



Parent Involvement Committee
Tuesday, October 2, 2012
Catholic Education Centre – Trustees' Lounge (inside Board Room)

A G E N D A

Page

Prayer (Julian)

1. Welcome New Committee Member: Sean Jackson / and Introduction of Committee Members (Cathy)
2. Election of Chairperson (Cathy)
3. Approval of Agenda
4. Confirmation of Minutes – June 12, 2012
5. Actions resulting from June 12th meeting
 - a. Budget – 2011-2012 Update
 - b. Update on items to be actioned
6. New Business:
 - a. Letter from Minister of Education re: Transfer of Funds for School Council Parents Reaching Out (PRO) Grants, dated August 30, 2012
 - b. List of Schools Receiving PRO Grants
 - c. 2011 PRO Letter Template (to be updated for 2012-13)
 - d. PIC funds – distribution
 - e. 2011 PIC Letter Template (to be updated for 2012-13)
 - f. Posting in CLL for all superintendents, principals, managers
 - g. Parenting Now – October 27, 2012
7. Next meeting _____



Ottawa
Catholic
School Board

Parent Involvement Committee

June 12, 2012, noon
CEC – Room 3

MINUTES

Present:

Joanne MacEwan, PIC Chair / parent
Cathy Philpott, parent
Karen Delaney, parent
Alison Baizana, trustee
Julian Hanlon, director
Cindy Owens, principal
Alana Schryburt, administration

Regrets:

Mirna Akkawi, parent
Laura Johnston, parent
Patricia Walsh, parent

Prayer (Julian)

1. Approval of Agenda

MOTION:

That the June 12, 2012 agenda be approved as amended.
Moved by K. Delaney, seconded by C. Philpott

2. Confirmation of Minutes – February 23, 2012 (Cathy / Joanne)

MOTION:

That the February 23, 2012 minutes be approved as presented.
Moved by C. Philpott, seconded by J. MacEwan

3. Discussion Items

a. New HST rebate form (attached)

An overview was provided on the HST rebate form.....

b. Website and communications – verbal

Catholic Education Centre

570 West Hunt Club Road, Nepean, Ontario, Canada K2G 3R4
Phone: 613-224-2222 Fax: 613-228-4158
Website: www.ottawacatholicschools.ca



PIC has a presence on the Ottawa Catholic School Board website and ways to reach parents and inform them about grants and reporting was discussed.

4. Report to Board June 12th (attached)

An overview was provided on the presentation that will go to the OCSB Board of Trustees on June 12, 2012. Trustees will be informed about grants received by schools and how the funds are being spent to engage parents and to encourage them to become more involved in their child's education.

At this meeting, the Parent Involvement Committee (PIC) and Catholic School Parents Association (CSPA) will be thanked for their assistance and involvement in the 2011-2012 school year.

5. Discuss PRO Regional Grant 2012-2013 – verbal

A submission was made for a PRO Regional Grant in the amount of \$5000 for the Director Forum. It was hoped that these funds would be approved, however, it was noted that these may not be approved as our Symposiums are more in lines with regional grants

We should be aware by mid-August if the grant is approved

6. Update on PIC Memo sent May 1, 2012 (attached)

- a. June 18th due
- b. Handout – “PIC Funds – Ways of Engaging Parents” – when parent councils called they were provided with the options on the handout; additionally, these options were posted on the PIC website.
- c. Schools are doing well with their returns
- d. We are doing well tracking
- e. Numerous calls come in so schools do want to know how they can get more parents involved
- f. Money is given up-front in our board to schools. It was noted that in some school boards, school councils must apply for money to their PIC.
- g. School Newsletters – there was a discussion on ways to improve communication with parents and asking principals to include information about PIC in their September newsletter was suggested.

ACTION:

Joanne and Cindy to discuss best way to communicate with the principals in September regarding a covering notice to principals with suggestions, such as: parent resources, babysitting coverage, taxi chits, etc. Covering notice to principals to include their option to “filter and use as needed”



7. Update on PRO email sent May 29, 2012 (attached)

- a. An overview was provided on the reminder sent to school councils/principals regarding reporting.
- b. Glenn Court is the Ministry contact if passwords / usernames are unknown
- c. Schools have been asked to find ways with councils to spend funds
- d. Unspent funds to be sent back to board if over \$50.00; payable to Ottawa Catholic School Board.

