

**QUEBEC FEDERATION OF
HOME AND SCHOOL ASSOCIATIONS INC.**

2002 ANNUAL GENERAL MEETING

BOOK OF REPORTS

April 20, 2002

Royal Montreal Golf Club
25 South Ridge,
Ile Bizard, Quebec

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Due to time constraints the Auditor’s Report for 2001 and the 2003 Proposed Budget have been printed separately (purple).

QFHSA 58TH ANNUAL GENERAL MEETING, APRIL 20, 2002
BUSINESS MEETING PROCEDURE

1. The **Annual General Meeting** [AGM] is **conducted in accordance** with our Constitution, By-Laws and Standing Rules. In the case of any procedural dispute reference shall be made to Robert's Rules of Order Revised.
2. Each **official voting delegate** of each Member Association shall have **one vote** on any question which comes before the meeting, **except** for associations more than 250 kilometers from Montreal. Such Associations will still be entitled to three votes, expressed either as an identical or divided vote. Application for such privilege is to be presented in writing to the Executive Secretary prior to the start of the business portion of the Annual General Meeting.
3. The **quorum for transaction of business** at the Annual General Meeting shall be twenty-five percent [**25%**] of **Member Associations in good standing**, represented by their official representatives or accredited alternates.
4. **Voting** shall be by ballot or show of hands. All questions shall be **decided by a majority of those present** and entitled to vote, **except** those which require a two-thirds [**2/3**] majority. On ballot votes, the votes of each association shall be handed in by the voting delegates of each association individually but at the same time. Counting of the votes shall be done by non-voting participants.
5. A **delegate** may not **speak** for more than two [**2**] **minutes** on any question under discussion, nor more than twice on any particular motion or resolution.
6. **Amendments** to the Constitution and **By-Laws** require a two-thirds [**2/3**] **vote** of the delegates present and entitled to vote. Notice of the proposed amendments must have been mailed to all Member Associations at least ten [**10**] weeks prior to the meeting. Modifications to these proposed amendments received two [**2**] weeks before the AGM will be considered, but **no modification may be made from the floor.**
7. **Resolutions** to the Annual General Meeting must have been circulated to the Member Associations eight [**8**] weeks prior to the Annual General Meeting. Resolutions received after the date specified will be presented as **Emergency Resolutions** only after consideration by the Chairman of the meeting and the Resolutions Committee. Delegates presenting resolutions are reminded that they must be present at the time designated on the agenda for the presentation of their resolution. The **presenting party** may **speak** to the resolution, or amendments thereto, for not more than FIVE [**5**] **minutes**. In addition to amendments received two weeks before the AGM there may be amendments emanating from the caucus session held earlier, **but no further amendments may be made from the floor.**

PARLIAMENTARY PROCEDURE

PRINCIPLES

- Justice and Courtesy for all
- One thing at a time
- Recognition of the will of the majority
- Protection of the rights of the minority

PURPOSE

- ✓ To conduct business in an orderly and democratic manner by one or more of the following ways:
 - ✓ communications
 - ✓ committee reports
 - ✓ motions or resolutions

To participate effectively in the proceedings of meetings, each person needs to know the fundamentals of parliamentary procedure.

THE MAIN MOTION

WHAT IS A MOTION?

A main motion introduces a new item of business; it is a proposal that the group take a certain action. It is the basis of all discussion and states the bounds of discussion. All remarks pertain directly to the contents of the motion on the floor. The making of the motion comes first, discussion follows. A subsidiary motion qualifies the main motion or proposes an alternate timetable for consideration.

WHEN IS A MOTION NEEDED?

- It forms a basis for discussion on all major decisions of the group.
- When in doubt, ask for a motion to be proposed.
- Motions must be made on all matters involving finances not already included in the budget as approved.
- On minor matters, a question may be resolved by the chairman 'taking the sense of the meeting'.
- The decision must be clearly stated for the secretary to report in the minutes as well as for the benefit of the members.

THE STEPS TO PRESENTING A MOTION ARE:

1. member stands or raises a hand and says:
"Madame Chairman/Mr. Chairman."
The chairman recognizes the speaker by name.
2. The member says, **"I move that . . ."**, stating or reading a motion.
3. Another raises a hand to be identified by the chairman, then says:
"I second the motion." The seconder believes the motion should be discussed, but may not necessarily be in favour of it.
4. Chairman says, **"It has been moved by (name of mover) and seconded by (name of seconder) that . . .
..... Is there any discussion?"**
5. The mover usually speaks first, giving the reasons for the motion. The opportunity to speak to the motion must be given to anyone who wishes to speak to or oppose the motion. Discussion should be addressed to the chairman.
6. At the end of the discussion, the chairman says:
"If there is no further discussion" or **"Are you ready for the question?"** Then:
"The motion is that"
"All in favour?" (pause while the count is taken by the secretary)

- "Opposed?"** (pause while the count is taken by the secretary)
"Abstentions?" (pause while the count is taken by the secretary)
"The motion is carried" (or is defeated).

7. If anyone calls **"Division"** (questions the voice vote), the chair calls for a show of hands or a standing vote: **"All in favour raise your hand. All opposed. . ."** If a majority request it, the vote may be taken by ballot. A **"ballot vote"** is the recommended procedure for election of officers and for resolving a contentious issue.

SUBSIDIARY MOTIONS

AMENDMENTS CHANGE MOTIONS: To qualify the idea of a motion, but not to change the subject or the intent of the main motion.

1. **"I move to amend the motion by"** :
 - Inserting or adding a word, phrase or sentence.
 - Striking out a word, phrase or sentence.
 - Striking out and inserting a word or phrase or substituting a sentence or paragraph.
2. **"I second the motion to amend."**
3. **"It has been proposed to amend the motion to read as follows"**
 The chairman states the main motion and the amendment so the group will understand how the amendment changes the motion. Amendment is handled in the same way as a motion with:

Discussion: **"Is there any discussion?"**
 Question: **"If there is no further discussion, the amendment is"**
 Vote: **"All in favour of the amendment"**
 Chairman announces the outcome:
 "The amendment is carried (or defeated)."
 "The motion now before the meeting is"
 (states the motion plus the amendment(s) if it carried)

 In dealing with motions, the vote is taken first on the amendment. If passed, the amended motion is voted on. If the amendment is defeated, the main motion in its original form is voted on.

TO REFER: A question is referred to committee for further study and to submit a recommendation to the group at a later time.

TO TABLE: To set the matter aside until someone moves to reconsider it.

TO POSTPONE DEFINITELY: Postpone discussion until more facts are available.

TO POSTPONE INDEFINITELY: The motion may not be considered again that year.

- Recommended useful resource materials available for reference during a meeting:
 A copy of your organization's Constitution and By-Laws. Robert's Rules of Order or other guide to basic rules of parliamentary procedure.



**MINUTES OF THE 57TH ANNUAL GENERAL MEETING
 QUEBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS
 HELD 28 APRIL 2001, at the ROYAL MONTREAL GOLF CLUB**

Registered and present during the Annual General Meeting were 117 people.

Friday Evening Awards Dinner was attended by 82 people, including 28 guests.

There were 33 Local Home and School Associations (out of a possible 84 in good standing) present, of which 31 were represented by 70 accredited delegates. They were:

Allancroft	Hudson High	St. Patrick
Baie Comeau	John Grant High	Seigniory
Beacon Hill	Laurenhill Academy	Souvenir
E.P. Beaconsfield	Lindsay Place	Shigawake, Port Daniel
Cedar Park	Macdonald High	Thorndale
Christmas Park	Meadowbrook	Valois Park
Dunrae Gardens	Mini Mac (non voting)	Vaudreuil County High
E. P. Harwood	New Carlisle (non voting)	William Latter
Edgewater	Philemon Wright (non voting)	Windermere
East Hill	Riverside Park	
Elizabeth Ballantyne	Roslyn	
Evergreen	Royal West Academy	

Membership prizes were presented by Susan Tweddell, QFHSA, former President of Mac High Home & School.

The meeting was officially called to order at 8:40 am

1 WELCOME AND INTRODUCTIONS

Norma Cheng, President, welcomed everyone to the AGM and all sang *O Canada* (in English and in French).

The QFHSA Board of Directors was introduced to the delegates.

Guests Pat Waters, President of Canadian Home and School Federation; Ann Cumyn and Howard Solomon, both commissioners with the Lester B. Pearson School Board; and Life Members, Marion Daigle and Barbara Milne-Smith, were acknowledged.

