



**ORGANIZATIONAL SUPPORT SERVICES  
EDUCATION CENTRE**

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**MEMO TO:** Elementary Principals, Elementary Vice-Principals

**FROM:** Corissa Parker, Manager, Human Resources  
Elisha Greenham, Acting Staffing Supervisor  
Brittany Groot, Acting Staffing Supervisor

**C:** Senior Administration  
Senior Administration Assistants  
Elementary Schools  
Nathan Luo, Research & Assessment  
Cheryl Weedmark, Manager, Communications, Public Affairs & Community Relations  
ETFO

**DATE:** September 28, 2021

**SUBJECT: ELEMENTARY CLASS SIZE MINISTRY SUBMISSION**

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We are pleased to announce that we have completed the 2021-2022 Class Size Plan implementation. As per Ministry Memo B66044, TVDSB has achieved all of the following PCS requirements:

1. 93.5% of primary classes are 20 or under;
2. all primary classes are 23 or under;
3. all grade 3/4 combined classes are 23 or under;
4. average FDK class size: 25;
5. average Junior/Intermediate (grades 4-8) class size: 24.49.

These compliancy factors are inclusive of In-Person Learning and Virtual classes.

Principals who receive new registrants in the primary division may place them as appropriate for your school. We will continue to monitor issues that are brought forward.

Thank you to all Principals and Support Staff for your diligence, both last June and once school commenced, in organizing classes in a way that maximized primary class size compliance. Your efforts enabled us to achieve these Ministry requirements in a timely and efficient manner.

Corissa Parker  
Manager, Human Resources

Elisha Greenham  
Acting Staffing Supervisor

Brittany Groot  
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