8. PIC Budget Update (to be handed out)

- a. Budget as it stands to date
- b. We are on budget as per the "Proposed Budget"
- c. Increase to \$15,672.76 due to funds coming back to PIC because of unspent funds from 2010-2011 PRO grants who were unable to spend the funds; normally because speakers cancelled or issues with timing for parents.
- d. Breakdown provided, i.e. travel, internet costs, etc. Internet messages have gone out to 1600 users – very effective
- e. \$9000 PRO Regional Grant – overview provided
- f. Once all expenses have been submitted it is expected that the PIC budget will be very close to the proposed spending for the 2011-2012 school year.

MOTION:

That the Draft PIC Budget 2011-2012 be approved as presented.

Moved by K. Delaney, seconded by C. Philpott

9. New Business:

- a. Continuing Education Funding Symposium for 2012-13 school year
 - Education for Parents - not applying for funds next year
 - Form shown (green)
 - Teachers will be paid
 - Example outlined of Toronto District School Board
 - Hope to get \$20-30,000
 - Based on registrations will help know how much money will come
 - Superintendent Atkinson has informed "all about the board", classroom settings not keynote speaker
 - By circulating through the board have discovered new ways to involve parents and get funds
- b. Parent Engagement Teen Tool kit
 - i. How to create a workshop around material for each school
 - ii. Can pick out key points

Catholic Education Centre

570 West Hunt Club Road, Nepean, Ontario, Canada K2G 3R4

Phone: 613-224-2222 Fax: 613-228-4158

Website: www.ottawacatholicschools.ca



- iii. Student Services Dept / VP group to be made aware and they then have awareness to inform parents at their school

ACTION:

In Fall, Joanne to contact Julian on ways to implement, such as through Joanne Gosselin, secondary, Peter Atkinson, adult education, and Brenda Wilson, elementary. (Alana to provide copy of package to above people)

- c. Peel DSB Guide for parents
 - i. Ready? Set? High School! – overview provided
 - ii. Guide for parents about how to get involved, attendance, well-being, and communications.
 - iii. Joanne Gosselin was named as a good person at HS level to get involved
 - iv. Lynne Charrett in elementary panel to get involved
 - v. Information to be posted on PIC website

ACTION:

In Fall, Joanne to follow-up with people listed above.

Plans for next year:

- 1) We to Me – coming to Ottawa in Fall, is there some way a parent component can be involved? (Craig has said they will work with parents on how to prepare them for social justice issues, etc.)

ACTION – Joanne to talk to Joanne Gosselin about getting involved

- 2) Student Conference being hosted by OCSB in April – (Denise / Kathy) looking at option to have an evening for parents

Closing Remarks:

Words of thanks were extended to committee for their attendance at meetings, symposiums, workshops, etc. and for their input to PIC.

The Chair of the committee received words of appreciation for her leadership and work over the 2011-2012 school year.

2011-2012 PRO Grant Funds Returned

Funds Returned (did not spend a portion or all of Grant)		
McMaster	\$266.67	
St. Emily	\$298.26	
St. Francis Xavier	\$125.46	
St. Rita	\$1000	Whole grant
St. Stephen	\$1000	Whole grant
St. Theresa	\$355.88	
	\$3046.27	

As of August 29, 2012

Notes

- Remainder of PIC funds \$3275 being deferred to 2012-2013 budget 2-309-000-10-332
- Remainder of PRO funds \$2690 being deferred to 2012-2013 budget 2-309-000-10-332
- PRO Grant cheques received from schools \$3046.27 being deferred to 2012-2013 budget 2-309-000-10-332
- Invoice from Anna Tulchinsky being paid from deferred funds \$1808, not including HST \$1640)
- Invoice to come from Kelly McKibbin will be covered by remaining deferred funds.