At the Head Table were Norma Cheng, President; Ann Cumyn, Parliamentarian; and Susan Fisher, Recording Secretary.

The President noted that at the Friday Awards Dinner, the Paterson Award was presented to Mr. James Aitkin, Principal of Lachine High School; the Buzzell Award was presented to Don Smith, QFHSA Director; and the Lewis Peace Prize was presented to the Peace Pals from Mini Mac Elementary School. Awards were also presented for Unsung Hero and Golden Torch.

2 APPOINTMENTS: RECORDING SECRETARY, PARLIAMENTARIAN, CREDENTIALS CHAIR, SCRUTINEERS , TIMEKEEPER

MOTION: Silvija Ulmanis (Meadowbrook)/Monic Cox (Mac High) to appoint Susan Fisher (Beaconsfield High School) as Recording Secretary; Ann Cumyn as Parliamentarian; Carol Ohlin as Credentials Chairperson; Rickhey Margolese (Mini Mac) and Colleen Huntington (New Carlisle) as Scrutineers; and Howard Solomon as Timekeeper.

CARRIED

Carol Ohlin, Credentials Chairperson, declared that 21 schools are required for a quorum and 31, in good standing, were present

3 BUSINESS AND PARLIAMENTARY PROCEDURES

Ann Cumyn, Parliamentarian, explained meeting Procedures to the delegates.

4 APPROVAL OF AGENDA

MOTION: Monic Cox(Mac High)/Joan Parker(Lindsay Place High) to approve the Agenda as presented.

CARRIED

5 APPROVAL OF THE MINUTES 2000 AGM

MOTION: Gabriella Barassi (East Hill)/Monic Cox (Macdonald High) to accept the Minutes of the 2000 AGM as amended (spelling corrections).

CARRIED

6 BUSINESS ARISING FROM THE 2000 AGM MINUTES

There was no Business Arising.

7 PRESIDENT'S REPORT

The President highlighted some points, noted the QFHSA Advocacy Project is up and running. The President also introduced Michelle Poisson, from E.P. Beaconsfield H&S, who is now the Project Co-ordinator.

MOTION: Patricia Venne (Macdonald High)//Martina Ruse (Lindsay Place High) to accept the President's Report as circulated in the Book of Reports.

CARRIED

8 CONSTITUTION, BY-LAWS, STANDING RULES COMMITTEE REPORT

8.1 AMENDMENTS

Helen Koepp reported on changes to the standing rules regarding Nominations.

MOTION: Mary Baker (Dunrae Gardens)/Janice McCullough(Christmas Park) to accept the report of the Constitution, By-Laws, Standing Rules Committee circulated in the Book of Reports.

CARRIED

9 EDUCATION REPORT

Alice MacLeod, Chairperson, presented highlights of the Education Report.

MOTION: Beverly Hines (Evergreen)/Patricia Bassett (Vaudreuil County High) to accept the Education Committee report as circulated in the Book of Reports.

CARRIED

10 NOMINATIONS REPORT

Norma Stirling, Chairperson, gave highlights of the Nominations Report.

Present Directors, serving the remaining year of a two-year term, are: Norma Cheng, Connie de Giorgio, Helen Koeppe, Norma Stirling and Louise Rousseau-Giguere. Nominations received for a two-year term (2001 – 2003) are: Donna Blais, Ida Duc, Marg Funnell, JoAnne Perrault, Don Smith and Brian Rock. Nominations received, since the deadline for election at the AGM, are Enid Mightley-George, Ron D'Souza and Susan Tweddell.

MOTION: Monic Cox (Macdonald High)/Renee Gore (Seigniory) to accept the Nominations Report as circulated in the Book of Reports.

CARRIED

There was a call for nominations from the floor. No further nominations were received.

MOTION: Silvija Ulmanis (Meadowbrook)/ Joan Parker (Lindsay Place High) to close nominations

CARRIED

Norma Cheng requested recommendations for Officers of the Board, and Norma Stirling read the recommendations from the Nominations Committee:

President, Norma Cheng
Executive Vice President, Norma Stirling
Vice President, Louise Rousseau-Giguere
Secretary, Helen Koeppe

There was a call for nominations for Officers from the floor:

MOTION: Renee Gore (Seigniory)/ Anne Pachal (Seigniory) to nominate Ida Duc of Seigniory School for Vice President.

CARRIED

MOTION: Gordon Robertson (Valois Park)/Martine Millete (William Latter) to close nominations.

CARRIED

MOTION: Silvija Ulmanis (Meadowbrook)/Janice McCullough (Christmas Park) to accept the Board of Directors slate as presented.

CARRIED

11 TREASURER'S REPORT

11.1 FINANCE REPORT

David Harries, Acting Treasurer, gave highlights of the Finance Report, presented the apologies of Tony Verelli, representative of the QFHSA's auditors, Verelli Arrizza, who was detained at his office. Delegates were asked to register their questions for the auditor with the Chair, for Mr. Verelli to respond to on his arrival.

11.2 RECEIPT OF 2000 FINANCIAL STATEMENTS AND AUDITOR'S REPORT

MOTION: Diane Hickson (Cedar Park)/ Marita Tomkinson (Macdonald High) to accept the Treasurer's Report with the Auditor's Report as in the Book of Reports. **CARRIED**

11.3 RE-APPOINTMENT OF AUDITOR FOR 2001 – VERELLI-ARRIZZA

MOTION: Mary Baker (Dunrae)Gardens/Michelle Poisson (E.P. Beaconsfield) to reappoint the auditor for the year 2001. **CARRIED**

11.4 BUDGET 2002

MOTION: Michelle Poisson (E.P. Beaconsfield)/Linda McGie (Shigawake-Port Daniel) that the QFHSA Annual General Meeting receive and adopt the attached Year 2002 Budget as the Federation's current best-estimate of the Revenues it will receive and the Expenses it will incur that year. **CARRIED**

David Harries was given permission to address the AGM. He explained he had enjoyed his two years on the Board, thanked the members for the opportunity to serve and encouraged anyone with an interest and comfort with fiscal concerns to step forward as Treasurer.

Norma Stirling thanked David Harries on behalf of the Board, stating that he had been presented with an awesome task, and had done an excellent job.

12. RESOLUTIONS AND POLICY

Helen Koepp, Chairperson, gave highlights of the report on the 2000 Resolutions and Statement of Policy

12.1 DISPOSITION OF 2000 RESOLUTIONS

Helen Koepp reported that all 2000 Resolutions had been sent to their destinations and replies have been received from several premiers, including some no longer in office.

12.2 STATEMENT OF POLICY

Helen Koepp reported on proposed additions to the Statement of Policy.

MOTION: Janice McCullough (Christmas Park)/Patricia Bassett (Vaudreuil County High) to add under Education System #21: that the transport of students (to school) remain a responsibility of the linguistic school boards (2000/1). **CARRIED**

MOTION: Karen Dorey (Allancroft)/ Greg Currie (Roslyn) to add under Education System #22: adequate funding of schools to enable their existence without commercial exploitation of students (2000/2). **CARRIED**

MOTION: Joan Parker (Lindsay Place High)/Anne Pachal (Seigniory) to add under Parent Involvement #5: the need for facilities over and above the individual classrooms to serve as language rooms, computer labs, libraries, etc., as decided by the school community (2000/3). **CARRIED**

MOTION: Brian Rock (Baie Comeau)/Beverley Hines (Evergreen) to add under Parent Involvement #6: that the decisions of existing school communities to maintain and upgrade existing facilities be honoured by adequate funding from the Ministry of Education (2000/4). **CARRIED**

Two emergency resolutions, circulated in the kit, were introduced. They require a two-thirds vote of acceptance to be brought to caucus sessions.

MOTION: Janice Wigmore (Baie Comeau)/Danielle Aubie (Royal Vale High) to accept Resolution 2001/07 *Minors and "Light" Alcohol Beverages* for discussion at caucus and at the business meeting. **CARRIED**

MOTION: Renee Gore (Seigniory)/Karen Dorey (Allancroft) to accept Resolution 2001/08 *Implementation of a Conflict Resolution Program* for discussion at caucus and at the business meeting. **CARRIED**

11.1 FINANCE REPORT (resumed)

The President indicated the arrival of a representative of the auditor and David Harries introduced Roger Sandoval from Verrelli Arrizza. Roger Sandoval conveyed the apologies of Tony Verrelli who was unable to attend, but stated that he was familiar with the Auditor's Report as he had worked on the QFHSA file. He explained that a Management Representation Letter was being used as there were no "cash register" receipts to confirm all transactions of a not-for-profit organization and that this is standard practice.

