



Dear Director of Education:

Thank you for your support of the *PIM toolkit* launch held September 25, 2008. The launch was well attended and we were pleased to release the toolkit to all Ontario School Boards and Authorities. We trust that it meets your expectations and will support privacy and information management practices at your School Board. We look forward to working with your local implementation team to assist your Board in establishing an information management culture that respects privacy, mitigates risks and enhances public trust and confidence in public education.

As outlined at the launch, to ensure that the local training best meet your Board's needs, David Midwood, PIM taskforce member, will be conducting a knowledge management survey to gather baseline data in order to assess initial School Board/Authority capacities and to support the design of focused, customized, regional training activities. To that end, we are asking each School Board/Authority to identify their local champion and/or key contact for future communication. **Please email the name and contact information (title, email address, phone number) of your Champion to David Midwood at midwood@sympatico.ca by October 15th, 2008.**

If your Board was unable to attend the launch, please be advised that a copy of the *PIM toolkit* will be sent to your attention.

Should you have any questions or comments, please do not hesitate to contact us.

On behalf of the PIM taskforce,

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