



# Parent Involvement Committee

February 25, 2026, at 5:30 p.m.  
Microsoft Teams – [Click here to join the meeting](#)

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## AGENDA

1. **Call to Order & Land Acknowledgement**
2. **Welcome & Introductions**
3. **Approval of the Agenda**
4. **Review of Minutes**
  - a. December 10, 2025 ([p.2](#))
5. **Presentations**
  - a. K-3 Literacy (Lead Vincze)
6. **Strategic Plan Vignette:** [February: Technology in Action](#)
7. **Budget Planning** ([p.13](#))
8. **Correspondence**
9. **Other Items**
10. **Future Meeting Dates & Topics**
  - a. Meeting Dates:
    - i. April 22, 2026
  - b. Topics for Discussion:
    - i. Pathways
    - ii. Supports for students with IEPs
    - iii. Math supports
    - iv. Artificial Intelligence
    - v. Qualified Staff / Recruitment
11. **Lollipop Moments**
12. **Adjournment**



District School Board  
Ontario North East

## Parent Involvement Committee (PIC)

December 10, 2025, at 5:30 p.m.  
Microsoft Teams

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### MINUTES

#### Committee Members Attendance:

|                   |                                          |
|-------------------|------------------------------------------|
| Skye Pomainville  | Chair of the Committee, Parent – Timmins |
| Amanda Portelance | Parent Representative – Kirkland Lake    |
| Amy Elston        | Parent Representative – Timmins          |
| Emilie Runnalls   | Parent Representative – Kerns            |
| Michelle Fiset    | Parent Representative – Elk Lake         |
| Shannon Wittmaack | Parent Representative – New Liskeard     |
| Kirsten Elvestad  | Superintendent of Education              |
| Jonathan Byer     | Trustee, Chair of the Board              |
| Shannon Sayeau    | Principal Representative                 |

#### Committee Members Regrets:

|                 |                                                |
|-----------------|------------------------------------------------|
| Ashley Mitchell | Vice-Chair of the Committee, Parent - Temagami |
| Crystal Hewey   | Trustee, Vice-Chair of the Board               |

#### Guests Attendance:

Crystal Young, School Council Member, JHKPS  
Elizabeth Kazienko, Mental Health Lead (Presenter)  
Julie Hutnick-Whitehead, Vice-Principal TPS  
Lesleigh Dye, Director of Education  
Lesley Delaurier, Vice-Principal CoPS  
Megan Selin, Principal WEMPS  
Viktoriia Ganiman, School Council Member, RRBPS

**Recording Secretary:** Shannyn Bradford, Executive Assistant

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#### 1. Call to Order & Land Acknowledgement

The meeting was called to order at 5:31 p.m. by Skye Pomainville, Chair of the Committee.

We acknowledge as a School Board, that we are guests on the lands of the Anishinaabe, Algonquin and Cree people, located in the Robinson-Huron and Treaty 9 territory. We also recognize the enduring presence of all First Nations, Métis and Inuit Peoples.

## 2. Welcome & Introductions

The meeting began with introductions, participants sharing their role or interest in PIC, as well as the school community they are a part of.

## 3. Appointments to the Committee

Chair Pomaineville shared that the Chair and Vice-Chair positions will be held by the current members for 2025-26, as the second year of their term on the executive. She invited all parents present at the meeting to become a part of the committee. Namely:

- Amy Elston – parent, school council chair for WEMPS
- Amanda Portelance – parent, school council member CenPS
- Emilie Runnalls – parent, school council chair for KPS
- Michelle Fiset – parent, school council member ELPS
- Shannon Wittmaack – parent, school council co-chair TDSS

All confirmed their nominations and interest in becoming members of the Committee.

**MOTION:** That the nominees as listed above be appointed to the Parent Involvement Committee.

- Moved by: Michelle Fiset
- Seconded by: Shannon Wittmaack

**CARRIED**

## 4. Approval of the Agenda

The agenda was shared and reviewed. No changes were requested.

**MOTION:** That the agenda for this Parent Involvement Committee meeting dated December 10, 2025, be approved.

- Moved by: Emilie Runnalls

**CARRIED**

## 5. Review of Minutes

The Minutes from the Parent Involvement Committee meeting held on December 11, 2024, and the informal meeting notes of the meetings held on February 19, April 16, and October 29, 2025, were reviewed. No changes or corrections were requested.

