

Ministry of Education

Parent Engagement Office
Field Services Branch

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MEMORANDUM TO:

Directors of Education

FROM:

**Gerry Townsend
Manager
Parent Engagement Office**

DATE:

July 13, 2007

RE:

**School and Board-Based Parent Involvement Funding
Allocations for 2007- 08 and Report Back Process for 2006-07**

Increased parent engagement in their child's education is one of the key strategies of the Ministry of Education to improve student achievement.

Funding Allocations for 2007-08

For 2007-08, district school boards and school authorities will receive funding to support parent engagement as detailed in section 6 of Memorandum 2007: B6 dated June 1, 2007.

Through an extension letter to the 2006-07 transfer payment agreement, funds detailed in the B6 memorandum will be transferred to district school boards and school authorities. In September 2007, pending receipt of the signed extension letter, the Parent Engagement Office will transfer these funds to boards.

Two copies of the extension letter to the 2006-07 transfer agreement are attached. Please sign both copies. Keep one copy for your files and return the other copy in the enclosed envelope to the attention of Regina Moore at the Parent Engagement Office by August 31, 2007.

As indicated in Memorandum B6, the Parents Reaching Out (PRO) grants for school councils and for regional/provincial projects will continue in 2007-08 through an application process. Further details regarding the process will be available in late summer.

Report Back Process for 2006-07 Parent Involvement Funds

Base mobilization funds transferred to school boards for Parent Involvement for 2006-07 and 2007-08 are to be reported through EFIS in data form E as part of the regular cycle of financial reporting for the GSN. In EFIS, your board can confirm that \$500 was allocated to each school council and highlight the areas of use for board-wide parent involvement.

Report Back Process for Parents Reaching Out Grants for School Councils

As you know, the original completion date of June 30, 2007 for activities funded through the Parents Reaching Out Grants for school councils has been extended to September 30, 2007.

Accordingly, the report back process timelines have also been modified as follows:

The Reporting Template in Section D of the original application kit is now to be submitted by school councils to school boards by October 19, 2007. Please note school boards are being asked to collect the Section D Reporting Templates for all funded projects and forward these templates to the appropriate regional office by October 31, 2007. School boards are to maintain the original receipts and invoices for each project according to school and school board accounting policies. The Ministry of Education does not require the original receipts or invoices.

In addition, school boards are requested to complete the Board Report Back Template which was attached to the Transfer Payment letter for Parents Reaching Out Grants (a copy of the Report Back Template is attached and can also be accessed electronically through the Ministry Reporting Calendar at <https://efistest.edu.gov.on.ca/efisreporting>). When completed, this Board Report Back Template is to be sent electronically to the Parent Engagement Office by October 31, 2007 to the attention of Regina Moore at regina.moore@ontario.ca.

Thank you for your continued support.

Gerry Townsend

Enclosures

Cc: Regional managers