

PART A – OPERATING EXPENSES

Administration and Finance

The Administration and Finance Division provides executive management, planning and policy, central comptrollership, and overall administrative support services to Manitoba Education and Training (MET). In addition, the division maintains responsibility for management of information systems across the department as well as the development and management of the education information system.

Included in this division is the office of the Minister and the Deputy Minister, Financial and Administrative Services and Innovative Technology Services.

Executive Support

This line provides the additional compensation to which individuals appointed to the Executive Council are entitled.

The Minister's and Deputy Minister's office provide leadership to Manitoba education, workforce training and immigration systems which ensures the provision of high quality and equitable training and education programs together with support services to stakeholders. In addition, administrative leadership is provided to the department to ensure the effective and efficient co-ordination of human and financial resources.

1 (a) Minister's Salary

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	\$000	Variance Over (Under) \$000	Expl. No.
Salaries and Employee Benefits	42	1.00	42	0	
Total Sub-Appropriation	42	1.00	42	0	

1 (b) Executive Support

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	\$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	712	8.00	685	27	
(2) Other Expenditures	142		129	13	
Total Sub-Appropriation	854	8.00	814	40	

Financial and Administrative Services

Financial and Administrative Services provides leadership on financial and administrative matters for MET. Responsibilities include ensuring that the comptrollership function of the department is appropriately maintained and meets the needs for financial control, accountability, and the reporting, safeguarding and protection of financial and physical assets. The branch also provides comprehensive support services in assessing resource requirements and allocations to programs and branches, including direction and support in financial and business planning, reporting, monitoring and control policies, processes and procedures.

Financial management and accountability activities include: co-ordinating the annual estimates of the department and other financial planning processes; monitoring and reporting financial performance; conducting specialized financial reviews and analyses; preparing reports to support timely financial management decisions; safeguarding physical and financial assets; and providing accounting services to the department. The branch's expected results include the effective and efficient operation of financial management systems, timely management decisions, as well as compliance with all financial management, financial planning and audit requirements of the Manitoba government.

Sustainable Development

The branch strives to make the best use of resources, which means considering efficiency, effectiveness, concern for the environment and the well-being of staff. This includes, among other things, the replacement of paper-based reporting with electronic data collection methods, the use of recycled paper, and two-sided printing. The branch works hard to minimize the use of resources through re-using and recycling paper and the increased use of automation and information technology.

1 (c) Financial and Administrative Services

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	861	13.00	1,138	(277)	1
(2) Other Expenditures	158		125	33	
Total Sub-Appropriation	1,019	13.00	1,263	(244)	

1. Under expenditure mainly reflects savings as a result of vacancies.

Innovative Technology Services

The Innovative Technology Services (ITS) branch provides services across MET to improve program efficiency and accountability through the use of information technology. In addition, ITS is responsible for overseeing the departmental computing

environment including information databases, customized applications and backup/recovery services for program requirements outside the scope of the managed desktop environment.

ITS supports the technology and innovation needs of the Department of Education and Training. The branch facilitates project management services so that both business and information technology projects are conducted employing a rigorous, internationally accepted standard for the management of projects. ITS represents the department to central units such as Business Transformation and Technology.

ITS is working with MET branches and programs on projects regarding the implementation of a model to enhance services to their clients, increase efficiency within the branches and streamline traditional paper processes.

ITS works closely with all areas within the department, Manitoba Education, Research and Learning Information Networks (MERLIN) and other external service providers to provide expertise and consultation on any technology and innovation initiatives to assist in meeting the challenges, service delivery needs and business requirements of the educational (K-12 and post-secondary), workforce development and immigration communities serviced by the department.

Sustainable Development

ITS encourages the use of websites for the storage and dissemination of departmental forms. The branch offers the use of conference calls to minimize travel to regularly scheduled meetings. It should be noted that the Manitoba government recognizes the value of education and collaboration alternatives that result from improved network services such as video conferencing. ITS is working with other branches and departments in the implementation of collaborative network tools that will enhance pedagogical and administrative environments in rural communities.

1 (d) Innovative Technology Services

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	\$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	513	5.00	490	23	
(2) Other Expenditures	78		75	3	
Total Sub-Appropriation	591	5.00	565	26	

K-12 Education and Healthy Child Programs

The division's mandate is to provide leadership and support for Manitoba's Early Childhood and K-12 educational system through the development and implementation of a policy and program framework for the school system. Leadership and support are also provided to the Healthy Child Manitoba Office (HCMO), which innovates, implements and evaluates the Manitoba government's long-term, cross-departmental strategy to promote healthy child and adolescent development, and serves as the secretariat to the Healthy Child Committee of Cabinet.

This mandate is achieved through the work of the Division Administration office; Manitoba School for the Deaf; Instruction, Curriculum and Assessment Branch; Inclusion Support Branch; Bureau de l'éducation française française (BEF); Healthy Child Manitoba Office; and the Manitoba Learning Resource Centre.

The accomplishments of the division are presented on a branch-by-branch basis.

Division Administration

The Division Administration office provides leadership respecting the development, implementation and review of policy and programs including administration and finance as well as data analysis. The activities of the office include the coordination of policy, program, budget development and implementation; facilitation of intra-divisional and inter-departmental linkages; collection and analysis of information in support of departmental and divisional priorities and goals; coordination of human resource development initiatives; provision of dispute resolution coordination relating to Appropriate Educational Programming; and ensuring ongoing communication and collaboration with educators, parents and the community.

2 (a) Division Administration

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	\$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	496	8.00	703	(207)	
(2) Other Expenditures	267		201	66	
Total Sub-Appropriation	763	8.00	904	(141)	

Manitoba School for the Deaf

The Manitoba School for the Deaf (MSD) provides the only American Sign Language (ASL) milieu environment in Manitoba for students who are Deaf/Hard of Hearing (DHH). Students who are DHH and eligible to attend public schools in Manitoba may instead choose to attend MSD, which offers a Junior K-12 program and provides an

ASL – English bilingual/bicultural environment. In 2018/19, MSD had 60 students enrolled, which has been a consistent number over the past several years. Teachers and educational assistants provide on-site educational programming using the Manitoba provincial curriculum, leading to a Manitoba diploma. Since 2011/12, MSD has also offered early years language intervention using a Bilingual-Bimodal approach. This early intervention gives students the opportunity to develop both spoken English and ASL to build a strong language base.

- The school established the theme of “Kindness” this year. All levels of the school reinforced this concept through assemblies, direct classroom lessons, and activities.
- The school created a new visitor program with Manitoba First Nations Resource Centre (MFNERC) for students who live in remote communities. Four students would visit for two days a month. The goals for these visits were ASL development and to enhance social interactions.
- Middle Years and Seniors Years students participated in a science, technology, engineering, arts, and math (STEAM) activity every month, which was led by rotating teachers.
- MSD staff members participated in a professional development session on Manipulative Visual Language (MVL). MVL is a symbol-based program that helps children who cannot hear English grammar learn how sentences are constructed in print. Many classrooms use the MVL process to teach writing skills.
- Two MSD Middle Years and Senior Years classes participated in Special Olympics activities throughout the year, enabling students of all abilities to engage in competition and broaden their sense of community.
- MSD partnered with Aqua Essence to provide swimming lessons to a select group of students. Individual goals included improving water safety for students with limited experience in the water, increased physical abilities, and water therapy.
- Staff engaged in the learning sprint process to help target specific language goals for students at all levels. After set goals were introduced, intense teaching took place over a one-month period.

2 (b) Manitoba School for the Deaf

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	2,862	41.35	3,048	(186)	
(2) Other Expenditures	298		381	(83)	
Total Sub-Appropriation	3,160	41.35	3,429	(269)	

Instruction, Curriculum and Assessment

The mandate of the Instruction, Curriculum and Assessment Branch is to articulate the Kindergarten to Grade 12 (K-12) English program framework that is the basis of

teaching, learning, and assessment in Manitoba schools, and to support its implementation and assessment.

Following is a sampling of initiatives that are specific to curricular areas as well as cross-curricular, most of which were carried out in collaboration with educational partners.

Curriculum-related initiatives

Arts Education

- Produced *Celebrating Music in Manitoba Schools Month Concert Series*.
- Created the Arts Education Grant, which will commence in the 2019/20 school year.

English as an Additional Language (EAL)

- Finalized *Manitoba Grades 9-12 Curriculum Framework for English as an Additional Language (EAL) and Literacy, Academics, and Language (LAL) Programming* (Early, Middle and Senior Years).
- Piloted and finalized Senior Years Numeracy courses to transition older English Additional Language students with interrupted schooling into Grade 9 Mathematics.

English Language Arts/Literacy

- Supported implementation of new Kindergarten to Grade 12 English language arts curriculum.
- Continued the Research in Renewing Literacies study with university partners.
- Ongoing implementation of the Reading Apprenticeship program.
- Professional learning and support across a range of initiatives including the Regie Routman in Residence project in 24 schools.
- Researched and began development of literacy progressions.

Indigenous Languages

- Developed a draft of the Grade 9 Aboriginal Language credit course for pilot implementation in 2019/20.

Indigenous Studies

- Developed with indigenous experts a curriculum framework for Grades 9-11 courses Topics in First Nations, Métis, and Inuit Studies.

Mathematics

- Led the Numeracy Leaders' Network.
- Developed a range of mathematics teaching and assessment support documents.
- Coordinated teacher inquiry projects in mathematics in collaboration with the Manitoba Teacher Research Collective.
- Researched and began development of numeracy progressions.

Physical Education/Health Education

- Supported National Concussion Protocol Harmonization Project by creating a Concussion Landing Page and teacher/school division supports. Assisting partners in Sport, Medicine, and Therapy in developing pre-season awareness presentations for various stakeholder groups.

- Created Physical Educator and student resource on Assessing Physical Activity Levels for the purposes of the Grade 11/12 Physical Activity Practicum.
- Provided support to teachers and administrators in issues relating to gender diversity and sexual orientation, and human sexuality. Assisted in organizing Summer Institute for teachers in the area of Gender Diversity with Dr. Lee Airton of Queens University.
- Updated the Safety Guidelines for Physical Activity in Manitoba Schools document and translated into French.

Science

- Initiated the Strategic Science Project to create resources and professional development to help K-8 teachers develop their students' science practices (the particular ways of thinking and doing in science).
- Supported the Science Teacher Inquiry Project (STIP), in which science teachers developed action-research projects in collaboration with the Manitoba Teacher Research Collective.
- Provided professional learning regarding design, inquiry, deeper thinking and argumentation in K-12 Science.
- Developed Science Achievement Profiles to assist in the assessment of Grade 1-8 Science.
- Collaborated with various organizations to promote on-the-land and environmental learning; science excellence and careers; and science, technology, engineering, art and mathematics (STEAM) cross-curricular initiatives in Manitoba.
- Administered Science-related funding agreements and grants.

Social Studies

- Revised the Grade 11 History of Canada curriculum.
- Supported the Geographic Information Systems Day in Manitoba.
- Worked with Jewish Federation to offer workshops and resources on Holocaust Education.
- Worked with partners to build Peace Literacy in the education community, including Peace Walk for 800 students and Peace Proclamation.
- Led and coordinated the Manitoba UNESCO Associated Schools Project Network. Worked with partners including Canadian Commission for UNESCO and the Truth and Reconciliation Commission of Canada to create a Children's Calls to Action Book.
- Worked with Indigenous Inclusion Directorate to renew The Memorandum of Understanding with the Manitoba Museum.
- Supported the Global Teacher Inquiry Project (GTIP), wherein Social Studies teachers developed action-research projects in collaboration with the Manitoba Teacher Research Collective.
- Built field capacity for both students and teachers through workshops on Indigenous Inclusion, Arts in Action in Social Studies, Canadian High School Ethics Bowl, and Student Leadership.

Technology Education (Vocational, Industrial Arts and Home Economics)

- Supported related programming, renovations and equipment, including the Technology Education Equipment Replacement and Skills Strategy Equipment Enhancement Fund grants.
- Liaised regarding Apprenticeship, Technical Vocational, Industrial Arts, Home Economics and Facility/Program Safety, and supported the High School Apprenticeship program.
- Collaborated with the Construction Safety Association of Manitoba regarding the Workplace Hazardous Materials Information System training and certification program.
- Registered and maintained records for the Youth Work Experience hiring incentive (tax incentive for employing students registered in a Technical Vocational program).
- Upgraded and developed curriculum.

International Languages

- Initiated the development of a Spanish Language Arts curriculum framework for the Spanish Bilingual Program at Earl Grey School.
- Partnered with the River East Transcona School Division and Germany in placing a German support teacher in the division to support the Bilingual German Program.
- Supported teacher professional development opportunities for teachers of German, Spanish and Ukrainian in partnership with various organizations.
- Supported an annual reciprocal student exchange for high school students in Manitoba and Hamburg, Germany.
- Provided opportunities for hundreds of students throughout Manitoba to earn credits for proficiency in Indigenous and other languages through the Special Language Credit option.

Cross-curricular initiatives

Indigenous Education

- Provided professional learning on integrating Indigenous perspectives into curricula; e.g., Truth and Reconciliation Commission's Calls to Action; KAIROS Blanket Activity; First Nations' rights, histories, cultures, strengths, current issues, residential schools and building relationships.
- Reviewed and developed curricular resources, and participated in Manitoba's Indigenous Education Roundtables.

Assessment

- Supported the Grades 3/4 and Middle Years Assessments and the provincial report card (revised policy and support document, business rules document and grading guidelines).
- Developed provincial tests in Grade 12 English Language Arts and in Grade 12 Mathematics.
- Coordinated Manitoba's participation in national and international tests.

Career Development/Dual Credits

- Facilitated the administration of the *Tell Them From Me* survey.
- Coordinated Take Our Kids to Work (TOKW) and Minister's TOKTW Luncheon for students at the Manitoba Legislative Building.
- Participated in the Rotary Career Symposium and the Brandon Career Symposium.
- Provided Career Development Initiative (CDI) Grant funding for school divisions to hire Career Development (CD) Coordinators.
- Participated in projects related to career development across MET, including Project Scope.
- Supported school divisions to increase teacher capacity in teaching career education.
- Created resources for career development educators to support CD curricula.
- Prepared grade 11 and 12 Credit for Employment (CFE) Guidelines and supplementary resources document.
- Prepared grade 11 and 12 CDI Guidelines and supplementary resources document.
- Prepared grade 11 and 12 CFE curricula.
- Coordinated student safety and Workers Compensation coverage for students participating in work placement and internships.

Dual Credits

- Supported the Dual Credit policy.
- Registered 44 post-secondary courses for Dual Credit for the 2018/19 school year.

Data Collection and Analysis

- Provided research, data management, and statistical analysis for schools and school divisions and in support of federal data collection and the *K-12 Framework for Continuous Improvement: School Planning and Reporting*.

Distance Learning

- Processed 3,301 registrations (1,278 credits issued) for senior years' print-based Independent Study Option (ISO) courses, and continued development of 11 ISO courses.
- Processed orders for 1,839 reference copies of ISO course materials to be used by Manitoba teachers.
- Monitored two virtual collegiates (InformNet and Wapaskwa) and developed web-based courses.

