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2006:B6

MEMORANDUM TO: Directors of Education
Secretaries of School Authorities

FROM: Nancy Naylor
Assistant Deputy Minister
Business and Finance Division

DATE: April 18, 2006

SUBJECT: **Ministry Reporting Calendar for School Boards**

A Ministry Reporting Calendar has been developed to provide a comprehensive “at a glance” listing of all reporting requirements for school boards. The new Reporting Calendar will provide boards with a listing of all reports by due date, and if applicable, will include template files, instructions and guidelines or links to websites for downloading this information. The calendar will assist boards in complying with the ministry’s accountability and reporting timelines.

I am pleased to make the calendar website available to you at the following address:
<http://calendar.edu.gov.on.ca/>.

The calendar will be updated throughout the year to reflect any change or new reporting requirements.

A handwritten signature in black ink that reads "Nancy Naylor".

Nancy Naylor
Assistant Deputy Minister
Business and Finance Division