

2010: SB16

MEMORANDUM TO: Superintendents of Business and Finance

FROM: Andrew Davis
Director
Financial Analysis and Accountability Branch

DATE: April 12, 2010

SUBJECT: Primary Class Size Reporting

Ontario's school boards have once again done excellent work in achieving the Primary Class Size (PCS) targets for 2009-10. I am writing to highlight the 2009-10 results and to provide information to assist with preliminary planning for PCS implementation in the 2010-11 school year, including the changes made to accommodate reporting for Early Learning Program (ELP) classes.

The Ministry is pleased to report that in 2009-10, 90.5 per cent of all primary classes in the province had 20 or fewer students and 100 per cent of primary classes had 23 or fewer students. Average class size in grades 4 to 8 has continued to decline – from 25.6 in 2003-04 to 24.6 in 2009-10.

In 2010-11, school boards should organize elementary classes (excluding ELP classes) so that on a board-wide basis:

- At least 90 per cent of primary classes have 20 or fewer students;
- 100 per cent of primary classes have 23 or fewer students;
- 100 per cent of combined grade 3/4 classes have 23 or fewer students.

Enrolment in ELP classes will be excluded from each board's primary class size statistics and the calculation of the board-wide elementary class size average. ELP data will be identified as its own track and displayed in a new section on the School Statistics and Board Statistics pages. Junior Kindergarten and Kindergarten enrolment outside the approved ELP in 2010-11 are subject to the primary class size standards. JK or K classes that are not part of the approved ELP space, but are full time are also to be identified as a separate track.

I am pleased to advise you that the website at <https://pcs.edu.gov.on.ca> is now available to report the projected enrolment and class organization for all elementary grades for the 2010-11 school year. The log-in and password to access the PCS website is unchanged from the previous year. Instructions on the use of the web application are accessible from the Home page.

You are encouraged to complete the plans as soon as possible, but no later than **June 30, 2010**. Boards may be subject to cash flow penalties if any of the PCS targets are not met. If a school board is already compliant with the PCS standards, it may use this additional funding to address other needs in the elementary panel, such as reducing the number of combined-grade classes or class size in grades 4 to 8; however, the funding must be used in the elementary panel.

For 2010-11, the average junior-intermediate class size will be flagged if it exceeds 24.8 students, which is the class size funded in the GSN. While there is no grant withholding associated with Grade 4-8 class sizes that exceed 24.8, the Ministry will continue to work with Boards to support a transition to Grade 4 to 8 class sizes that reflect the funding available. The Ministry expects that, at a minimum, all Boards will comply with the commitments for grade 4 to 8 class sizes that flow from the PDT Agreement and are delineated in their collective agreements.

As in previous years, the web application will again be used to collect data on the actual enrolment results as of the reorganization date chosen by each board. A best practice in the Sector to minimize disruption has been to choose a reorganization date in the second week in September; however, the reorganization date should be no earlier than September 1, and no later than September 30, 2010. You are encouraged to complete the final submission of PCS results by October 9, 2010 but no later than November 1, 2010. Further information on the final submission will be available at a later date.

For more information, or if you have any questions, please contact your board's Finance Officer or Tim Gallivan by telephone at (416) 314-0642, or by email, at timbo.gallivan@ontario.ca.



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cc: Directors of Education