

**Ministry of Education**  
Transfer Payments and  
Financial Reporting Branch

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**Ministère de l'Éducation**  
Direction des paiements de transfert  
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Ontario

**2007:SB8**

**MEMORANDUM TO:** Directors of Education  
Superintendents of Business and Finance

**FROM:** Andrew Davis  
Director  
Transfer Payments and Financial Reporting Branch

**DATE:** April 11, 2007

**SUBJECT:** Secondary Average Class Size Reporting

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I am writing to remind you that boards are required to submit the 2006-07 Secondary Average Class Size Report by April 30, 2007.

You can find the forms, a copy of the Regulation and an updated Guide to Reporting on the Financial Reporting website at <http://tpfr.edu.gov.on.ca>.

As you may be aware, the ministry has identified the Secondary Average Class Size Report as a candidate for streamlined reporting and work is currently underway to develop functionality in OnSIS to generate these reports, for possible implementation in 2007-08.

For more information, or if you have any questions, please contact Abby Dwosh at (416) 325-2054 or, by email, at [Abby.Dwosh@ontario.ca](mailto:Abby.Dwosh@ontario.ca) or Peggy McCormick at (416) 325-2055 or, by email, at [Peggy.McCormick@ontario.ca](mailto:Peggy.McCormick@ontario.ca)

A handwritten signature in black ink, appearing to read 'Andrew Davis'.

Andrew Davis  
Director  
Transfer Payment and Financial Reporting Branch