

What project costs or activities are NOT eligible?

- Activities, resources, workshops or speakers for students
- Payment to school board staff or volunteers, including salaries, gifts or honoraria
- Purchase of goods and services for which the Ministry provides funding (e.g., textbooks, library books, school furniture, computers, cameras, projectors, student transportation)
- Purchase of student supplies for home use (e.g., markers, paper, glue, scissors, prizes, student agendas, calendars, supplies, scrapbooks, arts and crafts)
- Capital items, such as televisions, sports equipment, shelving, computers
- Portable/handheld devices, such as tablets or laptops
- Computer software or applications, online subscriptions, voice messaging systems, website maintenance
- Excursions
- School signs, announcement boards/screens
- Landscaping or creation/equipping of outdoor classrooms
- Fundraising events
- Prizes for fundraising/school events

TCDSB PIC Grant

Reporting Process

Project must be completed by **June 30th** of the academic year

The reimbursement process is completed by the Principal and the Chair. The following 3 (three) items must be required for reimbursement:

1. A completed TCDSB cheque requisition;
2. A completed PIC Grant Template, signed by the Principal and the Chair; and
3. Attached **original receipts/invoices** for the total amount requested.

The complete package must be submitted to the CEC: Manuela Sequeira.

A copy of the complete package must be kept with the CSPC Financial records for the same academic year.

Please visit:

<https://www.tcdsb.org/FORPARENTS/CSPC/Pages/PIC-Grant.aspx>



Parent Involvement Committee (PIC) Grant Resource

The Ontario Ministry of Education's Parent Involvement Policy provides each school board with funds specifically allocated to support school-based initiatives which enhance the participation and engagement of parents in their child's education.

Each school is allocated a Parent Involvement Committee Grant of \$500.00 per academic year. These funds are to be used to find local solutions that lessen barriers to parent engagement in their own school, with the goal of equity of outcomes for student achievement and well-being.

PIC GRANT

- The Ministry provides Boards with PIC grants funds for schools to lead projects/initiatives, with a focus on identifying and removing local barriers that prevent all parents/guardians from participating and engaging fully in their children's learning.
- The Ministry recognizes that schools within and across Ontario have diverse needs. Thus, projects/initiatives and strategies to enhance parent involvement will vary from school to school.
- The local Catholic School Parent Council (CSPC), in collaboration with the principal and school staff, identify and implement the parent engagement project/initiative that addresses the local needs.

Projects/Initiatives Output:

- Workshops
- Information Sessions
- Engagement Sessions with a Parent Learning Component
- Parent/School Communication Tools
- Parent Lending Resources
- Parent Resource Creation

PIC GRANT GUIDELINES

The maximum amount provided to each school council will be \$500.00 yearly.

Funds are to be used yearly.

Funds are deposited in the School's Outside Agency Account (LOC 333) To access the funds, the TCDSB reimbursement process must be followed.

All applications must be approved through a motion at a CSPC meeting and recorded in the meeting's minutes.

School councils, in partnership with the school principal, are responsible and accountable to the Board for use of the funds for its intended purposes.

School councils are responsible for project budgets, successful completion of the projects, and completion of the paperwork required for the reimbursement of funds.

PIC GRANT PROJECT IDEAS

- A Literacy Event for Parents
- A Math Event for Parents
- A Science & Technology Event for Parents
- An Equity and Inclusion Education Session for Parents
- An IEP Information Session for Parents
- A Special Services Information Session for Parents
- Supporting New Canadian Families Information Session for Parents
- A Mental Health and Well-Being Information Session for Parents
- Social Media Education Session for Parents
- A Safe Schools Information Session for Parents
- A French Café for Parents
- 'Meet and Greet' Event Before a CSPC Meeting for Parents
- 'Meet and Greet' Event Before Curriculum Night
- Elementary & Secondary Transition Information Session
- Child-minding for CSPC Meetings
- Information Pamphlets for Parents
- Information Sessions on Topics/Issues of Current Interest to School
- Parent Lending Library
- Parent Resource Creation (e.g., welcoming information package for all parents in September; or for parents new to the school)