Diversity Education

- Collaborated with the Jewish Heritage Centre of Western Canada to develop Holocaust Education and Antisemitism workshops for the 2019/20 school year.
- Piloted and published a Curriculum Framework for the Grade 12 World of Religions: A Canadian Perspective course.
- Finalized and published the support document, *Responding to Religious Diversity In Manitoba Schools*.

- Published a support document and provided a summer institute and one-day workshops on Supporting Transgender and Gender Diverse Students in Manitoba Schools.
- Supported professional development opportunities with partners with respect to diversity, antiracism, the Holocaust, the Holodomor, and other themes related to inclusion and equity.
- Supported a LGBT2SQ+ education coordinator position with Rainbow Resource Centre.

Early Childhood Education

- Supported Reading Recovery and acted as branch contact for the Early Development Instrument (EDI), and related committees and initiatives.
- Built field capacity through workshops on early childhood learning, including focus on Indigenous perspectives and cultural and linguistic diversity.
- Supported creation of a five-year provincial early learning and child care (ELCC) strategy and other early childhood policy in collaboration with the Department of Families.

Education for Sustainable Development (ESD)

- Supported a range of ESD-related activities.
- Promoted ESD priority actions including school planning and teacher education.
- Oversaw the Eco-Globe School recognition program.
- Administered ESD-related funding agreements and grants to Non-Profit Organizations.
- Coordinated the MET/Manitoba Hydro ESD grant program for schools.
- Provided professional learning regarding ESD initiatives and UNESCO's Sustainable Development Goals.

English as an Additional Language (EAL)

- Developed a draft for pilot (2019/2020) of provincial EAL Intake Process for Early, Middle and Senior Years.
- Supported a range of EAL professional learning across school divisions through the provincial EAL Divisional Network and the Literacy, Academics and Language (LAL) Network.
- Provided the Intensive Newcomer Support Grants and contingency funding to 13 school divisions and oversaw EAL Student categorical funding.
- Worked with and supported interpreters' training specific to educational issues.
- Developed and prepared for publication a series of fact sheets for newcomer parents on Manitoba schools.
- Updated *Promising Pathways* guide for older newcomer youth.

Independent Education

- Monitored 62 funded and 50 non-funded independent schools and six affiliated overseas schools for compliance, and provided related ongoing support for teachers, school administrators, parents and school boards across their needs and functions.
- Developed/renewed Memorandums of Understanding with affiliated overseas schools, including one new school in Ukraine.
- Processed and reviewed home-school educational plans and progress reports for over 3,700 students; communicated and visited as needed.

Computational Thinking/Coding/Literacy with ICT

- Worked with partners on developing a Computational Thinking/Coding Strategy (in process).
- Provided online and in-person professional learning opportunities to educators.
- Invited Cancode recipients to target specific teacher and student learning needs across the province.

Middle Years Education

- Supported the transition of schools to Middle Years pedagogy and practice for their young adolescent learners in grades 5, 6, 7, and 8, as aligned with Manitoba's foundation document *Engaging Middle Years Students in Learning - Transforming Middle Years Education* in Manitoba.
- Developed the website *Middle Years Education in Manitoba – Improving Student Engagement* with two portals:
 - *My Student in the Middle Years – A Resource for Teachers and School Leaders*
 - *My Child in the Middle Years – A Parent Resource*.
- Created and provided print and electronic copies of the teacher brochure *Middle Years Education in Manitoba: Grades 5 to 8 Students at the Centre* to each school offering Grades 5, 6, 7 and 8. The brochure is available in English, French, and Ukrainian.
- Produced and distributed to schools a bookmark listing online Manitoba resources for educators, school leaders, parents, and students which support optimal student learning and engagement in the Middle Years.
- Through the provincial Middle Years Network, provided monthly newsletters about professional learning opportunities, current research, teacher and student events, noteworthy publications, and editorial information that support Middle Years education in Manitoba.

Learning Resource Review

- Collaborated with subject area specialists to review and recommend curricular resources in various fields, e.g., business and finance, Indigenous perspectives, science, mathematics, technology, law.

Low Socio-Economic Status (SES) Communities Strategy

- Supported partners and stakeholders providing a range of supports for low-income students, including school improvement, summer and after-school programming, and program evaluation.

Organization of the Instruction, Curriculum and Assessment Branch

- **Early Childhood and Development Unit** – Early childhood and K-12 programming in English Language Arts, Mathematics, Indigenous Languages and Studies, English as an Additional Language, and cross-curricular initiatives including literacy and numeracy, Indigenous initiatives and newcomer education.
- **Assessment Unit** – Oversight of provincial, national and international assessments and tests, and the provincial report card; conduct and support statistical analyses and reporting.

- **Learning Support and Technology Unit** – Curricula other than related to literacy and numeracy; senior years technology education; career development; Independent Study Option course development.
- **Distance Learning Unit** – Print-based learning resources to students, including issuing credits and diplomas, and support for school division-based distance learning.
- **Finance and Administration Unit** – Branch financial management and reporting.
- **Independent Education Unit** – Oversight of funded and non-funded independent schools, affiliated overseas schools, and home schools, web-based courses, graduation requirements and K-12 international student policy.

The Document Production Services Unit (DPSU) serves as a resource to the K–12 Education Division, the Policy Planning, and Performance Division (PPP) and the Indigenous Inclusion Directorate (IID) and collaborates with other government departments. DPSU produces curriculum framework, implementation, support, and assessment resources for Manitoba Kindergarten to Grade 12 educators, students, and departmental staff.

In 2018/19, DPSU:

- edited and designed quality provincial resources in accordance with departmental and professional publication standards
- researched, cleared, and recorded over 500 copyrights in accordance with copyright legislation and agreements and served as a resource to department staff on copyright issues
- processed and responded to copyright permission requests from other provinces, departments, publishers, and the public
- focused on improving the accessibility of documents
- coordinated the printing of provincial resources through Communications Services Manitoba (CSM) and served as departmental representative for communicating with CSM about special public documents

In 2018/19, DPSU produced and distributed the following English/French print, electronic and accessible educational resources:

- 66 Curriculum and support materials (framework, implementation, and teacher support documents, posters, flyers, brochures, newsletters)
- 5 Policy documents
- 5 Independent Study Option courses
- 21 Provincial Test Support Documents
- 20 Provincial Applied Mathematics Achievement Test documents
- 16 Essential Mathematics Achievement Test documents
- 24 Pre-Calculus Mathematics Achievement Test documents
- 18 Provincial English Language Arts Test documents
- 3 copyright permission request letters

- 67 Scannable Feedback Forms, Surveys, Marker and Scoring Sheets

2 (c) Instruction, Curriculum and Assessment

Expenditures by Sub-Appropriation	Actual	Estimate		Variance	Expl. No.
	2018/19 \$000	FTE	2018/19 \$000	Over (Under) \$000	
(1) Salaries and Employee Benefits	9,080	114.00	9,430	(350)	
(2) Other Expenditures	3,681		3,302	379	
(3) Assistance	1,027		1,018	9	
Total Sub-Appropriation	13,788	114.00	13,750	38	

Inclusion Support

The mandate of the Inclusion Support Branch is to work inter-departmentally, with educators, and with families and students to promote and support the effective development and implementation of provincial policies, programming and planning, funding, and priority initiatives that support the educational success for students with exceptional learning needs in the K-12 educational system in Manitoba. The Branch provides leadership within the department in working with school divisions and communities to implement the Appropriate Education regulations and foster a philosophy of inclusion in Manitoba schools.

Branch-wide Functions

- Collaborated with Healthy Child Manitoba Office (HCMO), and Instruction, Curriculum and Assessment Branch (ICAB) in supporting refugee, newcomer students including consultation related to trauma-informed practice and mental health in school settings. Collaborated with ICAB in providing funding and support to The Pembina Trails School Division to support Yazidi students.
- Oversaw the educational programming for children and youth in custody and in treatment programs. There are 15 interdivisional student support programs that are overseen by the Branch. Reports for 2018/19 are not due to the department until October 2019, but initial data indicate high attainment of high school credits as a result of department/agency collaborations.
- Consulted regularly with the Student Services Inclusive Education Advisory Committee and the Student Services Administrators' Association of Manitoba related to the revision of the Appropriate Educational Programming (AEP) in Manitoba Standards for Student Services.
- Continued to implement the recommendations of the Task Force on Special Needs Funding which includes revising the Individualized Educational Plan – Report (IEP-R), providing input into a new funding formula to replace individual student applications, and updating the review and reporting process in the context of a formula grant.

- Participated with partners in HCMO to develop protocols that provide direction on matters that have a cross-jurisdictional focus, such as school safety, mental health, children in care, and youth involved in justice.

The branch is organized into five units:

The Student Services Unit (SSU) provides support to school divisions and funded independent schools in the provision of AEP, and collaborates with the Manitoba First Nations Educational Resource Centre. SSU works with school divisions, community partners, and partner departments to meet the needs of students who have exceptional learning, social/emotional, behavioural, physical, cognitive/intellectual, communication, academic, or special health-care needs. This includes administering special needs funding to target populations of students and undertaking the Review and Reporting accountability process for the special needs funding provided to schools and school divisions. The Review and Reporting process also ensures the department's AEP standards, policies, and guidelines are effectively implemented. Staff members from this Unit serve as leaders or representatives in work such as developing guidelines for the use of seclusion, attendance data collection, Protecting Children Information Sharing Act training, implementation of VIRGO recommendations, data collection related to provincial report card, reporting progress for students with special needs (IEP-R), modernization of support document on modification and individualized programming for students with intellectual disabilities, modernization of AEP Standards for Student Services document, and the Jordan's Principle interdepartmental work group.

In 2018/19, SSU:

- Held the annual Student Services Summer Institute for educators on 13 current student services topics over 4.5 days; in-person participation was 411; participation via Zoom included 329 sites (some sites included more than one person).
- Approved the second year bursary application of four Rural and Northern Bursaries for school clinicians who enter into two-year return of service agreements with a rural or northern school division.

The Deaf and Hard of Hearing Services Unit (DHH) Consultant Outreach Team (COT) provides consultative support, resources, and information to school divisions and funded independent schools with respect to educational programming, standards, policies, and guidelines for students who are DHH, and particularly students who attend school in rural or northern Manitoba. Staff collaborate with divisions and partner organizations such as the Society for Manitobans with Disabilities and the Central Speech and Hearing Clinic to support students. The Unit also supports the various departmental priorities through collaboration with other departments and the Manitoba First Nations Education Research Centre. The Unit provides support for DHH Indigenous students who live in rural and northern communities and attend schools in public school divisions.

The COT provided services to 416 students who are DHH in public schools during 2018/19: 354 students were from rural and northern school divisions and 62 were in urban divisions.

There were approximately 902 DHH students in the province in 2018/19.

The Blind/Visually Impaired Services Unit (BVIU) provides services for students with perceptual disabilities in K-12 and post-secondary education. A team of Educational Consultants provides support services on a province-wide basis (and also to Nunavut) to students who are blind or visually impaired. Service provision is direct service in the areas of braille, orientation and mobility, and assistive technology, as well as consultation to school teams. Three consultants are certified Orientation & Mobility (O&M) Instructors and one is currently in the University of British Columbia (UBC) O&M certification program. Consultants also provide Vision Screening Training to school division staff to run a screening program in their schools.

The Unit also supports the implementation of departmental priorities through collaboration with other stakeholder departments and the Manitoba First Nations Education Research Centre.

There are approximately 290 students who are BVI in Manitoba schools and receive supports from BVIU consultants. This number has increased slightly in recent years. Approximately 10 per cent of referred students are blind and receive direct teaching from BVIU consultants for learning braille, assistive technology skills, orientation and mobility, daily living skills, and other supports. In addition, approximately one half of the referred students are in Winnipeg area schools, and the other half are in rural/northern areas.

The Alternate Formats Collection houses and circulates the alternate formats materials, and provides inter-library loans of alternate formats titles. Alternate Format Services undertakes the production of alternate format materials for Manitoba students (Pre-school – Post secondary). Formats include: audiobooks, large print, braille, tactiles, touchbooks, e-text (Word or PDF), and ePub.

Alternate Format Library Statistics

Total Loans

Titles Loaned	2017/18	2018/19
Large Print	698	842
Braille/Touchbooks	410	592
MP3 (CD)	194	207
MP3 (online download)	792	836
Audiotapes	4	9
E-text	287	238
Total Loans	2,385	2,724

The Financial and Administration Unit provides administrative support and financial management services to the Branch and coordinates reporting processes in response to government requirements.

The Instructional Resources Unit (IRU) provides support within Manitoba Education and Training, other departments, educators and students through the production and distribution of print and non-print educational resources. The Unit ensures educators have access to resources that support the Manitoba curriculum through the Manitoba Curriculum Support Centre, the Manitoba Education and Training website, and the alternate format material collection for those who are blind or visually impaired.

The Unit is organized into two areas:

- Media Production Services
- Manitoba Curriculum Support Centre

Media Production Services provides support and services to Manitoba K-12 educators, students and departmental staff with the following activities:

- Produced multimedia projects to support visually impaired students for school success by providing:
 - 277 books in Braille;
 - 76 books in Electronic Text;
 - 135 books in Large Print;
 - 29 books in Audio Book format; and
 - documents as required to support the Independent Study Option Distance Learning courses.
- Produced, catalogued, and circulated alternate format materials in Braille, tactile drawings, large print, e-text and audio books, for K-12 and post-secondary students in Manitoba who are print disabled.
- Circulated 3,177 Alternate Format resources to 759 students in Manitoba which included 792 electronic MP3 books, and added 430 resources to the Alternate Format Collection catalogue.
- Continued to implement the Universal English Braille (UEB) Code, a revised Braille code for visually impaired students.
- Provided the Vision Screening program to 26 school divisions and eight funded Independent schools.
- Provided online customized cataloguing records to Manitoba school libraries via Koha.
- Led, produced, and supported the development and maintenance of the Education and Training (English) websites, which provide information, resources and services to departmental staff and the educational community.
- Administered the Workshop Registration System (WRS), a single point of on-line registration for a wide range of professional learning opportunities offered by Manitoba Education and Training.

The Manitoba Curriculum Support Centre provides teaching materials and services to improve student success. The centre supports classroom activities, curriculum implementation, educational research and professional learning to educators across the Province.

The Web Support Unit provides leadership, production and support in the development and maintenance of the Manitoba Education and Training (English) websites (Internet and Intranet), which provide information, resources and services to departmental staff and the educational community.

The Manitoba Education and Training public website includes more than 7,300 web pages and more than 15,500 PDF files. In 2018/19, there were 3,838,481 views of the department's webpages.

Supports include:

- Administration of the WRS, a single point of online registration to a wide-range of professional learning opportunities offered by Manitoba Education and Training. Manitoba educators have used the WRS throughout the year to obtain registration in workshops during the school year and summer months.
- In addition to general website design, development and maintenance support, staff also supported priority project areas both for the Department and for external partners; e.g., Manitoba Commission on Kindergarten to Grade 12 Education, High School Graduation Rates and Student Achievement Statistics, Aboriginal Education Research Forum, Manitoba Aboriginal Youth Achievement Awards, Manitoba Collaborative Indigenous Education Blueprint, and Manitoba Aboriginal Languages Strategy.