M E M O R A N D U M

TO: Alana Schryburt, Executive Officer
CC: Mardi de Kemp, Communications Officer
FROM: Kelly McKibbin, Web Administrator
DATE: August 15, 2012
RE: WEBSITE REDESIGN FOR CATHOLIC SCHOOL PARENTS' ASSOCIATION

This memo addresses the costs associated with re-designing the website for the Catholic School Parents' Association's (CSPA), currently located at www.ottawacspa.ca. This exercise is required in order to:

- i. align their website with the new and improved online corporate image of the Ottawa Catholic School Board;
- ii. bring their website into compliance with new accessibility requirements specified by the Accessibility for Ontarians with Disabilities Act (AODA) for online tools; and
- iii. allow for the sunset (termination) of the contract with their current web content management system (CMS) provider (4Poyntz), scheduled for December 2012.

Additionally, the new website will help increase parent engagement and improve the communication between CSPA and its members with our school and greater community by providing a much more user-friendly interface through which to share information. The new accessibility features which will be included in the new website (i.e. full language translation services) will also improve the focus on engaging parents who may be experiencing challenges in becoming involved in their child's education.

In accordance with the Communications Department's plan to redesign all Board partner websites before January 2013, CSPA's website will be redesigned using open-source software (Joomla). Once the new website has been created, it will be the sole possession of the CSPA, therefore, there will be no associated annual maintenance costs.

The following table outlines the costs associated with undertaking this large-scale project.

Initial template design, to be performed by a contracted third party. JoomlaBliss Proposal and invoice attached.	\$1,808
Graphics required to design the site (via Shutterstock membership)	\$250
Human Resources (temporary admin assistance) required to port content over from old website (100 hours x casual rate of approximately \$26)	\$2,600
Purchase of hosting (for 3 years) from external host/server provider	\$340
Total	\$4,998

(Attach: 2)

Ministry of Education

Instruction and Leadership
Development Division

Inclusive Education Branch

900 Bay Street
Mowat Block, 13th floor
Queen's Park
Toronto ON M7A 1L2
Facsimile (416) 325-7019

Ministère de l'Éducation

Division de l'enseignement et
du développement du leadership

Direction de l'éducation inclusive

900, rue Bay
Édifice Mowat, 13^e étage
Queen's Park
Toronto ON M7A 1L2
Télécopieur (416) 325-7019



August 30, 2012

Subject: Transfer of Funds for School Council Parents Reaching Out (PRO) Grants

Dear Julian Hanlon,

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 \$39,715. 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 2012-2013 PRO Grants for School Councils is attached.

Report Back Requirements

As per the 2012-2013 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, 2013.

School councils are required to submit a report back for the completed project by August 31, 2013. 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. As you are aware, all funds should be spent in accordance with government transfer payment directives.

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 2074 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 Coordinator at glenn.court@ontario.ca or call at (416) 325-7802.

Thank you,



Ruth Flynn
Director
Inclusive Education Branch

Attachment: List of approved PRO School Council proposals

Ottawa Regional Office - School Council Parents Reaching Out Grant 2011-2012- Ottawa CDSB