**MOTION:** To approve the Minutes of the PIC meeting held December 11, 2024, and accept the informal meeting notes of the meetings held on February 19, April 16, and October 29, 2025.

- Moved by: Michelle Fiset

**CARRIED**

## 6. Presentations

- a. **Caring for Students Beyond the Classroom** (Mental Health Lead Kazienko)

Lead Elizabeth Kazienko outlined the board's Mental health services, how they are organized and how they work with community services. She discussed signs to watch for that may indicate a child needs help, how to start conversations, and who they can reach out to. The presentation slides are included at the end of the Minutes.

Chair Pomaineville thanked her for her presentation.

## 7. Strategic Plan Vignette

The vignette for November (Learning beyond the classroom) was played. The link is in the agenda, or you can visit the DSB1 [YouTube](#) channel to view this vignette and more.

## 8. Correspondence

Nil.

## 9. Other Items

Shannon Wittmaack asked about how the board deals with destruction of school property. Their school council had a lengthy discussion about the bathrooms vandalized there. Superintendent Elvestad said it is not happening board-wide, but that these tend to be localized issues that happen periodically. The school council is the right place for these discussions, since responses would vary depending on individual school needs.

Amy Elston asked, with the recent decrease in EAs, what supports are being put in place to prevent children from falling through the cracks now. Is anything coming from the Ministry? What is the board/school response? Director Dye shared that the board knew, when we were so generously supported by Jordan's Principle, that it would not last forever. During that time, the board did not reduce their own EAs, rather continued to increase, and have just now added more based on our revised estimates. We also have transitional EAs providing temporary help to children for specific strategies. The Special Education team works closely with schools, monitoring student needs based on feedback/requests by teachers, principals, and families, ensuring EAs are placed where they are most needed. Amy wondered how the increase in EAs corresponds with our enrolment numbers. Director Dye confirmed that there is a correlation, as our number of students with special needs has also increased over that timeframe.

## 10. Future Meeting Dates & Topics

### a. Meeting Dates:

- i. February 25, 2026
- ii. April 22, 2026

### b. Topics for Discussion: new suggestions made for future meetings:

- Math & Literacy supports – where the board is right now and what supports are being put in place to improve - with regards to the Right to Read report of 2022, and the most recent EQAO results.

(Director Dye shared that the Board has staffing in place specifically to support math and literacy in schools, and agrees that there is much that could be shared and discussed on the topic)

- Trustees – with discussion about if the Ministry is going to do away with them, does the board have a plan for how they will proceed either way? Director Dye shared that school boards are not part of this discussion, and it isn't something we can influence. It is solely a Minister of Education decision.
- Qualified Staff – the problems in finding qualified teachers, EAs, Social Workers, ECEs, CYW's, etc., and with filling the positions with unqualified people. What are our recruitment strategies, are they effective, and what else can be done?
- Outdoor Learning – is full-on just outdoor learning something the board has thought about as an alternative program?

### 11. Lollipop Moments

Emilie Runnalls shared that her kids are new to DSB1 this year. They are typical farm kids who don't like school as they would much rather be outdoors. This is the first year her grade 5 kid has liked going to school. As a parent, it is a great feeling when your kids are happy at school and feel like they belong.

Director Dye shared that one of our schools reached out to her today to let her know that a former student, one of our former student trustees, made a significant financial donation to their school. It is such a heart-warming thing to see, especially from a young adult just starting out.

Director Dye was also happy to report that 14 of our schools are now at pre-pandemic attendance levels. There is still room for improvement, but to get here is incredible!

Shannon Wittmaack agreed that the work being done at the schools to encourage attendance & engagement is amazing. There are all sorts of programs and activities, even student-run activities. The opportunities are great and really meet the kids where they are, engaging them in their education by creating opportunities for them to explore their interests, rather than just rote desk work.

Principal Shannon Sayeau agreed there are some amazing things going on in our schools, and that our website is always sharing stories about the great things being done. She encouraged everyone to check them out!

### 12. Adjournment

Chair Pomaineville thanked everyone for coming out tonight, and for their great participation.

