



THE EDUCATION CENTRE - AURORA

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November 27, 2018

Paulla Bennett
Chief Technology Strategist

Dear Paulla,

The Board of Trustees and the Senior Team have worked collaboratively with our community to renew our Strategic Plan. As a leadership team, we have aligned the Director's Annual Plan and Board Improvement Plan to meet the priorities and goals outlined by trustees. Additionally, we have successfully put into routine practice the Minister's Directions. In short, our leadership team is poised to align our efforts and work, to collaborate with precision and diligence to ensure positive outcomes are met for students, families and staff.

In your role of Chief Technology Strategist, you are the principal technology leader for the Board with overall responsibility for the vision and leadership of the information technology (IT) strategy. This includes overseeing the delivery of all technology products and services supporting academic, administrative and research functions.

To enhance our alignment of purpose, I am asking that you work on the following specific priorities during the 2018-2019 school year that complement your role as Chief Technology Strategist.

- Build and implement an innovative multi-year IT strategic plan and roadmap that is aligned to the Director's Annual Plan, the Multi-Year Strategic Plan priorities and the Board Improvement Plan for Student Achievement.
- Under the direction of the Chief Financial Officer and in collaboration with representatives from Senior Team lead the work plan associated to support the technology deliverables required for a central process and database of volunteer Criminal Record Checks.
- Under the direction of the Chief Financial Officer and in collaboration with representatives from Senior Team support the development of a technical solution to ensure compliance of the necessary health and safety training for employees.
- In collaboration with representatives from Senior Team continue to co-lead the implementation of Edsby as a communication tool for all stakeholders.
- In collaboration with Corporate Communications continue to co-lead the strategic direction of our K-12 Engagement platform including a plan to refresh and modernize the board's web presence internally and externally.
- Under the direction of the Chief Financial Officer identify opportunities and approaches to leverage technology and innovative processes to improve business and operational efficiencies.
- Embed evidence gathering and monitoring in all elements of your practice.

I ask you to consider the above priorities and develop an implementation plan that includes timelines, outcomes and performance indicators. In our monthly meetings, I will ask that you provide updates to progress as appropriate.

Thank you for your leadership Paula and I look forward to working alongside you in the 2018-2019 academic school year.

Sincerely,

A handwritten signature in blue ink, appearing to read "W. Muirhead". The signature is fluid and cursive, with a vertical line at the end.

Wanda Muirhead
Chief Financial Officer