

Ministry of Education
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2009: SB 04

MEMORANDUM TO: Directors of Education

FROM: Cheri Hayward
Director
School Business Support Branch

DATE: January 23, 2009

SUBJECT: 2008-09 Student Transportation Survey

I am writing to inform you that the 2008-09 student transportation survey is now available on-line.

To begin, I would like to extend my appreciation to school boards and transportation consortia for their great effort and support on the 2007-08 student transportation survey. The data collected will allow the Ministry to produce comprehensive and meaningful reports; and will provide school boards and Ministry with informed decisions. These reports will be shared and made available on the transportation website.

Continuing with the effort to streamline transportation reporting, we have worked closely with the Transportation Committee of the Ontario Association of School Business Officials over the last few months and have incorporated changes into the 2008-09 survey. The key changes are in the following areas:

1. Reporting by Consortium

As a result of the consortia development in the past two years, the Ministry will be collecting 2008-09 transportation survey data and information through consortia. In other words, each consortium will be reporting for school boards that it provides transportation service for.

2. Data Input and Feed via Excel File Transfer Format

The Ministry will be collecting 2008-09 transportation survey data using four excel files:

- consortia, student and financial information
- vehicles and contracts
- transportation policies
- safety

To provide for clarification in reporting requirement, a complete detailed instruction document is attached and will be posted on our transportation website <https://transport.edu.gov.on.ca>.

We request each board to review and validate data for completeness and accuracy before submission. Completeness and comparability of information are essential for analysis and decision-making for the Ministry and school boards.

The due date for submission of the completed 2008-09 Transportation Survey will be April 30, 2009. To submit your survey, please e-mail the completed files to student.transportation@ontario.ca and copy the appropriate approval authority at the member school boards to indicate sign-off on the submission. The instructions will provide further details on submission protocol.

If you have any questions regarding the survey, please contact Murray Gaudreau at 416-314-9166 or murray.gaudreau@ontario.ca.

Thank you for your continued cooperation.



Cheri Hayward
cc. Superintendents of Business
Transportation Managers