2 (d) Inclusion Support

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	4,916	74.00	5,641	(725)	
(2) Other Expenditures	1,309		1,331	(22)	
(3) Assistance	63		65	(2)	
Total Sub-Appropriation	6,288	74.00	7,037	(749)	

Bureau de l'éducation française

The mandate of the Bureau de l'éducation française (BEF) is to develop, review and administer policies, programs, priorities and services related to all aspects of French-language Education in Manitoba. The BEF mandate also includes the negotiation and

the administration of intergovernmental agreements regarding official languages programs in education.

The following is an overview of initiatives that took place within this mandate for the 2018/19 fiscal year.

Executive Director's Office (EDO)

The Executive Director (ED) and Special Advisor to the Minister consults and works in cooperation with education stakeholders to ensure efficient information sharing and that the department addresses emerging priorities related to French-language education. As Special Advisor to the Minister, the ED prepares briefings and meets with the Minister to discuss all matters related to French-language education in Manitoba. The 2018/19 initiatives include:

- Organized the “French Language Education in Manitoba: Charting the Future of a Shared Vision” Summit in April 2018, in collaboration with Partners for French Education. The partners included Commission scolaire franco-manitobaine, Division scolaire franco-manitobaine (DSFM), Éducatrices et éducateurs francophones du Manitoba, Fédération des parents du Manitoba, Société de la francophonie manitobaine, Université de Saint-Boniface (USB), and Conseil jeunesse provincial. Over 300 participants attended the Summit. An executive summary of the discussions was prepared for Manitoba Education and Training senior staff.
- Initiated the Higher Level Thinking Skills project to help children learn how to think for and by themselves. The first phase of the project included a professional development conference, facilitated by professors of Laval University (Quebec), held on February 12, 2019. Participants included BEF consultants, representatives from the USB and the DSFM, as well as divisional consultants responsible for the French Immersion Program in St. James-Assiniboia, River East Transcona, and Seine River.
- Undertook an initiative to develop the resources required to address the lack of understanding around the importance of culture and the role it plays in language learning, as well as the lack of integration of cultural references in the French Immersion Program.
- Met with school division administrators from Louis Riel, River East Transcona, Seven Oaks, Interlake, DSFM, and Seine River as part of the provincial framework for continuous improvement.

Pedagogical Services

Pedagogical Services is responsible for developing and supporting French education curricula, as well as developing and implementing the department's assessment policies and related projects.

Other responsibilities include, but are not limited to, developing or updating:

- curriculum supplements to support instruction, learning and assessment
- distance learning courses (in hard-copy and electronic formats)
- policy documents.

The staff consult and collaborate with educators on various projects. They also offer support and professional learning opportunities to school division personnel and to educators in schools.

The following are key examples of support services offered, resources produced, and projects developed in collaboration with educational partners.

Curriculum-related initiatives

- **Arts Education**

Developed multiple resources to support the implementation of various arts subject areas:

- Grade 12 Theatrical Production Course (developed in collaboration with Théâtre Cercle Molière)
- Grades 9-12 Music Technology Courses
- Online multimedia visual glossary for Grades K to 12 Visual Arts
- Grades 9 to 12 Dance Module
- Grades 9 to 12 Hip-Hop Module
- Action-research project with the University of Manitoba regarding arts-based multiliteracy learning in K-8

- **French (English Program)**

- Developed multiple sample lesson plans or “learning situations” to support the teaching and learning of French in the K-3 classroom. Digital audio resources were also created to enable K-3 teachers to familiarize themselves with the pronunciation and language structures related to K-3 curriculum content. Resources also include audio files of songs, rhymes and stories that can be used in the classroom. All were published online on the Direction des ressources éducatives françaises (DREF) platform.
- Offered K to 3 teacher-mentoring sessions.
- Held a four-day summer institute on French second language methodology.

- **French Language Arts (FL1 and FL2-I)**

Completed the Grades 9 -12 French Language Arts curriculum for the Français Program and two implementation sessions were offered, one in Winnipeg and one in Brandon.

- **Mathematics**

- Completed work on the Grade 12 *Mathématiques pré-calcul* (Pre-Calculus) distance-learning course.
- Published two financial-literacy documents to support the Grade 12 *Mathématiques au quotidien* (Consumer Math) curricula: one on the financing of vehicles and the other on financing a home.
- Offered PRIME workshops to teachers throughout the province on number sense, measure, geometry, regularity and algebra.
- Developed K-6 Math *Cartes de route* (road maps) and offered workshops in school divisions and at the Université de St-Boniface.

- **Science**

Offered French workshops on Adopt a River, an ecological surveillance program for watercourses.

- **Social Studies**
Translated The Grade 12 *Current Topics in First Nations, Métis, and Inuit Studies* curriculum document.

Cross-curricular initiatives

- **Assessment**
 - Developed and administered four Grade 12 provincial tests for Français Language Arts for FL1 and FL2-I.
 - Supported schools regarding the assessment of: reading in French at the beginning of Grade 3 (FL1) and at the beginning of Grade 4 (FL2-I), reading comprehension and expository writing in French at mid-Grade 8 for FL1 and FL2-I, and student engagement at mid-Grade 7 for FL1 and FL2-I.
 - Offered workshops related to assessment practises in FL1 and FL2-I to educators and pre-service teachers.
- **French Language Education Review (FLER)**
 - Published in both languages the *FLER 2016/17 Provincial Report: Profile of Initiatives and Five-year Overview* for French (English Program).
 - Finalizing the 2016/17 provincial report for the French Immersion Program is ongoing.
 - Development of support tools and strategies, in collaboration with the field, to address certain needs brought to light by the data collected through FLER.
- **The Integrated Approach in French Immersion**
 - Supported French Immersion students in the development and accuracy of their communication skills; videos demonstrating the integrated approach are being developed to be used as a reference tool for teachers.
 - Offered training sessions for K-12 teachers throughout the province.
 - Created a pilot project with École Tuxedo School to implement the approach through the extensive training of five teachers.
- **Literacy with Information and Communication Technologies (ICTs) Across the Curriculum**
 - Updated the following on the French website: guidelines on health, safety, ethics and responsibilities were added, and the developmental learning continuum was revised and now includes Senior Years.
- **Manitoba's Excellence in Education Awards**
 - Held the award reception for the 2017/18 school year.
 - Relaunched the program for 2018/19, and included the promotion of the awards, the selection of recipients and the organizing of another reception.
- **Miscellaneous**
 - Edited and published online the *Tenir compte de la diversité religieuse dans les écoles du Manitoba* and the French translation of *Responding to Religious Diversity in Manitoba's Schools*.
 - Updated and published online the bilingual document *French Cultural Activities*, containing descriptions of various French cultural activities available to schools.
 - Adapted for the Français Program and published online the translated version of the Kindergarten support document *A Time for Learning, A Time for Joy*. The

document is also being adapted for the French Immersion Program and will be published in the fall.

French Library and Materials Production

The French Library and Materials Production Branch – known as Direction des ressources éducatives françaises (DREF) – is the only media centre in the province that offers French educational resources and library services to the educators responsible for the delivery of the Français and French Immersion Programs, and French courses (English program). The DREF's clientele includes, among others, K-12 teachers, department staff, school division curriculum consultants, parents of students enrolled in a French home schooling program, and professors and student teachers from the faculties of education of local post-secondary institutions.

The DREF offers a full range of library and information services, including an outreach program in the rural and northern regions. It maintains a production centre that supports BEF's assessment unit, and develops customized digital resources to support the delivery of various curricula when these are not available on the market.

• Resources and Support

- The DREF continued to promote its digital platform, which gives educators across the province, free access to thousands of streamed videos, teacher guides and other digital content.
- Developed and published online four video tutorials to help the clientele understand and take full advantage of the DREF's digital platform.
- Created material that complement *La Grande Traversée (The Great Crossing)*, in partnership with Productions Rivard, a series that offers a historical reconstruction of the crossing of the Atlantic by ten adventurers. The new resource includes 100 videos (2-6 minutes each) and 7 teacher guides, and is intended to develop students' critical and historical thinking.
- Loaned a total of 49,702 physical resources from the DREF's library.
- Digital resources continued to be accessed by the clientele via the DREF's digital platform at a high rate. For example, 110,000 pages were accessed on the IDÉLLO platform, which offers 11,000 distinct educational resources.
- The library's reference desk answered 1,167 reference requests.
- The clientele used the online reservation service to make a number of additional requests and to reserve 6,708 items.
- The circulation desk prepared 3,109 packages of resources, 883 of which were sent out via Canada Post and 2,226 by divisional courier.
- Made available over 800 new resources.
- Provided support services to school libraries, including assistance in the selection of educational materials, cataloguing support through the Web Export service, and customized bibliographic records.
- Offered over 145 sessions regarding the DREF's facilities, resources and services.
- Offered 70 book-reading sessions to 2,299 K-12 students to help support literacy and to model pedagogical strategies to 413 teachers.

- The DREF's reading club initiatives, aimed at promoting reading and quality French literature from Kindergarten to Grade 8 in FL1 and FL2-I schools, received 2,500 participation ballots* from FL1 schools and 4,000 participation tickets from FL2-I schools. In order to encourage students taking French courses within the English Program, an initiative entitled *Le Passeport Culturel* was revised and promoted. A total of 480 students participated in various cultural activities.

*(one ballot per book read by a student)

- **Production Centre**

- Provided assistance in the development and production of the Grade 12 provincial tests. A total of 223 DVDs were produced, and 46 CDs were dubbed.
- Initiated three media projects to provide audio-visual resources for the French (English Program) courses, for FL1 and FL2-I Visual Arts teachers, and to promote the Integrated Approach in French Immersion.

- **Library Outreach Program**

- Français and French Immersion Programs: Within the library outreach program, the teacher coordinator made 150 individual or group presentations in 48 schools mainly in the rural and northern areas, meeting 439 teachers. During the various sessions, an emphasis was placed on the integration of new media in curriculum delivery.
- French (English Program): The librarian worked closely with the curriculum consultants to offer 46 professional learning workshops for 543 educators responsible for teaching French in the English Program.

Official Language in Education Programs

The objectives of the Official Language in Education Programs (OLEP) include the provision of opportunities to learn French as an additional language and provide opportunities for cultural enrichment for all Manitobans. The objectives also include the provision of opportunities to the members of the francophone community to be educated in their own language and to experience their own culture.

- **The Canada-Manitoba Agreement for Minority-Language Education and Second-Language Instruction**

The negotiations for the renewal of the protocol related to the Canada-Manitoba Agreement has advanced; only three items remain. Despite the expiration of the agreement, Manitoba and Canada agreed on an interim step to continue financial support to public and independent schools, post-secondary institutions and non-government organizations for the development and implementation of innovative educational and cultural programs, for the broadening of existing programs, and for specific needs in the area of French-language education in Manitoba.

- **Bursaries for Teachers**
 - The bursary procedures and forms were simplified to facilitate the application process for teachers. E-forms were developed and used for three different teacher bursaries.
 - A total of 150 bursaries were awarded to Manitoba teachers who seek to upgrade their linguistic or pedagogical skills in French during the spring or summer months at the USB or other Canadian post-secondary institutions.

- **Bursaries for Post-secondary Students**
 - Bursaries for studies in French (*Bourse d'études en langue française*) were offered to 28 Manitoba residents who must leave the province of Manitoba in order to pursue their post-secondary studies in French.
 - Bursaries (*Bourse aux étudiants de l'USB*) were offered to 433 USB students to encourage them to pursue their post-secondary studies in French at the USB.
 - Bursary for studies at the University de la Paix in Caen, France (*Bourse d'études à l'Université de la Paix, à Caen en France*) was offered to a USB student registered for the five-day program that focuses on human rights and freedoms.
 - Work is in progress to create eforms for these student bursaries.

- **Destination Clic, Explore and Odyssey Programs (in partnership with the Council of Ministers of Education, Canada (CMEC))**
 - Through the Destination Clic program, 38 Grades 8 and 9 francophone students spent three weeks in another francophone region of Canada to make cultural discoveries and live enriching experiences.
 - Under the Explore Program, 80 students (from Grade 12/ collège d'enseignement général et professionnel (cégep) and university students) from other Canadian provinces completed the program in Manitoba in order to study English as a second language. A total of 186 Manitoba students went to Québec and other provinces for summer courses to improve their French and broaden their knowledge of the French culture.
 - A new Explore program for students of 13-15 years of age was developed by CMEC in collaboration with the program coordinators from BEF and other jurisdictions.
 - Under the supervision of the provincial coordinator, a promotion agent was hired (under CMEC) to promote these three programs in schools and post-secondary institutions across the province. Due to increased promotional efforts, the number of applications received for both Explore programs and for Destination Clic for 2019/20 have surpassed expectations.
 - Under the Odyssey program, thirteen candidates from across Canada were hired and supported by the BEF in their work as French Language Assistants in selected Manitoba public schools.

- **French Second Language Revitalization Program (FSLRP) and Program for the Enrichment of French in Education (PEFE)**
 - The OLEP continued to offer the FSLRP and the PEFE programs to strengthen existing initiatives, as well as to address emerging needs of French-language education in Manitoba. In 2018/19, \$2.8 million was awarded to 64 organizations

(school divisions, universities, independent schools and Non-Government Organizations) to support the development and/or the implementation of 150 educational or cultural projects.

- While projects for the 2019/20 school year have been selected, these two programs along with the French Categorical Grants are being re-examined to increase potential operational efficiency, and increase the effectiveness and level of impact these grants have in the educational community.

- **Manitoba – Québec Student Exchange Program**

- Financial support was given to six Manitoba students participating in the 2018/19 exchange.
- With the support of Communication Services, an advertisement on Facebook was created.
- Thirteen students were recruited in 2018/19 for the 2019/20 exchange, a marked increase from six the previous year.

- **Complementary Projects**

- Video Conferencing System for the Northern French Consortium (Flin Flon, Kelsey, Mountain View and Swan Valley School Divisions)

Upon the request of four northern school divisions, the BEF has negotiated complementary funding for the upgrade of their video conferencing system for the French Immersion Program. This video conferencing system enables students to take more courses in French in order to obtain the number of credits required for a French Immersion Diploma.

- Construction of a New Daycare Centre at the Université de Saint-Boniface (USB).

Upon the request of the USB, the BEF has negotiated complementary funding of \$2.1 million for the construction of a new daycare centre on the campus of the USB. Starting in November 2020, the centre will have 80 childcare spaces for 16 infants and 64 preschool children.

- Recruitment and Retention of Teachers

Following the March 2018 announcement by the federal government regarding funding of projects related to the recruitment and retention of teachers for the French Immersion Program, the BEF has collaborated with Division scolaire franco-manitobaine (DSFM), Manitoba School Boards Association (MSBA), Manitoba Association of School Superintendents (MASS), USB, Canadian Parents for French – Manitoba (CPF-MB) to develop a joint strategy. In 2018/19, four initiatives were developed and submitted to the Government of Canada:

- Hiring additional faculty staff to increase the USB's capacity to produce more faculty of education graduates for Français and French Immersion schools.
- A research project addressing the retention of teachers within Manitoba's FL1 and FL2 school system: determining factors, best practises.
- Additional support for student teachers and cooperating teachers during practicums in Français and French Immersion schools in Manitoba.
- Promote the careers of teaching in French (French Immersion) and teaching French courses (English Program) through various initiatives and mediums.