MOTION: Mary Baker (Dunrae Gardens)/Monic Cox (Macdonald High) to accept and receive the Auditor's Report as submitted. **CARRIED**

MOTION: Joan Parker (Lindsay Place)/Julia Curry (Hudson High) to recess until 11am after coffee and caucusing (10.20 am) **CARRIED**

RECESS

12.3 Caucusing of 2001 Resolutions

Meeting resumed at 11.05 am.

13. LOYALTY CARD PRESENTATION AND DISCUSSION

Pat Waters, President of CHSF, introduced Craig Cushman of "For Kids Foundation", to discuss the proposed Loyalty Card Program with the delegates. CHSF has voted to support the Loyalty Card Project in principle and encourages QFHSA to do the same. A presentation was then made by Mr. Cushman and questions answered.

LUNCH BREAK

The Business Meeting resumed at 1.00 pm.

12.4 VOTE ON RESOLUTIONS

Helen Koepp presented the 2001 Resolutions to the delegates.

Resolution 2001/1 MEQ Secondary School June Exam Schedule

There was one editorial change to Resolution 2001/01. In the seventh paragraph (the final "Whereas"), replace the year 2000 in the quoted examination dates with the year 2001.

The importance of not scheduling critical exams on the same day was stressed and that June examination schedules be constructed to enhance the opportunities for student success.

MOTION: Helen Koepp/Karen Dorey(Allancroft) to adopt the resolution.

CARRIED

Resolution 2001/2 Human Sexuality

The MEQ and school boards facilitate learning about human sexuality in a gradual manner by providing age-appropriate materials for all school cycles.

MOTION: Helen Koepp/Patricia Venne (Macdonald High) to adopt the resolution.

CARRIED

Resolution 2001/3 New Curriculum – Financial Resources

A change was noted to Resolution 2001/03, so that the fourth "Whereas" would read: "**Whereas** new teaching methods, teaching materials, resource materials *and library services* will be required to implement the new curriculum..."

The government should make teacher training a priority, provide textbooks and materials needed by students to successfully complete course requirements, and that this all be done prior to the required implementation date for the new course curriculum.

MOTION: Helen Koepp/Marita Tomkinson (Macdonald High) to adopt the resolution.

CARRIED

Resolution 2001/4 Government Funding for Education

The MEQ should take immediate steps to increase funding to the youth sector of the public education system.

MOTION: Helen Koepp/Grant Currie (Roslyn) to adopt the resolution. **CARRIED**

Resolution 2001/5 Wider Access to English Education

MOTION: Helen Koepp/Ron D'Souza (Royal West Academy) to adopt the resolution.

CARRIED

Resolution 2001/6 School Maintenance

The MEQ should increase the allotment for school maintenance in order to facilitate healthier school environments.

MOTION: Helen Koeppel/Martina Tomkinson (Macdonald High) to adopt the resolution.
CARRIED

Resolution 2001/7 Minors and "Light" Alcohol Beverages

MOTION: Helen Koeppel/Marita Tomkinson (Macdonald High) to adopt the resolution.
Ayes 33; Nays 19; Abstentions 4 **CARRIED**

Resolution 2001/8 Implementation of a Conflict Resolution Program

The MEQ and School Boards provide adequate funding for all schools to implement a Conflict Resolution Program and also provide the necessary training for teachers, administrators and support staff, as well as provide the necessary materials to ensure the successful implementation and maintenance of the program.

MOTION: Helen Koeppel/Anne Pachal (Seigniory) to adopt the resolution.
CARRIED

13.1 VOTE ON LOYALTY CARD PROGRAM

MOTION: Ida Duc (Seigniory)/Joan Parker (Lindsay Place High) to accept the Loyalty Card Program in principle. **CARRIED**

MOTION: Ida Duc (Seigniory)/Renee Gore (Seigniory) that the QFHSA, in conjunction with local Home and School Associations, put together an ad hoc committee to further study the Loyalty Card Program. **CARRIED**

14. ACCEPTANCE OF REMAINING REPORTS

Ann Bishundayal was invited to address the recommendation in the Teacher Appreciation Week (TAW) Report.

MOTION: Ann Bishundayal (John Grant High)/Monic Cox (Macdonald High) that a letter be written (by the QFHSA) to the Quebec Ministry of Education requesting that TAW be celebrated on the nationally designated week so as not to cause so much confusion at the school/parent level. **CARRIED**

MOTION: Bessie Ligris (Dunrae Gardens)/Patricia Venne (Macdonald High) to accept the remaining reports from the Book of Reports en bloc. **CARRIED**

15. NEW BUSINESS

There was no new business.

16. INSTALLATION OF BOARD OF DIRECTORS

Pat Waters, President of the Canadian Home and School Federation, installed the new Board of Directors, and presented the new Board to the delegates.

17. ADJOURNMENT

Norma Stirling, on behalf of the members of QFHSA, thanked Richard Ellenthorpe and his staff at the Royal Montreal Golf Club for their excellent hospitality, service and co-operation during the preparations for and the presentation of the 2001 AGM.

MOTION TO ADJOURN: Maggie Tietjen (Beacon Hill)/Patricia Venne ((Macdonald High).

2001 Annual General Meeting adjourned at 2.00 p.m.

President's Report
Annual General Meeting – April 20, 2002
Submitted by Norma Cheng, President

The theme for 2001-2002 was **Partnering for Safe and Caring Schools**.
This coming year the theme will be **Volunteer for Success YOU can make a Difference**.

Highlights of 2001/2002

- ❖ **Fall Conference:** We would like to express our thanks to Royalvale School and their Home and School Association. The Principal, Mr. Brian Acton was a great help in the planning and set up as were the Custodians. I also thank those who gave of their time to give workshops. The event was a great success and Dr. Derevensky, the plenary speaker, was much appreciated with his talk on teenagers.
- ❖ **Assistance:**
 - Some local Home and Schools asked for our assistance and advice on a problem and we set up an evening meeting with our lawyer to hear their concerns and give them his advice.
 - Various schools have asked us out to their meetings. We have been able to tell their parents about the importance of being part of the Quebec Federation of Home and School Associations. Some of these include:
 - 1) An **independent parental voice** that is well respected by many levels of the Education system
 - 2) Liability insurance for your executive and volunteers
 - 3) programs like advocacy and our community kitchen
 - 4) Parent and Leadership workshops that are free or subsidized to our member schools
 - We have also been asked to give advice on settling internal problems. We truly enjoy these times of meeting our members and look forward to being able to do more.
 - Each spring we hold an Executive Workshop to assist Presidents, Treasurers, and Membership Chairmen. This evening has proven a valuable asset to many new and old executives. It is especially important if you are struggling in your membership campaigns. The evening this year will be held on Tuesday May 7th at 7:00 pm. We hope to see many of you there.
 - We are always prepared to help any local. **Just call and ask**. If there is anyway that we can be of assistance we will be pleased to help you.
- ❖ **Information:** We have been able to host a number of information evenings this year that we invited all Home and School members to.
 - 1) In January we had Shirley Sarna, from the Quebec Human Rights Commuission, came to speak about the rights of the child. She spoke again in April to those who attended.
 - 2) We also had Mr. Donal Irving, Executive Assistant, Quebec Provincial Association of Teachers (QPAT), come and speak to our Education Committee and the Board about the Extra Curricular Activity Ban and the issues facing the teachers in their negotiations with the Government. A summary of his presentation was sent to each school.
 - 3) Finally we had Dr. Dyan Adam, Commissioner of Official Languages, speak at a Rights Committee meeting about the situation of the English language in Education in Quebec. It was an interesting evening in which she heard our point of view and we listened to hers. The Rights Committee is following up on some of the issues raised.These are all important examples of the ways in which we try to be of service to our local associations and their members. **Remember: Call us with your concerns, we are here to help you.**

CONSTITUTION COMMITTEE

Report to the Annual general Meeting – April 20, 2002

Submitted by Helen Koepp, Chair

There were no suggested changes made to the Constitution and By-Laws this year.

The following change was made to the Standing Rules (Notice of Motion given at January Board Meeting and vote taken at March Meeting): that the Board of Directors of QFHSA recommend the hiring of a part-time Executive Director with the understanding that the Personnel Committee will recommend job the description and the Finance Committee will put this into the 2002 Budget.