Principal	Schools	Project	Amount Approved
Brid McDonald	All Saints Catholic High School	Student Health and Well Being	\$1,000
Luce Paradis	Assumption Elementary School	Building Community at Assumption Catholic	\$1,000
Michael Schreider	Corpus Christi Elementary School	Building Resilience in Your Child	\$500
Mary Murphy-Semenchuk	Dr F J McDonald Catholic Elementary School	Connecting Families - Living, Learning and Laughter	\$1,000
John Pedari	Frank Ryan Catholic Senior Elementary School	Brick Walls and Eggshells: Communicating with	\$1,000
Sue McCarthy	Georges Vanier Catholic Elementary School	Fostering Positive Body Image in Children and Youth	\$1,000
Chantal Couture-Campbell	Holy Redeemer Elementary School	Parent Lending Library	\$995
Caroline Tarrant	Holy Spirit Elementary School	Parents Obtaining Resources to Support a Safe and Caring School	\$1,000
Chris Mes	Immaculata High School	Mental Health and Your Teenager	\$1,000
Andre Potvin	Lester B Pearson Catholic High School	The Bully vs the Bullied	\$1,000
Jennifer Grant	McMasterCatholic Elementary School	Technology in The School	\$1,000
Ann Louise Revells	Monsignor Paul Baxter Elementary School	Social Media - How can we help out kids stay safe	\$1,000
Mary-Ellen Agnel	Mother Teresa High School	Engaging The Cultures	\$1,000
Bonnie Campbell	Notre Dame High School	Connecting Families - Living, Learning and Laughter	\$1,000
Mary-Ellen MacPhee	Our Lady of Fatima Elementary School	Connecting Families - Living, Learning and Laughter	\$1,000
Susan Thibault	Our Lady of Mount Carmel Elementary School	Mental Health Information Night for Parents	\$1,000
Elaine Phinney	Our Lady of Victory Elementary School	Council Communication	\$500
Cindy Owens	Sacred Heart High School	Parents Obtaining Resources to Support a Safe and Caring School	\$1,000
Brian Kelly	St Anthony Elementary School	Connecting Families- Living, Learning and Laughter	\$1,000
Rita Graaskamp	St Daniel Elementary School	Connecting Families-Living, Learning and Laughter	\$1,000
Donna-Palmer-Dodds	St Elizabeth Elementary School	Title: Connecting Families - Living, Learning and Laughter	\$1,000

Ottawa Regional Office - School Council Parents Reaching Out Grant 2011-2012- Ottawa CDSB

Suzanne Fitzgerald	St Emily Separate School	Bullying	\$1,000
Jane Hill	St Gabriel Catholic Elementary School	Parents Lending Library	\$1,000
Ann Beauchamp	St George Elementary School	Connecting Families - Living, Learning and Laughter	\$1,000
Paul McGuire	St Gregory Elementary School	Interest-Based Negotiation - Effective Negotiation Skills for	\$750
Karen Wilson	St Isidore Elementary School	Healthy Kids, Healthy Schools	\$1,000
Steve McGarrity	St Jerome Elementary School	Restorative Practices Learning Opportunity	\$1,000
Victoria White	St John the Apostle Elementary School	Importance of Physical Activity Learnings for Parents and	\$440
Sue Arbour	St Joseph High School	Hold Onto Your Kids Book Club, Blog, and Workshop	\$750
Kim Giles	St Leonard Elementary School	Parent Education - Keeping up with 20th Century Learning	\$1,000
Liz O'Neill	St Luke (Nepean) Elementary School	Mental Health Awareness	\$1,000
Carole Parent	St Marguerite d'Youville Elementary School	Childhood Stressors	\$1,000
Steve McCabe	St Mark High School	Mental Health Awareness	\$1,000
Marcia Lynch	St Mary (Gloucester) Elementary School	Parent Power	\$1,000
Dwight Delahunt	St Michael (Fitzroy) Elementary School	Healthy, Happy Families	\$1,000
Kathy Fischer	St Philip Elementary School	Parents Obtaining Resources to Support a Safe and Caring School	\$1,000
William Barrett	St Pius X High School	Get Hired 2!	\$780
Cathy Faux	St Thomas More Elementary School	Technology for Today and Tomorrow	\$1,000
Michael Curry	St. Francis Xavier Catholic High School	Parenting Through Turbulent Times - A Special Alcohol & Drug	\$1,000
Joanne Meredith	St. Theresa Elementary School	Creating a positive school climate	\$1,000
Don Kearnan	Thomas D'Arcy McGee Catholic Elementary School	Connecting with parents	\$1,000
Tracy Mertz	Uplands Catholic Elementary School	Homework Survival Strategies	\$1,000



Ottawa
Catholic
School Board

TO: _____, Principal
School

CC: School Council Chair

FROM: Julian Hanlon, Director of Education

DATE: October 3, 2011

RE: Parents Reaching Out (PRO) Grants for 2011-2012

Recently, you were informed by the Ministry that the PRO grant submitted for your school was successful. Attached is a cheque in the amount of \$ _____ that is to be used for your project entitled _____.