**MOTION:** To adjourn and report to the Board.

- Moved by: Shannon Wittmaack
- Seconded by: Michelle Fiset

**CARRIED**

The meeting was adjourned at 6:30 p.m.



## Supporting Student Mental Health : A Guide For Families

Lead Elizabeth Kazienko |  
December 10, 2025



District School Board  
Ontario North East

## Land Acknowledgement

We respectfully acknowledge that we are situated on the traditional territories of the Cree, Ojibway, Oji-Cree and Algonquin Peoples. We commit to actions to better serve students, families and communities who identify as First Nation, Métis and Inuit.

## Our Vision

**Preparing our learners for their future success.**

## Our Mission

**Providing meaningful growth opportunities.**

## Our Strategic Priorities

**Achieve**

**Belong**

**Create**

## Our Approach to Mental Health

### **Proactive and Inclusive Services**

- DSB1 provides accessible mental health support prioritizing early identification and timely intervention.

### **Social-Emotional Learning**

- Focus on classroom strategies that build coping and stress management skills for student wellness.

### **Personalized Support**

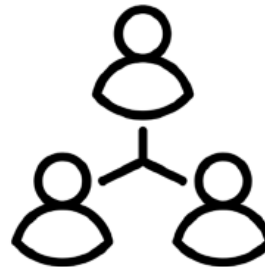
- Small group and individual sessions address common challenges like anxiety with tailored care.

### **Collaboration with Educators**

- Working together to create safe and supportive learning environments for all students to thrive.

## Who Does the Team Consist of?

- Child & Youth Workers: 15
- School Social Workers: 7
- Attendance Counselors: 3
- Mental Health Lead: 1



## How We Help

### Dedicated Mental Health Professionals

- The team includes Child and Youth Workers and School Social Workers committed to supporting student well-being.

### Comprehensive Services

- Services range from classroom-based programs to individualized interventions tailored to student needs.

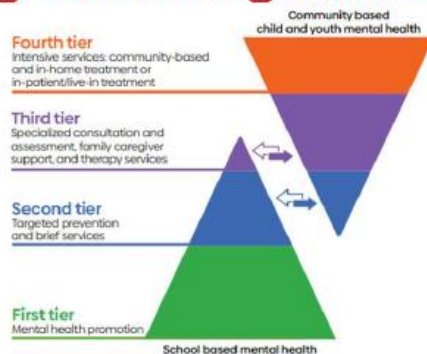
### Collaborative Approach

- Collaboration with families, educators, and community partners strengthens support and empowers students.

### Empowering Student Success

- Focus on fostering resilience and passion for learning to help students thrive academically and emotionally.

## How is the Mental Health & Wellbeing Team Organized?



## Tier 1: Mental Health Promotion

- MH Lit in Action (GR 9-12)
- MH Lit Grades (GR 7-8)
- Kids Have Stress too (JK/1)
- Stress Lessons (GR 4)
- Everyday Speech
- Keys to Wellness
- Taming Angry
- Social Emotional Learning (Geared to classroom needs)
- From Stressed Out to Chilled Out (GR 7)
- Roots of Empathy
- Many more...

**Mental Health Literacy Module for Educators**

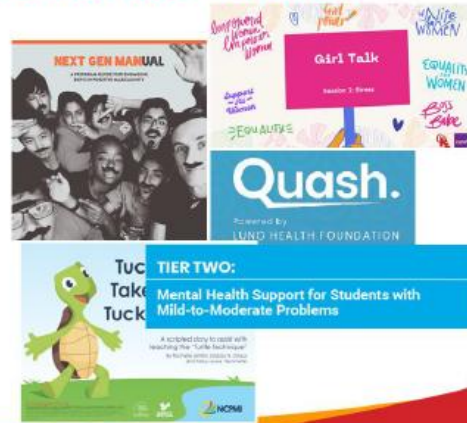
**Module 10.2**  
**KNOWING WHEN, WHERE, AND HOW TO SEEK SUPPORT**

**STRESSED OUT TO CHILLED OUT**  
A Psychology Foundation of Canada Program  
Presented by: OOSE Mental Health & Wellbeing Teams  
Co-developed with the OOSE Region's Educators, Family Support, and Youth Services

