are encouraged to adapt these resources to meet the needs of their principals and teachers. Suggestions and contributions regarding additional resources are more than welcome and can be shared at: http://mentoringmomentsning.com

The Teaching Policy and Standards Branch wishes to thank all participants in the ALP / TPA Regional Networking Sessions and Effective Practices Pilot Projects whose engagement and contributions made the compilation of this e-book possible.

ALP/TPA Ning Resources

A variety of online resources are available for boards to support teachers and principals in utilizing the Annual Learning Plan and Teacher Performance Appraisal process as a professional growth strategy. These ALP/TPA tools can be accessed at:


Occasional Teacher Evaluation

In March 2013 following consultations, funds were flowed to districts to support implementation of the new occasional teacher evaluation process. The one-time funding was intended to offset costs of activities related to development, implementation and training regarding the collaboratively developed provincial framework and template or processes adapted by boards in collaboration with their unions.

Final reports are due September 30, 2013. In addition, locally adapted frameworks and templates created with collaboration between school districts and unions will be collected and shared across the province to further facilitate development of effective practices.

Teacher Learning and Leadership Program (TLLP)

Most of the 2012-13 TLLP projects have been completed and the final payment of outstanding project funding will be included in the September transfer payment. Projects that have a contract extension have until November 25, 2013 to submit the Teacher Participant Final Report. Board Final Reports are due December 6, 2013 and can be submitted to TLLP-PALPE@ontario.ca.

Participants from the 2012-13 TLLP cohort will have an opportunity to meet and showcase their completed projects at the “TLLP Sharing the Learning Summit”. This event, at the Delta Meadowvale in Mississauga, will be held on November 8th and 9th. The Ontario Teachers’ Federation is organizing the summit and will be contacting participants shortly to provide them with registration material and further details. The Ministry will reimburse school boards for supply teacher coverage for TLLP participants attending.
113 projects involving over 500 participants have been selected for the 2013-14 TLLP. Boards that currently have staff engaged in TLLP projects are reminded of the rich resources the projects have produced in the past and are encouraged to support their TLLP participants as they proceed with their new learning and sharing. Boards wishing to take advantage of the knowledge produced by previous TLLP projects can search the project archives at www.edu.gov.on.ca/eng/teacher/search.asp to view completed projects along with contact information to communicate with project leaders.

This year, TLLP participants will be able to share their learning via the TLLP Ning, an online community of practice focused on teacher learning, leadership, and sharing. Boards wishing to learn more about current TLLP projects are encouraged to visit the TLLP Ning at: http://mentoringmoments.ning.com/group/tllp-palpe.

Last year the Ministry launched the Provincial Knowledge Exchange (PKE), which provides boards with a funded opportunity to tap into past TLLP learning by connecting previous TLLP participants with interested school or board learning teams. As part of the TLLP program, the goals of the PKE are to create and support opportunities for teacher professional learning, foster teacher leadership and facilitate the sharing of exemplary practices with others for the broader benefit of Ontario’s students. We will be communicating the launch of the TLLP and PKE application process for the 2014-2015 school year in October. Information about the TLLP may be found at: www.edu.gov.on.ca/eng/teacher/develop.html.

**Enhancements to Initial Teacher Education**

In its election platform, the government committed to doubling the time teacher candidates spend in initial teacher education programs, with an emphasis on more practical, hands-on experience before entering the classroom. The initial teacher education program is being modernized; it is moving from two semesters to four with practice teaching being doubled to a minimum of 80 days. Also, the new program will include mandatory core content, for example:

- Teaching diverse populations and tailoring teaching methods to each student;
- Supporting students with special education needs;
- Working with students who have mental health and/or addiction issues; and
- Incorporating technology into the pedagogical approach.

The Ministry of Education is working with the Ministry of Training, Colleges and Universities and the Ontario College of Teachers to support faculties to implement these changes for the 2015 academic year.

We thank you for your continued feedback and support of these teacher development initiatives in Ontario. If you have any questions about the NTIP or TPA, please call or email your NTIP Regional Office contact. Questions about the TLLP should be sent to TLLP-PALPE@ontario.ca.

_(original signed by)_

Paul Anthony  
Director, Teaching Policy and Standards Branch
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Designated NTIP Superintendents
NTIP Program Contacts

George Zegarac, Deputy Minister
Ministry of Education

Barry Pervin, Assistant Deputy Minister
Instruction and Leadership Development Division

Janine Grifford, Assistant Deputy Minister
French Language, Aboriginal Learning and Research Division

Denys Giguère, Director
French Language Education Policy and Programs Branch

Kathy Verduyn, Director
Field Services Branch

Gene Lewis, General Secretary
Elementary Teachers’ Federation of Ontario

Marshall Jarvis, General Secretary
Ontario English Catholic Teachers’ Association

Pierre Côté, General Secretary
Ontario Secondary School Teachers’ Federation

Rhonda Kimberley-Young, Secretary-Treasurer
Ontario Teachers’ Federation

Pierre Léonard, Executive Director
Association des enseignantes et des enseignants franco-ontariens

Frank Kelly, Executive Director
Council of Ontario Directors of Education (CODE)

Kathy Soule, Executive Director
Ontario Public Supervisory Officials' Association (OPSOA)

Ian McFarlane, Executive Director
Ontario Principals’ Council (OPC)

Paul Lacalamita, Executive Director
Catholic Principals’ Council of Ontario (CPCO)

Nadine Goulet, Executive Director
Association des directions et direction adjointes des écoles franco-ontariennes (ADFO)

Theresa Harris, Executive Director
Ontario Catholic Supervisory Officers’ Association (OCSOA)

Julie Bisson, President
Association des gestionnaires de l'éducation franco-ontarienne (AGEFO)