Important Procedures, Dates and Reporting Requirements

Item	Completed
1. It is recommended that the cheque be deposited in school bank account	
2. Spend funds before June 15, 2012. There will be no extension to this timeline.	
3. Report back on-line at http://education.factorial.ca . You will need the username and password from when your council applied for the Grant.	
4. Print a copy of the report. Make a copy of the report back form and receipts for your file.	
5. Send the report and original receipts to Alana Schryburt, Board Office, 570 West Hunt Club Road by Friday, June 22, 2012.	
6. Any unspent funds are to be returned at this time by cheque made payable to the Ottawa Catholic School Board.	

If you have questions regarding your project, please contact the CSPA website at: <http://www.ottawacspa.ca> or Joanne MacEwan at jmacewan@sympatico.ca or 613-738-4729. Congratulations, again, on your successful grant proposal.

JH/AS/SF
cc: Joanne MacEwan, PIC Chair
Encl



PAYMENT REQUISITION

P: 1309120911

Date: September 11, 2012

Payee: Schools as indicated on attached chart

Address: return to Sandra Falcomer c/o Directorate

DESCRIPTION:

PIC Grants for schools 2012-2013. All Schools receive the following:
\$500 for Elementary Schools, Intermediate Schools, 9-12 High Schools
\$1000 for Grade 7-12 Schools

CHARGE TO BUDGET ACCOUNT	AMOUNT	FOR OFFICE USE
1-309-000-10-332	\$47,000.00	
TOTAL	\$47,000.00	

ATTACH SUPPORTING DOCUMENTATION (IF APPLICABLE) AND IF YOU WISH TO HAVE IT ATTACHED TO THE CHEQUE, PLEASE ENCLOSE AN ADDITIONAL COPY

I certify that the above-noted work/service has been performed satisfactorily and/or that the above-noted supplies have been received.

Requisitioned By: Alana Schryburt

Position: Executive Officer

Signature: *Alana Schryburt*

Payment Approved By: *[Signature]*

Authorized Official

ACCOUNTING USE ONLY

1. Received By:

2. Approved By:

3. Verified By:

SEP08

ACCOUNTING DEPARTMENT
Tel: 613-224-4455 ext. 2254 Fax: 613-224-0132

**SCHOOL LIST
2012-2013**

	Principal	School
7 to 12 High Schools - \$1000		
1.	Brid McDonald	All Saints High
2.	Jennifer Oake	Holy Trinity High
3.	Chris Mes	Immaculata High
4.	Andre Potvin	Lester B. Pearson High
5.	Mary Ellen Agnel	Mother Teresa High
6.	Bonnie Campbell	Notre Dame High
7.	Cindy Owens	Sacred Heart High
8.	Michael Curry	St. Francis Xavier
9.	Sue Arbour	St. Joseph High
10.	Steve McCabe	St. Mark High
11.	Silvio Rigucci	St. Matthew High
12.	Danielle Novak	St. Paul High
13.	Norma McDonald	St. Peter High
9- 12 High Schools and 7/8 only schools - \$500		
1.	Mary Donaghy	St. Patrick High
2.	William Barrett	St. Pius X High
3.	John Pedari	Frank Ryan Senior Elem.
4.	Bill Walsh	St. Patrick Intermediate
Elementary (1 to 6) - \$500		
1.	Luce Paradis	Assumption
2.	Paul Gautreau	Blessed Kateri Tekakwitha
3.	Deanna Perry	Chapel Hill Catholic
4.	D'Arcine Thompson	Convent Glen Catholic
5.	Michael Schreider	Corpus Christi
6.	Pat Morden-Lahey	Divine Infant
7.	Mary Murphy-Semenchuk	Dr. F.J. McDonald Catholic
8.	Susan McCarthy	Georges Vanier Catholic
9.	Monica Kerwin	Good Shepherd
10.	Andrea Green	Guardian Angels
11.	Denise Gotell	Holy Cross
12.	Kevin Ryall	Holy Family
13.	Chantal Couture-Campbell	Holy Redeemer
14.	Caroline Tarrant	Holy Spirit
15.	Sean Crookshank	John Paul II
16.	Jennifer Speer-Grant	McMaster Catholic
17.	Ann Louise Revells	Monsignor Paul Baxter
18.	Mary-Ellen MacPhee	Our Lady of Fatima
19.	Susan Thibault	Our Lady of Mount Carmel
20.	Anne Marie Duncan	Our Lady of Peace
21.	Elaine Phinney	Our Lady of Victory
22.	Martine Mitton	Our Lady of Wisdom
23.	John Legree	Pope John XXIII
24.	Stephen Gay	Prince of Peace
25.	Jody Prevost	St. Andrew
26.	Kari Burke	St. Anne
27.	Brian Kelly	St. Anthony
28.	Gerry Proulx	St. Augustine

