

Ministry of Education

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**2007: SB33****MEMORANDUM TO:** Directors of Education**FROM:** Karen Maxwell
Director
Education Finance Branch**DATE:** December 4, 2007**SUBJECT:** **District School Board Enrolment Projections
for 2008-09 to 2011-12**

This memorandum is to advise you that the Ministry is asking school boards to submit their enrolment projections for 2008-09 and future years by **January 16, 2008**. In addition to the detailed enrolment numbers for the 2008-09 projections, boards are asked to submit the projected Average Daily Enrolment (ADE) for 2009-10 to 2011-12. As in past years, the enrolment projections for 2008-09 will be published along with the 2008-09 Grants for Student Needs (GSN) materials.

The spreadsheet template for submitting the enrolment projections is available to download at <http://forecasting-pilot.edu.gov.on.ca>. To expedite access, the Ministry has created multiple accounts, each of which is identified by a different username. Please note that the password is the same for all usernames:

Username(s): dsbusera, dsbuserb, dsbuserc, dsbuserd**Password:** dsbpass9

If you have any questions regarding how to access or complete the spreadsheets, please contact Sylvie Wong at (416) 325-2039 or Mehul Mehta at (416) 325-2035.

Please complete the request and return to the Ministry no later than **Wednesday, January 16, 2008**.

I also want to inform you that, to assist boards in budget planning for 2008-09, a "Simulation" version of the 2007-08 Revised Estimates forms will be provided on EFIS before the end of December 2007. This "Simulation" function was introduced in February 2007 (see memorandum **2007: SB3 – Simulation Function in EFIS**.) It allows boards to generate different budget scenarios, using enrolment projections and projected changes to funding benchmarks. The Ministry will send an e-mail notification to boards once this version is available and will also provide an excel file with funding adjustments related to some of the funding increases for 2008-09 outlined in memorandum **2007:B9**.

Submission of your enrolment projections by January 16 provides important information to assist the Ministry in the development of the GSN and supports the goal of achieving a timely release of funding information for the 2008-09 school year. The Ministry will continue to work in partnership with your school board and others to support effective planning and to ensure that improvements to education funding reflect Ontario's priorities for student success.

Thank you for your co-operation.

A handwritten signature in black ink that reads "K. Maxwell". The signature is written in a cursive, flowing style.

Karen Maxwell
Director
Education Finance Branch

cc: Superintendents of Business and Finance
Board contacts for Enrolment Projections