

**APPLICATION FORM**

School Number: 062340  
Regional Office: Barrie Regional Office

**PARENTS REACHING OUT (PRO) GRANTS FOR SCHOOL COUNCILS**

**2015 - 2016**

Title: Project Title  
Application Number: 20050053  
Application Due By: 2015-05-19  
Report Due By: 2016-07-15

Name of School Board: Kawartha Pine Ridge DSB

Grant Year: 2015 - 2016

School Information
Name: Smithfield Public School Type: Elementary
Address: 241 Drewery St, Brighton, K0K1H0
Phone no.: 613-475-2301 Fax no.: 613-475-2481
Principal: Michele Adams E-mail address: michele_adams@kprdsb.ca
School Council Chair: Carolyn Mccoll & Ashley Hodkinson E-mail address: carolyn.mccoll@sympatico.ca
Do you have a partner?: No

## PROJECT INFORMATION

School Number: 062340  
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1. Indicate the challenge(s) to parent engagement being addressed by your project:

Other

If other (please specify): Some parent's are unable to access information to help them to support their children and therefore to help them to succeed at school.

2. Select up to three statements that describe the goal of your project:

Eliminate barriers that may prevent parents from fully participating in their children's learning;  
Enhances parent involvement with their children's learning to support student achievement and well-being;  
Provide parents with the knowledge, skills and tools they need to support student learning at home and at school

3. Outline the steps to be followed in the process in order to meet your goal. Indicate what, how, who and when it will be done.

i) What will be done?

Two year ago we used a PRO grant to create a parent lending library with children's mental health resources. We have found some gaps and would like to fill those and to add resources to support literacy and numeracy. The library will include a variety of resources in different formats (books, dvd's, audiobook) that will help support literacy, numeracy and children's mental health.

ii) How does this enhance parent engagement in support of improved student achievement and well-being?

Having easy access to good information on promoting literacy, numeracy and positive mental health will help parents to support their children's learning and overall well-being.

iii) Who will do it?

The resources for the library will be compiled by parents with recommendations from professionals who work in the field of children's mental health, from our schools Numeracy Coach and from teachers (literacy).

iv) How will it be done?

We will order the resources through such companies as Chapters/Indigo or Amazon and have them available for parents to sign out through the principal. A list of resources will be provided to parents one or twice a year and a reminder about the library will be included in the schools monthly newsletter. We will also every couple of months highlight some of the resources available. The resources will also be on display during the school open house.

v) When will it be done?

We will order the resources as soon as possible and the resources will be available for parents throughout the school year and future school years.

vi) Why do you want to organize this project?

Helping students to be as successful as possible is of extreme importance. Having information for parents that is readily accessible will help parents to support their children to achieve success at school and throughout their lives.

4. Does the project support a ministry initiative? Please select all that apply?

Character Development;  
Literacy;  
Mathematics and Numeracy

5. Indicate the steps you will follow when evaluating the success of your project.

We will evaluate the success of our project by tracking the parental usage of the resources in the lending library. The principal will compile the information on usage annually and assess if additional resources are required in particular areas.

6. In one sentence summarize your project proposal.

Parent lending library of resources to support literacy, numeracy and children's mental health.

# PROPOSED BUDGET INFORMATION

School Number: 062340  
Regional Office: Barrie Regional Office

Please check the list of eligible and ineligible expenses in the 'Guidelines' and list all items and the estimated cost of each.

Item	Description	Cost
Parent lending library materials --- Bibliothèque de documentation pour les parents	Literacy, Numeracy and Mental Health Resources	1000

Total Funds Requested: \$1,000.00

By submitting this application form, it is declared that both the school council chair and the school principal have read this proposal and will comply with the 20152016 Program Guidelines and Terms and Conditions. It is further declared that it adheres to the by-laws of the school council and to the requirements of the regulations, guidelines, and policies of the school board with respect to school councils. It is also understood that the Ministry of Education may disclose details of the grants either upon request or through information provided by the Ministry. If you have completed your application, please save and submit. Upon submitting the on-line application, you will receive an automatic response that your application has been received along with a copy of your application form. In addition, both the school council chair and the school principal will automatically receive confirmation that this application has been submitted thereby fulfilling the declaration requirements of the program.

Submitted date: 2015-05-07 10:21

Submitted by: Carolyn McColl

# Parents Reaching Out (PRO) Grants for School Councils (2015-16)

## Terms and Conditions

1. Funding is only available to school councils of publicly funded schools and must only be used for the approved project in accordance with the proposed budget. Changes that impact on the nature and/or objectives of the project must be reported to the Ministry and the school board. Funding may not be used for ineligible expenses as defined in the Program Guidelines.
2. If the grant does not cover the entire cost of the project, the organization is responsible for funding the balance from other sources. The Ministry will not be responsible for any cost overruns for the project.
3. The implementation and completion of the project is the responsibility of the school council receiving the grant.
4. The school council will acknowledge the Ministry's contribution on press releases, printed materials, conference/workshop and other materials.
5. The school council shall provide, upon request by an official of the Ministry, school board or Provincial auditor, all documents and information related to the school council's participation in this program, and access to the premises where the program is being carried out, in accordance with school board policy.
6. Funding will be granted only once during a school year. School councils may apply in subsequent years for new projects subject to the availability of funds.
7. The project must be completed and the funds expended by June 30, 2016. School Councils are encouraged to submit their report back as soon as their project is complete. The last day for school councils to submit their on-line reports to the ministry is July 15, 2016. A copy of this report must also be sent to its School Board together with original invoices and expenditure records. As government-funded projects are subject to audit, these records must be retained for seven (7) years by the school board, in accordance with school board policy.
8. If actual project costs are less than anticipated or, for any other reason, the full amount of the Ministry funding is not used for approved eligible expenditures, any unused balance of funding will be a debt due and owing to the Ministry, and the applicant shall pay or return the amount to the Ministry immediately, unless the Ministry directs otherwise.
9. Upon default of any of these Terms and Conditions by the school council, the Ministry, at its sole discretion, may recover or redirect the funds advanced.
10. Subject to the Freedom of Information and Protection of Privacy Act, and the Municipal Freedom of Information and Privacy Act, all information pertaining to this grant is public information and may be released to third parties upon request.
11. The school council and its partners shall comply with all applicable federal, provincial, municipal laws, statutes, regulations, rules, ordinances and orders in respect of the performance of these Terms and Conditions.
12. By submitting the 2015-16 school council application, the organization agrees to abide by the 2015-16 Program Guidelines and 2015-16 Terms and Conditions.