EDUCATION COMMITTEE

Report to Annual General Meeting–April 19, 2002

Submitted by Mary Baker, Chair and ELACC Co-liaison

Mandate: Responsible for maintaining and developing education policy for QFHSA and its membership as defined by the Mission Statement.

Members: Norma Cheng, Marion Daigle (Resource), Dave Harries, Helen Koeppé, Alice MacLeod, Rickhey Margolese, Petra Mueller (ELACC Co-liaison), JoAnne Perreault, Dianne Skoda (SLAAC Liaison) and Norma Stirling.

Summary of activities:

A) Meetings attended:

1. ELACC–see QFHSA Liaison/Area Reports
2. SLAAC–see QFHSA Liaison/Area Reports
3. The Gazette–Newspapers-in-Education Advisory Committee
4. Curriculum Coalition
5. Conseil supérieur de l'éducation Annual Report launch

B) Activities:

1. Reviews of English and French print and electronic media
2. Review of labour-management conflict in schools and recommendations to QFHSA Board
3. Booklet of recommendations and timelines for parents
4. Review of 2003 exam schedule

C) Recommendations:

1. We must continue to monitor implementation of the new Quebec Education Plan (QEP). Cycles One and Two are officially in place in Quebec schools. Cycle Three will be implemented in 2002/2003. The QEP for high school is currently being written and pilot schools are to implement it in High School Cycle One in September 2002. Areas of concern include teacher training, availability of materials, evaluation and logistics, particularly at the high school level. The Ministry of Education and the community at large need to be informed of problems.

MEMBERSHIP COMMITTEE

Report to the Annual General Meeting – April 20, 2002
Submitted by Susan Tweddell, Chairman, and office

Mandate: To promote, encourage and assist Home & School organizations and activities throughout the province of Quebec. Responsible for working with local membership chairpersons; preparing membership kits and other information to help promote membership locally and provincially.

As a new member on the Board of Directors this year I undertook the task of membership and the importance of having as many members as possible to give us a strong voice where our children's education is concerned.

It is difficult to know how we can help locals with membership drives when no one asks. Judging by membership numbers many could benefit from workshops for Membership Chairs, Presidents, and Treasurers given in the fall and spring, but so few come out.

This year members of the Board were asked to keep in contact with the locals by telephone. One way of keeping up to date with local concerns and questions.

Next year I hope to contact each Membership Chair for feedback on membership drives so we can have the best year yet.

A Membership Workshop is planned for Tuesday May 7th, 2002. Last year's Presidents/Treasurers/Membership Workshop evening was held on May 31st, 2001, and was fairly well attended.

Bookmark Competition: A Bookmark competition was held in February. Local associations were asked to distribute a flyer among their students. Winners were Forest Hill, Royal Vale and Meadowbrook. The final product will be unveiled at the AGM.

Membership Campaign:

February 1 st , 2001	4524 Families	87 Member Associations
February 1 st , 2002	4192 Families	84 Member Associations*

*Only 77 Associations are in good standing and eligible to vote. Current families are 4740 as of March 19th, 2002.

New locals: There are two new locals this year – St. Ignatius of Loyola Elementary School in NDG and Pierre Elliot Trudeau Elementary School (P.E.T.E.S – formerly Mini-Mac) in Vaudreuil.

Fees: Once again we have the membership fees remaining at \$15.00

Finance Committee Report

Report to the Annual General Meeting - April 20,2002

Submitted by Norma Cheng - President

Members: Norma Cheng, Margaret Funnell, Helen Koeppel.

Mandate:

- To work with the Membership Development Com. Regarding Funding requests.
- To keep track of the Organization's Finances.
- To advise the Board of Directors.

Highlights - 2001

1. A search for a treasurer is continuing. Many possible candidates were approached. So far no one has stepped forward.
2. Denis Fossey was hired to oversee the bookkeeping being done by Ann Bishundayal.
3. Work was done with the Membership Development Committee to request funding from Canadian Heritage.
4. We have rearranged our *Accounting* categories to better reflect those used in funding application. This also will simplify our internal reporting.
5. A treasurer's workshop was held in June and was well attended. Another is planned for May 7, 2002.

NOMINATION COMMITTEE

Report to the Annual General Meeting- April 20, 2002

Submitted by Norma Stirling, Chairperson

Mandate: To receive nominations for and to recruit qualified people for the Board of Directors.

Members: The Nomination Committee was appointed by the Board of Directors in November. It consisted of 3 Board members: Norma Stirling, Chairman, Susan Tweddell and Donna Blais and 2 individual members, Alice MacLeod and Susan Fisher.

The term of office for a Director is two years and every year one half of the Board of Directors positions come up for election. There were seven vacancies for Directors this year for a two-year term and none for a one-year term.

Present Directors serving the remaining one-year of a two-year term (2001-2003) are:

Donna Blais	Ida Duc	Marg Funnell	
JoAnne Perreault	Susan Tweddell	Brian Rock	Don Smith

The first call for nominations was sent out to the locals December 8, 2000 with a deadline set for February 9, 2001. A second call for nominations went out on February 23, 2001. The final date for receiving nominations to be voted on at the AGM was March 30, 2001. Nominations received after that date would be considered by the Board of Directors for appointment. (QFHS Standing Rules Art.VII,3.)

As of March 30th the committee has received nominations for six of the seven positions available:

Nominations received for a two-year term 2002-2004

Connie De Giorgio	Ron D'Souza	Enid Mightley-George
Helen Koepp	Louise Rousseau-Giguere	Norma Stirling

There is still one opening for the two-year term and **we are very much in need of a Treasurer.**

The following nominations have been received for Officers of the Federation:

President	Norma Stirling
Executive Vice-President	Susan Tweddell
Vice-President	Ida Duc
Vice-President	vacant
Secretary	vacant
Treasurer	vacant

RESOLUTIONS AND POLICY

Report to the Annual General Meeting – April 20, 2002

Submitted by Helen Koeppe

Mandate: To facilitate the discussion of issues and parental concerns and to help present these in a format suitable for consideration at the AGM.

Highlights: The following Resolutions were brought forward and passed at the 2001 AGM:

Resolution 2001/01 that the Ministry of Education revise the examination schedule for the June 2001 examinations to ensure that these critical exams are not scheduled on the same day.

Resolution 2001/01 further that the Ministry of Education take appropriate measures to ensure that future June examination schedules are constructed to enhance the opportunities for student success.

Resolution 2001/02 that Quebec Federation of Home and Schools Associations urges the Ministry of Education and the school boards to facilitate learning about human sexuality in a gradual manner by providing age-appropriate materials for all school cycles.

Resolution 2001/03 that the Quebec Federation of Home and School Associations Inc. urge the Minister of Education to provide specific and adequate funds for the implementation of the new curriculum, making a priority comprehensive teacher training, provision of textbooks and the materials needed by the students to successfully complete the course requirements, and relevant evaluation procedures; and that the Quebec Federation of Home and Schools Associations Inc. urge the Minister of Education to ensure that the necessary teacher training as well as textbooks and materials for the teachers and students are available prior to the required implementation date for the course curriculum.

Resolution 2001/04 that the Quebec Federation of Home and School Associations urge the Minister of Education to immediately take steps to increase funding of the youth sector of the public education system.

Resolution 2001/05 that the QFHSA urges the Government of Quebec to allow wider access to English Education and to ease the restrictions which stall the acceptance of newcomers to the system.

Resolution 2001/06 that the Quebec Federation of Home and School Associations urge the Ministry of Education to set standards for school cleanliness; and further that the Quebec Federation of Home and School Associations urge the Ministry of Education to increase the allotment for school maintenance in order to facilitate healthier school environments.

Resolution 2001/07 that the QFHSA urge the Government of Quebec to adopt legislation that will regulate the sale, consumption, or possession of beverages containing up to 1% alcohol to, or by, minors in the same manner as those containing 1% alcohol or more.

Resolution 2001/08 that the Quebec Federation of Home and Schools urges the Ministry of Education and the School Boards to implement a conflict resolution program into the curriculum.

Resolution 2001/08 further that the Quebec Federation of Home and Schools urges the Ministry of Education and the School Boards to provide adequate funding for all schools to implement a Conflict Resolution Program and to provide the necessary training for teachers, administrators and support staff, as well as the provision of necessary materials to ensure the successful implementation and maintenance of the program.

