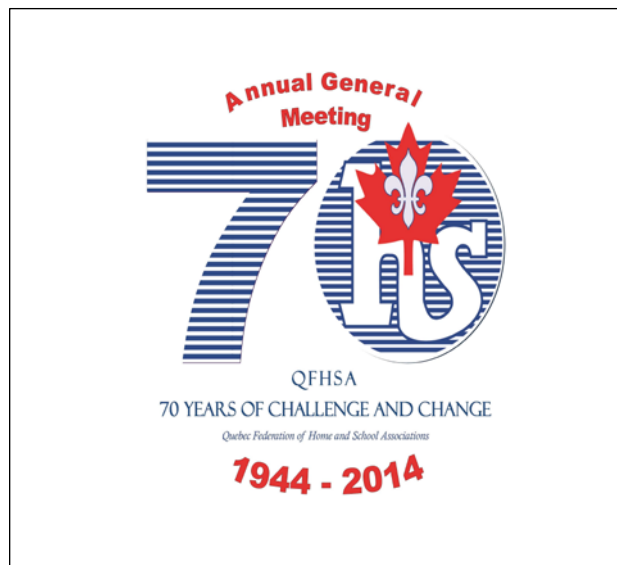


QUEBEC FEDERATION OF
HOME AND SCHOOL ASSOCIATIONS INC.



2014 ANNUAL GENERAL MEETING

BOOK OF REPORTS

May 3, 2014

Novotel Hotel

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St Laurent, Quebec

Quebec Federation of Home and School Associations Inc.

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TABLE OF CONTENTS

QFHSA Year at a Glance 2013/2014	1
Glossary of Organizations	4
Business Meeting Procedure	8
Parliamentary Procedure	9
Minutes of 2013 Annual General Meeting	11
President’s Report	19
Executive Director’s Report	20

REPORTS: Board of Directors

Administration	22
Rights and Education, joint report	24
History/Archive Project.....	26
Auditor’s Report	29
Finance	43
2014/2015/2016 Proposed Budgets	44
Communications, Media, and Public Relations.....	47
Membership Development and Community Service.....	49
Resolutions	51
Constitution/By-Laws	52
Nominations	55
Literacy.....	57

QFHSA EVENTS

AGM 2013.....	60
Fall Conference	62
Executives Appreciation Dinner.....	65
Executive Workshops.....	66
Youth Exploring Science Workshops	69

QFHSA LIAISON/AREA REPORTS

Canadian Home and School Federation	70
Quebec Community Groups Network (QCGN)	72
Quebec Anglophone Heritage Network.....	75

YEAR AT A GLANCE 2013-2014

April 2013

- April 6 Carol Meindl, Rickhey Margolese, Wanda Leah Trineer, and Lisa Fougere represented QFHSA at the CPC (Central Parents Committee) Conference at Lindsay Place High where we had a display table
- April 6 Yes Workshop #3
- April 9 Spring 2013 NEWS was distributed
- April 20 **Annual General Meeting** held at Sheraton Airport Hotel – new president Lawrence DePoe begins his first term
- April 24 Carol Meindl attended the CBC meet and greet with other community groups
- April 30 PCH contribution agreement mailed out

May 2013

- May 6 Larry DePoe and Carol Meindl met with a local association to help resolve some issues
- May 6 Mary Skagos, administrative assistant, took an extended leave of absence
- May 7 Carol Meindl participated in a Stats Canada webinar
- May 8 Carol Meindl attended the 2017 150th anniversary Canada Conference
- May 10 Famous Family Recipes award winners were announced
- May 16 Carol Meindl scouted new locations for AGM 2014
- May 16 **Board of Directors' meeting**
- May 17 Final contribution agreements with PCH are signed and delivered
- May 21 Marlyn Brownrigg attended PACTE meeting
- May 22 QFHSA Personnel meeting
- May 29- Jun 2 Rickhey Margolese attended CHSF AGM in St. John's, Nfld
- May 31-Jun 1 Carol Meindl attended QAHN AGM as the QFHSA representative

June 2013

- June 14 Carol Meindl attended the QCGN's AGM
- June 14 **Board of Directors' meeting**
- June 26 Summer issue of the NEWS went out to members

July 2013

- July began work on Fall Conference
- July 11 held interviews for Membership Coordinator & Office Assistant position
- July 17 Office closed for a summer vacation

August 2013

- Aug 15 Carol Meindl attended the QCGN Membership Committee meeting

Aug 19	received balance of PCH grant (\$4500)
Aug 23	Board of Directors' meeting
Aug 23	First day in the office for Marlyn Brownrigg, the new Membership Coordinator
Aug 28	First day in the office for Shadi Asadollahi, the new Office Assistant
<u>September 2013</u>	
Sept 16	Carol Meindl visited the auditor's office, Verelli Arrizza, for explanation of audit review for charitable organizations
Sept 21	Board of Directors' meeting
Sept 23	Executive Workshops at the QFHSA head office for Presidents, Treasurers and Membership Chairs
<u>October 2013</u>	
Oct 1	began working on AGM
Oct 15	Deadline for PCH application for Core Program Funding
Oct 16	Carol Meindl attended an "Agriculture in the Classroom" teleconference
Oct 17	Carol Meindl attended the QCGN Goldbloom awards dinner
Oct 18	Carol Meindl visited Beurling Academy in preparation of the Fall Conference
Oct 18	Board of Directors' meeting
Oct 24	Carol Meindl and Marlyn Brownrigg attended a CLC workshop on Mobilizing Volunteers.
Oct 28	Rights Committee meeting
Oct. 29	Carol Meindl, Marlyn Brownrigg, and Marion Daigle attended a Reluctant Reader project at Lindsay Place
<u>November 2013</u>	
Nov	received 2 new computers in the office
Nov 9	Fall Conference at Beurling Academy
Nov 11	PACTE meeting attended by Marlyn Brownrigg
Nov 14	Carol Meindl attended a conference "Dealing with Difficult People" in Ottawa
Nov 15	Carol Meindl attended Inspirations Meet and Greet Luncheon
Nov 21-22	QPAT convention – table manned by Marlyn Brownrigg, Shadi Asadollahi, Carol Meindl
Nov 25	Regional Council meeting held at Thorndale Elementary
Nov 28	Lawrence DePoe and Marlyn Brownrigg hosted a regional council Meeting at Western Quebec School Board for local members
Nov 29	Rights meeting
<u>December 2013</u>	
Dec 5	Carol Meindl and Marion Daigle had a meeting at QCGN
Dec 9	Rights meeting
Dec 10	OCOL consultation (at QCGN office)

Dec 11	Carol Meindl attended a QCGN Membership Committee meeting
Dec 13	Rights meeting
Dec 20	QFHSA submitted statement on Bill 60 to the National Assembly
Dec 21	switched email provider to Google Apps
<u>January 2014</u>	
Jan 2	Winter issue of QFHSA NEWS went out to members
Jan 17	Board of Directors' meeting
Jan 18	Carol Meindl and Marlyn Brownrigg went to Gatineau to meet with local associations
Jan 20	Family Treasures essay competition begins
Jan 21	Editorial meeting
Jan 22	Carol Meindl attended LEARN Teachers Conference
Jan 27	Famous Family Recipes essay contest begins
<u>February 2014</u>	
Feb 4	DM Family Services offered a Live, Love, Laugh: Raising Resilient Children workshop at the QFHSA office
Feb 10-14	Teacher Appreciation Week in Quebec
Feb 19	Carol Meindl, Lawrence DePoe, Patricia Willis and Shadi Asadollahi went to the National Assembly in Quebec City to Present and defend the QFHSA's statement on Bill 60
Feb 22	AGM meeting
<u>March 2014</u>	
Mar 10	Orientation session for YES coordinators
Mar 12	QCGN teleconference attended by Larry DePoe
Mar 14	Board of Directors' meeting
Mar 15	YES workshops begin
Mar 16	QFHSA and local associations march in the St. Patrick's Day parade
Mar 21	essay contests end & winners chosen
Mar 22	YES workshop #2
Mar 30	Marlyn Brownrigg manned our table at the Autism in Motion Conference
Mar 31	Carol Meindl attended the Arts Culture and Heritage PCH Summit
<u>April 2014</u>	
April 2	AGM planning meeting
April 4	Board of Directors' meeting
April 5	YES workshop #3
April 9	Mary Skagos and Carol Meindl attended a Tea Party at Gardenvue elementary and presented certificates and prizes to the Family Treasures winners
April 9	Marlyn Brownrigg attended a PACTE meeting
April 25	Finance/Budget planning meeting

GLOSSARY OF ORGANIZATIONS 2014

- AAESQ** **Association of Administrators of English Schools of Québec**
Provincial organization representing administrators working for English-speaking school boards across Québec
President: Christine Denommée (English Montreal School Board)
Executive Director: Ron Silverstone www.aaesq.ca
- ABEE/
CELA** **Advisory Board on English Education/ Commission de l'éducation en langue anglaise**
Chair: Kate Le Maistre
Contact: Lynn Travers (Secretary)
QFHSA parent-rep 2014-15: (TBC)
<http://www.mels.gouv.qc.ca/cela/default.htm>
- ADGESBQ** **Association of Directors General of the English School Boards of Québec**
President: Mike Dawson
- AITC** **Agriculture in the Classroom-** *An organization whose mission it is to work together to enhance the knowledge, understanding, and appreciation of agriculture in everyday life.*
- ATEQ** **Association of Teachers of English Québec**
President: Mary Sauvé <http://www.ateq.org>
- CSDM** **Commission Scolaire de Montréal**
Largest French school board in Québec
President: Ms. Catherine Harel-Bourdon
Director General: Gilles Petitcherc www.csdm.qc.ca
- CEQ** **Centrale des syndicats du Québec** www.csq.qc.net
Provincial union of the majority of French-speaking teachers of Québec
- CHSF** **Canadian Home & School Federation**
The national federation composed of provincial Home and School Federations
President: Cynthia Richards
QFHSA rep: Rickhey Margolese <http://www.canadianhomeandschoolfederation.org/>
- CLC** **Community Learning Centres (CLC)** <http://www.learnquebec.ca/en/content/clc>
Located in many English-speaking schools, these centres provide a range of services and activities, often beyond the school day, to help meet the needs of learners, their families, and the wider community. Their aim is to support the holistic development of citizens and communities.
- CPC** **Central Parents Committee (at each school board)**

