

**Ministry of Education**  
Transfer Payments and  
Financial Reporting Branch

21<sup>st</sup> Floor, Mowat Block  
900 Bay Street  
Toronto, Ontario M7A 1L2  
Tel.: (416) 327-9356  
Fax: (416) 325-2007  
Email: [Andrew.Davis@ontario.ca](mailto:Andrew.Davis@ontario.ca)

**Ministère de l'Éducation**  
Direction des paiements de transfert  
et des rapports financiers

21<sup>e</sup> étage, édifice Mowat  
900, rue Bay  
Toronto, Ontario M7A 1L2  
Tél. : (416) 327-9356  
Télééc.: (416) 325-2007  
Courriel: [Andrew.Davis@ontario.ca](mailto:Andrew.Davis@ontario.ca)



**2008:SB10**

**MEMORANDUM TO:** Directors of Education  
Superintendents of Business and Finance

**FROM:** Andrew Davis  
Director  
Transfer Payments and Financial Reporting Branch

**DATE:** April 16, 2008

**SUBJECT:** Secondary School Average Class Size Reporting

---

I am writing to you today about the submission of the 2007-08 Secondary School Average Class Size Report. You can find the report forms, a copy of the Class Size regulation and an updated Guide to Reporting in the Class Size section of the Transfer Payments and Financial Reporting Branch website at <http://tpfr.edu.gov.on.ca>. The due date for these reports is April 30, 2008 as indicated in the class size regulation.

As mentioned in last year's Average Class size memorandum, the ministry has identified the Secondary Average Class Size Report as a candidate for streamlined reporting. The ministry remains committed to the development of functionality within OnSIS to generate this report. The OnSIS Secondary School Average Class Size Report will be pilot tested in several boards in the upcoming months for a planned 2008-09 provincial implementation. Please contact me if your board is interested in participating in this testing.

For more information, or if you have any questions, please contact Dave Christie at (416) 325-2048 or, by email, at [Dave.Christie@ontario.ca](mailto:Dave.Christie@ontario.ca).

A handwritten signature in black ink, appearing to read "Andrew Davis".

Andrew Davis  
Director  
Transfer Payment and Financial Reporting Branch