

**Ministry of Education**

Barrie District Office  
20 Rose Street, 2nd Floor  
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**Ministère de l'Éducation**

**Bureau régional de Barrie**  
20, rue Rose, 2<sup>e</sup> étage  
Barrie ON L4M 2T2  
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**RMM: 02**

**MEMORANDUM TO:** Directors of Education  
Secretary-Treasurers of School Authorities and Supervisory Officers  
Director of Provincial Schools Branch

**FROM:** Joan Fullerton  
Barrie Regional Manager

**DATE:** January 28, 2008

**SUBJECT:** **Curriculum Review: Social Sciences and Humanities, Grades 9-12  
Regional Focus Group Sessions, Barrie Region  
February 22 and 28, 2008**

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Year 5 of the Curriculum Review process began this September. As you know, the review process for each discipline includes consultation through stakeholder information sessions and focus groups.

We are currently working in partnership with the Curriculum and Assessment Policy to organize one-day focus group sessions in February 2008 for representatives from school boards, school authorities and provincial schools. The purpose of these sessions is to gather input for the review of the Social Sciences and Humanities, Grades 9 to 12 curriculum policy documents from teachers, principals and board-level staff.

For the Social Sciences and Humanities, Grades 9 to 12 Focus Group Session, district school boards are invited to send ten (10) representatives with experience in this subject area to the session. We are asking boards to select participants as follows:

- Five (5) family studies teachers – one food and nutrition teacher, one fashion teacher, one parenting teacher, one university/college course specialist and one workplace course specialist.
- One (1) General Social Science teacher.
- One (1) World Religions teacher.
- One (1) Philosophy teacher.
- One (1) Librarian.
- One (1) Board representative (e.g., coordinator)

Please note that participants are to be prepared to discuss the strengths of the current curriculum policy documents, to identify potential areas for improvement and to comment on how a specific change may impact on the curriculum. Board representatives may wish to consult with their colleagues prior to the session by asking the following questions:

1. What are the strengths of the curriculum? Why?
2. Are there specific areas that need improvement? If so, what are they?
3. What impact, if any, would a specific proposed change have on the curriculum? For example, what needs to be considered within the grade? Within the discipline? Across other disciplines?

Please list the names of participants on the attached registration form and return to Mary Ellen Smith, by e-mail to [maryellen.smith@ontario.ca](mailto:maryellen.smith@ontario.ca) or fax (705) 725-7635 or 1-800-471-2584, by **Friday, February 15, 2008**.

Dates and locations for the Focus Group Session are summarized below.

<b>District School Boards:</b> <ul style="list-style-type: none"><li>- Kawartha Pine Ridge DSB</li><li>- Peterborough, Victoria, Northumberland and Clarington CDSB</li><li>- Simcoe County DSB</li><li>- Simcoe Muskoka CDSB</li><li>- York Region DSB</li><li>- York Catholic DSB</li></ul>	<b>Friday, February 22, 2008</b>  9:00 a.m. - 3:30 p.m. Lions Gate Banquet Centre 386 Blake Street Barrie ON L4M 1L3 (705) 735-2727 or (705) 726-8967
<b>District School Boards:</b> <ul style="list-style-type: none"><li>- Bluewater DSB</li><li>- Bruce-Grey CDSB</li><li>- Durham DSB</li><li>- Durham Catholic DSB</li><li>- Trillium Lakelands DSB</li></ul>	<b>Thursday, February 28, 2008</b>  9:00 a.m. - 3:30 p.m. Lions Gate Banquet Centre 386 Blake Street Barrie ON L4M 1L3 (705) 735-2727 or (705) 726-8967

A map to the Lions Gate Banquet Centre is attached.

## **Expense Claim Information**

The ministry will reimburse participants for the cost of:

- Travel (at the rate of \$.40 per kilometre)
- Hotel accommodation if necessary (for participants traveling 200 kilometres or more return trip)
- For those requiring accommodation, one supper meal for the night of accommodation (\$20.00/meal). Breakfast and lunch will be provided during the training for all participants.
- Supply teacher coverage, where required to cover classroom teachers, is at the board's per diem rate.