Administrative Services

- **French Content on the Department's Website**

The BEF has continued its initiative to increase the French content on the department's website. The objective is for French speakers to have the same experience as English speakers.

In order to improve the accessibility of the French section of the department's website, professional development on accessibility was offered to all support staff involved in document production.

- **Statistical Analysis**

BEF continued to collect and analyze data on student enrolment and other pertinent educational variables for both the Français and French Immersion Programs, as well as for French courses in the English Program. These data were used to determine the French-language education categorical grant for each school division, to create performance indicators required in the analysis of accountability measures for the French Language Education Review, and to provide stakeholders with various trends and detailed information on numerous issues related to French-language education in Manitoba. More specifically, French Immersion enrolment data, broken down by grade and entry point, were provided to the national office of Canadian Parents for French (CPF). Enrolment data by grade and gender for Français schools, French Immersion schools and French courses (English Program) was provided to Statistics Canada. The OLEP also carried out a number of statistical analyses in response to a variety of special requests and worked closely with colleagues within the BEF and across Manitoba Education and Training (MET) to efficiently tailor target mailings to specific client groups within the educational system.

The BEF established statistics on student performance in French literacy for Grades 3, 8 and 12 for the Français Program and for Grades 4, 8 and 12 for the French Immersion Program. Schools and school divisions were provided with reports on their students' performance, which also included provincial averages and/or pass rates for Grade 12. Provincial results are posted on the MET website.

A demographic study regarding French Immersion was conducted upon the request of the Office of the Commissioner of Official Languages. The socio-economic makeup of immersion students in Manitoba was examined to determine whether, as frequently claimed (without data), only wealthier students are enrolled in French Immersion. It was found that the income distribution of students in French Immersion varied only slightly (not statistically significant) from that of students not in the Program. The findings were shared with the Commissioner of Official Languages and partners in immersion.

2 (e) Bureau de l'éducation française

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	\$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	3,570	57.00	4,541	(971)	1
(2) Other Expenditures	1,378		1,139	239	2
(3) Assistance	3,015		3,356	(341)	
Total Sub-Appropriation	7,963	57.00	9,036	(1,073)	

1. Under expenditure mainly reflects vacancies as a result of delays in filling positions and costs for secondments from school divisions budgeted in Salaries but paid from Other Expenditures (16-2E-2).
2. Over expenditure reflects costs for secondments from school divisions budgeted in salaries (16-2E-1), but paid from Other Expenditures.

Healthy Child Manitoba Office

Healthy Child Manitoba Office (HCMO) innovates, implements and evaluates the Manitoba government's long-term, cross-departmental strategy to promote healthy child and adolescent development. As directed by the Healthy Child Committee of Cabinet and under the authority of the Healthy Child Manitoba Act, HCMO promotes best possible outcomes (prenatal to adulthood) through policy and program innovation, and scientific research and evaluation. During 2018/19, HCMO continued to work across departments and with community and private partners to support and strengthen families and communities across the province.

Key Accomplishments

- On February 6 and 7, 2019, hosted the Canada Northwest FASD Partnership's national symposium, *Changing the Conversation*. The symposium brought together over 90 stakeholders from across the country to create solutions to change how society views FASD and alcohol use in pregnancy, in order to promote dignity and reduce stigma. The symposium was successful in highlighting the importance of 'reframing' messages about FASD and alcohol use in pregnancy, identifying messages to be reframed at the symposium and, later, in participants' home communities, and creating new connections to allow for further collaboration in this area.
- In December 2018, the Adolescent Parent Interagency Network, funded by HCMO, launched a new video resource for adolescents regarding pregnancy options. The video is now available for public viewing on Vimeo.
- In winter 2018, an external evaluation report of the 13 HCMO-funded Teen Clinics highlighted the effectiveness of Teen Clinics in providing accessible, low-barrier, confidential, and holistic health services to Manitoba's adolescents, especially for Sexually Transmitted Blood Borne Infections (STBBI) treatment

and prevention, birth control, and support for addictions and mental health issues.

- Continued partnership with the University of Manitoba and Swampy Cree Tribal Council through a Canadian Institute for Health Research grant for youth suicide prevention to support PAX Dream Makers. Established in Manitoba in 2017, PAX Dream Makers are youth who work to increase peace, productivity, health and happiness in their schools and communities. Preliminary qualitative evaluation results show positive mental well-being among PAX Dream Makers. A final evaluation report is expected in 2020.
- The Early Development Instrument (EDI), a census-level questionnaire completed by Kindergarten teachers every two years, measures Kindergarten children's ability to meet age-appropriate developmental expectations. The EDI was collected in the 2018/19 school year, and HCMO is in the process of analyzing the data. Results are expected in fall 2019.
- Preliminary evaluation results of the Intervention and Outreach Team (IOT), completed in spring 2019, suggest that children and youth in the program used fewer crisis supports, compared to other children and youth with a similar profile. Established in 2016 and funded through the Child and Youth Mental Health Strategy, IOT provides culturally-appropriate, intensive wraparound and clinical supports for children and youth in care with highly complex needs.

Through the Child and Youth Mental Health (CYMH) Strategy:

- Continued partnership with the regional health authorities to implement the Towards Flourishing initiative with the goal of improving the mental health of vulnerable parents and children who participate in Manitoba's Families First home visiting program.
- Continued partnership with the Northern Regional Health Authority to pilot the Protocol for Assessment and Discharge of Suicidal Children and Youth at Hope North for Thompson residents and neighbouring Indigenous and Northern communities. The Crisis Stabilization Unit opened in 2018 for youth with mental health and addictions issues. An interim process evaluation was completed, which demonstrated the effective implementation of best practices related to suicide prevention.
- Continued to support Seeds of Empathy in early childhood settings and Roots of Empathy in schools and Indigenous communities with the goal of improving children's literacy, emotional literacy, and mental health outcomes.
- Continued ongoing expansion of PAX to new classrooms and grade levels, and engagement in the community-wide implementation of PAX in First Nations communities in light of HCMO's outcomes-based evaluation, which showed immediate positive impacts on participating children's early mental health. HCMO continued supporting a school division that implemented PAX in all schools by providing focused age- and grade-appropriate training based on HCMO evaluation results that indicated older grades were not fully implementing PAX.
- Continued to support mental health supports to four Teen Clinics in Winnipeg.

- Continued to support High Fidelity Wraparound province-wide to improve outcomes for children, youth and their families by utilizing a strength-based approach that values their voice in case planning.

Policy, Program and Evaluation Support

- Continued support of Healthy Baby, a two-part program consisting of the Manitoba Prenatal Benefit and Healthy Baby Community Support Programs, providing services to pregnant individuals and new parents across Manitoba.
- Continued to administer the Families First screening tool, which helps inform research, policy, and practice, and maintaining the Families First Home Visitors program, which has reduced the number of children taken into care by 25 per cent by age 1 year and hospitalization due to child maltreatment by 41 per cent by age 3 for families involved with the program.
- Supported and reviewed Parent Child Coalitions across Manitoba.
- Continued support of two projects via the provincial Early Childhood Development Innovation Fund; both projects focus on fostering early literacy, improving child mental health, innovative partnerships and strengthening families and communities:
 - Provided \$1.5 million (of \$7.5 million over six years) to match philanthropic donations toward the United Way Winnipeg's For Every Family Initiative, which aims to stabilize and scale up the work of 24 neighbourhood family resource centres.
 - Continuing to support the Winnipeg Boldness Project (with support from the J. W. McConnell Family Foundation) to improve the well-being of young children and their families in the Point Douglas community area.
- Continued to support children and youth with profound behavioural, emotional and mental health needs with the COACH and COACH Expansion programs. Both programs provide off-site, intensive academic, mentorship, and clinical supports and are overseen by an inter-sectoral committee. COACH is for children ages 5-11 (funded by HCMO) and COACH Expansion is for youth ages 12-16 in care of child welfare (funded by Families).
- Collaborated with the Developmental Origins of Chronic Disease in Youth Network (DEVOTION) and the Canadian Healthy Infant Longitudinal Development (CHILD) study to examine the interplay of multiple early life factors that impact early childhood development as measured by the Early Development Instrument.
- Supported the implementation of the renowned Abecedarian Approach to early learning at the Lord Selkirk Park Child Care Centre; continuing to support Red River College to ensure quality, sustainable implementation of the approach through training and mentoring at Abecedarian-Inspired sites; supporting Red River College to develop a new workshop to train Abecedarian mentors; and partnering with United Way Winnipeg to expand the approach at family resource centres involved in the For Every Family Initiative.
- Continued to offer the Manitoba Parent Line phone line and manitobaparentzone.ca, and exploring Triple P (Positive Parenting Program) training in First Nations communities with Jordan's Principle staff.

- Continued progress on the inter-departmental Provincial Fetal Alcohol Spectrum Disorder (FASD) Strategy, including prevention, intervention, support and research to improve outcomes for people living with FASD. In 2017/18, the FASD-Interdepartmental Committee in partnership with the community developed a two-day provincial FASD training package. To date, training has been delivered 21 times, training 373 people. Evaluations show trainees' levels of understanding and competence increased as a result of this training.
- Continued to work on a province-wide project, Looking After Each Other, aimed at decreasing the stigma that prevents many women and persons impacted by FASD from accessing service; this work is guided by an Indigenous Elders' Advisory Committee that addresses cultural perspectives and programming for participants.
- Continued partnership with pilot sites in Elmwood, Sagkeeng First Nation, and Swan River to implement Communities That Care.
- Provided intensive academic, financial and mentoring supports to help increase high school graduation rates among low-income, Indigenous, refugee, and newcomer students through the Bright Futures program. Evaluation results showed that participation in some of the programs was associated with increased high school graduation.
- Continued distribution of the magazine-style parenting booklets for First Nations and Métis parents and caregivers developed in partnership with the National Collaborating Centre for Indigenous Health in 2017. To date, over 90,000 copies have been delivered by request to families, programs and organizations throughout the province. HCMO is reviewing feedback from additional knowledge translation events, which highlight the need for more Indigenous-specific resources for First Nations, Inuit and Métis parents and caregivers.
- Continued participation in the Manitoba Open Innovation Challenge for Early Childhood Literacy and Numeracy (MOIC). In 2017, the MOIC invited all Manitobans to submit ideas to improve literacy and numeracy for children ages 0 to 5. Three finalists are implementing their prototypes, which will be evaluated for outcomes by December 2019.
- Continued to support Teen Clinics, which play a pivotal role in advancing and promoting the mental, physical, sexual and reproductive health of Manitoba's youth. HCMO coordinates the activities of the Teen Service Network, an ongoing resource for knowledge exchange and capacity building among service providers specializing in adolescent health. The Sexual and Reproductive Health Teen Clinic Volunteer Training will be starting its 13th round in fall 2019.
- Provided evidence-based suicide prevention programs in Manitoba's schools through the Youth Suicide Prevention Strategy Education Initiatives Task Team, co-chaired by HCMO and Manitoba Education and Training and comprised of 15 cross-sectoral members. Initiatives from 2018/19 included safeTALK, Thrival Kits and Sources of Strength. An evaluation of "*Everyone Matters: Manitoba Youth on Suicide*" is also underway.
- Continued support of the data-driven quick turnaround projects, including coordination of projects, preparing reports, and presenting to departments and forums.

- Continued evaluation support of Project 11, a classroom-based program designed and implemented by the Winnipeg Jets True North Youth Foundation. Project 11 is a mental health awareness and promotion program implemented in Kindergarten to Grade 8 classrooms. An evaluation of Grades 5-8 showed improvements in positive behaviours. Data collection for an evaluation of Project 11 in Kindergarten to Grade 4 began in fall 2018.
- Continued improvements in data processing including: increased efficiencies of data and reporting procedures for HCMO programs, evaluations and population-level data collections; automation of data preparation and reports; software changes to increase efficiencies; and the development of a relational database to allow for quick, confident linkages and queries.

2 (f) Healthy Child Manitoba Office

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	2,905	39.00	2,758	147	
(2) Other Expenditures	2,623		3,327	(704)	1
(3) Financial Assistance and Grants	31,546		32,296	(750)	
Total Sub-Appropriation	37,074	39.00	38,381	(1,307)	

1. Under expenditure mainly reflects lower than anticipated funding to various agencies under the Continuing Service Agreements due to reduced requirement in training and program activities.

2 (g) Child and Youth Mental Health Strategy

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
Child and Youth Mental Health Strategy	2,410		3,211	(801)	1
Total Sub-Appropriation	2,410	0.00	3,211	(801)	

1. Under expenditure mainly reflects lower than anticipated funding to various agencies due to lower requirements for training and program activities.

Manitoba Learning Resource Centre

The Manitoba Learning Resource Centre operates as a Special Operating Agency. It receives no financial support from the department and therefore is not required to provide financial information for the Education and Training Annual Report. It produces its own annual report under a separate cover.

The most recent Manitoba Learning Resource Centre Annual Report can be found at: http://www.edu.gov.mb.ca/annual_reports.html

Education and School Tax Credits

Education Property Tax Credit

The Education Property Tax Credit (EPTC) provides eligible renters or home owners a maximum \$700.00 credit to help offset school taxes, or a portion of rent, either directly on the municipal property tax statement or through the personal income tax return. Senior households with a combined income of \$40.0 or less may be eligible for an additional EPTC of up to \$400.00. The Seniors' School Tax rebate of up to \$470.00 can also be claimed (based on income) on the income tax return.

3 (a) Education Property Tax Credit

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Variance Over (Under) \$000	Expl. No.
Education Property Tax Credit	347,387		344,178	1
Total Sub-Appropriation	347,387	0.00	344,178	3,209

1. Over expenditure relates to updated information provided by the Income Tax System for the 2017 tax year which resulted in an increase in the 2018/19 requirement mainly as a result of increased growth in eligible dwelling units and a higher number of claims than estimated.

School Tax Assistance for Tenants and Homeowners (55+)

This program provides income-tested assistance to eligible homeowners and tenants who are 55 years of age and over, based on occupancy costs and income. The objective of this program is to reduce the amount of education property tax paid by lower-income Manitobans over 55 years of age. The maximum credit is \$175.00 to an income limit of up to \$15.1. The credit is prorated for income between \$15.1 and \$23.8.

3 (b) School Tax Assistance for Tenants and Homeowners (55+)

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Variance Over (Under) \$000	Expl. No.
School Tax Assistance for Tenants and Homeowners (55+)	1,007		833	174
Total Sub-Appropriation	1,007	0.00	833	174

Policy, Planning and Performance

Division Administration

The Division Administration office provides overall leadership respecting the department’s strategic and business planning process, and the alignment and coordination of legislative and regulatory initiatives, evidence-based policy formation and performance evaluation. The office is also responsible for budget development and implementation, facilitation of intra-divisional and inter-divisional linkages, and coordination of human resources for the division. Divisional and branch activities support the overall vision, mission, goals and priorities of the department.

