Dear XXXXX XXXXXXX,

The commitment to parent engagement reflects a growing body of research that demonstrates strong and direct links between parent engagement and student achievement. Strong parent engagement means improved student achievement. Good schools become better with engaged, involved parents.

The purpose of this memorandum is to inform you that the transfer of funds to your board from the Parent Engagement Office for the approved Parents Reaching Out (PRO) Grants for School Councils will be forthcoming.

Transfer of Funds

The total amount which will be transferred to your board for the Parents Reaching Out Grants for School Councils is $XXX.XX. School boards, in turn, are asked to allocate these funds to individual school accounts.

The list of schools in your board with their respective allocations that have been approved for the 2011-2012 PRO Grants for School Councils is attached.

Report Back Requirements

As per the 2011-2012 School Council Parents Reaching Out Grants Guidelines, and Terms and Conditions, applicants are required to provide a report back confirming expenditure of grant funds as well as results that were achieved to enhance parent engagement. Further to this, projects must be completed and all funds expended by June 30, 2012.
School councils are required to submit a report back for the completed project by August 31, 2012. The information will be submitted through an online form which can be accessed by going to http://education.factorial.ca and entering the username and password originally used to submit the PRO Grant application.

In addition, the Parent Engagement Office is requesting that receipts be filed according to board policy. As government funded initiatives are subject to audit, these records must be retained for seven (7) years.

Please note that a signed declaration form was also required (signed by the Principal and the School Council Chair) to accompany the grant applications. Please ensure all declaration forms have been provided for each project; these can be sent to the Parent Engagement Office.

The ministry’s report back process is an important aspect of the PRO Grant program which provides a key accountability aspect for the funds that are allocated. We do appreciate your support in ensuring that all reports from within your board are submitted to the ministry within the required timelines.

The Parent Engagement Office and Regional Offices would like to express their appreciation for the support and assistance from your board and schools. The response to the Parents Reaching Out Grants initiative was overwhelmingly positive, with 1849 schools submitting applications. The high quality of these applications has resulted in the highest number of approved school council grants than in any other year of the program. Your support for parent engagement and your assistance in facilitating the process and relaying the results to principals and school councils is much appreciated.

We look forward to working with you this school year to support parent engagement initiatives within your board.

If you have any questions, please email Glenn Court, Lead Policy and Program Co-ordinator at glenn.court@ontario.ca or call at (416) 325-7802.

Thank you,

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Ruth Flynn
Director
Inclusive Education Branch

Attachment: List of approved PRO School Council proposals