**TIER ONE:**  
Caring conditions for Learning  
Social Emotional Skills  
Mental Health Knowledge

## Tier 2: Targeting Prevention & Brief Services

- Girl Talk
- Social Emotional Learning Groups
- Keys to Wellness
- Bullying Prevention
- Taming Anger
- Tucker the Turtle
- Boys Group
- Strength-Based Resiliency Training
- Emotional Regulation
- Friendship Building
- Many more...
- One at a Time Services / Individual Supports



## Tier 3: Intervention & Community Pathways

**Kids Help Phone** (young people in Canada)  
Call: 1-800-668-6868  
Text: CONNECT or FIRST NATIONS, INUIT or METIS to 686868  
Online chat: [Kidshelp@phone.ca](mailto:Kidshelp@phone.ca)

**NEOFACS** (youth up to 18 years old)  
Chat: 705-360-7100

**9-8-8 Suicide Crisis Helpline** (all youth)  
Call or text: 9-8-8

**Misiway Mitopemahatesewin Community Health Centre** (youth in Temmings)  
Chat: 705-264-2200

### TIER THREE:

Strong System Pathways for Students and Families needing More Intensive Support

#### Fourth tier

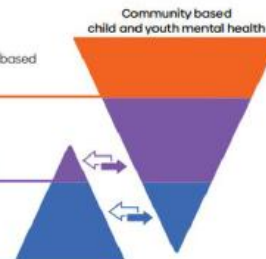
Intensive services: community-based and in-home treatment or in-patient/live-in treatment

#### Third tier

Specialized consultation and assessment, family caregiver support, and therapy services

#### Second tier

Targeted prevention and brief services



## Families May Consider Services if..

### Identifying Unusual Behaviors

- Families should notice if their child's behaviors are unusual or disruptive to daily life or routines.

### Recognizing Key Behavioral Changes

- Withdrawal, irritability, and persistent sadness are important signs that need attention.

### Importance of Early Intervention

- Early recognition helps families seek support before mental health issues worsen.

### Trusting Instincts

- Families should trust their instincts when something feels off and explore further.

## Starting the Conversation About Mental Health with your Child

### Create Safe Environment

- Choose quiet moments and reassure your child they can share anything without judgment.

### Encourage Open Dialogue

- Use gentle observations and open-ended questions to promote honest communication.

### Respond with Empathy

- Remain calm if child shuts down and thank them if they disclose serious feelings; seek professional help when necessary.

### Foster Trust and Acceptance

- Your love and acceptance help your child cope with challenges and feel safe to seek support.

## How to Access Supports

### Engage with School Staff

- Discuss your concerns with teachers or school administrators to share observations about your child's mental health.

### Explore Online Resources

- Utilize mental health portals and online resources to find additional support and information for your child.

### Collaborative Approach

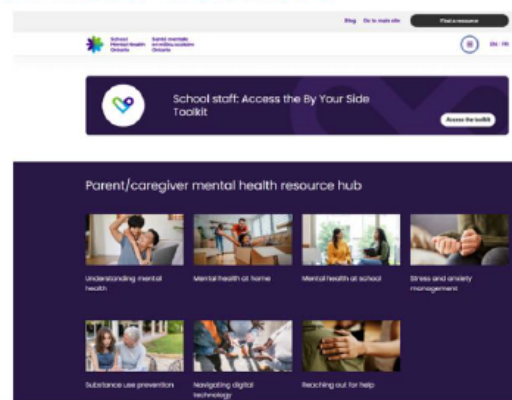
- Working together with the school ensures timely and appropriate support for your child's mental health needs.

### Prioritize Child's Well-being

- Taking proactive steps shows your child that their mental health is important and help is available.

## School Mental Health Ontario

- Parent/caregiver resources to support mental health learning and well-being for every family



## **External Support Options**

### **Kids Help Phone**

- Provides 24/7 phone, text, and online support for children's mental health needs.

### **Hope for Wellness Help Line**

- Offers culturally appropriate mental health support via phone and online.

### **One Stop Talk**

- Accessible mental health resource complementing school-based supports through phone and online.