GLOSSARY OF ORGANIZATIONS 2014

- CSEQ** **Conseil supérieur de l'éducation** (Superior Council of Education)
Advisory body to the Ministry of Education. Membership includes five commissions [primary, secondary, CEGEP, university and adult education]
President: Claude Lessard www.cse.gouv.qc.ca
- EPCA** **English Parents' Committee Association**
President: Pierre Chouinard
<https://www.facebook.com/EPCAQuebec>
- FCPQ** **Fédération des comités de parents du Québec** www.fcpq.qc.ca
Federation of Parent Committees for the province of Québec
FCPQ gathers members from parents' committees from 61 Québec school boards (2 parents from each parent committee)
Président: Gaston Rioux
Representative for English Affairs: Patricia Willis
- FCSQ** **Fédération des commissions scolaires du Québec** www.fcsq.qc.ca
Federation of French School Boards of Québec
Présidente: Josée Bouchard (Alma, Québec)
- LEARN** **Leading English Education and Resource Network**
Provider of educational services and support through e-learning initiatives to English-speaking communities of learners within Québec
CEO: Michael Canuel <http://www.learnquebec.qc.ca>
- MELS** **Ministère de l'éducation, du loisir et du sport**
The Ministry of Education of Québec is the centralized body in Quebec which is responsible for developing and proposing educational policies throughout the province.
Minister: Yves Bolduc
Assistant Deputy Minister, Services to the English-speaking community: Chantal Beaulieu <http://www.mels.gouv.qc.ca/>
- PACTE** **Provincial Advisory Council of Teachers of English**
QFHSA rep: Marlyn Brownrigg
- PCH** **Patrimoine Canadian Heritage**
Government body responsible for national policies and programs that promote Canadian content, foster cultural participation, active citizenship and participation in Canada's civic life, and strengthen connections among Canadians. <http://www.pch.gc.ca>
- PPO** **Parent Participation Organization**

GLOSSARY OF ORGANIZATIONS 2014

- QAHN** **Québec Anglophone Heritage Network**
Non-profit organization whose mission is to help advance knowledge of history and culture of English-speaking community in Québec
President: Simon Jacobs
Executive Director: Matthew Farfan www.qahn.org
- QALL** **Québec Association of Lifelong Learning**
A not-for-profit English-language lifelong learning association that supports those who support learners. It is located at Concordia University.
President: Ilze Epnars <http://www.qall.ca>
- QCGN** **Québec Community Groups Network**
A provincial coalition of English-speaking organizations to contribute to the development and enhancement of the vitality of the English-language minority communities of Québec.
President: Dan Lamoureux
Director General: Sylvia Martin-Laforge www.qcgn.ca
- QFA** **Québec Farmers' Association**
Not-for-profit organization that defends the rights and advocates on behalf of the English-speaking agricultural community in Québec
President: John McCart www.quebecfarmers.org
- QFHSA** **Quebec Federation of Home and School Associations**
An independent non-profit organization made up of local associations of parents and volunteers active in the schools (one of the provincial organizations comprising the CHSF).
President: Lawrence DePoe
Executive Director: Carol Meindl <http://www.qfhsa.org>
e-mail: info@qfhsa.org
- QFHSA** **Regional Councils**
The councils are composed of the president (or delegate) from each local Home & School Association within a specified region. They meet two or three times a year to share ideas and discuss local concerns.
- QPAT** **Québec Provincial Association of Teachers**
Association provinciale des enseignantes et enseignants du Québec (APEQ) *The provincial union for English-speaking teachers in Québec*
President: Richard Goldfinch <http://www.qpat-apeq.qc.ca>
- 4-H Québec** **4-H Provincial Association** www.quebec4h.com
Promote the personal development of youth in agricultural and rural communities

GLOSSARY OF ORGANIZATIONS 2014

QESBA	Québec English School Boards Association <i>Composed of members from 9 English boards in Québec.</i> President: David D'Aoust (New Frontiers School Board) Interim Executive Director: Kim Hamilton	http://www.qesba.qc.ca
CQSB	Central Québec School Board Chair: Stephen Burke Director General: Marielle Stewart	http://www.cqsb.qc.ca
EMSB	English Montreal School Board Chair: Angela Mancini Director General: Robert Stocker	http://www.emsb.qc.ca
ESSB	Eastern Shores School Board Chair: Audrey Acteson Director General: Howard Miller	http://www.essb.qc.ca
ETSB	Eastern Townships School Board Chair: Michael Murray Director General: Andre Turcotte	http://www.etsb.qc.ca
LBPSB	Lester B. Pearson School Board Chair: Suanne Stein Day Director General: Robert Mills	http://www.lbpsb.qc.ca
LITTORAL	Littoral School Board Director General : Lucy de Mendonça Secretary General: Marc-André Masse	http://www.csdulittoral.qc.ca/
NFSB	New Frontiers School Board Chair: David D'Aoust Director General: Robert Buttars	http://www.csnewfrontiers.qc.ca
RSB	Riverside School Board Chair: Moira Bell Director General: Sylvain Racette	http://www.rsb.qc.ca
SWLSB	Sir Wilfrid Laurier School Board Chair: Nick Milas Director General: Stephanie Vucko	http://www.swlauriersb.qc.ca
WQSB	Western Québec School Board Chair: Michael Chaisson Director General: Paul Lamoureux	http://www.wqsb.qc.ca/

QFHSA 70th ANNUAL GENERAL MEETING – May 3, 2014
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. Any person wishing to speak needs to stand and come to the microphone (if one is available).
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 is 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 the 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 69th ANNUAL GENERAL MEETING
QUEBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS INC.
Held April 20, 2013 at the Sheraton Airport Hotel in Dorval

Registered and present during the 69th Annual General Meeting were 61 people including special guests:

Leo La France, Assistant Deputy Minister of Education, Leisure and Sport; Charles Taker, Liaison Officer, Office of the Commissioner of Official Languages; Robert Mills, Director General of Lester B. Pearson School Board; Raymond Ledoux, Central Parents Committee Chair New Frontiers School Board; David D’Aoust, President of Quebec English School Board Association; Kate Le Maistre, Chair of Advisory Board on English Education; Paule Langevin, Community Learning Centers Initiative Director; our partners DM Family and School Services, Directors and past presidents.

The Saturday evening Awards Dinner was attended by 75 people, including special guests: Charles Taker, Liaison Officer, Office of the Commissioner of Official Languages; Raymond Ledoux, CPC Chair, New Frontiers School Board; Mona Segal and Deb Kellman, DM Family Services

The theme of the 2013 AGM was *A Voice for Education*

There were 24 local Home & School Associations present. Local Associations with voting delegates were:

Beacon Hill Elementary	John Rennie High School	Westwood High School
Beaconsfield High School	Lindsay Place High School	Wilder Penfield Elementary
Beurling Academy	Macdonald High School	Westpark Elementary
Birchwood Elementary	Pierre Elliott Trudeau Elementary	Willingdon Elementary
Dorset Elementary	Roslyn Elementary	
East Hill Elementary	Sherwood Forest Elementary	
Edgewater Elementary	Souvenir Elementary	
Forest Hill Elementary	St. Charles Elementary	
Gardenview Elementary	St. Patrick Elementary	
Honore-Mercier Elementary	Thorndale Elementary	

WELCOME AND INTRODUCTIONS

The meeting was chaired by the President, Liette Chamberland. She welcomed everyone and introduced those at the Head Table: Debi Brown, Past-President of QFHSA, serving as Parliamentarian; Rosalind Hoenig, Secretary; Carol Meindl, Executive Director and Recording Secretary; Lawrence Depoe, Vice President; Rickhey Margolese, Executive Vice-President.

The remaining Directors were also presented to the delegates and thanked for their services: Vera Young, Director and Time Keeper, Wanda Leah Trineer, Director; Suanne Stein Day, Treasurer (not at head table). Patricia Willis, Director sent regrets.

The President welcomed the invited guests Leo La France, Assistant Deputy Minister of Education, Leisure and Sport; Charles Taker, Liaison Officer, Office of the Commissioner of Official Languages; Robert Mills, Director General of Lester B Pearson School Board; Raymond Ledoux, CPC Chair NFSB; David D'Aoust, President of QESBA; Kate LeMaistre, Chair of Advisory Board on English Education; Paule Langevin, Community Learning Centers Initiative Director; our partners DM Family and School Services, Mona Segal and Deb Kellman; and past president Debi Brown.

Regrets were received from:

Marie Malavoy, Minister of Education; Richard Goldfinch, President, QPAT; Glyn Morgan, President, NBFHSA; Frank Verrillo, Vice President QESBA; Myrna Howatson, Chair, ESSB CPC; Jennifer Maccarone, CPC Chair SWLSB; Pietro Mercuri, CPC Chair EMSB; Angie Bertone, EMSB Parent Commissioner, Secondary; Janet Walsh, President of CHSF; Sylvia Adams, QFHSA Past President; and Darren Kotania, VP for English Affairs FCPQ.

GREETINGS

Leo La France, Assistant Deputy Minister, brought greetings from the Ministry of Education, Leisure and Sport and outlined the priorities of the ministry. He spoke of student success, parental participation, partnership agreements, kindergarten for 4 year olds and the need for additional resources to support teachers, all as priorities for the Ministry in the coming year. He spoke of the need to promote recreation, sport and active living and how to use the infrastructure of our buildings during afterschool hours. The ministry will be looking at technology: what is needed in terms of hardware, availability of digital materials, how text books will move to the next level and of exploration of on-line learning as a means of giving equal opportunity to all students across the province.

Mr. Charles Taker brought greetings from the Office of the Commissioner of Official Languages and praised the QFHSA's achievements and accomplishments. He mentioned that it is the 10th QFHSA AGM he has attended. He spoke of Commissioner Graham Fraser and his re-appointment for another 3-year term, indicating confidence in his role to bring the concerns of the ESC directly to Ministers De Courcy and Jean Francois Lisee. He spoke of the renewal of the Roadmap for Linguistic Duality for another 5 years and how the educational component needs to be looked at and analyzed.

David D'Aoust, President of QESBA, brought greetings and spoke of exciting times in education. He praised QFHSA as a voice for parents and expressed appreciation for receiving copies of our briefs and resolutions. He indicated that QFHSA parents will be needed now more than ever due to the budget cuts to the school boards.

Kate Le Maistre Chair of the Advisory Board on English Education (ABEE), brought greetings and explained about ABEE and its role in advising the Minister of Education on matters concerning English Education in Quebec. One of the problems that ABEE faces is that there is not always immediate feedback from their recommendations but it does eventually filter through. ABEE will brief the Minister on what the English Speaking Community does that is distinct in many ways especially in terms of parental involvement.

MEMBERSHIP AND NEWSLETTER PRIZES

Membership awards were presented by Vera Young, Membership Committee Chair and Carol Meindl, Executive Director/Membership Coordinator, to 12 local associations and they also welcomed one new association, La Tuque High School. Newsletter Awards, which were judged and chosen by Martha Farley, were presented by Lisa Fougere, Editor of the QFHSA NEWS to two (2) Elementary Schools and two (2) High Schools.

EXPLANATION OF AGM KIT

Carol Meindl, Executive Director, gave an explanation of the documents included in the kit and Liette Chamberland, President, explained how to use the voting cards. She mentioned that although an evaluation form was not included in the kits, that an evaluation form would be sent out electronically following the AGM. A draw for DM Family Services and Dynamix Adventures workshops would be done at the end of the Business session.

KEYNOTE SPEAKER

The Keynote Speaker for the morning was Matthew Albert from the LBPSB Educational Services Department. He spoke on the importance of “Responsible Use of Social Media” at the elementary school level as well as high school level. He spoke of the necessity of simple rules when creating and maintaining blogs and the importance of setting up an on-line identity that you control. He spoke of the need for a Family Media Agreement and stressed that it is vital that parents set the example and follow the rules they set as much as their children. He spoke of the need for Social Media Policies for schools that the Home and School volunteers should also follow. He gave practical advice on how to protect kids when taking and posting photographs, offering suggestions on how to identify those whose pictures should not be taken and shared. The goals should be to inform, create, collaborate and communicate using social media safely.

