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Financial Analysis and
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Ministère de l'Éducation
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2010: SB6

MEMORANDUM TO: Directors of Education
Superintendents of Business and Finance

FROM: Andrew Davis
Director
Financial Analysis and Accountability Branch

DATE: February 22, 2010

SUBJECT: OnSIS Secondary School Average Class Size Report
Implementation Update

I am writing to provide you with an update regarding the implementation of the OnSIS Secondary School Average Class Size (SSACS) Report. We continue to make significant progress on this project and are pleased to confirm that starting with the 2009-10 school year the OnSIS SSACS Report will be the official ministry report for Average Class Size purposes. Hence Schools Boards will no longer be required to file the SSACS report using the ministry excel forms.

The OnSIS SSACS Report will be generated and automatically filed with the ministry through the OnSIS data collection upon the sign off of all board secondary school October and March data submissions. School Boards will be able to review and analyze ACS results for individual schools prior to sign off for both the October and March data submissions.

As a result of the implementation of this OnSIS report the SSACS reporting deadline is revised to May 31, 2010 to coincide with the March Data submission deadline.

The SSACS report has been programmed in the OnSIS application to incorporate requirements of the Class Size Regulation and ministry SSACS reporting policy. Details of the ministry SSACS reporting policy are outlined Section 2 of the Average Class Size Guide to Reporting available on the Financial Analysis and Accountability Branch Extranet Site in the Class Size section. http://tpfr.edu.gov.on.ca/Class_Size_2009-10.htm

The SSACS OnSIS Report and supporting reports are shown on Appendix A.

SSACS reporting policy revisions for 2009-10 and future years are as follows:

Co-Operative Education Classes

During recent consultations with school boards it has been established that a significant number of Co-Operative Education classes are excluded from the OnSIS SSACS Report because the pupils in the class are enrolled in courses of different credit values. In order to address this concern the specifications for the 2009-10 OnSIS SSACS report have been changed to include these classes in Average Class Size. These classes will be accounted for in the same manner as combined classes of different credit values.

Alternative Classes

Questions have arisen regarding whether classes composed of pupils working on a variety of credit courses at their own pace, usually using Independent Learning Centre (ILC) materials, should be included in SSACS report.

These classes will be excluded from the report and the calculation of SSACS if:

- i) Courses are delivered primarily using Independent Learning Centre (ILC) or other Correspondence/Self Study materials and
- ii) Pupils progress through course material at their own pace and
- iii) Pupils take one or several courses at the same time and qualified teachers are available during the entire instructional period to provide instruction and guidance for pupils on an individualized basis.

In order to exclude these classes the Course Delivery type needs to be recorded as Independent Study in OnSIS for all the pupils in these alternative classes.

Dual Credit Classes – College Delivered

It has been established that due to complexities of this program delivery it is not possible to include college delivered dual credit classes in the ONSIS calculation of Average Class Size. The ministry will investigate whether it is feasible to include these classes in the future reports.

Team taught and Advance Standing dual credit courses will continue to be included in the calculation of Average Class Size.

If you have any questions or concerns regarding SSACS reporting policy please contact Dave Christie at (416) 325-2048 or, by e-mail at dave.christie@ontario.ca.

For further information regarding the submission of the OnSIS SSACS report please contact Shirley Stanton at (416) 325-2543 or, by email at Shirley.stanton@ontario.ca.



Andrew Davis

cc Superintendents of Business