District School Board  
Ontario North East

**Thank you**  
**Meegwetch**  
**Merci**

## Parent Engagement Funding Allocations

Funding for parent engagement is intended to support the parent engagement activities of the school board's parent involvement committee, school councils and parents.

### 1. Parent Involvement Committee:

All school boards in Ontario are required to have a parent involvement committee. The purpose of a parent involvement committee is to support, encourage and enhance parent engagement at the school board level to improve student achievement and well-being.

Each school board receives a base amount of \$5,000 and a per student amount (ADE x 0.17) to support their parent involvement committees.

**\*2025-2026 PIC Budget = \$6,182**

### 2. School Councils:

At the school level, through the active participation of parents, school councils work to improve student achievement and to enhance the accountability of the education system to parents. This funding is to be allocated to support the work of each school council.

School boards receive \$500 per school to support school councils.

### 3. Parent Reaching Out:

In addition, each school board receives a base amount of \$1,500 plus \$500 per school to support initiatives that identify and address local parent needs and/or remove barriers that prevent parents from participating and engaging fully in their children's learning and educational progress. Essential to this process is ensuring that parents have access and inclusive means to support their engagement. School boards are to allocate this funding amount in consultation with their parent involvement committee to identify and align with local, equitable and inclusive funding priorities.

## School Parents Reaching Out Projects – Funding Requests

Schools that have requested extra funding for projects:

| School                       | Event                  | Request           |
|------------------------------|------------------------|-------------------|
| Central PS                   | Warm Meal Project      | 2,000.00          |
| Elk Lake PS                  | Family BBQ Night       | 1,000.00          |
| Schumacher PS                | Good Food Literacy Box | 700.00            |
| <b>Total</b>                 |                        | <b>\$3,700.00</b> |
| <b>School Board Funding</b>  |                        | <b>- \$1,500</b>  |
| <b>Total Request for PIC</b> |                        | <b>\$2,200</b>    |



District School Board  
Ontario North East

## 2025-26 Parents Reaching Out (PRO) ADDITIONAL FUNDING APPLICATION

School project requests for funding beyond their school's allocation:

Projects must address local parent needs and/or remove barriers that prevent parents from **participating and engaging fully in their children's learning and educational progress**. Schools are encouraged to **work with the Board's IPAC, SEAC, or Equity Committee**, as well as with community organizations in order to identify projects that support the diversity of parent needs and parent communities at the local level through an equity and inclusion lens.

\*Funding must be spent, and project completed, within the 2025-26 school year\*

Ensure all sections have been completed before submitting by email to [Shanyn.Bradford@dsb1.ca](mailto:Shanyn.Bradford@dsb1.ca). Applications are due by **February 2, 2026**.

### SECTION A: GENERAL INFORMATION & FUNDING REQUEST

School: Central Public School

Name of Project Lead: Stephanie Paige

#### Funding Information

Will the school be funding involved? ☐ School Council ☒ School PRO ☐ None

Will there be external funding provided? ☐ Yes ☒ No

If yes, please provide details:

Total funding estimated for the project: \$ 2,500.00

Total amount of school funding: \$ 500.00

Total amount of external funding: \_\_\_\_\_

Amount of extra funding being requested: \$ 2,000.00

### SECTION B: PROJECT INFORMATION

Name of the project: Attendance Incentive- Warm Meal Project

Date range of project or event date: January- June

Which commitment is this project intended to align with: Please select one or more of the following:

- ☒ Provide a safe and welcoming school environment
- ☐ Maintain open communication with teachers
- ☐ Respect parents as valued partners within the education system in relation to decisions about their child's education
- ☐ Parents are informed about the content of the Ontario Curriculum Guidelines

**Project Description**

*Please describe your project to include:*

Purpose and Intended outcomes:

With the high amount of food insecurities, in addition to our snack program, we would like to offer a warm breakfast or lunch opportunity to the school possibly once a month. We have noticed that these sort of opportunities have increased our Average Attendance as well as lowered our PA rates. Children are excited to enjoy a nice meal in their classrooms with their teacher and friends.

Actions to be used to achieve the outcome:

Planned days during times where we have noticed a dip in attendance.  
All students given the opportunity with alternative for dietary restrictions.