CONSTITUTION TEMPLATE PRESENTATION

The QFHSA Constitution and By-Laws Committee created a Constitution template for the local associations to adopt. Liette Chamberland walked the delegates through the template and answered questions that arose. She explained that the Constitution is like the bones of a body- the structure and support, Bylaws, the muscles and skin and Standing Rules, the clothing that changes with the seasons. She advised those local associations currently without a constitution, to fill in the blanks of the template and adopt it at their next Annual Meeting as a basis for their rules and regulations. For those associations with a well-developed constitution already in place, she advised taking out the parts that correspond with the template and creating a new Constitution. All the remaining material would then make up the body of the By-Laws. All draft constitutions should be submitted to the office for approval before adoption. QFHSA will be available to answer question over the coming months and will be holding subsequent workshops to assist local associations.

AGM BUSINESS SESSION

The 69th Annual General Meeting was then officially called to order.

Carol Meindl, Registration Credentials, reported that there were presently 22 Home & School Associations in attendance which fulfilled the requirements for a quorum.

1.1 Appointments & Procedures

Parliamentarian	Debi Brown
Recording Secretary	Carol Meindl
Speakers List	Rosalind Hoenig and Wanda Leah Trineer
Time Keeper	Vera Young
Credentials	Carol Meindl
Scrutineers	Lawrence DePoe
Steering Committee	Rosalind Hoenig

MOTION: Tania Nichols (Sherwood Forest)/ Barbara Schnider (Lindsay Place)/ to accept these appointments.

CARRIED

1.2 Business & Parliamentary Procedure

Debi Brown briefly reviewed the Business Meeting Procedures described in the Book of Reports, p. 10, and the principles of Parliamentary Procedure, p. 11.

2. ACCEPTANCE OF AGENDA

MOTION: Joyce Shanks (Wilder Penfield)/Fe Solomon (Dorval) to accept the agenda as presented.

CARRIED

3. ADOPTION OF THE MINUTES OF 2012 AGM (Book of Reports, p. 13-21)

There were several corrections to the minutes;

p. 13, paragraph 2, line 2, should read "...and his wife, ~~2013~~ 2012 Paterson Award Winner;"

paragraph 3, Should read "...The theme of the ~~2013~~ 2012 AGM was...."

p. 21 Top of the page should read *Installation of Board of Directors for ~~2011-12~~ 2012-13*

MOTION: Linda Roach (Lindsay Place)/ Raymond Taylor (Beurling Academy) to accept the amended 2012 AGM Minutes in the Book of Reports.

CARRIED

There was no business arising from the 2012 AGM Minutes.

4. PRESIDENT'S REPORT (Book of Reports, p. 23-24)

Liette Chamberland, President, spoke to her report and thanked the Executive Director for all her work. The President's Report was received.

5. **EXECUTIVE DIRECTOR'S REPORT** (Book of Reports, p. 27-28)
Carol Meindl, Executive Director, spoke to her report, highlighting some of the more important events in 2012 and reiterating again that much of work the QFHSA accomplishes is done by volunteers. The Executive Director's report was received.
6. **ADMINISTRATION REPORT** (Book of Reports, p. 25-26)
Carol Meindl, Executive Director spoke to the Administration Report on behalf of Patricia Willis, the Chair. She reported that 2012 was a fairly stable year for QFHSA with no significant changes in staffing or administration. The administration report was received.
7. **RIGHTS AND EDUCATION JOINT REPORTS**
Rickhey Margolese spoke to the Rights and Education joint report. She mentioned that 2012 had been an active year for the committee with efforts made to write briefs for Bill 56 and Bill 14 as well as presenting the brief on Bill 14 to the National Assembly on March 19. As a consequence of all this activity, there was not enough time and manpower to consider past resolutions for updating and re-affirmation. Ms. Margolese invited delegates to join the efforts of the Rights Committee to pursue what is in the best interest of all parents.
8. **RESOLUTIONS REPORT** (Book of Reports, p. 35-37)
 - a. **Disposition of 2012 Resolutions**
Rickhey Margolese reported that all 3 resolutions were translated and bilingual versions, with covering letters, were sent to their specified destinations. Many responses were received after the reception of our resolutions. 2013 activities will include follow up to those responses. She reminded the delegates on the importance of resolutions and reiterated her request to delegates to form a sub-committee to work on the QFHSA Statement of Policy.
 - b. **RESOLUTIONS from the floor**
There were no resolutions from the floor. The Resolutions Report was received.

The Business meeting was then paused to present the Membership Awards and the Newsletter Awards.

Membership Awards were accepted by representatives of Beacon Hill, Birchwood, Gardenview, Forest Hill, Macdonald High, Roslyn, Souvenir, and Westwood High.

Newsletter Awards were accepted by representatives of Gardenview, Sherwood Forest, Lindsay Place High and Westwood High.
9. **LITERACY COMMITTEE** (Book of Reports p. 39-40)
Wanda Leah Trineer, Chair, gave an overview of her report which offered a month-by-month outline of all the literacy activities that the committee had taken on over the past year. She thanked all committee members for helping fulfill the mandate of the Literacy

Committee. She drew the attention of the delegates to the Financial Literacy draft resolution in the kits and asked for general consensus that this was a subject that would be of interest for the QFHSA to pursue. As the delegates expressed interest in the subject, the Literacy Committee along with the Education committee will look into it further. Suanne Stein Day offered to participate on the committee. The Literacy report was received.

10. COMMUNICATIONS – Media/Publicity/QFHSA NEWS (Book of Reports p. 40-41)

In the absence of Mary Skagos, Communications Chair, Lisa Fougere, QFHSA NEWS Editor, spoke to the report. She explained the mandate of the committee which is to oversee the content of the newsletter and the website. Four issues of the NEWS were published. The NEWS is distributed via MailChimp which allows the office to track the distribution at the local level. Hard copies also continue to be mailed out to those without email access. Ms Fougere reported that advertiser confidence in the publication has increased and is reflected in the increase in advertising revenue. She requested the Local associations send her material for the Focus on the Locals section and also suggested they send her copies of their Newsletters as well as final activity reports to their membership as an additional means for her to find content for the feature. The Communications Report was received.

11. CANADIAN HOME AND SCHOOL FEDERATION (CHSF) REPORT

(Book of Reports p. 42-44)

Rickhey Margolese, QFHSA Delegate to CHSF, explained how the Canadian Home and School Federation functions and what they have been working on. She highlighted two points: Two CHSF representatives laid a wreath on behalf of CHSF during the Remembrance Day Ceremony in Ottawa. The CHSF has also been active with the Education Coalition Partners on the federal copyright legislation, the Copyright Modernization Act, Bill C-11 which came into effect on November 7, 2012. A new edition of “Copyright Matters” as well as Fair Dealings Guidelines are available. The province of Newfoundland will host the Spring Board meeting in 2013. The CHSF report was received.

12. MEMBERSHIP COMMITTEE (Book of Reports, p. 45)

Carol Meindl, Membership Coordinator, explained briefly to the delegates that in 2012, in response to members’ requests, Executive Workshops were held in September and in June. She reviewed our membership numbers and welcomed 1 new association – La Tuque Home and School. She requested permission for QFHSA to send personal invitations to Fall Conference to all paid members. It was agreed by consensus of the delegates present that QFHSA be authorized to send invitations to all members in 2013 and report back to AGM in 2014 if registration at Fall Conference improved as a result. The Membership report was then received.

13. FINANCE COMMITTEE REPORT (Book of Reports p. 65)

Suanne Stein Day, Treasurer, spoke to the Financial Report. She gave credit to the Finance Committee and the staff for keeping the finances in good order. She reported that

there were some changes to the General Accounting Principles that were duly adopted by the QFHSA.

2012 Financial Statement and Auditor's Report (p. 47)

MOTION: Wanda Leah Trineer (Roslyn)/ Tania Nichols (Sherwood Forest) to accept the 2012 financial statements and the Auditor's Report.

CARRIED

a. *Proposed Budget 2013 and 2014 (p. 66-68)*

Suanne Stein Day presented the proposed budget for 2013 and 2014. She pointed out that this was in response to a request from the delegates at the previous AGM that the proposed budget have three columns – budget vs. actual of previous year vs. proposed budgets. She answered the various questions put forth from the delegates.

MOTION: Joyce Shanks (Wilder Penfield)/ Fe Solomon (Dorval) to accept the proposed 2013 and 2014 budget

CARRIED

b. *Re-Appointment of Auditor for 2013 – Verelli Arrizza*

MOTION: Mona Segal/Wanda Leah Trineer (Roslyn) to re-appoint Verelli Arrizza as auditor for the QFHSA for the year 2013

CARRIED

14. NOMINATIONS REPORT (Book of Reports p. 69)

Lawrence DePoe, Chair of Nominations Committee, presented the Nominations Report. He explained the duties and obligations of a director and of an officer. Then he introduced the nominees for Directors for the years 2013-2015 and the nominees for officers.

Election of Directors/Officers

Four (4) Directors have completed the second year of a 2011-2013 term:

Liette Chamberland Suanne Stein Day Vera Young Brian Rock

Two (2) individuals are up for election of a 2-year term.

Nominations for a two-year term, 2013 - 2015

Joyce Shanks Mona Segal Rickhey Margolese Lawrence DePoe

Three (3) individuals are commencing the 2nd year of their 2012-2014 terms:

Wanda Leah Trineer Patricia Willis Rosalind Hoenig

Liette Chamberland has completed the second year of her 2-year term as President and has chosen not to stand for re-election as a Director. Rickhey Margolese has completed the extra term granted her as Executive Vice-President and has chosen to stand for re-election as a Director.

Nominations for Officers 2013-2015

President Lawrence DePoe
Vice-President Rickhey Margolese

Treasurer Wanda Leah Trineer
Secretary Rosalind Hoenig

The positions for Executive Vice President and Vice President remain vacant.

There were no other nominations from the floor. The Nominations for Directors was declared closed.

Let the record show that the new slate of Directors as presented was elected by acclamation.

Let the record show that the new slate of Executive, as presented by the nomination committee, was elected by acclamation.

Installation of Board of Directors for 2013-2014

Debi Brown, Past-President of QFHSA, installed the Board of Directors for 2013-2014.

ADJOURNMENT

MOTION: Cheryl Boucher (John Rennie High) Christine Hamaker (St Charles) to adjourn the meeting at 5:00 p.m.

CARRIED

Lawrence DePoe, President

Rosalind Hoenig, Secretary

Date

Date

PRESIDENT'S REPORT 2014

Report to Annual General Meeting, May 3, 2014

Submitted by Lawrence DePoe, President

It has been an interesting year, in some ways a bit of a roller-coaster ride. But now, post election, it seems there are a lot of people with smiles on their faces that weren't there before. Having a government in power that proposes a more tolerant view towards minorities and newcomers is big, but not the only issue that has and will be on our agenda.