4 (a) Division Administration

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	\$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	333	5.00	355	(22)	
(2) Other Expenditures	24		22	2	
Total Sub-Appropriation	357	5.00	377	(20)	

Education Administration Services

The mandate of Education Administration Services (EAS) is accomplished through the work of the following four areas:

- Administration Services:
 - develops and maintains a legislative, regulatory and policy framework for K-12 education, including implementing, interpreting and communicating K-12 educational administration and professional school personnel certification legislative and regulatory requirements;
 - provides research and policy development related to K-12 educational administration and professional certification;
 - conducts annual collections, manages and maintains databases of student high school marks and course credits, student identification numbers and demographic data, school contact information and issues provincial statements of marks;
 - manages appointments to K-12 statutory and non-statutory boards and committees.

- Pupil Transportation: provides expertise and guidance to ensure a safe and efficient pupil transportation system.

- **Professional Certification:** certifies professional school personnel and manages misconduct proceedings and appeals for all professional personnel in Manitoba's school system to ensure a qualified teaching force.
- **Translation Services:** provides and coordinates translation and French Languages Services (FLS) for the department to ensure the timely release of documents in both official languages.

Administration Services

Administration Services provides research, policy development, briefings, legislative drafting materials, information and correspondence for the Minister and Deputy Minister on a wide array of topics related to K-12 educational administration and professional certification to support effective and evidence-based decisions.

The branch fulfills an advisory and consultative support role to the department, other departments, school divisions, schools, the public and the education system in general on matters related to K-12 educational administration, certification of professional school personnel, and legislation and their supporting regulations. The branch effectively responds to a high volume of queries from school boards, teachers, the educational community and the general public related to K-12 statutory, regulatory and policy requirements concerning educational administration.

The branch manages the appointments to a number of K-12 non-statutory and statutory boards and committees established under The Public Schools Act, The Education Administration Act and The Teachers' Pensions Act to ensure appointments remain current.

The branch provides administrative support to The Board of Reference established under s. 8 of The Public Schools Act. The Board decides on matters related to the alteration, formation and dissolution of school division/district boundaries and deals with requests for land transfers between divisions, creation of wards within divisions, trustee representation, dissolution and amalgamation of school divisions and districts, and enactment of regulations defining school division and district boundaries.

Administration Services supports the student registration system by assigning a unique identification number to students entering the Manitoba school system, and collects and maintains high school marks and course credits. During the 2018/19 fiscal year, over 2,000 statements of high school marks and credits were issued in response to requests.

The branch publishes an annual comprehensive provincial directory of all schools and school divisions in Manitoba identifying the number of teachers and students in each school, the program offerings and contact information.

Pupil Transportation

The Pupil Transportation Unit (PTU) maintains an inventory of school bus vehicles owned and contracted by Manitoba's school divisions. As of March 2019, there were

2,194 school buses in service. PTU receives reports of all major or minor school bus accidents in Manitoba and investigates serious accidents or those resulting in major injuries.

PTU annually performs rotational audits of school division transportation systems to assess compliance with statutory and regulatory requirements and best practices for the safe transportation of students. Audit Evaluation Reports are issued to school divisions identifying areas of strengths and weaknesses outlining corrections and adjustments where necessary to achieve compliance. With the completion of three audits in 2018/19, every school division has now undergone at least one audit.

The Unit develops school bus vehicle specifications, facilitates the Request for Service for the coordinated Menu Bid Pricing school bus purchase process (a pilot project) and conducts quality control inspections of all new buses prior to delivery to school divisions. On site manufacturer pilot model reviews and plant audits are also conducted. In 2018/19 all school divisions purchasing school buses participated in the coordinated purchasing process and 102 new school buses were inspected and delivered by PTU.

PTU delivers training and seminars for transportation supervisors, school bus driver instructors and school bus service technicians and assists school divisions in developing preventive maintenance programs. PTU manages and maintains a registry of all certified school bus operators and issues School Bus Operator Certificates. In 2018/19, 306 certificates were issued.

Professional Certification

The Professional Certification Unit (PCU) evaluates applications for qualification for Manitoba teacher and clinician certification, post-certification provincial specialist certificates, salary reclassification requests and Limited Teaching Permits in accordance with regulatory requirements. The Unit assesses prior experience for recognition and assigns salary classifications consistent with regulatory requirements.

PCU provides administrative support to the Certificate Review Committee as well as the Provincial Evaluations Committee. The Certificate Review Committee is established under s.5 of The Education Administration Act. The Committee makes recommendations to the Minister following a hearing on all cases referred to it by the Minister for any cause the Minister deems sufficient to review the suitability of a teacher or clinician to continue to hold a certificate. The Provincial Evaluations Committee is responsible for hearing appeals respecting certification, salary classification and recognition of experience and making recommendations to the Director of Education Administration Services.

The Unit responds to over 3,000 applications for certification from Manitoba, Canadian and internationally educated applicants and requests for other services annually as well as responding to a high volume of telephone and email inquiries. PCU manages and maintains a database of teacher and clinician records.

Translation Unit

The Translation Unit ensures compliance with Government policy on French Language Services (FLS), provides support in the production of bilingual publications, and coordinates the translation and proofreading of numerous documents and materials for the department.

4 (b) Education Administration Services

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	1,586	23.50	1,659	(73)	
(2) Other Expenditures	321		247	74	
Total Sub-Appropriation	1,907	23.50	1,906	1	

Policy and Planning

Policy and Planning provides departmental leadership and direction of project teams related to strategic planning, business planning, policy and legislative initiatives. It advances the accountability priorities for the department, both through the development of sound quantitative and qualitative accountability measures, and appropriate reporting and evaluation processes; ensuring the department meets its obligations for policy streamlining and red tape reduction under The Regulatory Accountability Act. The branch also has a central role in providing issues management and support services to the Deputy Minister.

Policy and Planning represents the department on whole-of-government strategic policy and legislative initiatives, in collaboration with other provincial departments as well as supports the Minister and Deputy Minister on the activities and issues related to the Council of Ministers of Education, Canada (CMEC) and the Advisory Committee of Deputy Ministers of Education (Canada) (ACDME).

It provides departmental leadership and direction in the fulfilment of responsibilities under The Freedom of Information and Protection of Privacy Act (FIPPA). The following are the major accomplishments during the 2018/19 fiscal year:

Strategic Planning and Policy

- Provided research, briefings, and information for the Minister and Deputy Minister on a varied range of issues, including legislation, policy, planning and evaluation.
- Managed the department's approach to Regulatory Accountability.
- Developed the Literacy and Numeracy in Manitoba: Setting the Context document.
- Supported the launch of Manitoba's K-12 education system review.
- Undertook planning for the development of the department's multi-year strategic plan.

Legislation and Regulation

- Led major policy development initiatives of strategic importance, in the fulfilment of the mandate of Manitoba Education and Training.
- Managed the department's ongoing regulatory development, review and streamlining processes.

Corporate Support

- Managed and co-ordinated corporate initiatives on behalf of the Deputy Minister and Minister.
- Provided coordination and quality reviews on all types of documentation, including but not limited to ministerial responses, briefing notes, speeches, presentations and Treasury Board and Cabinet submissions.
- Managed and co-ordinated FIPPA responses.

Intergovernmental and Interdepartmental Relations

- Provided timely and effective support to the Deputy Minister and Minister, to ensure meaningful participation in federal, provincial and territorial engagement through CMEC and the ACDME, such as:
 - Manitoba's K-12 Education Advisor to the CMEC
 - Co-Chair of the United Nations Educational, Scientific and Cultural Organization's Global Action Programme on Education for Sustainable Development Partner Network 2 on Transforming Training and Learning Environments

4 (c) Policy and Planning

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	\$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	508	7.00	638	(130)	
(2) Other Expenditures	359		353	6	
Total Sub-Appropriation	867	7.00	991	(124)	

Support to Schools

Schools Finance

The objectives of the branch are to provide operating and capital funding to Manitoba's public school divisions in a timely and effective manner through the Funding of Schools Program; to provide operating funding to independent schools in order to meet government's obligations for the funding of independent schools; to provide support and assistance relative to the administration, funding, management and audits of school jurisdictions; to ensure the maintenance of a relevant financial and funding framework and appropriate financial accountability mechanisms for Manitoba school divisions; to provide accounting, financial and administrative support to The Public Schools Finance Board (PSFB) to assist the Board in carrying out its responsibilities for the capital support program; and to provide funding to various educational organizations in support of educational projects, specialized educational services or activities that enhance the quality of education for K-12 students in Manitoba.

The branch released the public schools Financial Reporting and Accounting in Manitoba Education (FRAME) report for the 2016/17 financial statements and 2018/19 budget, and the September 30, 2018 Enrolment Report. The branch also released the independent school FRAME report for the 2016/17 financial statements.

The branch provided financial analysis in the areas of public school funding for the 2019/20 school year (announced January 24, 2019) and education taxation. The branch also provided assistance to school division and independent school personnel as required.

Regulations respecting the calculation and payment of grants to public school divisions and Special Revenue School Districts under the Funding of Schools Program for the 2017/18 school year were completed.

Government approved \$129.5 million in 2018/19 capital cash flow authority to meet the financing requirements for previously approved and ongoing school capital projects and programs. For the fiscal year ended March 31, 2019, 83 promissory notes were issued for a total of \$120.1 million for both new and previously approved projects including \$1.4 million for Family Choices.

Independent schools are monitored through the submission of financial statements as required by regulation. Branch staff continued to work closely with other areas of the department and with independent schools to ensure that all requirements of The Public Schools Act, regulations and policy were met.

Sustainable Development

The Schools Finance Branch has made progress in implementing a number of activities identified in its Sustainable Development Procurement Action Plan. Such actions

include the use of recycled paper and recycled toner cartridges in the fax machine and printers, as well as recycling the empty toner cartridges. The branch makes an effort to re-use supplies where possible, such as old file folders and binders. Staff also make use of alternative communication tools to reduce the amount of paper used. For example, information on Summary Budgeting and Reporting is posted on the Internet; provincial grants are paid to school divisions and independent schools through electronic funds transfers; funding calculations are e-mailed to school divisions; property assessment and Education Support Levy calculations are e-mailed to municipalities; and a variety of information documents including the annual FRAME and Enrolment reports are posted on the Internet. Also on the Internet are a number of forms used by school divisions, independent schools and municipalities including funding-related forms, and tax collection and remittance forms. Branch staff direct interested parties to the Internet to view and/or download these documents.

5 (a) Schools Finance

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	870	13.00	1,154	(284)	
(2) Other Expenditures	89		91	(2)	
(3) Property Assessment	3,024		3,024	0	
Total Sub-Appropriation	3,983	13.00	4,269	(286)	

Indigenous Inclusion Directorate

The mandate of the Indigenous Inclusion Directorate (IID) is to provide leadership and coordination of departmental initiatives that pertain to Indigenous education and training. IID works to ensure an inclusive approach to Indigenous education and training within Manitoba Education and Training in collaboration with Indigenous and Northern Relations. IID coordinates the development of the *Manitoba First Nations, Métis and Inuit Educational Policy and Supporting Action Plan* to remove systemic barriers to Indigenous student success. This involves collaboration with partners to undertake research, policy and strategic initiatives that enhance Indigenous student engagement, achievement, high school completion, and post secondary and labour market participation rates. Also, IID helps to ensure that all Manitoba students and educators learn about the histories and cultures of Indigenous peoples, the legacy of residential schools, and the significance of Treaties and the Treaty Relationship in the present day.

IID manages and coordinates the Indigenous Academic Achievement (IAA) Grant with a particular focus on numeracy and literacy integrated with Indigenous perspectives. A series of IAA Network meetings were held in collaboration with educational stakeholders.

IID coordinated 38 Building Student Success with Indigenous Parents (BSSIP) sites and organizes an annual gathering to increase parental and community involvement.

A Community Schools Unit established within the Indigenous Inclusion Directorate under The Community Schools Act oversees 31 community schools under the Community Schools Program and further supports 27 schools within the Community Schools Network. The Community School Unit hosted a professional development gathering for community connectors and principals from community school Program and Network schools that was attended by over 110 participants. The Unit continued to provide support to two family Community Resource Coordinator positions, one in the Mystery Lake School District, the other in the Louis Riel School Division. Each coordinator serves three community schools.

IID partnered with educational stakeholders to make Indigenous education more inclusive and culturally relevant for all students and educators through Mamáhtawisiwin. Mamáhtawisiwin was developed to support Indigenous learners and those who teach by developing a shared understanding of an Indigenous, inclusive education system based on Indigenous ways of knowing, being and doing. Two sessions were held: a fall session with Elders and educators to develop the outline and concept for Mamáhtawisiwin and a two-day session in February to build the content for the themes based on Indigenous ways of knowing, being and doing.

IID also promotes Indigenous teacher education. *A Journey from Cultural Awareness to Cultural Competency* Training Manual and Kit with a focus on the KAIROS© Blanket Exercise was provided to school divisions, educators, post-secondary institutions, parents, government departments and community agencies.

The work of IID is supported by the Indigenous Inclusion Directorate Advisory Council. This Council provides advice, guidance and makes recommendations on matters as they relate to initiatives and action areas within K-12 education with regards to Aboriginal people. This Council includes an Elder as well as community and educational representatives from across the province.

IID is also supported by the Advanced Education Training and Literacy Aboriginal Advisory Council (AETLAAC). This Council provides advice, guidance and makes recommendations regarding post-secondary education, training, literacy and employment as it relates to Indigenous people. This Council is comprised of an Elder, post-secondary, business and community representatives.

A Manitoba Aboriginal Languages Strategy (MALS) partnership agreement was developed and signed by multiple partners including University College of the North, Manitoba First Nations Education Resource Centre, Manitoba Education and Training, and Indigenous Languages of Manitoba. Partnership meetings throughout 2018/19 continued to support the initiatives identified in the MALS work plan.

Directorate staff participated in the planning and implementation of Indigenous-focused research both inter-departmentally and with external agencies. In 2018/19, this included the fifteenth annual *Shawane Dagoiwin* (Aboriginal Education Research Forum). In addition, the Manitoba Indigenous Collaborative Education Blueprint collaborated with *Shawane Dagoiwin* to organize, disseminate and provide sponsorship towards the event.

IID continued to work with school divisions and other partners in the collection of Indigenous identity data. The data, which has been integrated within the province-wide Education Information System, helps to strengthen policy development and programming for student achievement.

The Directorate continued to work with the Council of Ministers of Education, Canada (CMEC) to update its Indigenous Education Plan 2019-2022. Manitoba is Vice-Chair of the Indigenous Education Committee.

The Directorate continued to work with partners on an Indigenous Languages Teacher Education Strategy to increase the number of Indigenous teachers as well as language teachers in Manitoba.

The Directorate worked with post-secondary institutions to support Indigenous initiatives and programs that support student success.

IID and the Post-Secondary Education and Workforce Development Division represented the department on The Manitoba Collaborative Indigenous Education Blueprint which is an agreement signed in December 2015 by Manitoba's universities, colleges and public school boards. The blueprint is guided by ten key commitments to improve educational outcomes for Indigenous students from early education to post-secondary and participation in the labour market upon graduation.

IID and Adult Learning and Literacy continued to work together to coordinate the inclusion of Indigenous education in its support for mature learners and instructors working in Adult Learning Centres and Adult Literacy Programs.