Anticipated challenges:

Delivery  
Cost  
Preparation

**Parent Engagement**

Does the project involve school councils? ☒ Yes ☐ No

If yes, please provide details:

School council will be assisting with this project and using the school council allotment for a school BBQ- there fore the proposed will be in addition to the PRO grant.

Will the project involve PIC, SEAC, IPAC, or other Committees? ☐ Yes ☐ No

If yes, please provide details:

### **Project Reach and Other Involvement**

How many parents, staff members, and external community participants (i.e. community partners, parents/guardians) do you anticipate reaching through this project? 300

Estimate the number of students that may be attending the event. 265

Will community organizations or other school boards be participating in the event? ☒ Yes ☐ No

If yes, please provide details:

Community partnership with meals and supporting local businesses. Parent Council and CHASA

How do you plan to inform families and/or the school community of the project and its outcome?

Social Media posting/ monthly calendars. Will show beginning attendance rate/persistently absent rate at the beginning and show again after the project is complete.

### **SECTION C – BUDGET DETAILS**

*Outline the project estimates based on the items or services required, the purpose of those items/services, and the cost expected (Note: use exact figures where possible – do not round costs to the nearest dollar).*

| EXPENSE                                        | ITEMS AND SERVICES                              | PURPOSE                                                                                  | COST (\$)       |
|------------------------------------------------|-------------------------------------------------|------------------------------------------------------------------------------------------|-----------------|
| Facilitator / Speaker                          |                                                 |                                                                                          |                 |
| Refreshments                                   |                                                 |                                                                                          |                 |
| Translation                                    |                                                 |                                                                                          |                 |
| Materials (printing, workshop resources, etc.) |                                                 |                                                                                          |                 |
| Promotion / advertising                        |                                                 |                                                                                          |                 |
| Childcare                                      |                                                 |                                                                                          |                 |
| Parent lending library materials               |                                                 |                                                                                          |                 |
| Administrative costs                           |                                                 |                                                                                          |                 |
| Transportation                                 |                                                 |                                                                                          |                 |
| Other (please specify):<br>Meals               | soups, breakfasts, warm lunch for all students. | increase attendance and create a sense of security and support for our school community. | 2,500.00        |
| <b>TOTAL</b>                                   |                                                 |                                                                                          | <b>2,500.00</b> |

Thank you for completing this application. Notification of funding to be allocated will be sent by email after review of all applications has taken place.



District School Board  
Ontario North East

## 2025-26 Parents Reaching Out (PRO) ADDITIONAL FUNDING APPLICATION

School project requests for funding beyond their school's allocation:

Projects must address local parent needs and/or remove barriers that prevent parents from participating and engaging fully in their children's learning and educational progress. Schools are encouraged to work with the Board's IPAC, SEAC, or Equity Committee, as well as with community organizations in order to identify projects that support the diversity of parent needs and parent communities at the local level through an equity and inclusion lens.

\*Funding must be spent, and project completed, within the 2025-26 school year\*

Ensure all sections have been completed before submitting by email to [Shanyn.Bradford@dsb1.ca](mailto:Shanyn.Bradford@dsb1.ca). Applications are due by **February 2, 2026**.

### SECTION A: GENERAL INFORMATION & FUNDING REQUEST

School: Elk Lake Public School

Name of Project Lead: Jillian Daoust

#### Funding Information

Will the school be funding involved? ☐ School Council ☒ School PRO ☐ None

Will there be external funding provided? ☒ Yes ☐ No

If yes, please provide details:

If required, SAC will provide funds.

Total funding estimated for the project: 1500

Total amount of school funding: 500

Total amount of external funding: \_\_\_\_\_

Amount of extra funding being requested: 1000

### SECTION B: PROJECT INFORMATION

Name of the project: Family BBQ Night

Date range of project or event date: June 2026 (TBC)

Which commitment is this project intended to align with: Please select one or more of the following:

- ☒ Provide a safe and welcoming school environment
- ☒ Maintain open communication with teachers
- ☒ Respect parents as valued partners within the education system in relation to decisions about their child's education
- ☐ Parents are informed about the content of the Ontario Curriculum Guidelines

### **Project Description**

*Please describe your project to include:*

Purpose and Intended outcomes:

The Family BBQ Night is designed to build strong connections between students, families, and school staff in a welcoming open-house setting. Students will have the opportunity to share their schoolwork and give families a tour of the school, while staff are available for informal communication and relationship-building. Simple games and activities will encourage community engagement. The event will be free of charge and include a complimentary BBQ to ensure all families can participate.