I am sure that you are aware of the looming multi-billion dollar deficit, and the pressure the government faces to reduce costs, including education. This will place additional stress on our member associations, as schools and school boards look for ways to continue to provide a good quality education to our children. The provincial body will do what we can to help you.

Our Home and School Associations have always contributed a great deal to their school community but they are not in a position to provide all the services that a typical school needs to offer. Services for special needs children, pedagogical support to teachers, homework support, are beyond the reach of most schools and, ultimately, not a Home and Schools responsibility. Yet our parents have always felt a sense of responsibility and a willingness to do all that they can to secure the best possible educational experience for their children. Your volunteer time has been more important than ever this past year and your school boards still need your support.

The QFHSA Board has been busy this past year with the Charter of Values and our response to Bill 60 and we appreciated the feedback we have received from you, our members. It was gratifying to have people from the local associations join the Rights Committee to work on the Response to Bill 60. What we do, we do for our entire membership, just as what you do at the grassroots level, is done for your entire school population, not just for your own children.

Looking ahead, we see that School Board elections will likely be the focus for the Rights and Education Committee in 2014 along with another look at a new Charter of Values which will be tabled by the current majority government. It will provide an opportunity for Home and School Associations to examine our own policy toward encouraging cultural diversity in our membership as well as developing a policy on reasonable accommodation. All this, with the aim of drafting a resolution, on the subject to be presented to the Annual General Meeting in 2015.

The year 2013-14 has seen QFHSA proudly carry on the long tradition of volunteering in the schools and enhancing the experience for our students. We have had the opportunity to visit with many of you during your regular meetings and will continue this practice next year.

It has also continued the tradition of keeping abreast of educational issues that affect our schools and our students and has given us another opportunity to act as a voice for parents.

EXECUTIVE DIRECTOR'S REPORT

Report to Annual General Meeting, May 3, 2014

Submitted by Carol Meindl, Executive Director

One of the main goals of Home and School Associations is to involve parents in their children's education- in the classroom, in afterschool activities and in the home itself. The various activities of a Home and School association, ideally, draw in the participation of parents, teachers, school administration and staff. The by-product of this collaboration is "community" and in a society where so many heads are bent over electronic devices and participation with one another is accomplished virtually, there is still much to be said for face to face encounters. The inevitable sharing of ideas and knowledge that comes with that interaction is valuable and, yes, where personalities are involved, sparks can fly. Cooperation isn't always easy but what parents can learn about it, through their joint efforts at their Home and School table, can be invaluable. As it goes at the local level, so it goes at the provincial level.

This past year 2013-14 brought a lot of challenge as our own board was reduced from 10 to 7 Directors and the office personnel was reduced by the temporary leave of absence of Mary Skagos. Much of the summer was spent searching for a replacement until such a time as Mary was ready to return. We were thrilled to offer Shadi Asadollahi the position of Administrative Assistant and she has settled in quickly, learning what QFHSA is all about. In the fall we offered Marlyn Brownrigg the part-time position as Membership Services Coordinator and, with the bi-weekly visits of Marion Daigle and Carol Ohlin (our archivist team), our "office community" was almost complete.

Marlyn Brownrigg and I enjoyed our trip to Gatineau this January very much. We hosted a regional council among the Home and School Associations of the Western Quebec School Board. It was particularly gratifying to see so many associations come together and see "their own community" blossom and flourish in that part of the province.

In the Fall, we offered an opportunity for our local member associations to come together at Executive Workshops, to share knowledge and best practices. At our Fall Conference in November at Beurling Academy, our theme was "Healthy Relationships" and it gave parents an opportunity to consider their own relationship to money, food, exercise, friendships and their spiritual lives. It lent itself readily to serve as yet another venue that strengthens our sense of community on a larger scale.

Our Annual General Meeting in Spring is our magnum opus, our largest venue for bringing together member associations from across the province to discuss policy and direction, to hear what we have done collectively, and to consider what the needs to be done in the future.

QFHSA continues to play an active role in the larger Anglophone community of Quebec, as a member of the Quebec Community Groups Network, as well as core member of the Quebec Anglophone Heritage Network. We continue to be an active member of the Canadian Home and School Federation and bring resolutions to the national table, as the voice of parents from Quebec.

It is in the spirit of enhancing and promoting community involvement through the local Home and School association network, that we have made our own greatest contribution to the social and cultural fabric of Quebec over these last 70 years.

ADMINISTRATIVE/ OFFICE SERVICES-PERSONNEL COMMITTEE

Report to the Annual General Meeting – May 3, 2014

Submitted by Patricia Willis

Mandate:

- To oversee the office, technology, equipment/supplies, contracts, etc.
- To oversee Human Resources - hiring, contracts, evaluations, and staff meetings etc.
- To submit written reports of the activities to the Board of Directors, including recommendations when appropriate.
- To oversee the organization of the various committees of the Federation, including finding chairpersons.

Members:

Patricia Willis (Chair), Lawrence DePoe (President), Rickhey Margolese (Vice president), Leah Trineer (Treasurer), Carol Meindl (Executive Director)

Administrative changes: There were some changes in administration this year. The committee mandates were reviewed and were organized into the current committee structure:

Executive	Chair	Lawrence DePoe
Finance	Chair	Suanne Stein Day
Administration/Office Services-Personnel	Chair	Patricia Willis
Nominations	Chair	Rosalind Hoenig
AGM General Arrangement	Chair	Patricia Willis
Literacy	Chair	Leah Trineer
Communications	Chair	Lisa Fougere
• Editorial	Chair	Lisa Fougere
Membership Development	Chair	Marlyn Brownrigg
Rights	Co-Chair	Rickhey Margolese/ Mona Segal
Education	Chair	Lawrence DePoe
Resolutions-Policy	Chair	Rickhey Margolese
Constitution-Bylaws/ Standing rules	Chair	Rickhey Margolese

Staffing Changes:

During the leave of absence of Mary Skagos from May- March 2014, Shadi Asadollahi accepted the position to serve as Administrative Assistant and book keeper and began in August.

Also in August, Marlyn Brownrigg was hired, part-time, to serve as Membership Services Coordinator. Marlyn Brownrigg had served as Membership Co-Chair for many

years and came to the job with a wealth of knowledge. Shadi stayed on and shared the administrative responsibilities as Mary made a progressive return to her duties.

QFHSA Office Staff 2013-2014:

Mary Skagos	Administrative Assistant January-May 2013
Shadi Asadollahi	Administrative Assistant August 2013- present
Marlyn Brownrigg	Membership Services Coordinator, August 2013-present
Carol Meindl	Executive Director

Contract workers

Lisa Fougere	Editor, QFHSA NEWS
Marion Daigle	Archives

Board of Director Changes:

A medical leave of absence was requested by Brian Rock for 3 months and was granted by the Board of Directors. The leave of absence was later extended to a year. The terms for Vera Young, Director, Liette Chamberland, President and Suanne Stein Day, Treasurer were completed and they stepped down from the Board in April 2013.

Board of Directors 2013-2014:

Lawrence DePoe	President; Education Chair
Liette Chamberland	Immediate Past President
Rickhey Margolese	Vice-President, Rights Co-Chair; Resolutions & Policy Chair; Constitution-Bylaws-Standing Rules Chair
Leah Trineer	Treasurer; Literacy Chair
Rosalind Hoenig	Director, Executive Secretary, Nominations Chair
Patricia Willis	Director, Administration/Office Services/Personnel Chair, AGM Planning Committee Chair
Mona Segal	Director, Fall Conference Planning Committee Co-Chair
Joyce Shanks	Director, Fall Conference Planning Committee Co-Chair
Carol Meindl	Executive Director

RIGHTS COMMITTEE and EDUCATION COMMITTEE JOINT REPORT

Report to the Annual General Meeting – May 3, 2014

Submitted by: Rickhey Margolese, Co-Chair

Mandate

QFHSA is concerned with the well-being of children and their cultural health as a proper environment in which to raise them. The QFHSA is responsible for maintaining and developing education policy as defined by the Mission statement. Rights are not simply an abstraction. Rights define our obligations to our children. We, Home and Schoolers, have a long and proud history of pleading and defending the rights of children and parents. Parents should have the choice of the Official Language used in the education of our children.

Committee members

Mona Segal (Co-Chair), Rickhey Margolese (Co-Chair), Lawrence Depoe (ex-officio), Joyce Shanks, Patricia Willis, Marlyn Brownrigg, Carol Meindl, Jeff Joseph, Mike Nalecz, Marion Daigle (resource)

Input from Membership

To provide direction to the Rights and Education Committees, a survey was distributed at the QFHSA fall conference on November 9th, 2013. Attendees were asked to prioritize these concerns: school board elections, school board budgets and tax issues, school closures, Bill 14, *Charter of Québec Values*, accessibility of English education, air quality in schools, Lyme disease awareness and bullying with regards to special needs students. In addition, the respondents were asked to determine which action was appropriate: press release, update previous resolution, prepare new resolution, write a position paper, write and present a brief. This part was difficult for some as they did not have knowledge of previous QFHSA initiatives. Top priorities from the surveys were:

Charter of Values – write and present a Brief

Accessibility to English Education – provide information

School Board budgets and tax issues – provide information

Bill 60: Charter affirming the value of State secularism and religious neutrality and of equality between women and men, and providing a framework for accommodation requests (*Charter of Québec Values*)

The deadline to respond to Bill 60 was December 20th, 2013. An email was sent out to local associations asking for their opinions on this issue and encouraging members to sit on the Rights and Education committee. The committee had three face-to-face meetings to: determine the

QFHSA's position, write the position paper and discuss the actual presentation to the commission. In retrospect, the actual presentation better reflected our point of view. Lawrence Depoe (QFHSA President) and Patricia Willis (QFHSA Director) spoke to the position paper to the commission on February 19, 2014 just before hearings were suspended. The QFHSA position paper can be found at: www.qfhsa.org

Resolutions 2014-1: Financial Literacy

Following up on a discussion at the QFHSA 2013 AGM, a resolution on Financial Literacy is being presented at the 2014 AGM. This issue has garnered attention from other provinces in Canada.

Resolutions 2014-2: Permanent Linguistic Voters List for School Board Elections

This resolution was originally introduced in 2005 and was updated in 2007 and 2012. We will reaffirm this resolution at the QFHSA 2014 AGM. School board elections will be held in November 2014. The QFHSA Rights and Education Committee will publicize the elections and ask members to verify that they are on the English school boards voter lists.

School Board Governance

QFHSA is aware of the impact the next government might have on the life of School Boards. School boards will be under pressure, again. Although English School Boards are protected under the Canadian Constitution, the "notwithstanding" clause can still be invoked.

Therefore QFHSA will be watching very closely for any changes to the School Board system, including cutbacks and reorganization.

The QFHSA advised their membership of the importance of school boards especially to the Anglophone community in 2013.

Conclusion

The *Charter of Québec Values* position paper proved that parents have an interest in topics that affect their children, the education system and society at large. There are still many concerns to be addressed although none with as high a profile as the *Charter of Québec Values*. QFHSA will be surveying our membership during this year with the aim of creating a policy on tolerance.