Directorate staff continued to collaborate with education partners such as Manitoba School Boards Association, Manitoba Association of School Superintendents, Manitoba Teachers' Society, Council of School Leaders, Manitoba Association of Parent Councils and Manitoba Association of School Business Officials regarding planning, implementing and delivering a variety of professional learning sessions.

Directorate staff consulted and collaborated on an ongoing basis with various Indigenous organizations including the Assembly of Manitoba Chiefs, the Manitoba Métis Federation, the Aboriginal Council of Winnipeg, the Manitoba First Nations Education Resource Centre, and the Manitoba First Nations School System, grassroots organizations and educational stakeholders such as the Aboriginal Circle of Educators.

IID collaborated with the Treaty Relations Commission, the Manitoba Assembly of Manitoba Chiefs and the Manitoba First Nations Education Resource Centre to finalize a five-year plan for the Treaty Education Initiative.

IID website continued to profile monthly Manitoba Indigenous educators, and highlights various policy and research documents and information on First Nations, Métis and Inuit strategic initiatives. IID facilitated several websites to be hosted on the MET server as an in-kind contribution.

IID continued to support the implementation of The Paul Martin Family Initiative's Aboriginal Youth Entrepreneurship Program. The program is designed to improve students' proficiency in business mathematics, English, account marketing, and information and communications technology while supporting the acquisition of leadership skills with the larger purpose of encouraging Aboriginal youth to remain in school and develop the attitudes, knowledge, and skills necessary to achieve success in secondary school, post-secondary education or vocational training in the workplace and daily life.

IID worked with the Centre for Aboriginal Human Resource Development (CAHRD) to support the implementation of the Shine On Initiative, which has been designed to increase student engagement, high school graduation rates and post-secondary participation rates for Aboriginal and inner city students. The initiative helps to build strong relationships between the CAHRD, inner city schools and educators to provide students with increased awareness of career development opportunities.

The Directorate coordinated the province-wide implementation of the Respect In School (RIS) Initiative. RIS is a bilingual on-line curriculum program intended to help create safer, more respectful educational environments by providing staff and volunteers with the information to understand and respond to incidents of bullying, abuse, harassment and neglect.

Sustainable Development

Indigenous worldviews are incorporated and respected in the development and implementation of curriculum, instruction, assessment and professional learning. These worldviews form the foundation for living in harmony with oneself, others and all of Creation.

IID staff are committed to the reduction of the carbon footprint. Branch activities are coordinated within sustainable development and procurement guidelines by the purchase and use of recycled paper, recycled office supplies, where possible, and the recycled toner cartridge program. IID encourages environmentally friendly practices in all daily operations.

5 (b) Indigenous Inclusion Directorate

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	\$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	614	9.00	838	(224)	
(2) Other Expenditures	651		598	53	
Total Sub-Appropriation	1,265	9.00	1,436	(171)	

Schools Grants

Operating Grants

The objective is to provide operating support to Manitoba's 36 public K-12 school divisions and one special revenue school district through the Funding of Schools Program on an equitable basis and in a manner that supports public schools in the delivery of public education; to provide operating support for the costs of The Public Schools Finance Board; and to meet government's obligations in the provision of funding to independent schools.

On February 8, 2018 government announced a \$6.6 million or 0.5 per cent increase in funding to public schools from \$1,316.3 million in 2017/18 to \$1,322.9 million in 2018/19. Funding is supported by general revenues and the Education Support Levy.

Funding to independent schools for the 2018/19 school year increased by 4.3 per cent or \$3.3 million from \$76.8 million to \$80.1 million.

General Support Grants

This is an unconditional grant to partially offset the cost of the Health and Education Levy (payroll tax) paid to the Province.

The \$36.7 million grant is allocated to each school division based on the amount of payroll tax paid as a percentage of total payroll tax paid by all school divisions at December 31, 2017.

Other Grants

The objective is to provide financial support to educational organizations.

During 2018/19, grants totalling \$1.6 million were paid to seven organizations that, through their various activities, enhanced the quality of education in Manitoba.

Teachers' Retirement Allowances Fund (TRAF)

TRAF administers teachers' pensions under the Teachers' Pension Act. The department provides funding for the employer's share of current teacher service contributions and funds interest costs associated with the Province's borrowings to partially fund the outstanding pension liability.

5 (c) Schools Grants

5 (d) Other Grants

5 (e) Teachers' Retirement Allowances Fund

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
(c) Schools Grants					
(1) Operating Grants	1,141,409		1,141,535	(126)	
(2) General Support Grants	36,744		36,744	0	
(d) Other Grants	1,627		1,625	2	
(e) Teachers' Retirement Allowances Fund	194,953		201,139	(6,186)	1
Total Sub-Appropriation	1,374,733	0.00	1,381,043	(6,310)	

1. Under expenditure relates to a change in TRAF's forecasting calculation which resulted in an over-estimation of the 2017/18, and subsequently the 2018/19 requirement.

Post-Secondary Education and Workforce Development

Division Administration

The Post-Secondary Education and Workforce Development Division's goal is to ensure that Manitoba has a diverse, skilled, adaptable and productive workforce that is responsive to social, economic, and labour market needs. The division supports Manitoba's post-secondary institutions in the delivery of quality, comprehensive and community-responsive education and training programs that meet learners' and labour market needs; and connects Manitobans to independence and sustainable employment through linkages with labour market programming aligned with employers' needs.

The division is responsible for determining priorities in the provision and funding of post-secondary education, as well as a comprehensive range of training and employment programs and services, student aid, bursaries and scholarships. This includes overseeing the legislation, regulations, and policies related to major acts governing post-secondary priorities and opportunities, along with strengthening human resource development supports for employers and for youth, international students, and adults to enter into further education and the workforce through post-secondary education, apprenticeship, labour market agreement activities, workforce growth and training, as well as adult education and literacy, and career development.

The division is leading the development of a Skills, Talent and Knowledge Strategy focused on supporting a well-functioning labour market, economic development, and providing strategic direction for the post-secondary sector and a vision for employment and training programs. The strategy will build on partnerships and consultations with post-secondary institutions, industry, employers, community, education and labour, and other government stakeholders to align learning and workforce needs.

The Manitoba College Education Review was released in March 2018. The division is working to implement the recommendations that build on the strengths of the existing college system to enhance and modernize post-secondary education in the province. In 2018/19 the division also consulted with private vocational institutions, students, and government agencies regarding modernizing The Private Vocational Institutions Act, and drafted amendments that would reduce red tape, improve accountability, and enhance transparency for students. The Manitoba Bursary was further enhanced by expanding eligibility to students studying at Manitoba private religious institutions, and top-up funding was added to eligible low-income Indigenous students. Another highlight was the implementation of a new collaborative Sector Council Program model to meet the training and development needs of employers and new and existing workers.

The division also negotiates and maintains effective federal, provincial, community and business partnerships. In 2018/19, the amended Canada-Manitoba Labour Market

Development Agreement, and a new Canada-Manitoba Workforce Development Agreement furthered learning opportunities to increase the skills of the current and future workforce, and assisted individuals distant to the labour market to effectively transition to the workforce. As well, in partnership with the Atlantic provinces and Canada, Manitoba is developing a new shared apprenticeship management system that will transform online services for learners, employers and educators.

By overseeing and linking programs, the division ensures fiscal responsibility of public funds, and that operational and accountability measures provide value for money, and are lean, outcome-oriented, client-centred, accessible and sustainable, integrated, and adhere to various agreements and priorities to benefit Manitobans.

6 (a) Division Administration

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	518	8.00	654	(136)	
(2) Other Expenditures	141		222	(81)	
Total Sub-Appropriation	659	8.00	876	(217)	

Post-Secondary Education and Labour Market Outcomes

Post-Secondary Education and Labour Market Outcomes supports a coordinated approach to post-secondary education and training and workforce development systems and initiatives across government. The branch's objectives are to:

- Support a quality, coordinated, and sustainable post-secondary system that responds to the needs of students, communities, and the labour market, including international education activities;
- Coordinate and support the management and administration of federal-provincial labour market agreements and Manitoba's participation in intergovernmental initiatives; and
- Provide data, information, and intelligence to monitor and evaluate the performance and effectiveness of divisional programs and initiatives.

Post-Secondary Education

The branch works closely with Manitoba's publicly funded universities and colleges to determine priorities and planning related to sustainable institutions and academic programs, services and facilities. The Manitoba College Education Review, released in March 2018, provided recommendations to improving student outcomes and alignment to labour market needs. Over the past year, the branch has been developing an implementation strategy that builds on the review findings that suggest general stakeholder satisfaction with a system that is diversified, shows little system overlap and

provides good value for money. The strategy was informed by co-create sessions held in May and August 2018 with the Vice-President Academics of the colleges to gain an institutional perspective on the recommendations with a view to identifying system priorities, timelines, and workload requirements.

Under Manitoba's Economic Growth Action Plan, released in December 2018, the branch is leading development of a provincial Skills, Talent and Knowledge Strategy to support the post-secondary education system and develop partnerships to improve job creation and retention and align student outcomes to Manitoba's labour market. Key to the strategy will be the development of a labour market information and intelligence framework to strengthen partnerships and decision making in education and training investments. In 2018/19, the branch initiated planning of the strategy as well as initial consultations to inform its development.

International Education

The department has a holistic approach to international education to enhance foreign recognition of Manitoba as a study abroad destination of choice, and administers The International Education Act by which Manitoba educational institutions can be designated as eligible to enrol international students. The department works with the Manitoba Council for International Education and stakeholders to collaboratively develop strategies and build capacity, and to jointly promote Manitoba to students. The largest source countries for international students in Manitoba are the People's Republic of China, India, Nigeria, Bangladesh and Vietnam.

Highlights from 2018/19 include:

- The Year of International Education was proclaimed in January 2019.
- In February 2019, Manitoba hosted Languages Canada as one of three international education conferences planned for 2019.
- The number of study permit holders in Manitoba on December 31, 2018 totaled 18,725 representing an increase of 16.9 per cent over 2017; the national increase was 16.2 per cent.
- 15,105 post-secondary students in Manitoba represented 81 per cent of all study permit holders in the province and 3.4 per cent of the national post-secondary international students.
- One new private vocational institution was added as a designated learning institution bringing the total to 34.

Intergovernmental Coordination

Manitoba participates in a number of intergovernmental forums established to advance jurisdictional cooperation and collaboration on labour market and education issues. The Forum of Labour Market Ministers, established in 1983, is a federal, provincial, and territorial partnership to ensure Canada has a skilled, adaptable and inclusive workforce that supports the competitiveness of the Canadian economy. The Council of Ministers of

Education, Canada (CMEC) is an intergovernmental body founded in 1967 by provincial ministers of education to provide leadership in education at the pan-Canadian and international levels. Manitoba's participation in these forums ensures that the province's interests are represented.

Highlights from 2018/19 include:

- Housed the Secretariat for the Forum of Labour Market Ministers' Innovative and Best Practices Working Group, tasked with improving innovation in program and policy design.
- Hosted a federal-provincial-territorial workshop to examine and explore program and policy opportunities related to the future of skills and work with a focus on demand led programming.
- Participated with other Canadian jurisdictions in preparing for the next cycle of data collection for the Programme for the International Assessment of Adult Competencies (PIAAC) through the Organization for Economic Co-operation and Development (OECD), scheduled for 2021.

Data, Information and Intelligence

The department works collaboratively with internal and external stakeholders to support the production, dissemination, and use of information and intelligence for education and training providers, career development consultants, students, jobseekers, employers, industry associations and government programs. This includes the collection and analysis of administrative data from education and training programs and broader labour market data at the national, provincial, regional, and local levels to inform decisions and investments.

Highlights from 2018/19 include:

- Undertook work in collaboration with publicly funded post-secondary institutions to improve the collection of student data by the Department of Education and Training.
- Supported the production of the annual Manitoba Occupational Forecast Report, which provides a seven-year outlook of employment forecasts by occupation in the province.
- Represented the Province of Manitoba on the Board of Directors of the national Labour Market Information Council, a non-profit organization established by the Forum of Labour Market Ministers to improve the timeliness, reliability and accessibility of labour market information.

6 (b) Post-Secondary Education and Labour Market Outcomes

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	\$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	1,136	19.00	1,499	(363)	
(2) Other Expenditures	165		483	(318)	
Total Sub-Appropriation	1,301	19.00	1,982	(681)	

Support for Universities and Colleges

The department's goal is to ensure sustainability, fiscal prudence, accountability and governance of Manitoba's universities and colleges in relation to public funding, relevant acts and regulations. This aligns with learner and labour market needs, as well as ensures accessibility to post-secondary education and success for individuals from under-represented groups. Supports also provide opportunities for Manitoba students to study in other provinces in disciplines where training is not available in Manitoba.

Operating Grants and Strategic Initiatives

In 2018/19, a total of \$509.0 million was allocated in grants to the University of Manitoba, the University of Winnipeg, Brandon University, Université de Saint-Boniface and the University College of the North. Capital Funding included \$9.8 million of this amount. Grants totalling \$6.2 million were also allocated to the Canadian Mennonite University, Providence University College and Theological Seminary, Booth University College and the Steinbach Bible College.

In 2018/19, grants totalling \$142.4 million were allocated to Red River College, Assiniboine Community College and the École technique et professionnelle, of which \$1.8 million was included under Capital Funding.

In addition to the operating and capital grants, \$10.3 million supported the Access program.

ACCESS Programs

The ACCESS Program provides post-secondary educational opportunities through participating institutions to Manitoba residents from under-served groups who may face barriers to post-secondary education. The program is aimed at improving their access to, and success in, Manitoba's public post-secondary institutions. These individuals include Indigenous persons, single parents, refugee students, and students from low socioeconomic backgrounds.

In 2018/19, participating institutions who delivered these special programs and services included the University of Manitoba, University of Winnipeg, Red River College, and University College of the North.

Advanced Education and Training Assistance

Inter-provincial Training Agreement grants enable Manitoba students to study elsewhere in professions where labour market demand has been identified, and training is not available in Manitoba. In 2018/19, programs included Optometry at the University of Waterloo, Veterinary Medicine at the University of Saskatchewan, Nuclear Medicine at the Southern Alberta Institute of Technology, and Clinical Genetics and Cardiovascular Perfusion programs at the British Columbia Institute of Technology.

6 (c) Support for Universities and Colleges

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
(1) Operating Grants and Strategic Initiatives	673,273		676,164	(2,891)	1
(2) Access Programs	10,298		10,298	0	
(3) Advanced Education and Training Assistance	6,468		6,496	(28)	
Total Sub-Appropriation	690,039	0.00	692,958	(2,919)	

- Under expenditure mainly relates to a delay in funding principal and interest as a result of delays in capital projects at universities and colleges.

Registration, Accountability and Student Financial Support

Registration, Accountability, and Student Financial Support's objectives are to:

- Increase post-secondary opportunities for Manitobans by providing supplemental financial assistance to students whose finances limit their educational choices and who might otherwise be unable to participate in post-secondary education;
- Generate excitement and increase philanthropic support as well as align programming to meet labour market needs through the Manitoba Scholarship and Bursary Initiative;
- Register and administer an accountability framework for institutions and programs in the following areas: private vocational institutions, designated learning institutions for international students, brand eligibility for EduCanada, and designation for student aid purposes; and
- Provide effective and efficient student loan administration and debt management services for Manitoba post-secondary students.

