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Executive Director's Report (EL-7)

June 15, 2023 Board Meeting

In-person meeting, *The Chelsea Hotel*, Toronto

As requested in your *EL* policy on *Communications and Support (EL-7)* to the Board, the following items are provided for the information of the Board. These are not for decision or monitoring, but simply to keep you informed. **Non-compliance or anticipated non-compliance with any policy** [advise the board of any non-compliance or anticipated non-compliance of policies that are not scheduled for monitoring at this meeting].

Ministry of Education (EDU) updates:

- CESBA's current funding (**\$500 000**) from EDU runs from September 1, 2022 to August 31, 2023.
 1. *A major Deliverable for EDU continues to be the delivery of PLAR/Guidance supports...and the scope of the audiences continues to expand, too (new PLAR assessors...new A&CE Administrators...A&CE Guidance staff...Secondary School guidance staff... Superintendents...). Additionally, Student Management System (SMS) issues continue to be at the forefront here (ASPEN/PowerSchool/Edsembli) that have impacted the ability of boards to increase their PLAR capacities. CESBA PLAR Program Coordinator Andrea Murphy continues to be outstanding providing leadership here and she is reaching out to many people (including TVO);*
 2. *A second major EDU Deliverable continues to be the promotion/advancement/support of School Board PSW programs...4 new boards this year have begun programs for a total of 26 boards running PSW or health-care sector pathway programs...Anita Plunkett and the ED continue to be included in significant Advisory/Working groups with the both MLTC and MOH, as well as EDU. CESBA PSW Program Coordinator Anita Plunkett continues to be outstanding providing leadership here. Our intentional presence at these advisory groups has paid off in the MLTC coming to CESBA and inviting us to make a proposal for funding more Living Classroom models within school board PSW programs...more updates later in this document;*
 3. *We continue to focus on CESBA being that central 'connector' for all things A&CE in Ontario. We are focusing our efforts and strategies on creating knowledge-sharing and network-strengthening opportunities both regionally and sectorally, whether PSW, PLAR/Guidance, our francophone colleagues, our Adult Indigenous Learning institutions, Final Reports, or new administrators to A&CE. We are also trying to support more in-person meetings amongst these various sectors wherever financially and operationally possible.*
 4. *Finally, we are visiting individual school boards to offer customized A&CE supports from CESBA as we learn more about our A&CE space...and the unique needs of our members.*

Ministry of Labour, Immigration, Training & Skills Development (MLITSD: Employment & Training Division) updates (LBS sector):

- CESBA's funding of **\$509 120** from MLITSD runs from April 1, 2023 to March 31, 2024.
 1. The 4 new **CORE** Deliverables for 2023 – 2024 (\$155 120):
 - a. LBS Sector Day (December 6, 2023);
 - b. Development of an LBS Handbook for managers new to school board LBS programs;
 - c. Phase II of the LBS + Credit programs Environmental Scan (Final Report received by CESBA and will be shared in the coming months); and
 - d. Provincial data collection strategy to create an 'Impact Report' for board-based LBS programs.
 2. The 3 '**Skills For Success**' Deliverables for 2023 – 2024 (\$354 000):
 - a. Develop, pilot & evaluate curriculum resources that align with the OALCF for **Workplace** Literacy pathway;
 - b. Develop, pilot & evaluate curriculum resources that align with the OALCF for the **Apprenticeship** pathway; and
 - c. Develop, pilot & evaluate curriculum resources that align with the OALCF for **Underrepresented** groups.

Ministry of Labour, Training & Skills Development (MLTSD: Global Talent & Settlement Services Division) updates (ESL/FSL sector):

- CESBA's current funding (**\$0**) from MLITSD (Global Talent & Settlement Services Division) ran from April 1, 2022 to March 31, 2023.
 - ✓ CESBA applied for \$250K for each of the 5 years in that Call For Proposals that many School Boards (& CESBA) submitted October 2021;
 - ✓ In discussions with these Ministry colleagues (our last virtual meeting was May 29, 2023), timing for the notifications of these CFP's is apparently in the next 1-2 months;
 - ✓ Once this occurs, this may be a major focus for CESBA moving forward to support our school boards & other Language service providers in the coming 4 years.

Ministry of Immigration, Refugees, & Citizenship Canada (IRCC) updates:

- The Federal regional representatives have continued to be very willing to meet with CESBA at our regional meetings and they were present (virtually) at our last regional meeting in London June 8;
- The Ontario consultations on March 28 & 29 were very well-attended regarding the upcoming 'Call For Proposals' that will be released Fall 2023 for implementation April 1, 2025;
- Given the current uncertainties with the ESL/FSL funders, there may be opportunities to strengthen relationships with IRCC and new opportunities for our Member boards; and
- This is a Ministry that CESBA will be trying to strengthen ties with in the coming months/years.