QFHSA HISTORY AND ARCHIVES PROJECT

Report to the Annual General Meeting – May 3, 2014

Submitted by Marion Daigle, Coordinator

Mandate

To bring both the QFHSA History and Archives up-to-date. This will be a valuable tool in educating our membership and the wider public about the influential role that parental involvement has played in Quebec's schools and communities beginning in the 1920's and which has continued into the 21st century.

At the present time the Project work is focused on organizing the Archives. This must be completed in order to provide access to our extensive resource materials for researching and writing our History.

Project Staff

Marion Daigle, Co-ordinator and Carol Ohlin, Assistant

Highlights 2013-2014

1. Archival Work – Assessment, Sorting, Organizing

Marion Daigle and Carol Ohlin have continued to assess, sort, organize and set up extensive preliminary archives comprising a time frame from mid 1930's to 2010. Records show a remarkable range of activities involving the local, provincial and national associations including substantial files of meetings, research and resource materials and correspondence.

- Historical Documents 1938-69 – Canadian Home and School Federation CHSF/QFHSA Participation

Quebec parents and educators were active at the CHSF level even before the formation of QFHSA. In fact dedicated Home and School leaders across Canada worked tirelessly during the Depression, World War II and in the post war years to build a movement committed to the education and well being of children and their families.

Of particular interest are the three large leather bound copies of CHSF newsletters, bulletins and magazines, full of powerful stories of the activities of parents, teachers, leading educators, social activists and others. It is a history of Canada's communities working together with a common purpose.

Countless other documents highlight leadership, conferences projects, liaisons etc.

- QFHSA Documents

A large number of files dealing with Local Association activities, Leadership and Strategic planning, Resolutions and Policy, records of the work of many Committees were sorted and archived. There is more to be done.

2. Gordon Paterson Award -

Gordon Paterson was elected the first President of QFHSA in 1944. He

and his wife, Rae, were very active in the Willingdon Home and School Association and the Greater Montreal Federation of Home and School Associations in the 1940s.

His son, Dr. Donald Paterson, lives in British Columbia and requested information about his father's involvement for a family history project. Extensive research at QFHSA revealed a remarkable leader. He continued to serve later on with the Manitoba Home and School Association. Rae Paterson was the first Secretary of the QFHSA Parent Education Committee, the most important committee in the early years of the Federation.

3. Research Projects

- Charlie Davis – Cambridge University, met with Marion Daigle in September to discuss his research on Anglophones in Montreal, looking at issues of youth identity and citizenship. He was especially impressed with the work of the QFHSA Rights Committee.
- Historical Consciousness and Community Leaders in Quebec Make Sense of the Past for Fostering Community Vitality and Civic Engagement. Principal Investigator is Dr. Paul Zanazanian, Department of Integrated Studies in Education

Thirty five community leaders from Montreal, Quebec City and Sherbrooke were invited to participate in individual 90 minute sessions exploring the above topic. Quebec Communities Group Network (QCGN) has given its support to this study.

Marion Daigle represented QFHSA in December, 2013. A follow up conference will be held to disseminate the findings.

4. Final Tributes to Two Remarkable Home and Schoolers.

QFHSA was saddened to learn of the death of Margaret Funnell (2013) and Winifred Potter (2014). Each of these women dedicated countless hours at both the local and provincial levels of Home and School, as leaders and mentors. They were also widely respected as School Commissioners – Margaret as Vice Chairman of the Lakeshore School Board and Winifred was with the Protestant School Board of Greater Montreal (PSBGM).

A tribute for Margaret appeared in the September 2013 QFHSA NEWS and a Tribute for Winifred will follow in the June, 2014 QFHSA NEWS.

5. 2014 Annual General Meeting (AGM) and CHSF Annual Meeting (AM)

Marion Daigle has assisted the organizers of both of these events, especially QFHSA's history related to QFHSA's 70th anniversary and CHSF historical background requested for their annual meeting in Montreal.

6. Summary

This has been an exceptionally busy and productive year, with more to come.

Local associations, especially those where schools have closed, have donated their files to be added to the QFHSA archives.

Recommendation for Local Associations

It is recommended that local School Associations take steps to record their history and to catalogue their archives. This is particularly important where school closures are concerned.

Information is included in the AGM Conference Kit.

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2013

(Unaudited)

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2013
(Unaudited)

TABLE OF CONTENTS

Review Engagement Report	2
Statement of Financial Position	3
Statement of Changes in Net Assets	4
Statement of Operations	5
Statement of Cash Flow	6
Schedule of Revenues	7
Notes to Financial Statements	8-13



Adriano Arrizza, CPA, CA.
Anthony Verelli, CPA, CA.

REVIEW ENGAGEMENT REPORT

To the Directors of
QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

We have reviewed the statement of financial position of Québec Federation of Home and School Associations (Federation) as at December 31, 2013, and the statements of changes in net assets, operations, and cash flow for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly, consisted primarily of enquiry, analytical procedures and discussions related to information supplied to us by the Federation.

A review does not constitute an audit and consequently, we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.

Verelli Arrizza 1

Pointe Claire, Québec
April 10, 2014

By 1 Anthony Verelli, CPA-Auditor, CA

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS
(Incorporated under the laws of Québec)

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2013
(Unaudited)

	2013	2012
ASSETS		
CURRENT		
Cash and cash equivalents	\$ 175,548	\$ 161,992
Marketable securities	5,984	4,951
Funds held in trust (Note 4)	9,500	9,500
Sales taxes receivable	7,010	6,077
Grants receivable	4,500	4,500
Prepaid expenses	14,904	14,904
	\$ 217,446	\$ 201,924
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities (Note 5)	\$ 11,498	\$ 9,614
Deferred program grants (Note 6)	47,500	22,500
Deferred membership fees (Note 7)	39,407	57,631
	98,405	89,745
NET ASSETS		
NET ASSETS RESTRICTED FOR AWARDS PURPOSES (NOTE 4)	9,500	9,500
UNRESTRICTED NET ASSETS	109,541	102,679
	119,041	112,179
	\$ 217,446	\$ 201,924

ON BEHALF OF THE BOARD:

 Director

 Director

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

STATEMENT OF CHANGES IN NET ASSETS

FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)

	Restricted for awards purposes	Unrestricted	2013	2012
BALANCE - BEGINNING OF YEAR	\$ 9,500	\$ 102,679	\$ 112,179	\$ 86,835
Excess revenues over expenses	-	6,862	6,862	25,344
BALANCE - END OF YEAR	\$ 9,500	\$ 109,541	\$ 119,041	\$ 112,179

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)

	2013	2012
REVENUES	\$ 208,240	\$ 220,798
EXPENSES		
CHSF Affiliation fees and others	2,150	2,150
Travel and conferences	16,385	15,561
Home and school news	9,906	17,511
Committee expenses	2,299	4,241
Insurance	14,872	15,716
Provincial office		
Postage and courier	4,354	6,528
Office supplies	15,394	8,469
Telephone	4,829	4,444
Professional fees	6,879	4,641
Rent, electricity and occupancy charges	20,837	21,451
Salaries and employee benefits	67,434	63,606
Fees and honorariums	21,124	16,227
Raise a Reader	4,496	123
History and archive project	33	9,333
Gain on marketable securities	(1,034)	(310)
Other projects	11,420	5,763
	201,378	195,454
EXCESS REVENUES OVER EXPENSES	\$ 6,862	\$ 25,344

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

STATEMENT OF CASH FLOW

FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)

	2013	2012
OPERATING ACTIVITIES		
Excess revenues over expenses	\$ 6,862	\$ 25,344
Gain on marketable securities	(1,033)	(310)
Increase in sales taxes receivable	(933)	(694)
Decrease in grants receivable	-	25,000
Decrease in prepaid expenses	-	1,259
Increase in accounts payable and accrued liabilities	1,884	2,252
Increase (decrease) in deferred program grants	25,000	(16,667)
Decrease in deferred history and archive grant	-	(6,180)
Decrease in deferred membership fees	(18,224)	(57)
CASH PROVIDED BY OPERATING ACTIVITIES	13,556	29,947
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	161,992	132,045
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 175,548	\$ 161,992

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

SCHEDULE OF REVENUES

FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)

	2013	2012
REVENUES (NOTE 3(a))		
Membership fees - family	\$ 77,335	\$ 86,445
Membership fees - other	126	60
Federal Canadian heritage program grant	90,000	90,000
Quebec government grant	25,000	16,667
Raise a Reader	-	2,000
History and archive project	-	6,180
Other project revenues	948	2,394
Donations - other	663	839
News - advertising and subscriptions	3,112	3,283
Conferences	6,432	7,575
Membership materials	37	1,183
Interest earned	221	322
History project	250	-
Administration fees	4,050	3,850
	208,174	220,798
Donations received for locals	43,408	24,995
Donations remitted to locals	(43,342)	(24,995)
	\$ 208,240	\$ 220,798

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

NOTES TO FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2013
(Unaudited)

1. NATURE AND PURPOSE OF THE FEDERATION

The Québec Federation of Home and School Associations (Federation) is an incorporated, independent, not-for-profit volunteer organization dedicated to enhancing the education and general well-being of children and youth. It promotes the involvement of parents, students, educators and the community at large in the advancement of learning and acts as a voice for parents. The Federation is a registered not-for-profit organization.

2. ADOPTION OF A NEW ACCOUNTING FRAMEWORK

The Federation applies the Canadian accounting standards for not-for-profit organizations as set out in Part III of the CICA handbook, hereafter referred to as "ASNPO".

3. SIGNIFICANT ACCOUNTING POLICIES

a) Revenue Recognition

The Federation uses the deferred method of accounting and recognizes revenue in the period in which the related expenses are incurred. Under the deferred method, endowment contributions are reported as direct increases in net assets.

- i) Membership fees are received mostly in the Fall of each year and are taken into revenue over the period from the first of September to the following thirty-first of August.
- ii) Program funding and grants are received from Federal and Provincial agencies. The revenue from Federal agencies is recognized over the donor fiscal year which is from the first day of April to the following thirty-first day of March. The revenue from the Provincial agency is from the Ministry of Education and is recognized over the period from the first day of September to the following thirty-first day of August.
- iii) All other revenues are recognized when received.

b) Expensing Capital Assets

The Federation expenses all capital assets in the year they are acquired.

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

NOTES TO FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2013

(Unaudited)

3. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

c) Contributed Services

All volunteers at all levels of the Federation contribute approximately 21,474 hours per year to assist the Federation in carrying out its activities. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

d) Use of Estimates

The preparation of financial statements in conformity with ASNPO requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, revenue and expenses.

The main estimates relate to the impairment of financial assets.

e) Cash and Cash Equivalents

The Federation's policy is to disclose bank balances under cash and cash equivalents including bank overdrafts with balances that fluctuate from being positive to overdrawn and temporary investments with a maturity period of three months or less from the date of acquisition.

f) Marketable Securities

The marketable securities are recorded at fair value.

g) Financial Instruments

Measurement of Financial Instruments

The Federation initially measures its financial assets and financial liabilities at fair value, except for any related party transactions that are measured at the carrying amount or the exchange amount, as appropriate.

The Federation subsequently measures all of its financial assets and financial liabilities at amortized cost. Changes in fair value are recognized in net earnings during the year.

Financial assets measured at amortized cost on a straight-line basis include cash and grants receivable.