- ❖ All Resolutions have been duly disseminated.
- ❖ Thank you to all from the Rights Committee; the Board of Directors, members and local associations who participated at meetings or by phone in our search for input.

QUEBEC HOME AND SCHOOL NEWS

Report to the Annual general Meeting – April 20, 2002

Submitted by Helen Koeppe

Mandate: To produce the NEWS on a regular basis in a shorter format; for the benefit of members.

2001-2002 Issues: To provide membership with a wide spectrum of material with an emphasis on issues and events of interest to parents.

Thank you to all those who submitted articles and material; especially to the contributions to Focus on the Locals. Our production crew Donna Sauriol, Joan Daigle, Diane Radu and Ted Sancton are forever in our debt.

WEB PAGE

Report to the Annual General Meeting – April 20, 2002

Submitted by Donald W. Smith, Chairperson

The Quebec Federation of Home & School Associations obtained a Youth Canada Works grant for the summer of 2000 and hired a student to build a complete and efficient web site.

The address of our web site is <http://www.qfhsa.org>

The student hired to build the web site has remained with Home & School as a volunteer. Updates have been made both by the student and by Don Smith.

RIGHTS COMMITTEE

Report to the Annual General Meeting, April 20, 2002

Submitted by Marion Daigle, Chairman

Members of the Committee:

Marion Daigle, Helen Koeppe, Winnifred Potter, Barbara Milne-Smith, Brian Rock, Nick Zaferis, Gordon Robertson, Betty Shannon, Norma Cheng (ex officio)

Mandate:

- To promote awareness of the requirement for literacy in the information age, especially directed towards children and youth
- To mobilize school and community volunteer resources to advocate and deliver programs for prevention and remediation . A resourcebook is available.
- To work in partnership with all sectors of the community to promote literacy through the formation of literacy exchanges.

Activities: 2001-02

1. History Project

The first draft of the QFHSA History was submitted by the McGill University History Department researchers in December, 2001. The Rights Committee reviewed and returned the manuscript for revision in February 2002. It is hoped to have it completed and launched in October of this year.

2. Archives Project

Josée Martel, archivist, has completed the first draft of the Finding Aid. An additional application for funds was submitted in December 2001. It is hoped we can continue during the summer of 2002. QFHSA has a very impressive set of archives.

3. Official Languages Commissioner – January 17, 2002

A special meeting was held at the QFHSA Offices with the Official Languages Commissioner, Dr. Dyane Adam and her Quebec assistant, Eva Ludwig. This was arranged by the Rights Committee with several Board members and representation from the Education Committee.

Topics covered:

- Minority Language Education – Winnifred Potter
- The Rural Perspective – Brian Rock
- Court Challenges Program – Helen Koeppe
- The New Curriculum Funding – Marion Daigle
- Health Care – Marion Daigle

Dr Adam pointed out similar issues among French language populations outside Quebec – small populations, funding needs for schools, curriculum materials, obstacles at the provincial government level for information and services.

On the issue of erosion of constitutional protection of parental rights in education in Quebec she referred, in particular, to the recent P.E.I. – Cameron Arseneault case.

Dr Adam urged us to continue to work on Minority language issues, and to increase public awareness through media outlets. Her office in Montreal is ready to assist with accessing information and follow up.

More detailed information related to this meeting is available at the QFHSA office.

MEMBERSHIP DEVELOPMENT

Report to the Annual General Meeting - April 20, 2002

Submitted by Margaret Funnell - Director, Membership Development

Contributing: Norma Cheng, Louise Giguère, Susan Tweddell, Norma Stirling

Mandate: to prepare the application for the Department of Canadian Heritage [**CANHER**] Program funding; to participate at meetings of and communicate with the Quebec Community Groups Network [**QCGN**]; to prepare programs and outreach for off-island communities; to apply for other projects that may from time to time be funded by CANHER; to produce new or revised promotional materials linked to membership development, In addition a member sits on the Finance Committee.

QFHSA is a member of the QCGN which now has a five year agreement with the Federal Government for the disbursement of the Official Languages Communities Support Program funds. QCGN's members sign a contract [called a Contribution Agreement] with the Department of Canadian Heritage.

In mid-2001 the Quebec Federation of Home and School Associations [**QFHSA**] again received CANHER Program funding. As a result of the due diligence requirements with all such federal funding, applications are written and submitted with results-based management in mind. Funding is given in three instalments [50, 40 & 10%] with reports on activities and results required three times a year. This funding, plus membership revenue and an MEQ grant are QFHSA's main sources of revenue.

Regular program funding from CANHER allows QFHSA to bring parent members from off-island Home and School Associations in more remote areas to its workshops, Fall Conference and Annual General Meeting [AGM]. It helps subsidize important Regional Council meetings where schools are faraway from each other. Funding allows QFHSA to make trips to off-island Home and School Associations, including many new Associations. This March, the Regional Council covering the area of the Eastern Shores School Board is being funded for a meeting in Baie Comeau. A trip to the Magdalen Island was taken for the QCGN AGM; In Hull in November QCGN members were introduced to the new requirements for federal funding, this was followed up at the end of November with a hands-on computer workshop on filling in the new application forms.

Funding allows QFHSA to produce or renew membership materials, to support the Fall conference and AGM, to produce four issues per year of the Quebec Home & School NEWS, to upgrade its office equipment and increase office help.

A pamphlet entitled 'Putting an End to Bullying: Helping All Children Feel Safe' was produced as a joint project of AMCAL and QFHSA. Pamphlets entitled 'Self-Esteem' and 'It's about Us' were reprinted. Work is continuing on the Parental Advocacy project which is funded through CAHHER Project [Development] funding.

SAFETY/TRANSPORTATION COMMITTEE

Report to the Annual general Meeting – April 20, 2002

Submitted by Donald W. Smith, Chairperson

1. Attendance at Board of Directors meetings.
2. Regular contribution to the *Safety Scene* in the Quebec Home & School *NEWS*.
3. Report to the Executive and Board of Directors meetings on current safety issues.

STUDENT ACCIDENT INSURANCE

Report to the Annual General Meeting – April 20, 2002

Submitted by the Executive Committee

Recommendation: To recommend to the voting delegates at the Annual General Meeting that we endorse the Reliable Life Insurance Student Accident Plan for the year 2002-2003.

Reliable Life's coverage and premium(s) have not changed since last year.

LITERACY PROJECTS

Report to the Annual General Meeting – April 20, 2002

Submitted by Marion Daigle, Resource

Liaisons: Georgie Crawford (Born to Read / Le Goût de Lire Pierrefonds); Heather MacWhirter (Family Ties) – Gaspé; Cathy Chenier (P.A.C.E.); Debra Foltin, Principal, Colleen Mckinnon, co-ordinator (St Augustine School preK-11 and Family Literacy Center – Lower North Shore); Judy Brandeis, Executive Director, LPQ; Linda Shoheit, Executive Director, Centre for Literacy of Quebec; Carole Hart, member, Lindsay Place High Home & School and employee Royal Bank of Canada, Dorval.

Mandate:

- To promote awareness of the requirement for literacy in the information age, especially directed towards children and youth
- To mobilize school and community volunteer resources to advocate and deliver programs for prevention and remediation. A resourcebook is available.
- To work in partnership with all sectors of the community to promote literacy through the formation of literacy exchanges

Background:

- The project originated with the Canadian Home and School Federation in 1989-90, funded by the National Literacy Secretariat. Each provincial Home & School Association has since developed its own plan of action.
- QFHSA partnership with literacy organizations is an important link in our education network.

ACTIVITIES 2001 – 02

1. Fall Conference – October 20, 2001

Born to Read / Readers are Leaders / School Libraries

A very successful workshop with lively participation. Marion Daigle made a presentation on awareness of literacy concerns among all population sectors – from the very young to the elderly in Canada. Silvyia Ulmanis, Past President of Meadowbrook Elementary School raised concerns about the quality of public school libraries, especially in the light of the new curriculum. Anne MacWhirter gave an enthusiastic description of the Gaspé coast Born to Read / Readers are Leaders project in place since 1990.

2. AGM – Literacy Partners of Quebec – October, 2001

Marion Daigle represented QFHSA. This is a coalition of English language literacy groups and organizations. A highlight was a presentation on the interpretation of statistics related to literacy thus affecting the way in which literacy services are carried out.

