



**Education, Citizenship and Youth**

School Programs Division  
Robert Fletcher Building  
307–1181 Portage Avenue, Winnipeg, MB R3G 0T3

Bureau de l'éducation française Division  
Robert Fletcher Building  
509–1181 Portage Avenue, Winnipeg, MB R3G 0T3

February 2008

**To: Superintendents of Education  
Principals of Schools (Kindergarten to Grade 8)  
Principals of Funded Independent Schools  
First Nations Directors of Education**

Dear Colleagues:

**Re: Reporting Requirements for *Literacy with Information and Communication Technology Across the Curriculum* (Literacy with ICT)**

*Literacy with Information and Communication Technology (ICT) Across the Curriculum* is the result of the collaborative work of over two hundred early and middle years teachers, school leaders, educational and ICT consultants, and partner organizations that began in 2003. Implementation of Literacy with ICT becomes mandatory for Manitoba school divisions and funded independent schools, for students in Grades K-8, beginning in 2008-2009.

As the result of this work, a number of key areas related to the implementation of LwICT have been explored and clarified. The purpose of this letter is to confirm Manitoba Education, Citizenship and Youth's requirements for reporting to parents on the progress of each student's literacy with (ICT) as we head into system-wide implementation.

- \*Schools are expected to report to parents of students in grades 2, 4, 6 and 8.
- \*When reporting to parents only one report per year is required.
- Reports can be done within the existing reporting structure – a separate report is not required.
- Reporting on the progress of each student's literacy with ICT along a developmental continuum is to be based on the following framework, as outlined in the policy:
  - Demonstrates critical thinking with ICT to plan and gather information
  - Demonstrates creative thinking with ICT to produce and communicate information
  - Demonstrates responsibility and ethics with ICT

\*Note: These are the minimum requirements as set out by the Department. Schools/school divisions may choose to report more frequently during the year and/or to report grades other than those specified above.

Through the work of its action research team, each division has already created an implementation plan. MECY will be initiating the development of a number of additional resources to support the challenges of implementation and reporting of LwICT. For example, resources to support grades 7 and 8 settings where teaching is done by specialists and ways to share practical information with parents regarding expectations at different grade levels. These resources will be shared with schools and included on the LwICT website (see below).

For further information about *Literacy with ICT*, contact your school division implementation team or contact Cheryl Prokopanko at 945-6435, toll-free 800-282-8069, ext. 6435, [cheryl.prokopank@gov.mb.ca](mailto:cheryl.prokopank@gov.mb.ca) or visit <http://www.edu.gov.mb.ca/ks4/tech/lict/index.html>.

Your ongoing collaboration is appreciated as we continue to work towards the successful implementation of this policy that is designed to assist all students to develop their literacy with information and communication technology as citizens of the global community.

Yours sincerely,

*Original Signed by*

Anne Longston  
Assistant Deputy Minister  
School Programs Division

*Original Signed by*

Jean-Vianney Auclair  
Assistant Deputy Minister  
Division du Bureau de l'éducation française

- c Principals of Band-Operated Schools
- The Manitoba Association of School Trustees
- The Manitoba Association of School Superintendents
- The Manitoba Teachers' Society
- Manitoba First Nations Education Resource Centre
- Susan Eberhard, Manitoba Federation of Independent Schools
- Shelley Hasinoff, Coordinator, Independent Education