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

NOTES TO FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2013

(Unaudited)

3. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

g) Financial Instruments (Cont'd)

Financial liabilities measured at amortized cost on a straight-line basis include the accounts payable and accrued liabilities.

Financial assets measured at fair value include marketable securities.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net earnings. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net earnings.

Transaction Costs

The Federation's transaction costs related to financial instruments that will be subsequently measured at fair value are recognized in net earnings in the year incurred. The carrying amount of the financial instruments that will not be subsequently measured at fair value is adjusted for transaction costs directly attributable to the origination, issuance or assumption of these instruments.

4. FUNDS HELD IN TRUST

The Federation has funds in trust amounting to \$9,500. The donors have requested that the interest earned on the funds in trust be used to pay for awards given out at the annual general meeting. A committee was formed to consider all submissions for the awards, and to choose the ones they consider best meet the guidelines.

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

NOTES TO FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2013

(Unaudited)

5. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Accounts payable and accrued liabilities consist of the following:

	2013	2012
Trade payables and accrued liabilities	\$ 10,528	\$ 8,841
Amounts due to employees	970	773
	\$ 11,498	\$ 9,614

6. DEFERRED PROGRAM GRANTS

The deferred program grants from Canadian Heritage and the Québec Ministry of Education are utilized for operating activities and are calculated as follows:

	2013	2012
Balance - Beginning of year	\$ 22,500	\$ 39,167
Plus: Amount received during the year	110,500	76,583
	133,000	115,750
Less: Amount recognized as revenue during the year	(85,500)	(93,250)
Balance - End of year	\$ 47,500	\$ 22,500

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

NOTES TO FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2013

(Unaudited)

7. DEFERRED MEMBERSHIP FEES

The deferred membership fees are from members of the federation and are utilized for operating activities.

	2013	2012
Balance - Beginning of year	\$ 57,631	\$ 57,688
Plus: Amount received during the year	39,407	86,388
	97,038	\$ 144,076
Less: Amount recognized as revenue during the year	57,631	86,445
Balance - End of year	\$ 39,407	\$ 57,631

8. FINANCIAL INSTRUMENTS

Risks and Concentrations of Risk

The Federation is exposed to various risks through its financial instruments without being exposed to concentrations of risk. The following analysis provides a measure of the Federation's risk exposure as at December 31, 2013.

a) Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Federation's main credit risks relate to its grants receivable.

b) Liquidity Risk

Liquidity risk is the risk that the Federation will encounter difficulty in meeting obligations associated with financial liabilities. The Federation is exposed to this risk mainly in respect of the accounts payable and accrued liabilities and that its government grants are not continued in future years.

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

NOTES TO FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2013

(Unaudited)

8. FINANCIAL INSTRUMENTS (CONT'D)

c) Market Risk

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The Federation has no currency risk as all of its transactions are carried out in Canadian dollars. The level of risk that the Federation is exposed varies depending on market conditions and composition of the asset mix.

d) Interest Rate Risk

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Federation is exposed to interest rate risk on its fixed and floating interest rate financial instruments. Fixed interest instruments subject the Federation to a fair value risk, since fair value fluctuates inversely to changes in market interest rates, while the floating rate instruments subject it to a cash flow risk.

FINANCE COMMITTEE

Report to the Annual General Meeting, May 3, 2014

Submitted by Leah Trineer, Treasurer and Suanne Day, Chair

Mandate: Preparation of the annual budgets for the Quebec Federation of Home and School Associations Inc. (QFHSA) Board of Directors and its Committees. Review of the accounting procedures, the auditor's report, and the expense sheets for directors. Preparation of recommendations for membership and administration fees, as required. Review of the Annual Charitable Information Return. Oversee the finances, comparing actual results to budgets and prepare financial reports and recommendations for the Board to review at its periodic meetings. Review the financial reports submitted by the local home and schools.

Members: Suanne Day (Chair), Carol Meindl (Executive Director), Leah Trineer (Treasurer), Mary Skagos, Lawrence DePoe (President), ex-officio

Activities:

- Prepared the Proposed 2014 and 2015 budgets for the 2014 AGM.
- Discussed and reviewed QFHSA committee's 2014 and 2015 budgets with respective chairpersons.
- Reviewed the policies and procedures on expense reporting.
- Collaborated with President and staff with preparation of Grant Applications.
- Reviewed Financial Reports for locals and advised staff of any issues arising.
- Shared financial report information at Board of Director and Executive Meetings.

Financial changes: The board acknowledged that we follow Generally Accepted Accounting Principles (GAAP) for non-profit organizations. While no changes were made to the manner in which financial records are maintained, the decision was taken to cease to have a full-audit, preferring to request that the Auditors' perform a financial review. In response to ever-increasing governance issues, the Canadian Institute of Chartered Accountants has expanded the amount of testing to be performed in order to satisfy the requirements of an Audited Report. This has resulted in the need for an audited statement to be far in excess of the needs of the Federation as well as resulting in a cost far in excess of what the Federation can afford to absorb.

Please see the adjusted and proposed budgets for 2014 and 2015, respectively and the financial statement for January 1 to December 31, 2013, herein attached.

RECOMMENDATION: The Finance Committee recommends that the adjusted and proposed budgets for 2014 and 2015, respectively, and the financial statements of 2013 be approved by the membership at the Annual General Meeting, May 3, 2013.

QFHSA**Budget**

	Actual 2013	Budget 2013	Budget 2014	Revised Budget 2014	Budget 2015
REVENUE					
Membership & Services Income					
FAMILY MEMBERSHIP REVENUE	\$ 77,334.66	\$ 81,000.00	\$ 82,000.00	\$ 82,000.00	\$ 82,000.00
GROUP AFFILIATE REVENUE		500.00	500.00	250.00	250.00
ADMINISTRATION FEE REVENUE	4,050.00	4,000.00	4,050.00	4,050.00	4,050.00
INDIVIDUAL MEMBERSHIP REVENUE	126.00	360.00	360.00	150.00	150.00
SALES OF MATERIALS & SERVICES		400.00	400.00		
NEWS Revenue (Subsc. & Adv)	3,111.62	3,500.00	3,800.00	3,800.00	3,800.00
Ttl Membership & Services Income	84,622.28	89,760.00	91,110.00	90,250.00	90,250.00
Grants, Sponsorship, Donations Inc.					
CANADIAN HERITAGE ANNUAL PROJECT	90,000.00	90,000.00	105,000.00	90,000.00	90,000.00
OTHER FEDERAL GRANTS INCOME					
MELS GRANTS INCOME	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
OTHER PROVINCIAL GRANTS INCOME		1,000.00	2,000.00	2,000.00	2,000.00
HISTORY PROJECT REVENUE	250.00	-	-	-	-
YES PROJECT REVENUES	710.00	1,350.00	1,500.00	1,500.00	1,500.00
OTHER PROJECT REVENUES	237.90	-	-	-	-
DONATIONS TO QFHSA	32.03	-	-	-	-
LITERACY REVENUE	5.00	200.00	200.00	-	-
AGM CONFERENCE REVENUES	4,547.00	5,500.00	6,000.00	5,000.00	5,500.00
FALL CONFERENCE REVENUES	1,885.00	3,000.00	3,000.00	3,000.00	3,000.00
INTEREST REVENUE	220.56	200.00	200.00	200.00	200.00
DONATION PROCESSING FEE REVENUE	662.64	750.00	750.00	750.00	750.00
MISCELLANEOUS	66.00	-	-	-	-
Ttl Grants, Sponsorship, Donations	123,616.13	127,000.00	143,650.00	127,450.00	127,950.00
TOTAL REVENUE	208,238.41	216,760.00	234,760.00	217,700.00	218,200.00
EXPENSE					
PROFESSIONAL FEES/INSURANCE					
ACCOUNTING/AUDIT FEES	6,411.82	3,500.00	3,500.00	4,000.00	4,000.00
LEGAL FEES	466.87	2,000.00	2,000.00	2,000.00	2,000.00
INSURANCE	14,871.64	16,150.00	17,000.00	17,000.00	17,000.00
HONORARIA & COMMITTEE EXPENSES		-	-	-	-
Ttl General Operations	21,750.33	21,650.00	22,500.00	23,000.00	23,000.00
Human Resources					
SALARIES	60,210.66	65,000.00	66,300.00	70,000.00	70,000.00
FRINGE BENEFITS	6,873.63	6,500.00	6,630.00	7,000.00	7,000.00
STAFF DEVELOPMENT	349.85	500.00	1,000.00	1,000.00	1,000.00
Ttl Human Resources	67,434.14	72,000.00	73,930.00	78,000.00	78,000.00
Office Operations					
RENT	18,691.08	21,000.00	23,000.00	23,000.00	23,000.00
PROPERTY INS & MUNICIPAL TAXES	1,336.48	-	-	-	-
BANK CHARGES & INTEREST	295.06	300.00	300.00	300.00	300.00
CLEANING, REPAIRS & MAINTENANCE	170.00	750.00	750.00	750.00	750.00
ELECTRICITY & HEATING	639.82	800.00	800.00	800.00	800.00

OFFICE SUPPLIES & EQUIPMENT	12,041.67	10,000.00	10,000.00	10,000.00	10,000.00
POSTAGE/COURIER	4,351.82	5,000.00	5,500.00	6,500.00	6,500.00
TELECOMMUNICATIONS	3,949.55	4,400.00	4,400.00	4,400.00	4,400.00
TRAVEL, MEALS & MISC. EXPENSES		200.00	200.00	200.00	200.00
Ttl Office Operations	41,475.48	42,450.00	44,950.00	45,950.00	45,950.00

PROMOTIONS/PUBLICITY SERVICES

NEWS PRINTING	7,455.30	10,000.00	11,000.00	11,000.00	11,000.00
NEWS POSTAGE	2,451.19	4,400.00	4,500.00	4,500.00	4,500.00
CONTRACT SERVICES	14,943.83	17,000.00	14,000.00	15,000.00	15,000.00
PROMOTIONAL ACTIVITIES & MATERIALS		1,000.00	2,000.00	1,500.00	1,500.00
TRAVEL/ACC/MEALS - OUTREACH					
MEDIA PRODUCTION & PRINTING		250.00	-	500.00	500.00
PRESS RELEASES		-	-	-	-
Translation services	2,956.98	3,000.00	4,000.00	4,000.00	4,000.00
SPONSORSHIP & PROMOTION		-	-	-	-
WEBSITE	879.52	500.00	500.00	500.00	500.00
TOTAL PROMOTIONS & PUBLICITY	28,686.82	36,150.00	36,000.00	37,000.00	37,000.00