3. Born to Read / Le Goût de Lire Pierrefonds

Under the leadership of Georgie Crawford of the Montreal Council of Women a

program to encourage reading and language development for the very young was set up by volunteers from several West Island Organizations interested in literacy. The sturdy red book bags are given to parents for their babies through the CLSC Pierrefonds. The launch took place January 27, 2002 on Family Literacy Day at the Dollard des Ormeaux library. It was an exciting event highlighted by storytellers, displays, books, refreshments and wonderful children. Marion Daigle is a consultant for the program. A number of fund raising activities will sustain the program on a long term basis.

4. Literacy Workshop – John Abbott College

Marion Daigle gave a workshop for students in the Library Systems and Documentation Center program. They are expected to report on what they have learned and prepare an article for the QFHSA NEWS, part of their public relations course of study. Once again an honourarium of \$100 was given to Beverley Graham, a library technician at four elementary schools in the Montreal area. This is the tenth year of this workshop activity.

5. Centre for Literacy of Quebec

QFHSA was a recipient of a most generous \$2000 gift certificate for books. Donna Sauriol, QFHSA Admin. Asst. and Marion Daigle spent a day shopping for books for awards, prizes, Born to Read, school visits, PALS, QFHSA resources etc. etc. The Centre held two successful fund raising giant book sales for English books through **Giant Booksales, Inc** at the Marché de l'ouest. Many other schools and organizations received similar support.

6. Family Literacy Book Drive

For the third year Carole Hart, member of Lindsay Place High Home & School and a Royal Bank of Canada employee, Dorval, organized staff and customers to support literacy and to highlight Family Literacy Day, January 27. Over 2000 books were donated! They were sorted, boxed and sent to the Lower North Shore and Gaspé coast schools and organizations. A very generous donor – Geoffrey Kelley, MNA Jacques Cartier, Dorval offered to pay the mailing costs - \$608.00!

Thank you to everyone who participated in making this a very successful QFHSA year.

PALS (PARENTS ASSIST LEARNING AND SCHOOLING)

Report to the Annual General Meeting, April 20, 2002

Submitted by Pat Waters, Coordinator/Resource

The PALS workshops were being offered to the member associations again this year. The new workshops Pat developed were also offered and have proven to be very popular. The topics are:

- Celebrating Who They Are: Understanding the Transition into Adulthood
- Who's Really In Charge? Conflict and Power Struggles at Home
- Victims, Bullies and Violence: What Can Parents Do About It?
- The Crisis Crunch: Surviving the Downs of Adolescence
- Getting Angry Doesn't Work: It Only Complicates The Problem!

As a service by QFHSA, the first one was free; there was a small charge for each one after that. The fee covers the cost of photocopying, travel and preparation. Workshops that took place during the 2001-2002 school year are:

DATE	NAME OF SCHOOL	LOCATION	WORKSHOP TOPIC	NUMBER OF PARTICIPANTS
Oct. 23	Aylmer Elementary	Aylmer, Qc.	Parents + Teachers = School Success	45
Jan. 21	Arundel Elementary	Arundel, Qc	Building Self-Esteem	23
Jan 30	Christmas Park Elementary	Beaconsfield	Responsibility and Homework	13
Jan. 31	Dr. Percival	Shawville, Qc.	Parents + Teachers = School Success	44
Feb. 18	Mt Pleasant Elementary	Hudson, Qc.	Conflict and Power Struggles	17
Feb. 20	Lindsay Place H.S.	Pointe Claire	Understanding the Transition into Adulthood	44
Feb. 25	Windermere	Beaconsfield	Conflict and Power Struggles	31
Mar. 11	Windermere	Beaconsfield	Victims, Bullies and Violence	21
Mar. 25	Mt Pleasant Elementary	Hudson, Qc.	Victims, Bullies and Violence	Not completed at time of report
April 15	Windermere	Beaconsfield	Building Self-Esteem	Not completed at time of report
April 16	Ecole Primaire Beaconsfield	Beaconsfield	Building Self-Esteem	Not completed at time of report
April 18	Mt Pleasant Elementary	Hudson, Qc.	Getting Angry Doesn't Work	Not completed at time of report
April 20	QFHSA AGM At the RMGC	Ile. Bizard, Qc	Conflict and Power Struggles	Not completed at time of report
April 22	Royal Vale	N.D.G.	Victims, Bullies and Violence	Not completed at time of report
April 23	Edgewater Elementary	Pincourt	Building Self-Esteem	Not completed at time of report

HEALTH ISSUES COMMITTEE

Report to the Annual General Meeting – April 20, 2002

Submitted by Shirley Straughton, Chairman

MANDATE: to identify health risks affecting children, promote preventative health measures, and submit reports to the QFHSA Board of Directors.

HIGHLIGHTS:

Home & School Community Kitchen

This proposal was rewritten and submitted to the Canadian Diabetes Strategy Prevention and Promotion Program of Health Canada in September 2001. QFHSA was notified in March 2002 that the funding request of \$24,240.00 was granted. The committee is in the process of preparing for this project to begin in September 2002 at Macdonald High School in Ste. Anne De Bellevue.

Shaken Baby Syndrome

At the March 2002 Board Meeting, a recommendation made by this committee was approved that QFHSA will support a joint statement on Shaken Baby Syndrome developed by Health Canada, The Canadian Paediatric Society, The Canadian Institute of Child Health, and The Saskatchewan Institution for the Prevention of Handicaps. A further recommendation was that QFHSA forward this information to CHSF to obtain national support for this initiative. Additionally, QFHSA will offer assistance for prevention strategies that fall within our mandate.

NEWS

Articles were published dealing with meningitis, handwashing as an infection prevention strategy, Gilda's Club, scalds by tap water, Caring for Kids web-site, and Shaken Baby Syndrome.

Active Living

Carlo Galli, a physiotherapist at The Montreal Children's Hospital, was persuaded by this committee to present a workshop entitled "Helping Your Kids Stay Active" at the QFHSA Fall Conference in October 2001.

Many thanks to Donna Sauriol and Ann Bishundayal for their invaluable support as well as Norma Cheng, Norma Stirling and Susan Tweddell Welcome to new committee member, Enid Mightly-George. I look forward to working with the members of the Home & School Community Kitchen, Mylaine Cardin, Susan Sipos, Sue Tomasczewicz, Anne Tetro, and Sue Tuff, as we put our project into action!

Canadian Home and School Federation
Report to the Annual General Meeting – April 20, 2002
Submitted by Norma Cheng – President

The Annual General Meeting of the CHSF was held in Saskatoon, Saskatchewan in June 2001. Our delegates were Norma Cheng and Joanne Perrault. The Mid-Term was held in Ottawa in November. Norma Cheng and Norma Stirling were the delegates. At both of these meetings there is plenty of time for networking and sharing of ideas regarding education across Canada. **This is the only National Group regarding Parents and Education.**

Annual General Meeting:

The theme for this year is “Making a Difference in Education through Volunteering”. A new award was instituted. It is called “National School Volunteer Award Program”. One school per province would be chosen and receive \$5,000.00. A school would also be chosen for a National prize of \$10,000.00. Corporate sponsors were sought to fund this award. This award maybe a one time thing or it may become annual.

Awards: Samuel Laycock –Gloria Lennox **Life Membership – Debi Brown**
Health Issues – Saskatchewan Physical Education Association and Advisory
Committee on Family Planning.
National Volunteer Recognition – Sylvia Dyck and Deborah Agama.

Executive: President - Pat Waters **Western V. P. - Donna Fillion**
Central V. P. – Pat Johansen **Eastern V. P. – Geargina Allen**
Treasurer – Debi Brown

Midterm Meeting:

Canadian Coalition on the Rights of the Child: Dr. Katharine Covell made a presentation regarding a program that has been developed for use in schools. It teaches children about the United Nations Convention on the rights of Children. The Convention was signed by Canada in 1991. The topics addressed are: Provision, Protection, and participation. Every 5 years the countries are evaluated on how well they are doing. In 1994 it was reported that Canada has not let people know about the convention and that Rights Education should be in the Curriculum. This years report states that Nova Scotia has some Rights Education in their schools.

- Provinces were asked to take the matter up with their Governments.

Teacher and Staff Appreciation Week:

A web-site is now up and running for information on T/SAW. You can visit it at:
There is often confusion of the date of this week here in Quebec. The Minister of Education has adopted the idea but always sets a different week. Our week is the one that includes Valentines Day. Watch December mailings for more information.

