

**Ministry of Education**

School Board Business Support  
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**Ministère de l'Éducation**

Direction du soutien aux activités des  
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**2023: SB18**

**Date:** October 25, 2023

**Memorandum to:** Senior Business Officials  
Transportation Consortia Managers

**From:** Mehul Mehta  
Director  
School Board Business Support Branch

**Subject:** **Student Transportation – Routing Simulation to support 2024-25 Allocation**

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Starting with the 2023-24 school year, the Ministry of Education (ministry) has implemented a new funding framework for the Student Transportation Grant that is transparent, equitable, and focused on reliability. The new funding framework for Student Transportation:

- applies a needs-based Common Reference Standards to encourage consistency and improve equitable access; and
- is based on a routing simulation that optimizes the number of vehicles to provide services for eligible students.

In planning for the 2024-25 school year allocation, the ministry is requesting transportation consortia to conduct a round of routing simulations reflecting a set of Common Reference Standards applicable to all school boards and consortia. This routing simulation should identify the estimated number of routes to be in place for the 2024-25 school year as it will be a key input used to allocate funding for the 2024-25 school year.

The attached *2024-25 Routing Simulation Guidelines* outline a set of Common Reference Standards for student transportation to determine student eligibility, the mode of transportation, and service parameters.

It is important to emphasize that the Common Reference Standards are intended to support a standardized measure of need that is integral to the new funding framework for Student Transportation. However, school boards and consortia may implement transportation policies that diverge from the parameters of these Common Reference Standards.

This year, the ministry has made several updates to the Routing Simulation Reports. Please refer to the *2024-25 Routing Simulation Reporting Instructions* for guidance on completing these reports.

Consortia are requested to submit their completed 2024-25 routing simulation reports by December 15, 2023. Attached appendices provide details on routing simulation guidelines, reporting instructions, and data templates.

If you have any questions or comments, please contact the Student Transportation Unit at [student.transportation@ontario.ca](mailto:student.transportation@ontario.ca).

Sincerely,

*Original signed by*

Mehul Mehta  
Director  
School Board Business Support Branch

Attachments:

1. 2024-25 Routing Simulation Guidelines
2. 2024-25 Routing Simulation Reporting Instructions
3. 2024-25 Routing Simulation Report Templates