Actions to be used to achieve the outcome:

The School Advisory Council will meet in advance of the event to finalize planning and logistics. Food and supplies will be ordered, games and activities organized, and staff will prepare classrooms and student work for display. A date will be confirmed and the event will be promoted through school communications and social media to encourage family participation

Anticipated challenges:

If we are not eligible for funding, this event will need to be funded by PICs account.

### **Parent Engagement**

Does the project involve school councils? ☒ Yes ☐ No

If yes, please provide details:

SAC members volunteer and are parents of the students at ELPS

Will the project involve PIC, SEAC, IPAC, or other Committees? ☐ Yes ☒ No

If yes, please provide details:

### **Project Reach and Other Involvement**

How many parents, staff members, and external community participants (i.e. community partners, parents/guardians) do you anticipate reaching through this project? 60+

Estimate the number of students that may be attending the event. 30

Will community organizations or other school boards be participating in the event? ☐ Yes ☒ No

If yes, please provide details:

How do you plan to inform families and/or the school community of the project and its outcome?

social media post, and send a letter home with students

### **SECTION C – BUDGET DETAILS**

*Outline the project estimates based on the items or services required, the purpose of those items/services, and the cost expected (Note: use exact figures where possible – do not round costs to the nearest dollar).*

| EXPENSE                                        | ITEMS AND SERVICES                  | PURPOSE            | COST (\$)   |
|------------------------------------------------|-------------------------------------|--------------------|-------------|
| Facilitator / Speaker                          |                                     |                    |             |
| Refreshments                                   | BBQ food,drinks, dessert            | meals for families | 1100        |
| Translation                                    |                                     |                    |             |
| Materials (printing, workshop resources, etc.) | dishes, cups, utensiles, printing   |                    | 200         |
| Promotion / advertising                        |                                     |                    |             |
| Childcare                                      |                                     |                    |             |
| Parent lending library materials               |                                     |                    |             |
| Administrative costs                           |                                     |                    |             |
| Transportation                                 | travel cost to purchase above items |                    | 200         |
| Other (please specify):                        |                                     |                    |             |
| <b>TOTAL</b>                                   |                                     |                    | <b>1500</b> |

Thank you for completing this application. Notification of funding to be allocated will be sent by email after review of all applications has taken place.



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Ontario North East

## 2025-26 Parents Reaching Out (PRO) ADDITIONAL FUNDING APPLICATION

School project requests for funding beyond their school's allocation:

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\*Funding must be spent, and project completed, within the 2025-26 school year\*

Ensure all sections have been completed before submitting by email to [Shanyn.Bradford@dsb1.ca](mailto:Shanyn.Bradford@dsb1.ca). Applications are due by **February 2, 2026**.

### SECTION A: GENERAL INFORMATION & FUNDING REQUEST

School: Schumacher Public School

Name of Project Lead: Lee-Ann Wearing

#### Funding Information

Will the school be funding involved? ☒ School Council ☒ School PRO ☐ None

Will there be external funding provided? ☒ Yes ☐ No

If yes, please provide details:

We have roughly 300 donated privately

Total funding estimated for the project: \$ 2,000.00

Total amount of school funding: \$ 1,000.00

Total amount of external funding: \$ 300.00

Amount of extra funding being requested: \$ 700.00

### SECTION B: PROJECT INFORMATION

Name of the project: Schumacher Public Good Food Literacy Box

Date range of project or event date: Jan 16 - 30, 2026

Which commitment is this project intended to align with: Please select one or more of the following:

- ☐ Provide a safe and welcoming school environment
- ☐ Maintain open communication with teachers
- ☐ Respect parents as valued partners within the education system in relation to decisions about their child's education
- ☐ Parents are informed about the content of the Ontario Curriculum Guidelines

**Project Description**

*Please describe your project to include:*

Purpose and Intended outcomes:

<https://forms.gle/QsfCyVAuA4TsWAPr7>

All the details are in this link - please let me know if you can't see it.