Ministry of Long Term Care updates:

- *Given the continuing post-pandemic realities in the health care sector, CESBA remains connected to this Ministry in a very positive manner. CESBA is at the table of several Advisory & Working tables that would not have been a reality pre-2020;*
- *Our 26 PSW School Board programs have been highlighted like never before;*
- *Our Ministry colleagues here are learning more about the A&CE sector and are being proactive like never before;*
- *5 MLTC colleagues visited the Waterloo Catholic DSB's PSW 'Living Classroom' site (Cambridge) and their main campus with 2 newly begun PSW classes (Kitchener) on March 24, 2023...they spent 2.5 hours with Anita Plunkett, Paul Cox, & the PSW Program Manager + Principal for Waterloo Catholic*
- *As part of their debriefing of their March 24, 2023 in-person visit to a Living Classroom ('LC') model in Cambridge, MLTC has approached CESBA to submit a proposal to scale up the number of LC's in the coming years. CESBA has spent considerable time creating and then submitting a major, 3-year proposal to the MLTC to create nine new LC sites in the next three years. This proposal was submitted June 9 and we are hopeful of receiving feedback from our MLTC colleagues very soon.*

Ministry of Health updates:

- *Similar to the MLTC, CESBA is strengthening its connections to the MOH; and*
 - *There may continue to be funding opportunities that CESBA has not accessed before with these health ministries and this will be a priority of the new Program Manager when (s)he is hired in the summer.*
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Continuing to build awareness of, and advocacy for, all things adult and continuing education in Ontario (and beyond):

The ED continues to connect with various ministries, community stakeholders, and non-traditional community groups to ensure that CESBA is able to support as needed and continually advocate for, and build awareness of, A&CE within the province.

- ✓ **EDU:** *Pauline McNaughton, Angelika Kerr, Daniel Denomme & Ashley Gilbert (new to this file): these EDU colleagues continue to be such strong advocates for CESBA + A&CE...Ashley Gilbert received Ministry permission to fly to Ottawa for the day to join us for the PSW Spring Work Day, hosted by the Ottawa Carleton DSB...Charlotte Parliament & the ED visited our EDU colleagues in Toronto June 14 to begin conversations about the 2023 – 2024 (September 1 – August 31) agreement from EDU...they continue to be very energized by our prioritizing of the AJAH Final Data Strategy Report moving into 2023 and 2024 and we are grateful that Daniel Denomme received permission to sit on this Advisory Group with us;*
- ✓ **EDU:** *our PLAR Program Coordinator, Andrea Murphy, continues to be very busy, responding to individual/group enquiries from boards about specific PLAR situations and processes. The complexity of these discussions is that boards are now using one of three new student management systems: ASPEN, PowerSchool or Edsembli. Discussions are ongoing about how best to increase capacity moving forward for this sector;*
- ✓ **MLISTD:** *We were hoping to hear by early 2023 from MLTSD (Global Talent & Settlement Services Division) regarding updates about both CESBA's & the school boards' submissions for the October 18, 2021 CFP for ESL/FSL Language Training & Capacity-Support initiatives for the next 4 years (April 1, 2023 (September 1, 2023?) - March 31, 2027...\$250K/year)...CESBA is trying to support as we can and continues to facilitate sharing sessions with both our ESL/FSL committee as well as a CESBA Working/Advisory group that meets every six weeks...additionally, the ED continues to meet with our MLITSD colleagues in their offices (most recent visit was May 29) for additional discussions/advocacy...this relationship building/connecting is positive and respectful. A positive update to this file: MLITSD has arranged an Advisory Group of a select number of ESL Program Managers/Leads to work with our MLITSD colleagues & meet regularly to support each other moving forward...this can only be positive. A second positive within this sector is that school boards did indeed hear May 29 about their funding for the 2023 – 2024 school year (September 1 – August 31, 2024). Most school boards were appreciative of the fact that the fiscal year for this funding does indeed extend to August 31 and not March 31;*
- ✓ **MLTC & MOH:** *our PSW Program Coordinator, Anita Plunkett & the ED continue to meet with colleagues from these 2 Ministries to advocate for the high quality of our school board-based PSW programs. This will be an ongoing process as we move into year 3 of our quality assurance process;*
- ✓ *The ED presented a CESBA overview to the 26 Catholic Directors of Education at their AGM, April 19, 2023 in Collingwood (we had 45 min on their agenda). Excellent feedback and great questions from the group;*
- ✓ *Data strategies will be the focus for CESBA in the coming years, both from an organization's perspective and the perspective of supporting our member Boards. This will be the way in which we operate moving forward. CESBA is leading a group who have volunteered to be on our DIPS team ('Data Impact Planning Strategy') Advisory Group: 19 CESBA members...Daniel Denomme (EDU)...Charlotte Parliament, Andrea Murphy, Suzanne Schwenger & the ED from CESBA...and two facilitators from our data strategy consultant to move us forward in Phase 2 (until August 31, 2023) into Phase 3 (September 1, 2023 to August 31, 2024)...we have completed our three meetings this year (6 hours in total) and we have accomplished much...a final report will be forthcoming from AJAH and Phase III will begin in the fall;*