29.	Richard Chaplinsky	St. Bernard
30.	Linda Mancini	St. Brigid
31.	Patricia Phalen	St. Brother Andre Catholic
32.	Leslie Coates	St. Catherine
33.	Lise Powell	St. Clare
34.	Rita Graaskamp	St. Daniel
35.	Donna Palmer-Dodds	St. Elizabeth
36.	Jim Rogers	St. Elizabeth Ann Seton
37.	Suzanne Fitzgerald	St. Emily
38.	Diane Fournier	St. Francis of Assisi
39.	Jane Hill	St. Gabriel
40.	Ann Beauchamp	St. George
41.	Paul McGuire	St. Gregory
42.	Karen Wilson	St. Isidore
43.	Elizabeth Dean	St. James
44.	Steve McGarrity	St. Jerome
45.	Victoria White	St. John the Apostle
46.	Kim Giles	St. Leonard
47.	Elizabeth O'Neill	St. Luke (Nepean)
48.	Martha Palmer	St. Luke (Ottawa)
49.	Carole Parent	St. Marguerite d'Youville
50.	Caroline O'Connor	St. Martin de Porres
51.	Marcia Lynch	St. Mary
52.	Bob Santos	St. Michael (Corkery)
53.	Dwight Delahunt (acting)	St. Michael (Fitzroy)
54.	Michael Keeler	St. Michael (Ottawa)
55.	Kim MacDonald	St. Monica
56.	Michelle Corbett	St. Patrick Elementary
57.	Kathy Fischer	St. Philip
58.	Tim Slack	St. Rita
59.	Donna Bekkers-Boyd	St. Rose of Lima
60.	Mary-Anne Cowan	St. Stephen
61.	Joanne Meredith	St. Theresa
62.	Cathy Faux	St. Thomas More
63.	Don Kearnan	Thomas D'Arcy McGee
64.	Tracy Mertz	Uplands Catholic

13 Gr 7-12 schools	X 1000 = \$13,000
4 Gr 9 to12 and 7/8 schools	X 500 = \$ 2,000
64 elementary	X 500 = \$32,000
81 schools	Total = \$47,000



Ottawa
Catholic
School Board

MEMORANDUM

TO: School Principals
School Council Chairs

COPY TO: Superintendents
David Leach, Superintendent of Finance and Administration
Joanne MacEwan, PIC Chair
Portia Marcaida, Finance Officer

FROM: Julian Hanlon, Director of Education

DATE: November 1, 2011

RE: **Parent Involvement Committee (PIC) Grants 2011-2012**

Attached is a cheque in the amount of \$500 made payable to the school principal. This cheque should be endorsed by the principal and given to the school council chair for the council to spend on activities that support or enhance parental involvement.

Parent Involvement (PIC) funds can be spent on any of the following types of activities:

- workshops (e.g., Parents as Partners)
- communication (constant contact, flash alert, signage, newsletters, websites)
- guest speakers
- translation services
- any school events that involve parents (meet the teacher, volunteer appreciation)
- babysitting at parent events (parent teacher interviews, workshops...)
- resources, such as books or other materials
- vouchers from a local grocery to be used to support events involving parents

These funds must not be spent on the following:

- Smart Boards
- Computers
- Textbooks for students
- LCBO and Beer Store items

Please see CSPA website at: <http://www.ottawacspa.ca/> for ideas on how to spend these funds. If you require further information, you are welcome to contact Joanne MacEwan (Chair) directly at jmacewan@sympatico.ca