In the 2018/19 fiscal year, the Manitoba Student Aid program disbursed approximately \$171 million on behalf of Manitoba and the Canada Student Loans Program. Canada Student Loans and Manitoba Student Loans are available through a 60/40 federal/provincial cost-sharing arrangement of up to \$350.00 per week of study. Approximately 14,360 Manitobans received student loans, grants and/or bursaries or were in repayment of provincial student loans.

The program also managed:

- The loan administration for new and existing loans in the 2018/19 fiscal year, including annual expenditures of approximately \$11.3 million for the grant expense portion of interest-free loans, provision for loss, interest expenses, interest subsidies and previous risk premiums with the national banks; and
- A repayment portfolio consisting of over 38,000 students in the 2018/19 fiscal year. The Repayment Assistance Program received 2,048 applications (new and renewals) from borrowers.

During the August 1, 2018 to July 31, 2019 program year, Manitoba Student Aid:

- Processed 17,487 full-time applications for student loans, grants and bursaries and 524 applications for Canada Student Loans for part-time students. Approximately 88 per cent of full-time applications were submitted online.
- Distributed approximately \$45.5 million in new loans to approximately 13,420 Manitoba student loan recipients.
- Awarded the Manitoba Bursary to approximately 9,920 students, including 1,240 Indigenous students. The Manitoba Bursary is an up-front grant of up to \$2,000.00 for low-income students. In addition, top-up funding of up to \$1,500.00 per year is available to eligible low-income Indigenous students. The program was enhanced in 2018/19 by expanding eligibility to students studying at Manitoba private religious institutions.
- Responded to nearly 29,000 requests for information and assistance over the telephone and serviced over 17,200 students in-person. The program also answered over 15,300 emails, an increase of 53 per cent over the previous year.
- Reviewed 297 student appeals.

In the 2018/19 fiscal year, Manitoba Student Aid distributed \$2.25 million to post-secondary institutions for graduate scholarships that support research-based graduate studies. 195 masters and three doctoral students received scholarships (\$15,000.00 per year for up to two years).

Manitoba Scholarship and Bursary Initiative

The Manitoba Scholarship and Bursary Initiative awarded \$6.75 million to 14 eligible institutions and organizations. Government funds are matched at a funding ratio of one dollar to every two dollars raised privately.

Designation

Manitoba Student Aid continues to monitor designated Manitoba institutions for student repayment rates and compliance to student financial support criteria as defined in the Pan-Canadian Designation Framework. As of March 31, 2019, Manitoba had 51 designated institutions in the province and more than 1,000 institutions throughout the world eligible to enrol students in training with Manitoba student financial support.

Summary of Loans, Awards, and Benefits 2018/19			
Full-time Students	Number of Students	Total Awards (\$)	Average (\$)
Loans			
Canada Student Loans Authorized	13,537	69,873,837.00	5,161.69
Manitoba Student Loans Authorized	13,424	45,546,590.00	3,392.92
Provincial Non-Repayable Supports			
Manitoba Bursary	9,917	17,471,076.00	1,761.73
Canada Student Grants for Full-time Students			
Full-time	12,232	29,644,494.00	2,423.52
Permanent disabilities	730	1,433,500.00	1,963.70
With dependents	1,832	4,826,387.00	2,634.49
Disabilities equipment and supplies	308	796,285.00	2,585.34
Part-time Students			
Part-time Students	Number of Students	Total Awards (\$)	Average (\$)
Loans			
Part time Canada Student Loans Authorized	278	571,805.00	2,056.85
Canada Student Grants for Part-time Students			
Part-time students	461	664,674.00	1,441.81
Students with dependents	94	89,428.00	951.36
Student with permanent disabilities	29	55,000.00	1,896.55
Disability equipment and supplies	16	35,667.00	2,229.19

*Based on program year data (August 1, 2018 to July 31, 2019)

6 (d) Registration, Accountability and Student Financial Support

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	3,467	55.00	3,762	(295)	
(2) Other Expenditures	1,034		1,146	(112)	
Total Sub-Appropriation	4,501	55.00	4,908	(407)	

6 (e) Manitoba Bursaries and Funds

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
(1) Manitoba Bursary Fund	17,170		13,154	4,016	1
(2) Manitoba Scholarship and Bursary Initiative	6,750		6,750	0	
(3) Health Professions Financial Assistance	0		0	0	
(4) Manitoba Graduate Scholarships	2,250		2,250	0	
(5) Loans and Bursaries	373		65	308	
Total Sub-Appropriation	26,543	0.00	22,219	4,324	

1. Over expenditure reflects an unanticipated 20% increase in the number of applicants for student aid as a result of enhancements made to the Manitoba Bursary Fund through the introduction of a flat rate contribution model to increase student eligibility and align Manitoba's policies with the Canada Student Loan Program. Increase also reflects students demonstrating a higher financial need.

6 (f) Canada Student Grants

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
Canada Student Grants	1,489		1,350	139	
Total Sub-Appropriation	1,489	0.00	1,350	139	

6 (g) Student Loan Administration and Interest Relief

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
Student Loan Administration and Interest Relief	11,283		7,379	3,904	1
Total Sub-Appropriation	11,283	0.00	7,379	3,904	

1. Over expenditure mainly reflects a greater than budgeted grant expense related to interest-free student loans as defined by Public Sector Accounting Standards, greater than expected Provision for Loss and Interest Expense on Student Loan Portfolio as a result of an increase in the amount of student loans issued in the year.

6 (h) Tuition Fee Income Tax Rebate Advance

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	\$000	Variance Over (Under) \$000	Expl. No.
Tuition Fee Income Tax Rebate Advance	7,021		0	7,021	1
Total Sub-Appropriation	7,021	0.00	0	7,021	

1. Over expenditure mainly reflects increased 2017 tax year claims finalized in January 2019 based on Income Tax System data, which greatly exceeded amounts accrued in prior years for this item.

Apprenticeship Manitoba

Apprenticeship Manitoba is responsible for the administration of The Apprenticeship and Certification Act, The Apprenticeship Employment Opportunities Act (Public Works Contracts) and apprenticeship programs for 55 trades. Apprenticeship Manitoba coordinates the training and qualifications system that delivers accredited, structured, workplace-based skills and technical training to apprentices leading to journey person certification. It also facilitates the trades qualification process for experienced tradespeople who seek certification in their trade.

Apprenticeship Manitoba promotes trades and occupations training and certification to industry standards; coordinates information and planning for the designation of new trades and occupations; develops competency standards and curricula in cooperation with Manitoba industry and other provincial/territorial apprenticeship systems; processes requests for the accreditation of training programs to designated trade standards; assists under-represented groups to access apprenticeship training; counsels on trades careers and certification matters; and performs other essential support services to facilitate apprenticeship training and certification.

Apprenticeship Manitoba participates in the Interprovincial Standards "Red Seal" Program, which establishes common standards for the skilled trades across Canada. Certificates of Qualification, with a Red Seal endorsement affixed, are recognized by all Canadian jurisdictions.

The Apprenticeship and Certification Board

The Apprenticeship and Certification Board is established by The Apprenticeship and Certification Act. Members, appointed by the Minister, represent industry and the public interest in the apprenticeship and certification system. The Board appoints Provincial Advisory Committees, and receives and reviews recommendations from them respecting trade regulations, training standards, examinations and certification standards.

The Board consulted with stakeholders in its decision-making process in setting priorities for 2018/19 under its Strategic Plan and in reviewing regulations and updating program standards.

Apprenticeship Manitoba supports the Board and Provincial Advisory Committees by providing technical, administrative and financial support, research, analysis for discussion items, and implements Board decisions. The Minister, on recommendation of the Board, approves new and amended trade regulations under The Apprenticeship and Certification Act.

During 2018/19, the Board undertook a review of regulations for the trades of Construction Electrician, Electrologist, Industrial Electrician, Insulator (Heat and Frost), Landscape Horticulturist, Plumber, Refrigeration and Air Conditioning Mechanic, Sheet Metal Worker, Sprinkler System Installer, and Steamfitter-Pipefitter.

The Executive Director of Apprenticeship Manitoba is the Secretary to the Board, the main point of contact for inter-provincial and pan-Canadian apprenticeship initiatives, and represents Manitoba at the Canadian Council of Directors of Apprenticeship.

Apprenticeship Services

Apprenticeship Manitoba receives applications for apprenticeship, registers apprenticeship agreements between apprentices and employers, monitors practical skills training on the job site, and arranges for apprenticeship technical training delivery, examinations and certifications. It also assesses the qualifications of uncertified skilled tradespeople so they can take Trades Qualifications examinations. In 2018/19, Apprenticeship Manitoba continued to work with its jurisdictional partners to develop a new apprenticeship management system that will modernize online services for learners, employers and educators.

As of March 31, 2019, there were 9,825 active apprentices registered in the apprenticeship system, including 1,991 newly registered apprentices.¹ Certificates of Qualification were awarded to 1,230 individuals through apprenticeship, and 285 experienced trades practitioners were certified through the Trades Qualifications process. A total of 549 Trades Qualifications examinations were administered. There were also 1,062 student apprentices in the High School Apprenticeship Program, with 452 new registrations in 2018/19.

In 2018/19, there were 1,032 self-declared apprentices of Indigenous ancestry registered, with 205 new registrations in Manitoba over the past year. Indigenous apprentices comprise over 10 per cent of the total number of apprentices in Manitoba.

¹ In 2018, Apprenticeship Manitoba completed an Active Apprentice Engagement initiative to enhance data accuracy to better reflect actual apprentice participation and progression. As part of this initiative, apprentices who indicated that they are no longer engaged in an apprenticeship program were removed from the active apprentice database. The total number of active apprentices appears as a decrease over previous years as a result of this initiative being completed.

Community-Delivered Training was provided as an employer-based pilot program in Keeyask, with training delivered through Assiniboine Community College. Nine of the 11 apprentices who took part in the Level one Cook program successfully completed their training.

In partnership with the Northern Manitoba Sector Council, the Northern Construction Trades Training Program was launched. Of the 32 participants who began the program in 2015, 25 apprentices remain in the program (78 per cent retention rate) to become Red Seal Construction Electricians, Industrial Electricians, Industrial Mechanics (Millwright), Heavy Duty Equipment Technicians, Steamfitter/Pipefitters, and Truck and Transport Mechanics in northern Manitoba. Two Industrial Electrician apprentices were the first participants to complete training under the program in 2018/19.

In 2018/19, there were 1,182 female apprentices, representing a decrease of 95 (seven per cent) in the total number of female apprentices over 2017/18. Women constituted 12 per cent of all active apprentices in 2018/19 (similar to 2017/18). Of those female apprentices, less than three per cent were concentrated in the construction, manufacturing and transportation sectors (also called 'non-traditional trades'). Apprenticeship Manitoba supported initiatives such as No Limits for Girls in Trades, the Office to Advance Women Apprentices Information Sessions, and the Skills Canada Manitoba Young Women's Conference in 2018/19 to encourage the participation of women in the trades.

In 2018/19, the total regulated fee revenue generated \$442,476. Technical training programs are largely subsidized by the Manitoba government. Through the Labour Market Development Agreement and provincial training supports, the province pays an average of \$4,200.00 per apprentice per course of technical training.

Policy and Program Standards

Apprenticeship Manitoba develops, revises and secures industry approval for apprenticeship and occupational training standards, apprenticeship level tests, examinations and provincial occupational analyses. It oversees Manitoba's contributions to interprovincial examinations for the skilled trades, Interprovincial Program Guides and the Red Seal Occupational Standard or Provincial Occupational Standard series. In 2018/19, Red Seal Occupational Standards continue to be developed as the training standards for the Red Seal trades that will replace the National Occupational Analysis.

Manitoba has also been actively involved in work to harmonize apprenticeship training and certification requirements, including participation on an interprovincial taskforce to oversee the development of the project and a research project to identify existing variations between provincial/territorial requirements. There are a total of five Red Seal trades identified nationally for Harmonization by September 2019, all of which are designated trades in Manitoba. Through this work, Manitoba consulted with provincial and national industry representatives on the proposed changes to apprenticeship training and certification requirements. This work will support apprentices who wish to

pursue their in-school or on-the-job training in another jurisdiction.

Apprenticeship Manitoba accredits over 60 different training providers of trades-related programs where credits can be applied to the technical training of a post-secondary apprenticeship program. Apprenticeship Manitoba processes requests for the accreditation of training programs from public schools, community colleges, unions and associations and accredits those programs that meet designated trade program standards. It also makes course content comparisons for the recognition of trades training programs delivered by non-accredited providers and by other jurisdictions. In 2018/19, Apprenticeship Manitoba accredited four new training providers and 10 new programs.

Apprenticeship Manitoba is responsible for apprenticeship legislation and regulation research and analysis, and for general policy research and development. In 2018/19, consultants completed a Governance Review of the apprenticeship and certification system in Manitoba, and provided the department with recommendations to improve efficiency and streamline services, which are currently under review by the department.

Community Relations

Manitoba celebrated the annual Apprenticeship Recognition Week during the first week of November 2018. On November 1, 2018, the annual Apprenticeship Awards of Distinction gala was held to formally recognize the outstanding contributions that employers, journeypersons and industry training instructors make to the success of the apprenticeship training system. The annual Apprenticeship Highest Achievement Awards recognized 44 top new journeypersons and their employers as high achievers in the apprenticeship and Trades Qualification systems for the 2018/19 academic year on June 20, 2019.

6 (i) Apprenticeship Manitoba

Expenditures by Sub-Appropriation	Actual	Estimate		Variance	Expl. No.
	2018/19 \$000	FTE	2018/19 \$000	Over (Under) \$000	
(1) Salaries and Employee Benefits	4,165	53.00	3,856	309	
(2) Other Expenditures	996		1,075	(79)	
(3) Training Support	15,074		18,310	(3,236)	1
(4) Less: Recoverable from the Canada- Manitoba Labour Market Development Agreement	(2,237)		(2,237)	0	
Total Sub-Appropriation	17,998	53.00	21,004	(3,006)	

1. Under expenditure mainly reflects a change in the delivery of Apprenticeship programs which resulted in higher tuition collections from clients; changes in technical training delivery and a reduction of Community Delivered Training offerings which lowered overall costs to the department.

Skills and Employment Partnerships

Skills and Employment Partnerships helps individuals develop the skills they need to participate in the labour market, and partners with business and industry to develop the workforce they need to meet their goals. A wide range of programs and services are available for adult learners, unemployed workers, persons with a disability, employers and industry for existing workers and new labour market entrants, as well as programs for students and youth transitioning to the workforce. Skills and Employment Partnerships programs are supported by provincial resources and funding provided by the Government of Canada under the Canada-Manitoba Labour Market Development Agreement and the Canada-Manitoba Workforce Development Agreement. These agreements are intended to help create a highly skilled, adaptable and inclusive labour force and support the development of Manitoba's labour market.