GENERAL MEMBERSHIP MEETINGS

FALL CONFERENCE HONORAR/SUPPLIES	1,084.82	3,000.00	5,000.00	5,000.00	5,000.00
FALL CONFERENCE MEALS	1,968.28	-	-	-	-
FALL CONFERENCE TRAVEL/ACCOMODATION	683.65	-	-	-	-
AGM HONORARIUMS/SUPPLIES	4,720.08	16,000.00	18,000.00	18,000.00	18,000.00
AGM MEALS	934.88	-	-	-	-
AGM TRAVEL/ACCOMMODATIONS	7,848.41	-	-	-	-
LOCAL EXEC DEVELPMT HONOR/SUPPLIES	314.98	1,800.00	1,800.00	1,800.00	1,800.00
LOCAL EXEC DEVELPMT MEALS	925.53	-	-	-	-
LOCAL EXEC DEV TRAVEL/ACCOMODATIONS	578.51	-	-	-	-
REGIONAL COUNCILS		200.00	200.00	200.00	200.00
TOTAL GENERAL MEMBERSHIP MEETINGS	19,059.14	21,000.00	25,000.00	25,000.00	25,000.00

BOARD OF DIRECTORS

FEES/HONORARIUM/SUPPLIES	660.00	500.00	500.00	250.00	250.00
TRAVEL & ACCOMODATIONS	2,753.83	2,000.00	2,500.00	3,000.00	3,000.00
MEALS	691.73	1,000.00	1,000.00	750.00	750.00
TOTAL BOARD OF DIRECTORS	4,105.56	3,500.00	4,000.00	4,000.00	4,000.00

COMMITTEE EXPENSES

EXECUTIVE COMM.		100.00	100.00	100.00	100.00
MEMBERSHIP COMM.	49.55	100.00	100.00	100.00	100.00
LITERACY COMM.	190.88	1,200.00	1,500.00	200.00	200.00
RIGHTS COMM.	1,193.33	200.00	200.00	1,000.00	1,000.00
EDUCATION COMM.		200.00	200.00	100.00	100.00
FINANCE COMMITTEE	26.24	100.00	100.00	100.00	100.00
TOTAL COMMITTEE EXPENSES	1,460.00	1,900.00	2,200.00	1,600.00	1,600.00

MEMBERSHIP FEES & DONATIONS

DONATIONS TO OTHER ORGANIZATIONS	100.00	-	-	-	-
CHSF MEMBERSHIP FEES	2,150.00	2,150.00	2,150.00	2,150.00	2,150.00
CHSF MEETING EXPENSES	839.01	2,000.00	2,000.00	1,000.00	2,000.00
OTHER MEMBERSHIP & SUBSCRIPTION	373.57	400.00	400.00	400.00	400.00
Ttl Membership Fees & Donations	3,462.58	4,550.00	4,550.00	3,550.00	4,550.00

SPECIAL PROJECTS

LITERACY PROJECTS	4,495.90	5,000.00	5,000.00	5,000.00	5,000.00
HISTORY & ARCHIVES PROJECT	32.75	1,000.00	500.00	1,000.00	250.00
YES PROJECT	4,370.68	6,000.00	6,000.00	5,000.00	5,000.00
INCREDIBLE YEARS	4,139.10			12,000.00	
OTHER SPECIAL PROJECTS	1,937.13	2,500.00	3,000.00	1,000.00	1,000.00
TOTAL SPECIAL PROJECTS	14,975.56	14,500.00	14,500.00	24,000.00	11,250.00
GAIN ON MARKETABLE SECURITIES	(1,034.24)				
TOTAL EXPENSE	201,375.37	217,700.00	227,630.00	242,100.00	230,350.00
NET INCOME (LOSS)	\$ 6,863.04	\$ (940.00)	\$ 7,130.00	\$ (24,400.00)	\$ (12,150.00)

COMMUNICATIONS

QFHSA NEWS and Website

Report to the Annual General Meeting – May 3, 2014

Submitted by Lisa Fougere, Editor of NEWS and interim chair of communications

Mandate: The Editorial Board oversees the content of our newsletter, Facebook page and the website. Additionally flyers and QFHSA advertising are designed and distributed by this committee.

Committee Members:

Interim Chairperson – Lisa Fougere

Members: Carol Meindl, Rickhey Margolese, Larry DePoe, Mary Skagos, Lisa Fougere

QFHSA NEWS Editor – Lisa Fougere

Website – Cathy McKeogh of Cathy's Web, Mary Skagos, Carol Meindl

Meetings:

The Editorial Board Committee met once formally on January 24, 2014 though each issue's submissions and plans are documented through emails to the office and the Board of Directors.

Activities:

We published 4 issues since our last AGM, one in June 2013, September 2013, January 2014 and this past April 2014. We continued with the full color digital issues containing updates on committee involvement and briefs, messages from the President and Executive Director as well as regular sections for education, literacy, Rights, Focus on the Locals, and QFHSA event announcements. We also included our QFHSA Director Spotlight page, featuring one or two directors per issue to give our members an idea of their progression from local level educational involvement to the provincial level at the QFHSA. We hope this will spur some involvement from the local associations to progress on to the provincial level with us.

We continue to distribute our NEWS electronically via MailChimp to local associations for further dissemination to their individual family members. We also send out the News by mail to various education stakeholders such as universities, school boards, libraries and regional newspapers. Every English school in Quebec receives two copies – one for the principal and one for the Governing Board chair. Our distribution numbers were 4600 paid subscriptions and about 800 complementary subscriptions. This year with our MailChimp email distribution, on average, we had over 17000 clicks per issue!! 56% of the readers of the Winter 2013 issue opened the newsletter on their iPhones!

We had continual input from QFHSA partners, Dynamix and DM Family and School Services, both providing full page articles on relevant and timely parenting/education topics in each QFHSA News issue.

Advertising:

We continued to generate revenue in the NEWS with advertisements sold to advertisers, with messages and products we feel are relevant to parents and Home and Schools alike. We hope that the advertisers that we contract provide our readers with educational value of their services. Total Advertising in the June 2013 of \$600, September 2013 of \$600, December 2013 of \$700, and March 2014 with \$400. The year total was \$2300. Thank you to all our advertisers for placing confidence in our publications and we look forward to providing relevant information to our parents and readers in the coming year.

The local associations are asked to send in their own school news for inclusion in their section of the paper, *Focus on the Locals*. Even if you don't have a writer on your team, a copy of your own newsletter will enable us to let other parents know what exciting things are happening at your school. Be sure to include news@qfhsa.org on your distribution list!

Deadline dates for local submissions to the NEWS for this coming year are:

May 12, 2014 Sept. 1, 2014 November 8, 2014 February 23, 2014

We will be renaming the issues to be season-specific and not month-specific. The June/Sept./Dec./March NEWS will become the SPRING/SUMMER/FALL/WINTER NEWS.

With QFHSA events such as the AGM and Fall Conference, we try to include as much detail as possible on those events in the NEWS.

QFHSA Website: We continued with our current website contract with Cathy McKeogh of Cathy's Web. Over the past year, we are pleased to have found that many associations are looking to the website to obtain documents and forms. We have also updated the Briefs Page with our brief on Bill 60 and the Constitution page with a current template and explanations.

The QFHSA Facebook page allows us to reach and interact with our members through a different medium. We always welcome comments on Facebook and suggestions for content on the website and for Focus on the Locals in the NEWS.

As of this week our page has 317 Likes, meaning 317 people receive our posts in their Facebook News Feed. Our typical Facebook posts are updates on news items & events such as QFHSA hosted events, Education and Rights issues, workshop information to share, invitations to our events, other partner events, public information messages, and NEWS deadlines for local submissions. Our posts are typically seen by an average of 130 people each post.

More and more people are using Facebook for all their news updates and information sharing. We encourage locals to post questions on our page and to use it to network and share information with other H&S's. You can post questions that other H&S's may have information on or if would like to know what other schools do or find contacts, post upcoming fundraising events and share information with others. If your Home and school has a Facebook page, please link to ours. We would like to see updates from the locals as well.

MEMBERSHIP SERVICES

REPORT to the Annual General Meeting – May 3, 2014

Submitted by: Marlyn Brownrigg, Membership Services Coordinator

Mandate:

To promote, encourage, and assist Home and School associations with membership activities. To evaluate and update membership kits and other membership materials designed to promote membership. To offer training for membership chairpersons via the executive workshops and the Fall Conference. To visit local Home and School associations and other schools interested in forming a Home and School.

Membership Services Coordinator:

In August 2013, the new position of Membership Services Coordinator was created. In addition to carrying out the functions described above in the mandate, the Membership Services Coordinator helps with the Executive Workshops, Fall Conference, Executive Appreciation Dinner and the annual AGM. Other duties are: organizing regional councils and submitting reports to the Board of Directors.

Executive Workshops:

The Executive workshops were held in September at the QFHSA office. Forty five (45) people (including members of the QFHSA board and staff) attended and 18 local associations were represented. Tania Nichols led the President's workshop, Leah Trineer the Treasurer's workshop and Barbara Schnider the Membership workshop. Everyone benefits from these workshops, especially new members of the executive. For more detail, see separate report.

Membership Fee:

The annual Membership Fee will remain at \$18.00 per family.

Regional Councils:

Valuable, but sometimes difficult to organize, 2013-2014 was a very successful year for regional councils. The QFHSA would like to thank the Home and School executives who helped organize the regional councils in their district.

Fall Conference: Two (2) elementary and one (1) high school regional council were organized at the Fall conference. The attendees determined the agenda.

Thorndale Elementary (November 25th, 2013): Seven (7) Home and Schools were represented at the regional council hosted by Thorndale Elementary Home and School.

Topics included: afterschool programs, fundraising, applying for grants, police record checks, communicating Home and School initiatives and book fairs/book donations.

Western Québec Home and School Associations: On Saturday, January 18, 2014 an executive training workshop/ regional council was held at the Western Québec School Board offices. Seven (7) local associations sent representatives. After describing some of the ongoing QFHSA projects, Carol Meindl and Marlyn Brownrigg presented a condensed version of the Fall Conference executive training workshop. Topics discussed at the regional council: parent education seminars, fundraising and volunteer recruitment.

Results of the 2013/2014 Membership Campaign:	2013-2014	2012-2013
Family Memberships (thorough locals):	4168	4645
Associate Memberships	86	96
Individual Family Memberships	8	10
Local Associations	84	83
Local Associations in Good Standing *	71	55

*In good standing refers to having all required paperwork and reports submitted to the office by March 11, 2014)

Loss of local associations through school closures: Bonaventure Polyvalent (June 2014)

New Home and School associations: Welcome to Poltimore Elementary and Eardley Elementary Home and School associations both in the Western Québec School Board.

RESOLUTIONS\POLICY COMMITTEE

Report to the Annual General Meeting – May 03, 2014

Submitted by Rickhey Margolese, Resolution Chair

Annual General Meeting 2013

Resolutions 2013

The Rights committee and the Resolutions committee were called upon to write a Brief on Bill 14, An Act to Amend the Charter of the French Language, The Charter of Human Rights and Freedoms and other Legislative Provisions. We were then invited to present our Brief to the National Assembly of Quebec's Committee on Culture and Education.

This time commitment did not allow us to review previous resolutions or to create new ones for the 2013 AGM.

The QFHSA did not receive any resolutions from the local associations by the deadline date. However, one local association, after the deadline date did come forward with a resolution that could not be deemed an emergency resolution. QFHSA did not wish to discourage local associations from submitting resolutions and so allowed this resolution to be discussed by the membership at the AGM. After the discussion, it was decided that this resolution would be sent back to committee to be reviewed so that it could be presented at the 2014 AGM.