Participants requiring over night accommodation are to book and pay for their own accommodations/meals and then submit all bills to their own board for reimbursement. Each board must then submit a signed, original board invoice and itemized Expense Claim (template attached) along with copies of all receipts. Please forward these forms to Mary Ellen Smith, Education Officer, in the Barrie Regional Office as soon as possible or by **Friday, April 11, 2008**.

If you require further information about the session, please contact Mary Ellen Smith at (705) 725-7634 or 1-866-896-3922.

We value the input from school boards and school authorities and thank you for your continued support.



Regional Manager

Attachments

# CURRICULUM REVIEW

## Social Sciences and Humanities Grades 9-12

**Date:** \_\_\_\_\_

**Time:** 9:00 a.m. – 3:30 p.m.

**Location:** Lions Gate Banquet Centre, 386 Blake Street, Barrie, 705-726-8967

**School Board:** \_\_\_\_\_

**Board Contact Person:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

Please list the names of participants on the registration chart below and return it to Mary Ellen Smith, by e-mail to [maryellen.smith@ontario.ca](mailto:maryellen.smith@ontario.ca) or fax it to (705) 725-7635 or 1-800-471-2584, by **Friday, February 15, 2008.**

Name of Representative	Division/Subject Area

## Ministry of Education – Barrie Regional Office Reimbursement Guidelines

### Submitting Expense Claims

Individual participants submit their claims to their school boards. School boards are to retain the participants' original receipts for all eligible accommodation, travel and meal costs.

School boards are required to submit an invoice along with the Summary Expense Claim Form and photocopies of all receipts for eligible participants to the Barrie Regional Office ***within one month*** of the event.

Expense claims from individual participants will not be accepted.

Expenses will be reimbursed in accordance with Ministry travel guidelines as described in the chart below.

Type of Expense	Maximum Amount Eligible	Conditions
Travel	\$ 0.40 per km	From place of employment to meeting site.
Breakfast	Itemized receipt up to \$ 8.75	Not eligible if provided by Ministry.
Lunch	Itemized receipt up to \$11.25	Not eligible if provided by Ministry.
Dinner	Itemized receipt up to \$20.00	Eligible for participants staying overnight. Includes tax and gratuity, but not alcoholic beverages.
Accommodation	Receipt amount including tax and parking but not telephone calls.	For those traveling in excess of 100 km one way.

Please forward invoices to:

**Mary Ellen Smith, Ministry of Education  
Barrie Regional Office  
20 Rose St, 2<sup>nd</sup> Floor  
Barrie ON  
L4M 2T2**

**If you have any questions regarding reimbursements, please contact the Barrie Regional Office at 1-800-471-0713 or 705-725-7627.**

