

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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2009:SB37

MEMORANDUM TO: Directors of Education

FROM: Andrew Davis, Director
Transfer Payments and Financial Reporting

DATE: September 11, 2009

SUBJECT: 2009-10 Primary Class Size Plan Implementation

I am writing to provide you with information about reporting Primary Class Size (PCS) results for September 2009.

As we begin the third year of full implementation of the PCS initiative, I would like to convey, on behalf of the Ministry, our appreciation for your efforts in preparing your PCS plans. Based on the PCS plans for the 2009-10 school year, we are on track to achieve the three PCS goals:

- At least 90% of primary classes with 20 pupils or fewer;
- 100% of primary classes with 23 pupils or fewer; and
- 100 % of combined grades 3/4 with 23 pupils or fewer.

Since enrolment projections were used as the basis for your PCS plans, the Ministry anticipates that your board will be able to achieve compliance while successfully responding to the natural fluctuations between projected and actual enrolment, keeping in mind the best interests of your students.

If your board is compliant with the PCS goals, it may use the PCS funding to address other needs in the elementary panel, such as reducing the number of combined-grade classes or the average class size in grades 4 to 8.

The deadline for submission of the 2009-10 results is **November 2, 2009**. The results should be a snap shot on the board chosen reorganization date which must be prior to the end of September. I look forward to receiving your final PCS results, which will be used to monitor compliance and to populate the Ministry's class size tracker.

Further instructions on the use of the web application are accessible from the home page (<https://pcs.edu.gov.on.ca>). For more information, or if you have any questions, please contact your board Finance Officer, or Tim Gallivan by telephone at 416-314-0642, or by email at timbo.gallivan@ontario.ca.



Andrew Davis

cc: Superintendents of Business and Finance