National School Volunteer Award Program: A corporate sponsor was found. The name is Healthy Alternatives. They sell healthy, good tasting snacks. They will market through Home and School associations. Registration for the award will be via their web-site. Products would be sold with 15% going to Local Association and 2% would go to Canadian Home and School Federation. They are funding the award for at least one year.

This year's Annual General Meeting will be held from June 6 -9th in Winnepeg Manitoba.

Office Services Committee

Report to the Annual General Meeting – April 20, 2002

Submitted by Norma Cheng

Committee Members: Norma Stirling, Donna Sauriol, Norma Cheng

Mandate: To Review contract regarding leases and rental of premises and equipment.

Review office technology/ staff or directors training where needed.

Teacher Appreciation Week.

Committee member to serve on Finance Committee.

Maintain office materials/supplies

Set up a policy on Board Members use of office/staff.

Highlights: In 2001 we welcomed Ann Bishundayal to our staff. Ann works 30 hours per week and is a great asset in the office and at all our functions. One of Ann's jobs is bookkeeper, she currently works with Denis Fosey an accountant and will be taking the Simply Accounting course in the near future. Donna Sauriol was away from work for 2 months due to ill health. She is back in fine form now and we are grateful. The painting of the office was completed. Another computer as well as a monitor have been purchased. The Audio-Visual equipment was purchased. We are now using Bell Highspeed as our Internet server.

ADVOCACY PROGRAM

Report to the Annual General Meeting – April 20, 2002

Submitted by JoAnne Perreault, Chairperson

Mandate:

This program has been designed to empower parents to act as advocates for their children and to help students to resolve school issues in a positive way. It will assist member Home and School Associations, Regional Councils, their parent leaders and parents themselves to fulfill their role as advocates for children and will assist students in becoming self-advocates. Facilitators for this program are trained parent leaders who act as mentors for individual parents advocating on behalf of their children. The goal of this program is to promote ongoing and early resolution of parent issues within the public education system. QFHSA intends to work with Governing Boards and other educational resources as appropriate. All parents/students in a participating school, not just Home and School family members, will be eligible for assistance.

Highlights:

- Re-formatting and adapting the Orientation Manual.
- Producing Advocacy Brochure.
- The “*Advocate’s Corner*” is a regular column in the Home and School NEWS
- A Resource Module was developed for Advocates in Quebec.
- A Training Module has been developed to facilitate training advocates in all regions of the province.
- School visits to 12 schools in Region 3 of English Montreal School Board; these were information sessions for parents and school administrators.
- Parental Advocacy Workshop at the QFHSA Fall Conference in October 2001. This was attended by 24 people.
- Workshop on “Bullying & Taxing” for teachers and administrators at Quebec Provincial Association of Teachers Annual Convention in November 2001. This was attended by 80 people.
- A Brochure, “*Putting an End to Bullying: Helping All children Feel Safe*” was produced in conjunction with AMCAL.
- Setting up of a toll free telephone number: 1-888-808-5619
- The Advocacy committee hosted Shirley Sarna from the *Commission des droits de la personne et des droits de la jeunesse*. Ms. Sarna did a workshop on “Human Rights in Quebec” and will be doing a follow up workshop on the “Rights of the Child in Quebec” on April 3, 2002.
- Visits to outreach areas:
 - Advocacy/ PALS Workshop on “Working with Teachers & Schools” was given at Dr. S.E McDowell School in Shawville (Western Quebec School Board) by Pat Waters, PALS Facilitator, and Norma Stirling, Advocacy Coordinator.
 - The Advocacy Committee organized and participated in the Parenting and Leadership Conference in Baie Comeau, March 22-24, 2002.
 - A visit and workshops are planned for the Gaspé in June.
- Search for Volunteer Advocates in all English School Boards in Quebec launched in March 2002.
- Training of new advocates and constant re-training of present advocates.
- Initial funding was received from the Department of Canadian Heritage; additional funding is being sought from other sources including the MEQ and the private sector.
- Advocates have responded to several inquiries by parents from many of the schools in the pilot region as well as some from other school boards.

CANADIAN ASSOCIATION OF COMMUNICATORS IN EDUCATION (CACE) REPORT

Report to Annual General Meeting – April 20, 2002

Submitted by Beverlee Bishundayal, Media Relations

CACE Meetings: Myself, and President, Norma Cheng, have attended two Quebec/Montreal chapter CACE meetings this year representing the QFHSA. The members of CACE are communications and media representatives of Montreal area academic, and academic related institutions and organizations.

Highlights

September 11th, 2001

- Due to the tragic event that occurred in the United States that morning, our meeting ended earlier than expected. Due to the hectic environment at the CJAD newsroom, the guest speakers were unable to attend. Nor, were we able to tour the station as previously planned.
- Luckily, radio hosts, Kevin Holden and Trudie Mason were able to come and speak with us briefly about how to use radio as a medium for advertising, public service announcements, and public relations as per our institution/organization's needs usually by contacting the station two weeks in advance.
- Quebec/Montreal chapter President, Michael Cohen also spoke about the crisis management policy at the EMSB and how to deal with sensitive subject matters.

January 16th, 2002

- The group had an opportunity to meet with Lis Travers (News Director), Barry Wilson (Executive Producer), Amy Fernandez (Assignment Editor), and other staff members of CFCF News. We were also given a tour of the CFCF facilities in order to observe how the 12:30 news cast is put together.
- The CFCF staff that spoke to the group stressed that news items about education are very important elements of the local news. Education related stories are highly sought by the production staff and popular with the viewing audience. The staff also explained that at CFCF, they prefer to personalize the story by doing human-interest reports.
- The staff gave us a list of contact numbers and advice on how to pitch a story idea effectively:
 - Community announcements should be faxed two weeks in advance.
 - Story ideas should be faxed or e-mailed to the assignment editors with a follow-up telephone call as soon as possible so that research can be done and permission obtained if necessary (ex. taping at a school).
 - Local sports stories are encouraged to be pitched since CFCF is often lacking news items in this area.
- Mike Cohen summarized the events of the National CACE Conference in Waterloo, Ontario and announced that the next National Conference will take place in Edmonton from October 27th – 29th. The next meeting will be held on April 30th.

MEDIA RELATIONS REPORT

Report to Annual General Meeting – April 20, 2002

Submitted by Beverlee Bishundayal, Media Relations

Update: In order to promote and publicize events of the QFHSA, as well as special achievements of the QFHSA members, the following changes have been made.

- The media/publicity contact list from 1996 has since been revised and updated.
- A media release was sent out to various media outlets asking to promote the workshops at the AGM.
- Another media release was sent out to newspapers and television stations regarding the AGM award winners.

Suggestions:

- The new list of media contacts should be used to maximise the QFHSA's potential of promoting events, programs, and volunteers.
- Perhaps, this will result in the general public becoming more aware of what the QFHSA has to offer, stands for and does for the school community.

ELEMENTARY LANGUAGE ARTS CONSULTATIVE COMMITTEE

Report to the Annual General Meeting--April 19, 2002

Submitted by Mary Baker and Petra Mueller, Education Committee Co-Liaisons

Mandate: The purpose of the Elementary Language Arts Consultative Committee (ELACC) is to make recommendations to the Coordinator of English Language Arts regarding the needs and concerns of the milieu involved in Elementary English Language Arts.

Members: ELACC has about 20 members, representing school boards, teachers' and administrators' associations, McGill, Concordia, the PAPT/PACT Curriculum Council, the International Reading Association, private schools and the QFHSA.

Issues and activities:

- Work began on the English Language Arts (ELA) program for high school, which is supposed to be in pilot schools in September 2002. The members of ELACC spent the last three years looking at many different versions of the elementary ELA program. In 2001-2002 they looked at the first version high school ELA program.
- Evaluation and descriptive scales are supposed to be ready in September 2003, when the new program is to be implemented globally. These issues are the subject of a great deal of controversy at the MEQ and need to be tracked closely.
- Unfortunately ELACC meetings were suspended in January 2002 because teachers were unable to attend owing to the labour dispute with the MEQ. This created a major problem for the people writing the ELA program because they were unable to incorporate the teachers' input into their writing. A sub-committee of consultants and a few teachers not involved in the dispute (First Nations and private schools) began meeting in February to try and help the writers but the lack of input from those who will be implementing the program was worrisome.

