



## Pride of Place and Community Partnership Incentive Programs

Board Received: \_\_\_\_\_ Review Date: \_\_\_\_\_

### Policy Statement

The Grand Erie District School Board is committed to providing safe, inviting, inclusive, accessible and environmentally responsible physical spaces that will improve the teaching and learning environment for staff and students.

### Accountability

1. Frequency of Reports – As needed
2. Criteria for Success – All Board facilities are well maintained  
– Community Partnerships are developed

### Pride of Place Program

The Pride of Place Program will allow the site administrator to spend more time on academic issues rather than physical school issues. The site administrator will be invited to participate in the identification of the school's physical needs as well as communicate ideas from the School Council and school community.

The following categories have been identified for the Pride of Place:

1. Flooring
2. Painting – Interior
3. Painting – Exterior
4. P/A Systems and Bells
5. Lockers
6. Flag Poles
7. Fencing
8. Health & Safety, CCTV & Security Systems & upgrades
9. Signage
10. Outdoor aesthetics / landscaping
11. Curtains & Roller Blinds
12. Playground line painting
13. Basketball hoops, Triple hoops, Soccer posts
14. Lighting upgrades
15. Ceiling replacements
16. Indoor aesthetics i.e. front foyer
17. Special Education Upgrades i.e. sensory based rooms; kitchen upgrades for Life Skills program.

### Procedures

1. Facility Services will conduct a yearly audit of all Grand Erie sites. This audit shall be completed by the Maintenance Supervisor by the fall of the year. The objective of the audit will be to document and rate the building's internal and external physical conditions and to develop a priority list of Pride of Place items that could be addressed. The school/site administrator shall be consulted during the audit process and will have the opportunity for input and identification of school priorities. The school/site administrator shall be invited to accompany the supervisor completing the audit. The items on the audit list shall then be placed in priority order in consultation with the school/site administrator
2. Once all facility audits are complete, they shall be combined to compile a master Pride of Place list for approval by the Board having regard for the total budget provided for this purpose. When developing the master project list a number of other factors will be taken into account.
  - a. Social economic factors of the School Community
  - b. Geography – to allocate the resources across the system equitably based on need.
  - c. Proven security concerns
  - d. Ministry of Education Data Bases – ie: VFA Facility Condition Assessments
  - e. Age of the Facility.
  - f. Equity of projects approved across all schools over time.
3. Following approval by the Board, Facility Services will notify the site administrator of Pride of Place work to be carried out during the remainder of the school year. Contractors undertaking Pride of Place work will be required to carry out the work with minimal disruption / impact on the school. Where required, requests will be made to have done in the evenings and weekend.

### Community Partnership Incentive Plan – (CPIP)

CPIP provides funds to match money raised by schools from outside sources such as donations and or school fundraising activities. The funds can be used for qualifying buildings and grounds projects to a maximum of \$10,000.00 per school.

### Procedures

1. All CPIP projects shall fit into the category of either:
  - a. Projects for which the Ministry of Education does not provide funding, for example playground equipment or;
  - b. Projects which are upgrades to what the Ministry of Education funds, for example, upgrade to hardwood floors from vinyl composition tile (VCT)
2. There is a limit of matching funds capped at \$10,000.00 per school. School contributions are reduced to 1/3 for Compensatory schools identified as High Needs. (For example; an approved project for \$15,000 will require a \$5,000 contribution from the school and generate a \$10,000 CPIP grant.
3. All community partnerships shall follow the criteria established in Policy SO4 - Distribution of Materials in Schools and maybe subject to other applicable Board policies or procedures.
4. The proposed projects must meet the normal qualifications for work that is undertaken by the annual Facility Renewal Program.
5. Invitations for application will be communicated to school administrators annually. Application forms will be included in the communication. The application must include a description of the project, the overall project budget, and the amount of community funds the school is planning to put toward the project.
6. To qualify for consideration, school principals must submit applications to their area Facility Services Maintenance Supervisor using the forms provided.
7. Facility Services will estimate project costs, perform building code compliance review, ensure compliance with all regulations and will prepare all related purchase orders.

8. Facility Services will review all properly completed applications received by the deadline communicated and will grant final approval to qualifying projects within the confines of the program budget.
9. Projects approved will be reported to the Board of Trustees and all applicants will receive notice of the decision by February 28<sup>th</sup>.
10. Schools that have not previously received CPIP funding will be given a higher priority than schools which have benefited from the program in the last seven years.
11. Once a school's project is approved, the school must have its portion of funding deposited into a CPIP fund before May 31<sup>st</sup> of that year so Facility Services staff can commence with the project.

**Related Policy and Procedure**

- a) F3 - Capital Related Fundraising and Community Donations Policy
- b) F6 – Purchasing Policy
- c) SO8 – Community Partnerships Policy

Draft