Training Supports

Skills and Employment Partnerships delivers employment and training programs through 13 Manitoba Jobs and Skill Development Centres located across the province and through third party service providers. Services available to Manitobans include assessment, career counselling and career development services, wage subsidies and on the job work experience opportunities, labour adjustment services, and financial assistance for training programs including apprenticeship programs, occupational programs at post-secondary and private vocational institutions, and/or foundational skills training including upgrading, language, and essential skills. In 2018/19, over 30,000 Manitoba job seekers received employment and training services, including 3,532 Manitobans who received financial assistance to attend skills training and/or upgrading through the Skills Development Program.

Youth up to age 29 may receive job search and referral services, business development supports, and student employment opportunities with the Province of Manitoba through the Manitoba Youth Job Centres, Young Entrepreneurs, STEP Services, and Career Options for Students with Disabilities programs. In 2018/19, 33,790 were served through youth programs. In addition, through partnerships with post-secondary institutions, child welfare authorities, and the non-profit sector, the branch supported programming to increase access to post-secondary education for youth aging out of care. Over 600 former youth in care were assisted with mental health, mentorship, housing, financial literacy, education, and training employment services.

Skills and Employment Partnerships also provides employment and training programs customized to the unique needs of Manitobans living with disabilities. Adults living with a disability are assisted to prepare for, find, and maintain a job through specialized assessments, intensive case management, skills development and educational support, and supported employment in partnership with third party service providers. In 2018/19, 3,750 individuals were assisted through the Employability Assistance for People with Disabilities Program, and 1,260 were served through the Supported Employment Program.

Private sector engagement and investment in human resource development and workplace-based training is promoted, and short and long-term training strategies are developed that are directly linked to achieving business goals and provincial economic development priorities. Employers are assisted to identify training needs, develop human resource plans, and train employees through the Sector Council, Canada-Manitoba Job Grant, Workforce Development and Industry Expansion programs, and through Workplace Literacy, Essential Skills and Recognition of Prior Learning activities. In 2018/19, 132 employers received training and workforce development supports resulting in the training of 9,570 new and existing employees. An additional 37,397 participants were engaged in programming delivered by third party organizations funded under the Sector Council Program.

In 2018/19, the branch completed a refresh of its Sector Council Program to improve innovative partnerships, encourage cross-sector collaboration, and reduce red tape. The new multi-year program model will help industry organizations in ten economic sectors to plan, organize and deliver training to support a skilled workforce and competitive businesses.

Adult Learning and Literacy Grants

Adult Learning and Literacy supports programming to increase literacy skills and high school credentials for adults to ensure that all Manitobans have opportunities to seek advancement through education and training, find meaningful and sustainable employment, and engage in society and community life.

The Manitoba Adult Literacy Program is a component of the provincial Adult Literacy Strategy under The Adult Literacy Act of 2009. In 2017/18, 2,138 adult learners were enrolled in Adult Literacy programming at 32 funded agencies at 51 program sites across Manitoba. In 2018/19, the branch supported one-on-one and group wellness programming to help social assistance participants prepare for success in adult literacy programs as they progress towards achieving their academic and employability goals. Year-end statistics for 2018/19 are not available until the fall of 2019.

The Adult Learning Centres Act legislates a registration and governance process and a framework for the educational and fiscal accountability of Adult Learning Centres. In 2017/18, 7,802 adult learners completed 9,857 courses in 42 Adult Learning Centres at 85 program sites across Manitoba, with 1,058 adult learners graduating with a Manitoba high school diploma. Year-end statistics for 2018/19 are not available until the fall of 2019.

Industry and Labour Force Investment Fund

The Industry and Labour Force Investment Fund ensures that Manitoba remains competitive in attracting, retaining, and expanding business by investing in workforce training. The Fund assists businesses to meet their operational goals by training and developing their employees with a focus on companies that are locating new operations

in the province and companies that are expanding their existing Manitoba operations. The Fund contributes to creating new jobs, securing existing jobs, and expanding investments by companies in the province. A highlight in 2018/19, was the creation of 380 new jobs and the training of 27 existing workers in the manufacturing sector, resulting in a 19 per cent increase in productivity for one company.

6 (j) Skills and Employment Partnerships

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	\$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	16,903	356.15	18,957	(2,054)	1
(2) Other Expenditures	2,781		2,880	(99)	
(3) Training Support	96,907		100,863	(3,956)	2
(4) Adult Learning and Literacy Grants	20,022		20,266	(244)	
(5) Industry and Labour Force Investment Fund	2,637		2,600	37	
(6) Less: Recoverable from Other Appropriations	(10,257)		(10,257)	0	
Total Sub-Appropriation	128,993	356.15	135,309	(6,316)	

1. Under expenditure mainly reflects savings as a result of vacancies.
2. Under expenditure mainly reflects lower training support expenditures for Labour Market Partnerships, Employment Assistance Services, Youth Partnerships, Employment Partnerships and Research and Innovations.

Immigration and Economic Opportunities

Immigration Services

Immigration Services develops and implements policies and programs for the promotion of Manitoba as an immigration destination of choice, as well as the recruitment and selection of immigrants to support both the province's economic development strategies and the labour market integration and career development success of immigrants. The division provides co-ordination support for interdepartmental and stakeholder collaboration on approaches to settlement and integration of immigrants and refugees, to encourage full newcomer participation as residents of Manitoba. The division is the departmental lead for supporting educational institutions in the promotion and recruitment of international students and implementing Manitoba's International Education Strategy. These activities are supported by core functions including finance and administration, policy, planning, research, performance measurement and evaluation, and program development and delivery. The division's objectives are:

- To support sustainable economic growth in Manitoba by investing in immigration through the successful attraction, integration, and retention of skilled workers, entrepreneurs, family, and humanitarian class immigrants by:
 - promoting Manitoba as a destination of choice to live, work, and study, primarily through the Manitoba Provincial Nominee Program (MPNP);
 - continuing the renewal of the MPNP through strengthened partnerships with industry and post-secondary institutions to help meet Manitoba's global competitiveness, skilled work force, and business investment needs;
 - supporting immigrant integration through a continuum of service model built on the foundation of the Manitoba Start program;
 - managing a range of integration support services co-ordinated and co-planned interdepartmentally, and in collaboration with the Government of Canada, in all regions of the province; and
 - developing public policies and priorities for immigration through multilateral participation in the Forum of Ministers Responsible for Immigration (FMRI).
- To implement Manitoba's International Education Strategy by working in collaboration with stakeholders, including post-secondary institutions to promote the internationalization of Manitoba campuses through the attraction of international students, researchers, and education professionals, as well as through the facilitation of exchange programs and international partnerships that support Manitoba's competitiveness for global talent.

ACTIVITIES/RESULTS:

During 2018/19, Immigration Services continued to implement Manitoba's Growing Through Immigration Strategy, which contributed to 15,225 immigrants landing in 2018, who will contribute to Manitoba's labour force and population growth. Approximately 20

per cent of the 15,225 newcomers settled outside the Winnipeg Census Metropolitan Area.

Manitoba Provincial Nominee Program

- The division delivered the MPNP leading to the successful landing of 9,890 newcomers in 2018, accounting for 65 per cent of all immigration to Manitoba and 91 per cent of all economic immigrants. The Program nominated:
 - 5,207 immigrants (5,119 skilled workers and 88 business applicants) from 113 countries around the world. This is the highest number of nominations in the 20-year history of the Program, while maintaining a processing standard of 6 months or less for complete applications.
 - 4,101 skilled workers already working or supported by Manitoba employers with a job offer, representing 78.6 per cent of the 2018 total nominations and the highest proportion employer supported nominations since 1998.
 - 1,923 skilled workers who graduated from a post-secondary program in Manitoba, representing 37.4 per cent of the 2018 total nominations and the highest proportion of international students in program history.
- Launched the new Business Investor Stream, which now requires candidates to successfully establish and run a business in Manitoba before becoming permanent residents.
- Business investors contributed over \$13.2 million in investments and created or maintained 185 jobs in the province in 2018.
- Attracted 1.1 million visitors to immigratemanitoba.com, with 75.4 per cent of traffic from new visitors, including prospective immigrants and newcomers accessing online pre-arrival, labour market and settlement planning information.

Immigrant Integration Services

- Co-ordinated and participated in interdepartmental planning initiatives to support inclusive services and programming for immigrants and refugees in areas such as employment and training; children, youth, and families; health and housing; as well as the Refugee Employment Development Initiative.
- Concluded the request for proposals process by announcing the 17 service provider organizations that will receive funding to support immigrant integration services for newcomers in Manitoba, including two francophone agencies, and several agencies serving rural Manitoba.
- Funded and coordinated Manitoba Start to provide centralized registration services for all immigrant newcomers arriving in Manitoba as well as career coaching and employment supports, including assistance in qualification recognition and job matching services. Manitoba Start has been recognized as a best practice in the settlement-service sector.
- Manitoba Start registered, assessed, and referred 5,011 clients in 2018/19, including provincial nominees, international students, family class immigrants and refugees, and provided employment supports to 3,727 clients. Seventy percent of clients who completed employment services were employed and/or enrolled in education or training programs.

- Funded Supporting Employment and Economic Development (SEED) Winnipeg Inc. to administer the Recognition Counts program that provides low-interest loans to assist skilled immigrants in Manitoba with costs associated with recognition of their international qualifications.
- Funded Manitoba Interfaith Immigration Council (Welcome Place) to provide services, including basic settlement orientation, to 421 asylum seekers to Manitoba.

International Education

- Continued to work with post-secondary institutions to develop institutional specific partnership plans related to international student recruitment and to better match nominees with labour market demand in both rural and urban Manitoba centers.
- Announced a new partnership with Mitacs in November 2018 to provide an immigration pathway for graduate students who complete industry facing internships that support research and innovation in the province.
- Collaborated with other jurisdictions through the Council of Ministers of Education, Canada to develop and advance strategic positions during international education discussions with Immigration, Refugee and Citizenship Canada (IRCC) and Global Affairs Canada.
- Continued working with member institutions of Manitoba Council for International Education (MCIE) to develop best practices to protect international students from fraudulent education/immigration agents and recruiters.
- Provided \$5,000.00 grant to MCIE for quarterly professional development events for its members.
- Worked with educational institutions to identify priority markets for international student promotion and recruitment.
- Participated in the 2018 NAFSA Annual Conference & Expo in Philadelphia, Pennsylvania, as part of a delegation of Manitoba post-secondary institutions, which involved more than 10,000 international educators and featured more than 250 sessions and workshops, networking, and profile raising opportunities.
- Conducted 22 MPNP presentations to international students on seven post-secondary campuses to help international students better understand the provincial nominee application process.

Rural Immigration

- Increased rural immigration with 1,496 of all provincial nominees, representing over 28 per cent of total nominees, destined to or already living, working, or investing in communities outside of Winnipeg.
- Renewed the rural immigration toolkit, which assists communities to engage key business stakeholders and local leaders to begin planning to welcome newcomers and optimize their potential to contribute to local employment and business investment.
- Worked with rural community partners to develop recruitment strategies and leverage the MPNP and other immigration pathways to achieve local economic development objectives.

Francophone Immigration

- Continued to support Manitoba's francophone immigration strategy directly through the MPNP and stakeholder engagement.
- Nominated 235 francophone immigrants from 21 countries representing an increase of more than 54 per cent over 2017.
- Worked in partnership with employers, post-secondary institutions and francophone communities to encourage qualified immigrants to apply to the MPNP.
- Collaborated with francophone community partners such as the Conseil de développement économique des municipalités bilingues du Manitoba (CDEM) to increase immigration through overseas promotions and recruitment events like Destination Canada (Brussels and Paris) to promote Manitoba as an immigration destination of choice for French speaking skilled workers and entrepreneurs. Nine employers participated in the missions to Brussels and Paris and MPNP invited more than 28 successful candidates to apply to the program.

Bilateral/Multilateral Relations

- Completed the third year as co-chair for the Forum of Ministers Responsible for Immigration (FMRI). Activities included managing the operations of the Provincial/Territorial Secretariat and organizing the Federal/Provincial/Territorial (FPT) FMRI meeting in Winnipeg, Manitoba in July 2018.
- Participated on all FMRI FPT working groups to advance strategic policy decisions on immigration levels, economic immigration, francophone immigration, settlement and integration, and others.
- Signed the Canada-Manitoba Memorandum of Understanding concerning Settlement and Integration to work collaboratively for the planning, development and delivery of settlement and integration programs and services to meet the needs of newcomers in Manitoba.
- Completed a joint Manitoba-IRCC five-year review of the Canada-Manitoba Immigration Agreement (CMIA) followed by preliminary negotiations to renew the CMIA.
- Signed the Provincial Nominee information-sharing chapter.
- Continued working with the federal government and local stakeholders to respond to the needs of asylum seekers in Manitoba and received \$3M from IRCC for 2017/18 housing related costs.

7 (a) Immigration Services

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	Estimate 2018/19 \$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	4,293	71.00	4,363	(70)	
(2) Other Expenditures	7,150		7,096	54	
Total Sub-Appropriation	11,443	71.00	11,459	(16)	

Office of the Manitoba Fairness Commissioner

The Office of the Manitoba Fairness Commissioner (OMFC) administers The Fair Registration Practices in Regulated Professions Act to ensure registration practices of Manitoba's regulated professions are transparent, objective, impartial, and fair. The OMFC objectives are:

- To work with 30 Manitoba regulated professions to ensure their compliance with the requirements of The Fair Registration Practices in Regulated Professions Act.
- To ensure fair registration practices which recognize the qualifications of internationally educated professionals so that they can integrate into the Manitoba professional workforce in a timely manner.
- To ensure Manitoba has an informed, fair and coherent system for the assessment and recognition of qualifications of internationally educated professionals.

In 2018/19, OMFC:

- Completed the fourth report to the Minister that was tabled in the legislature on progress under the Fair Registration Practices in Regulated Professions Act. The Report on its Implementation and Effectiveness assessed actions and compliance of 30 regulated professions' practices as required by the Act.
- Continued implementation of data collection and reporting using a streamlined reporting mechanism.
- Worked with departmental staff to develop the data base.
- Held regular business meetings with regulators, including capacity development sessions to assist regulators to share information, build skills, knowledge and improve their assessment of international qualifications.
- Worked with various stakeholders to ensure improved information for internationally educated professionals is consistent with the requirements under the Act.
- Continued to provide advice on issues related to the recognition of qualifications for internationally educated professionals to regulators, government departments and agencies, post-secondary institutions, and national organizations.
- Participated in consortium meetings with Fairness Commissioners in Ontario, Québec and Nova Scotia to support positive changes in international qualifications recognition.
- Made presentations on the state of progress in international qualification recognition in Manitoba to several groups both in Manitoba and at a national level.
- Continued review work with Manitoba professions to follow up on commitments for progress in action plans.
- Undertook further work and refinement of Manitoba Fairness Standard. Four new position statements are drafted clarifying the Fairness Commissioner's expectations surrounding language proficiency tests, documentation requirements, third party responsibility and criminal records checks.

7 (b) Office of the Manitoba Fairness Commissioner

Expenditures by Sub-Appropriation	Actual 2018/19 \$000	Estimate 2018/19 FTE	\$000	Variance Over (Under) \$000	Expl. No.
(1) Salaries and Employee Benefits	271	3.00	273	(2)	
(2) Other Expenditures	47		44	3	
Total Sub-Appropriation	318	3.00	317	1	