Catholic Education Centre

570 West Hunt Club Road, Nepean, Ontario, Canada K2G 3R4
Phone: 613-224-2222 Fax: 613-228-4158
Website: www.ottawacatholicschools.ca

Please note:

1. The school council should decide how the money is to be spent. There are Ministry guidelines. If your school does not have a need for the funds and you know of a school that might benefit, please contact Alana Schryburt on how to arrange this option. The school that originally receives the funds is still responsible for collecting original receipts and filing the report in June.
2. **All spending should be completed by June 11, 2012.** Early in June, the Principal will be sent a reporting form to be completed by the school council. Once completed, the form is to be signed by the school council chair and the Principal. Receipts are to be placed in the envelope that will be provided.
 - SPEND all PIC monies: there are lots of parent initiatives that can be accomplished in schools. Please contact Alana Schryburt or CSPA for more direction if needed.
 - Enclose ORIGINAL RECEIPTS in the envelope (to be provided in June). School council chair and Principal are to sign the form where indicated
 - Return the envelope with the form to Alana Schryburt, Director's Office (570 West Hunt Club) by **June 18, 2012** unless you have informed us that you have an event taking place after this date.

Thank you for your assistance in supporting this initiative by the Ministry of Education.

JH/AS/SF

Encl.



Posted in CLL in Blackboard on September 14, 2012

Parent Involvement in Our Schools

Parent Involvement Committee (PIC)

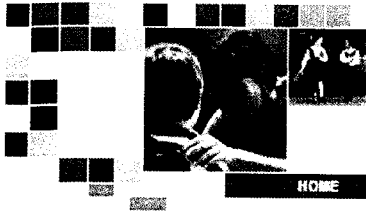
The Ottawa Catholic School Board Parent Involvement Committee (PIC) is a provincially mandated committee made up of parents, a trustee, a principal and the Director of Education. The purpose of PIC is to support, encourage and enhance parent engagement at the school board level in order to improve student achievement and well-being. The parent members of the OCSB PIC are appointed by CSPA.

Learn more about PIC at <http://www.ocsb.ca/board/administration/committees/pic>

Catholic School Parents' Association (CSPA)

The Catholic School Parents' Association (CSPA) is a volunteer group representing the parents in our school board. We are a resource for school councils and the parent community for information on local and provincial education issues. Through our website, Twitter, and email newsletters we provide updates on education in Ottawa & Ontario; plus we share great tips, resources and information to help parents support their children in school. All parents are welcome and encouraged to join our e-mail list at <http://visitor.constantcontact.com/manage/optin/ea?v=001RO3dPrXHwIEmlCAHbfwEzQ%3D%3D>, follow us on Twitter or attend CSPA monthly meetings.

Visit the CSPA website at www.OttawaCSPA.ca to learn more about CSPA and the work we do to support parents and their children in our schools.



Catholic School Parents Association
Helping School Councils Keep Parents Informed

HOME	CSPA	MEETINGS	ACTIVITIES	RESOURCES	LINKS	CONTACT US
----------------------	----------------------	--------------------------	----------------------------	---------------------------	-----------------------	----------------------------

CSPA is proud to offer

Parenting Now - Life Literacy

Helping parents help their children succeed in school and life

on the morning of **Saturday, October 27, 2012**, at St. Patrick's High School (2525 Alta Vista Drive).

We welcome all parents in the region to attend the event, regardless of school board affiliation. So come join us for a relaxing informative morning, take in the displays, learn and meet new people like you who make the difference.

For directions to St. Patrick's High School, click on the following link: [**Map for St. Patrick's H.S.**](#)

Follow the link to use the OC Transpo travel planner: [**Plan your bus route**](#)

Our featured speaker is Pabi Rizal



Bhutanese Refugee, Student, Volunteer, Employee, Interpreter

Someone Who is Making a Difference

Moving half-way across the world to an entirely new country and culture could seem daunting to any teenager. Now imagine being a Deaf refugee from a war-torn country.