- ✓ *Increased focus on outreach to our members by visiting their sites...more important than ever for CESBA as we are operating fully remotely now.*
 - i. Charlotte Parliament, Andrea Murphy & the ED visited the Algonquin Lakeshore CDSB March 22 in the AM;*
 - ii. Charlotte Parliament, Andrea Murphy & the ED visited Hasting Prince Edward DSB March 22 in the PM;*
 - iii. Anita Plunkett, the ED, & 5 colleagues from MLTC visited Waterloo Catholic DSB March 24;*
 - iv. Charlotte Parliament, Anita Plunkett & the ED visited Simcoe Muskoka CDSB March 27;*
 - v. Charlotte Parliament, Anita Plunkett, Andrea Murphy & the ED visited CEPEO June 1 in the morning;*
 - vi. Charlotte Parliament, Anita Plunkett, Andrea Murphy & the ED visited Ottawa Catholic DSB June 1 in the afternoon.*

The plan is to make this a regular focus for CESBA as a demonstrable way to support our Member boards. CESBA is receiving very positive feedback from our colleagues as we strive to (better) provide customized support to their operations;

- ✓ *CESBA facilitated 2 in-person regional meetings as the first in-person CESBA regional meetings since later 2019...Toronto DSB hosted us April 20 in North York (thank, you, Norbert!) & Thames Valley DSB hosted us June 8. Both meetings provided great learnings and we will be well-prepared for in-person meetings from CESBA East (October 12) and CESBA North (January 18 in Toronto);*
- ✓ *Oure PSW Spring Work Day was hosted by the Ottawa Carleton DSB June 2 in downtown Ottawa. We welcomed EDU colleague Ashley Gilbert who received permission to fly into Ottawa for the day to be with us;*
- ✓ *A superintendent reached out several weeks ago for some support and asking to be placed on our mailing list. This board was not a member of CESBA but now will be one for 2023 – 2024.*

Publicity visible or otherwise material internal or external changes or events: None

1. Changes in personnel or contractors?

Upcoming. Our *Partnership, Proposals & Outreach* Program Coordinator, Suzanne Schwenger, is retiring mid-August and there was a job posting for this important CESBA staff position posted. Interviews are scheduled for June 21.

2. Anticipated media coverage of member reaction?

None at this time.

3. Changes in operations?

A reminder that as of February 1, 2023, CESBA transitioned into a fully-remote organization with in-person meetings throughout the year. Our new mailing address is:

*The Ontario Association of Adult and Continuing Education School Board Administrators (CESBA)
192 Spadina Avenue
Suite 300
Toronto, ON
M5T 2C2*

Upcoming CESBA meetings (please visit the events page on the CESBA site for more details on other CESBA activities) – <https://cesba.com/events/>

Executive Director's Year-End SUMMARY Report/Observations **May 2022 – June 2023**

1. *By August 2023, CESBA's staff will include 5 new faces to the CESBA staff since March 2021 (of 7 total staff)...we continue to be in a transition of creating the new team & new synergies...the staff is excellent [Operational];*
2. *We are operating fully remotely as an organization as of February 1, 2023...we rent a 'virtual office' at the CSI building in Toronto and we rent a storage locker in Kitchener [Operational];*
3. *CESBA will continue to action it's 'flipped' support model for our members: CESBA will send out our 'support staff' (PSW, PLAR/Guidance, EDU PM, ED) to individual Boards/Co-terminus Boards/Regional meetings for support...versus bringing people into Toronto regularly. EDU will fund the former but not the latter & MLITSD will fund either model [Philosophical/Operational];*
4. *The priority areas of PLAR/Guidance & PSW will be part of CESBA in the years to come. As a result of this, CESBA will discuss with our EDU colleagues to reduce the number of EDU Deliverables in our 2023 - 2024 TPA from 4 to 3 to allow us to go 'deeper' into each priority sector;*
5. *The MLSTD decisions in the Fall regarding ESL/FSL funding continue to resonate in our community...more to discuss on this at our Board meeting in September;*
6. *Budget was stable this year...a minor loss (\$1600+) as per our discussions with the Financial Statement. However, continued pressure on CESBA to "do more...with the same" if the funding does not increase;*
7. *CESBA is excited about addressing its data strategy gaps...Phase II will be completed with a Final Report from AJAH and this will be shared with the Board at our September meeting;*
8. *Many new P's/VP's/SO's to the world of A&CE continue to enter our space. This will remind CESBA to be an even stronger central support/connector for all things A&CE in Ontario...but to ensure that our school board personnel know this;*
9. *The general awareness of CESBA...who we are & what we do...has never been higher. It still needs to improve & that's one of our Global Ends (advocacy/awareness) but we are moving in the right direction...the pandemic has sped this process up;*
10. *Connected to #9, the general A&CE community is viewing CESBA as 'the' central hub/conduit/resource/connector for all things A&CE in the province more so than ever before...CESBA needs to create the structures & models in place so that we can continue to be, and grow into, that ideal organization; and finally,*
11. *Our relationship with the EDU & MLITSD (LBS Division) is very strong. We have strengthened our relationship with both the MLTC and MOH. We continue to work well with IRCC. Our relationship with the MLITSD (ESL/FSL Division) continues to be good...but the resultant actions are a work in progress.*