



BRITISH
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VIA EMAIL
Our Ref: 141999

September 30, 2010

To: All Secretary-Treasurers
All School Districts

The Funding and Compliance Branch, Resource Management Division, conducts Enrolment Reviews annually. Reviews are conducted in the areas of Continuing Education, Special Education, Distributed Learning, Summer Learning, and for K-12 Regular Enrolment, including Aboriginal Education and English as a Second Language.

The purpose of these audits is to provide assurance to the Ministry and boards of education that instructions contained in Form 1701: Student Data Collections, Completion Instructions for Public Schools, and Ministry policies are being followed. The findings from these audits may result in funding adjustments to school districts and the ability for a district to appeal audit findings remains intact from prior years. Funding recoveries will be expanded to include FTEs outside of the audit sample, where the auditors identify a clear link between audit findings in their sample and those FTEs outside the sample.

Attached for information and distribution are the 2010/11 audit programs for Continuing Education, Regular Enrolment, Summer Learning and Distributed Learning which identifies the audit criteria and procedures the auditors will use. We encourage you to share these attachments with the related program staff.

The Ministry is currently reviewing enrolment and other related data of select school districts for this year's program of review. Should your District be selected, a letter of notification will be sent to the Superintendent of Schools at least two weeks in advance of the review. I recognize the additional effort required of your staff to facilitate this process, and thank you for your cooperation.

Yours sincerely,

Reg Bawa, CGA
Director
Funding & Compliance Branch

Attachments (4)

pc: All Superintendents

Ministry of
Education

Resource Management Division
Funding & Compliance Branch

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