

**Ministry of Education**

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**Ministère de l'Éducation**

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**2014: SB10**

**MEMORANDUM TO:** Directors of Education

**FROM:** Joshua Paul  
Director  
Education Finance Branch

**DATE:** April 30<sup>th</sup>, 2014

**SUBJECT:** 2014-15 Primary Class Size Plan

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I am writing to you today to share information about the 2014-15 Primary Class Size (PCS) reporting requirements.

New for 2014-15 and in keeping with the Ministry's efforts to reduce board reporting requirements, the Ministry does not require the completion or submission of the preliminary plans in June. The Ministry will still be requesting that boards report class size results no later than October 31<sup>st</sup> as in previous years.

In 2014-15, school boards should continue to organize elementary 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 and
- The board-wide average size of FDK classes shall be 26.

FDK continues to be excluded from 1) each board's calculation of primary class sizes and 2) the board-wide elementary class size average. However, any classes at FDK schools where kindergarten is combined with grade 1 will be subject to the PCS targets.

The website at <https://pcs.edu.gov.on.ca> is now available as a tool for class organizations and enrolment projections for all elementary grades for the 2014-15 school year. The log- in and password to access the PCS website remains unchanged from the previous year and instructions on the use of the web application are accessible from the Home page.

In September, the web application should be used to report actual class size results as of the reorganization date chosen by each board. The reorganization date should be no earlier than September 2 and no later than September 30, 2014.

For more information, or if you have any questions, please contact Chris Atkinson by telephone (4 6) 325-2828, email 11, at [Chris.Atkinson@Ontario.ca](mailto:Chris.Atkinson@Ontario.ca).

*Original Signed By:*

Joshua Paul  
Director  
Education Finance Branch

cc: Superintendents of Business and Finance