SECONDARY ENGLISH LANGUAGE ARTS ADVISORY COUNCIL (SLAAC)

Report to QFHSA Annual General Meeting - April 2002

Submitted by Dianne Skoda - Education Committee Satellite

Mandate: Since 1970, the Secondary Language Arts Advisory Council (SLAAC) has been providing advice to the coordinators of the English Language Arts Curriculum, hence shaping the direction of High School English Language Arts education. QFHSA parents have always enjoyed a place at this prestigious table.

Members: The Council has about 20 members including representation from the Ministry of Education of Quebec, several school boards, McGill University, Cegeps, teacher groups, various literacy groups, and QFHSA. A welcome representative has attended several meetings this year from the teachers' union. All meetings have been held at the offices of the English Montreal School Board on Fielding in central Montreal.

Concerns: SLAAC members have been preoccupied with the reform of the English Language Arts curriculum which is already in effect for Cycle 1 (Grades 1 and 2).

The focus has been on the development of the beginnings of the high school program. It will be a logical extension of the elementary program with the evolution of the expectations and abilities within the competencies - reading & listening, writing, media literacy, and speaking. The secondary curriculum is truly in its infancy and could change at any time.

A serious concern, as mirrored by the voices of parents throughout the province, has been evaluation. Within the Ministry of Education, evaluation is treated as a separate entity, rather than an integral part of the program.

The difficulty of implementing the reform in high schools is frequently discussed. The puzzle of staggered class schedules, time restrictions, lack of resources and lack of information for teachers to have input are all seen as factors contributing to the poor reception of reform at the high school level.

The absence of teachers at SLAAC meetings is one of the pressure tactics being used during teachers' negotiations with the government. This has curtailed SLAAC's effectiveness and could induce delays, although the calendar of implementation has not been changed.

Fall Conference Report 2001
Report to the Annual General Meeting - April 20, 2002
Submitted by Norma Cheng

Program: The Fall Conference was held on October 20, 2001 at Royalvale High School. The theme was "Partnering for Safe and Caring Schools". The Plenary Speaker was Dr. Jeffry Derevensky, Ph.D. He spoke on "Parenting in the New Millenium: New Issues, Problems, and Solutions".

Workshops: Leadership workshops were held in the morning. These included: Working Together in Your School (A panel workshop), Bullying: Helping All Kids Feel Safe at School (Deb Kellman), Ground Rules make Life Easier (Ann Cumyn), and Time management and Multi-tasking). In the Afternoon we had Parenting Workshops: Parental Advocacy (Norma Stirling), Born to Read/Readers are Leaders/School Libraries (Marion Daigle), Keeping Kids Fit (Carlo Galli), St. Dorothy School: Tomorrow's School Today (Dominic Furfaro), and Peace Pals Program (Lynn Thompson). All of these workshops were well attended. Evaluations were all quite positive.

Registration: There were 119 people registered. There were 84 delegates from 32 schools.

Displays: There were 16 displays.

Hospitality: Morning snacks were provided by Royalvale Home and School Association. MacDonald High School donated apples. The catering was done by The GourMaison.

Photographer: Once again Don Smith did his excellent work as official Photographer.

Think Tank

There was no Think Tank this year. Instead there was a hospitality evening for the out of town delegates. This was held at the Bar -B- Barn on Guy Street. There were 14 people in attendance.

Presidents Appretiation Dinner

Report to the Annual General Meeting – April 20, 2002

Submitted by Norma Cheng

This was a first time event that will hopefully become an Annual Event. It was planned as a time to celebrate the great volunteers we have in our organization. A total of 64 people gathered at the Royal St. Laurence Yacht Club for dinner and sharing. There were 12 Board members and representatives from 24 schools. Lucy MacDonald was our speaker/entertainer for the evening. Her topic was "I'm Okay You're Okay – Well Maybe not". This was a great relaxing evening and enjoyed by all. There were 4 books given as door prizes and one in the evaluation draw.

TEACHER APPRECIATION WEEK (TAW) February 10-16, 2002

Report to the Annual general Meeting – April 20, 2002

Submitted by the office.

CHSF Idea files (which included Order Sheet, 2002 Participation Report Sheet, Poster and Idea File) were sent out to local Home and School Associations in early December. Packages to Group Affiliates were sent out towards the end of December.

Only 17 orders were placed this year for TAW supplies. This is up from last year when we had only 14 orders. Of the 17 schools ordering 4 were not Home & School Associations. We ordered \$450.93 worth of supplies and sold \$432.02 worth. Some schools felt the price of the pens and paperclips was too high.

Once again the Quebec Ministry of Education advertised their own Teacher Appreciation Week the week before ours. Most schools were displaying two different posters and calling to ask yet again which was the official week to celebrate.

Reports were received from several schools about their TAW activities and these were used in the March issue of NEWS.

Recommendation – that a letter be sent to the Quebec Ministry of Education asking if perhaps we could come to some agreement on the “week” of celebration so as not to cause so much confusion at the school/parent level. It would also not hurt to remind them that they came to us many years ago for our help in setting up their TAW booklet and now have taken all our ideas and made them their own.

Loyalty Card

Report to the Annual general meeting – April 20, 2002

Submitted by Ron D'Souza

At our last AGM, Mr. Craig Cushman, spoke to us about the merits of implementing the Loyalty Card Program coast to coast in our schools.

I have kept in touch with him since then, but didn't get a very positive update. He wasn't getting much response from other Home and Schools across the country.

Also sponsorship of this project was very hard to find, though companies like Walmart and others were interested in coming on board. He was, however, very optimistic in making this project a reality. He was now concentrating on Quebec and Ontario only and would eventually expand to the other provinces.

This last March I received a further update. His proposal is now before the Thames Valley District School (Ontario) for their final decision. He has partnered himself with the Royal Bank, who are very interested in using the idea with Visa Card and are confident that if approved soon the Loyalty Card should be in operation by September 2002.

I will continue to keep in touch with Mr. Cushman and will update everyone on his progress.

AGM 2001 COMMITTEE REPORT

Report to Annual general Meeting - April 20, 2002

Submitted by Norma Stirling - Chairperson

Mandate: It is the mandate of the AGM General Arrangements Committee to organize the Annual General Meeting and Conference in accordance with the timeline as defined in the QFHSA By-Laws, and to organize the Awards Dinner.

Members: Chaired by Norma Stirling. All members of the Board of Directors took on a task in preparation for the AGM.

Highlights:

1. The Theme this year was **“Partnering for Safe and Caring Schools”**.
2. **Awards Dinner – Friday Apr. 27, 2001**
 - a) Was held at the St. James’s Club on Union Ave. in Montreal. This was a successful evening and the format was enjoyed by all.
 - b) Attended by 65 people. Cost to us was \$35 pp. We charged \$25/\$30 per person.
 - c) The Master of Ceremonies was Marcus Tabachnick, Chairman of the Board for Lester B. Pearson School Board.
 - d) The winners of the three major awards were:
 - The Leslie N. Buzzell Award - Don Smith, QFHSA Director
 - The Gordon Paterson Award – James Aitken, Principal of Lachine High School
 - The Lewis Peace Prize – Lynn Thompson & the Mini Mac Peace PalsAll winners attended as well as some of the winners of the Golden Torch and the Unsung Hero.
3. **Annual general Meeting & Conference – Saturday Apr. 28, 2001**
 - a) Registration: 115 people attended representing 31 schools.
 - b) 7 persons attended from off island and 6 of these stayed in the Beaconsfield Motel.
 - c) The Business meeting began at 8:30 am and adjourned at 12:50 pm
 - d) Membership and Newsletter prizes were awarded at the beginning of the meeting.
 - e) Guest speaker – Craig Cushman spoke and answered questions on the Loyalty Card Program
 - f) Hospitality:
 - The morning breakfast, ongoing coffee and snacks were served at a cost to us was \$9.95. We charged \$8/\$10.
 - Lunch was a buffet of quiche and Salads and desserts was served at a cost of \$21.75. We charged \$15/\$20.
 - The Royal Montreal Golf Club donated the use of the facility.
 - g) Workshops
 - There were three workshops and all were well attended.
 - The topics were as follows:
 - #1. **Bullying & Taxing – A Parental Concern** – a panel moderated by Michelle Poisson, Parental Advocacy Project Coordinator
 - #2. **Evaluation of Student Achievement** – a panel moderated by Alice MacLeod, QFHSA Education Chairman
 - #3. **Creating Wellness** with Lucy MacDonald
 - h) The Day ended at 3:45 with the Evaluation Draw.