Synopsis: - To celebrate Family Literacy Day at the end of the month, we are inviting families to take part in a fun, hands-on literacy activity that brings reading, cooking, and togetherness all into one experience!

Actions to be used to achieve the outcome:

- \* Google form for parents to sign up
- \* Parents email us photos of families working together on the recipe
- \* Families submit recipes to the school that they love to make a family for a school cookbook

Anticipated challenges:

**Parent Engagement**

Does the project involve school councils? ☐ Yes ☒ No

If yes, please provide details:

We unfortunately don't have a school council, but we already have over 30 families signed up.

Will the project involve PIC, SEAC, IPAC, or other Committees? ☐ Yes ☒ No

If yes, please provide details:

### **Project Reach and Other Involvement**

How many parents, staff members, and external community participants (i.e. community partners, parents/guardians) do you anticipate reaching through this project?

100

Estimate the number of students that may be attending the event. 130

Will community organizations or other school boards be participating in the event? ☐ Yes ☒ No

If yes, please provide details:

How do you plan to inform families and/or the school community of the project and its outcome?

Yes

### **SECTION C – BUDGET DETAILS**

*Outline the project estimates based on the items or services required, the purpose of those items/services, and the cost expected (Note: use exact figures where possible – do not round costs to the nearest dollar).*

| EXPENSE                                        | ITEMS AND SERVICES  | PURPOSE                                 | COST (\$)       |
|------------------------------------------------|---------------------|-----------------------------------------|-----------------|
| Facilitator / Speaker                          |                     |                                         |                 |
| Refreshments                                   |                     |                                         |                 |
| Translation                                    |                     |                                         |                 |
| Materials (printing, workshop resources, etc.) |                     |                                         |                 |
| Promotion / advertising                        | Seesaw/Email/       | to connect with parents                 | 0.00            |
| Childcare                                      |                     |                                         |                 |
| Parent lending library materials               |                     |                                         |                 |
| Administrative costs                           | create the cookbook | to share family recipies (by PDF email) | 0.00            |
| Transportation                                 |                     |                                         |                 |
| Other (please specify):                        | Food                | for the recipies                        | 1,500.00        |
| <b>TOTAL</b>                                   |                     |                                         | <b>1,500.00</b> |

Thank you for completing this application. Notification of funding to be allocated will be sent by email after review of all applications has taken place.

# Family Literacy Day – Cooking, Reading & Sharing Together!

Hello families,

To celebrate **Family Literacy Day** at the end of the month, we are inviting families to take part in a fun, hands-on literacy activity that brings **reading, cooking, and togetherness** all into one experience!

 **Respond by January 16th.** Cooking kits will be sent out the following week.

 **What's happening?**

Families will choose **one of three simple recipes** to make together at home. The school will provide **all of the ingredients**, and families will spend time:

- reading the recipe together
- talking about the steps
- cooking as a team

 **Sharing the learning**

We invite families to share a photo or short blurb of their cooking experience for our **Family Literacy Day Facebook post**, highlighting how reading is part of everyday life.

 **Taking it one step further...**

Families are also encouraged to share their **most cherished family recipe**. We will be collecting these with the goal of creating a **Schumacher Public School Family Cookbook** – a keepsake that celebrates our community, culture, and love of learning together. Please email [schps@dsb1.ca](mailto:schps@dsb1.ca) your recipe to be included in this book.

 **Your next step**

Please **sign up for ONE recipe /family** by choosing from the options below so we can prepare ingredients accordingly.

Thank you for helping us make literacy meaningful, joyful, and shared at home ❤️  
We can't wait to cook, read, and celebrate together!

Warmly,

**Schumacher Public School Team**

[shanyin.bradford@dsb1.ca](mailto:shanyin.bradford@dsb1.ca) [Switch account](#)



\* Indicates required question

Email \*

Your email

Recipe Choices (choose 1 / family) \*

☐ Chicken Parmesan

☐ Chicken Fajitas

☐ Beef tacos

Please write all of your children(s) names \*

Your answer

How many people live in your house? \*

Your answer

A copy of your responses will be emailed to the address you provided.

**Submit**

**Clear form**

**Link 4**

**Link 5**