**MINISTRY OF EDUCATION – BARRIE REGIONAL OFFICE**  
**Summary Expense Claim Form**

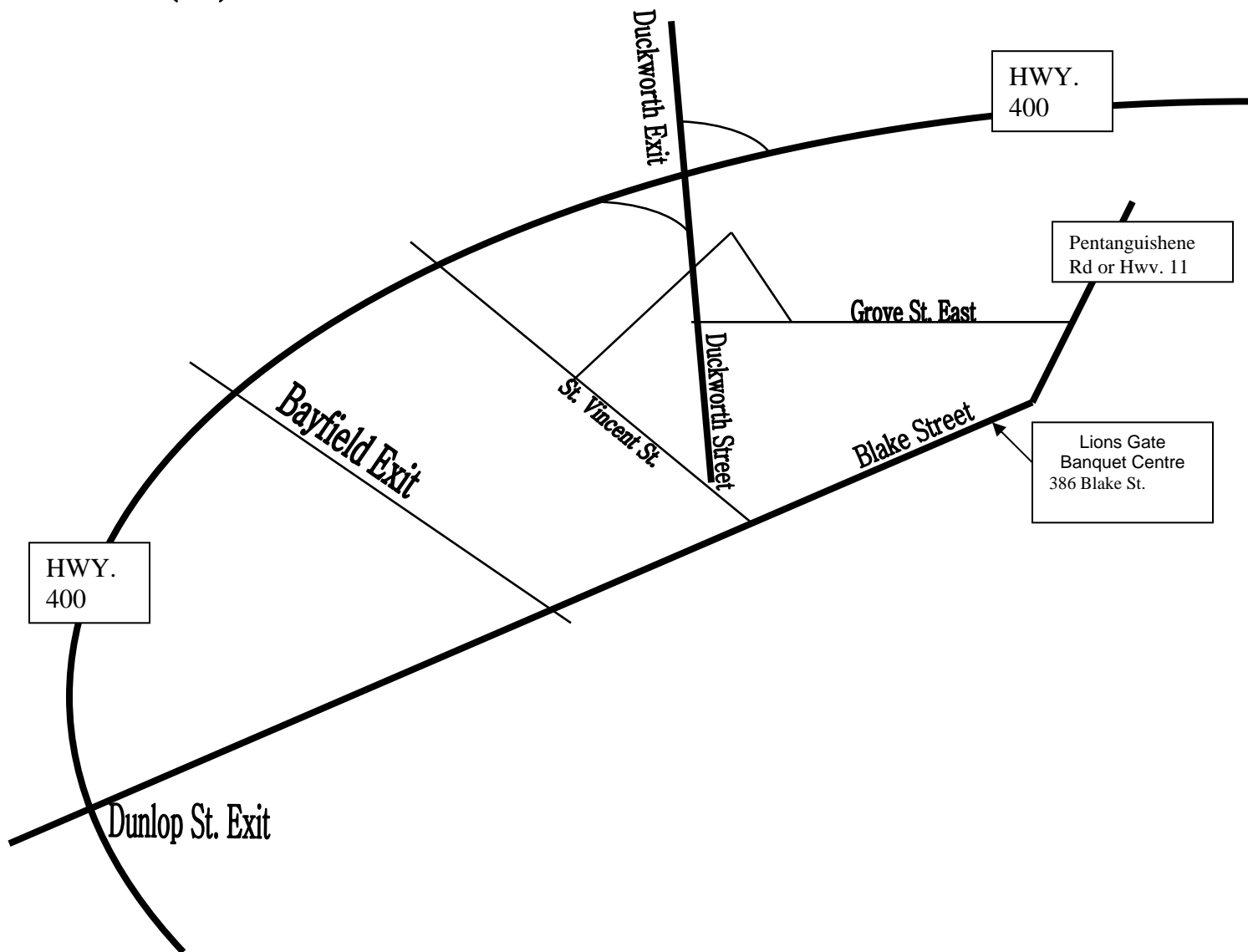
**School Board:** \_\_\_\_\_

<b>Purpose of Meeting:</b> <b>Focus Group Session: Social Sciences &amp; Humanities</b>		<b>Date of Meeting:</b>			
<b>Location:</b>		<b>Board Contact Person:</b>			
<b>Contact Telephone:</b>		<b>Contact e-mail address:</b>			
<b>Number of Participants attended:</b>		<b>Board Per diem supply teacher rate:</b>			
Names of Participants whose expenses are eligible for Ministry reimbursement	Travel (total kms)	Travel claim (@\$.40 per km)	Supply Teacher Cost (only for teaching staff)	Accommodation (only for persons over 100 km one way)	Meal cost (receipts required as per guidelines)
<b>Sub-Totals:</b>					
				<b>Total:</b>	

Please forward this Summary Expense Form attached to an original board invoice with copies of individual claim forms and receipts to the Barrie Regional Office by April 11, 2008.

**If you have any questions regarding reimbursements, please contact the Barrie Regional Office at 1-800-471-0713 or 705-725-7627.**

Lions Gate Banquet Centre  
386 Blake Street  
Barrie  
(705) 726-8967



**IF TRAVELLING –**

***HWY. 400 SOUTHBOUND:***

Take Duckworth St. Exit  
Turn left onto Duckworth St.

***HWY. 400 NORTHBOUND:***

Take Duckworth St. Exit  
Turn right onto Duckworth St.

**THEN**

Follow Duckworth to Grove St.

Turn left onto Grove St.

Follow Grove to the “T” intersection at Hwy 11 or Penetanguishene Rd

Turn right onto Penetanguishene Rd that becomes Blake St.

The Lions Gate Banquet Centre is on your right, a short way down the street