**OFFICE OF THE DIRECTOR OF EDUCATION**

5050 Yonge Street, Toronto, Ontario M2N 5N8

January 1, 2018

Sandy Spyropoulos
Executive Superintendent

Learning Centre 4 and Responsible for Aboriginal Education

Dear Sandy,

During the 2017-2018 school year, I would ask you to focus on the following key areas while fulfilling all of the duties of your position:

* Lead all efforts to coordinate the work of the First Nations School, the Aboriginal Education Centre and the wider Indigenous Community in a way that is respectful and responsible to the diverse Indigenous Communities.
* Manage all issues and opportunities related to the successful transition of the First Nations School and the Aboriginal Education Centre.
* Create and support teaching and learning opportunities for staff and students that enhance knowledge building and deepens understanding of Indigenous histories, perspectives and contemporary contexts.
* Continue to strengthen and develop relationships with First Nations, Métis and Inuit communities and agency partners by valuing and incorporating their knowledge and experiences.
* Provide effective Leadership of the Aboriginal Community Advisory Committee.

Lead Learning Centre 4 effectively by:

* + - * Supporting and supervising Superintendents;
			* Working effectively with Trustees;
			* Managing all issues that emerge in the schools in Learning Centre 4;
			* Implementing effective learning opportunities between Superintendents and Principals, Vice-Principals across the schools in order to improve each school in the Centre;
			* Engaging the communities surrounding the schools you serve;
			* Developing ways for the insights of schools and communities to influence system direction and ensuring coherent and effective implementation of system expectations in all schools;
			* Supporting Superintendents in developing purposeful practice as it relates to monitoring school improvement and changing outcomes for vulnerable students;
			* Investing in productive relationships that support shared leadership, relational trust and collective efficacy through opportunities such as leadership learning teams.

I ask that you collaborate intentionally and strategically with the following colleagues:

John Malloy\*, Karen Falconer, Colleen Russell-Rawlins, Beth Butcher (A)

Jim Spyropoulos\* (B)

Carlene Jackson\* (C)

In order to achieve the following impacts for TDSB:

1. Effective system implementation of the Learning Centres.
2. Community Engagement as it relates to the Indigenous Community
3. The transition of the First Nations School and Aboriginal Education Centre

Please develop an action plan with deliverables, measurements and budget and the date when various aspects of the plan will be completed.

Thank you for your Executive leadership in TDSB.

Sincerely,

John Malloy

Director of Education

\*Lead