There was no caucus session at the 2013 AGM.

Disposition of Resolutions

There were no resolutions to disseminate.

Annual General Meeting 2014 – Proposed Resolutions

(previously circulated to the local associations)

2014/1 *Financial Literacy*

2014/2 *Permanent Linguistic Voters List for School Board Elections* – Reaffirmation of Resolution 2012

Statement of Policy

The *Statement of Policy* is a compilation of statements based on resolutions passed over the years by the delegates at the Annual General Meeting. It complements the purposes and objectives of Quebec Federation of Home and School Associations Inc. Following the AGM, it should be updated each year and copies distributed to the local associations. Due to difficulties beyond our control, the *Statement of Policy* has not been updated since 2007 and remains a project in progress.

The Resolutions/Policy committee continues to seek interested persons willing to work on the Policy project. If you are interested, please contact the QFHSA office.

CONSTITUTION AND BYLAWS COMMITTEE

Report to the Annual General Meeting – May 03, 2014

Submitted by Rickhey Margolese, Chair

Mandate:

- To ensure that the Federation's Constitution and Bylaws allow a functioning organization:
- To review the Constitution and Bylaws of local associations when submitted and to propose changes for improvement.

Committee members: Rickhey Margolese, Liette Chamberland

Activities 2013-2014:

Constitution Template Presentation - QFHSA AGM 2013

The QFHSA Constitution and By-Laws Committee created a Constitution template for the local associations to adopt. Liette Chamberland walked the delegates through the template and answered questions that arose. She explained that the Constitution is like the bones of a body - it is the structure and support, the Bylaws are the muscles and skin and the Standing Rules are the clothing that changes with the seasons. She advised those local associations currently without a constitution, to fill in the blanks of the template and adopt it at their next Annual Meeting as a basis for their rules and regulations. For those associations with a well-developed constitution already in place, she advised taking out the parts that correspond with the template and creating a new Constitution. All the remaining material would then make up the body of the By-Laws. All draft constitutions were to be submitted to the office for approval before adoption at the local level. QFHSA answered questions that local associations asked and also held a subsequent workshop to assist local associations at the Fall Conference.

The Constitution and By-Laws Committee is now working on the Bylaws template and hopes to have it ready before the end of the year.

QFHSA Constitution and Bylaws

The QFHSA Constitution and By-Laws Committee has been looking at our own Constitution and Bylaws. In order to allow for a functioning organization, we are proposing three (3) Bylaws changes at the 2014AGM. These proposed changes along with the rationale for these changes have been sent to the local associations to discuss so that an informed vote can take place at the QFHSA AGM.

Page 3 of 10 – Article III – 1. Board of Directors – c)

BYLAW

Directors shall generally be eligible for re-election; however, a person may serve as a Director for no more than five (5) consecutive terms.

PROPOSED CHANGE

Directors shall generally be eligible for re-election; however, a person may serve as a Director for no more than five (5) consecutive terms. **If a Director wishes to run for additional terms, this decision must be approved by a motion at a Board of Directors Meeting prior to AGM.**

RATONALE

When this Bylaw was written, QFHSA usually had a full slate of Directors. Wishing to allow interested people the chance to sit on the Board, it was decided to limit the number of years a Director could serve. Today, that is not the case. There are always seats available to be filled by new Directors. The Board does not wish to lose a good Director who is willing to continue to serve on the Board. IMPORTANT NOTE: Even if the Board of Directors approves to let a Director stand for re-election, it is the MEMBERSHIP at the AGM who will vote him in or not.

Page 4 of 10 - Article III - 2. Officers - b)

BYLAW

A person may be an Officer of the Federation for no more than six (6) consecutive years.

PROPOSED CHANGE

A person may be an Officer of the Federation for no more than ~~six (6)~~ **ten (10)** consecutive years.

RATONALE

This change reflexs the change to Article III 1. Board of Directors. c)

Page 4 of 10 - Article III - 2. Officers - c)

BYLAW

The office of President or Executive Vice-President may not be held by the same person for more than two (2) years, excluding time served in completing a predecessor's term.

PROPOSED CHANGE

The office of President or Executive Vice-President may not be held by the same person for more than ~~two (2) years~~, **four (4) years**, excluding time served in completing a predecessor's term.

RATONALE

For the sake of continuity of the Executive and Board, it would be preferable if the President and/or Executive Vice-President were to have the choice to stand for re-election for a second two (2) year term.

Page 7 of 10 - Article IX - Board of Directors and Executive Committee. ADD new number 5 and re-order to number 7.

BYLAW

NEW

PROPOSED CHANGE

5. The Board of Directors shall be empowered to represent the interests of its members in response to time sensitive issues by writing and presenting resolutions, statements, press releases, and/or position papers.

5.1) Any resolutions passed by the Board of Directors shall be ratified at the next AGM before it becomes QFHSA policy.

RATONALE

Often the Government will come out with new policies that require public consultation. The QFHSA Board has not had the ability to send resolutions on behalf of its membership until these resolutions have been passed at an AGM. The Board wishes to have the ability to send out resolutions throughout the year as needed. These resolutions will not become policy until passed at the next AGM.

NOMINATIONS

Report to the Annual General Meeting, May 3, 2014

Submitted by Rosalind Hoenig, Nominations Chair

Mandate To receive nominations for, and to recruit qualified people to the Board of Directors. The term of office for a Director is two years and each year, ideally, one – half of the Board of Director positions come up for election. The Board consists of up to 20 elected Directors, plus the Past President.

The first call for nominations was mailed to the local associations on November 26, 2013 with a deadline set for March 28th, 2014. Nominees must be paid up members in good standing. [QFHSA By-laws Article VI.4] Nominations should be signed by at least two, and preferably three, persons from the local Association and/or the QFHSA Board of Directors.

Deadline

The deadline for receiving nominations to be voted on at the AGM was March 28, 2014. Nominations received after that date would be considered by the Board of Directors for appointment.[QFHSA Standing Rules Article VII.3]

Officers of the Federation

According to the By-laws [Article ii.2 (a)] “*The officers of the Federation shall be elected annually at the Annual General Meeting from among the Directors of the Federation.*” These positions can be nominated from the list of present Directors as well as from the list of newly-elected Directors.

Nominees – As of March 28, the committee has received the following nominations:

Current Directors completing the term 2012-2014

Rosalind Hoenig Patricia Willis Wanda Leah Trineer

Nominees for a two-year term 2014-2016

Brian Rock Rhonda Boucher Rosalind Hoenig Wanda Leah Trineer

Current Directors completing the term 2013-2015

Rickhey Margolese Mona Segal
Lawrence DePoe Joyce Shanks

Patricia Willis has declined to run for another mandate. The QFHSA wishes her all the best in her future endeavours and to thank her for her many contributions.

Committees

Committee chairs can be held by a Director or a Resource person. Volunteers are always welcome to participate in their areas of interest: Rights, Education, Health, Literacy, Membership, Regional Councils, and Resolutions. Contact the office if interested in working on any of these committees.

LITERACY COMMITTEE

Report to the Annual General Meeting – May 3, 2014

Submitted by Leah Trineer, Chair, Carol Meindl, Executive Director, and Marion Daigle, Resource

Mandate

- To promote awareness of the requirements for literacy in a knowledge-based society
- To mobilize school and community volunteer resources to advocate and deliver literacy programs for prevention and remediation
- A Children's Literacy Resource Guide (CLRG) is available to help deliver programs

Committee Members – Leah Trineer, Chair, Marlyn Brownrigg, Ute Wilkinson, Carol Meindl, Executive Director, Marion Daigle, Resource

Activities May 2013 – April, 2014

1. **Shoreline Press – Ste Anne-de-Bellevue**

Judy Isherwood, Publisher of Shoreline Press and former Home and School member, offered to donate her surplus books for wide distribution through QFHSA's Literacy network, organized by Marion Daigle.

From May through August 43 sets of books (59-60 titles in each set) were distributed province wide to schools, public libraries, hospitals, senior residences, churches community learning centers, book clubs historical societies and community associations.

2. **NOVA/Santé West Island – NOVA Bookstore – Ste-Anne-de-Bellevue**

This bookstore operates entirely through donations towards funding health services on the West Island. They often have an overwhelming surplus of quality books.

In June 2011 a liaison/partnership with QFHSA, through Marion Daigle, opened up with the distribution of boxes of books for both children and adults. To date more than 1700 boxes have gone to support many worthy causes from the Lower North Shore, North Shore, Gatineau, Eastern Townships, Central Quebec, South Shore to the West Island and Montreal.

A Footnote: NOVA/Santé West Island organizes fund raising with a thrift shop, book store and a second hand furniture store – two of their key leaders are former Home and Schoolers – Liz Parker and Allison Irwin.

QFHSA, with funds from the Gazette Raise-a-Reader and Canadian Heritage (PCH) has assisted with mailing costs, where necessary.

3. **Reluctant Reader Project** – Carol Meindl, Executive Director, Marlyn Brownrigg, Membership Services and Marion Daigle, Resource

The current literacy activities undertaken by QFHSA were set up as part of the 1990 CHSF Literacy in the Information Age Project. One of the key elements

was reaching out to at risk children where reading problems were paramount. These children, known generally as reluctant readers, continue to grow in numbers and cover all spectrums of society.

QFHSA continues to have requests for additional reading resources to help stimulate interest in reading beyond the curriculum.

This school year QFHSA was pleased to support the following six schools with funding grants of \$300.00 each and with additional boxes of books donated by NOVA/Santé and QFHSA

- Lindsay Place High School Literacy Program – Pte Claire - Inese Godin and Alicia Hallahan, Teachers
- Westwood High School ALT program – Hudson – Ute Wilkinson, Librarian
- Beaconsfield High School – Embarkation Program, Ute Wilkinson, Librarian
- Gaspé Polyvalente Literacy Program – John Sams, Teacher
- Bonaventure Polyvalente Reading Club – Jennifer Harrison, Teacher
- Entry Island Elementary school – François Babin, Head Teacher

Evaluation forms highlighted each school's success, with the students themselves expressing overwhelming appreciation for the books' appeal to their personal reading interests.

4. Fall Conference 2013

Carol Meindl, Marlyn Brownrigg and Marion Daigle organized library books for each school represented as well as for the keynote speaker, special guests and workshop leaders. In addition art paper from Tembec Paperboard was made available.

5. Essay projects

Family Treasures was first launched in 2011 after the original concept was presented by Ben Loomer (LEARN) to a Community Learning Center conference as an opportunity for community organizations to participate in Family Literacy Day. It has since been offered by QFHSA for the last 3 years. Students were invited to write an essay describing a family treasure (or family story), why it was important to their family and what it meant to them. Submissions could include a digital photograph or illustration, if desired.

QFHSA assembled a pair of judges: Dorothy Williams, Director, Quebec Anglophone Heritage Network, and Mary Skagos, QFHSA Administrative Assistant. Essays were judged on content and poignancy. Winning submissions were announced on March 31, 2014 and prizes were awarded in person. The students read their essays and treated the QFHSA representatives to a tea party complete with sweet table. The winning essays will be published in a special feature of the QFHSA NEWS June edition. Participating school: English Montreal School Board: Gardenview Elementary

The *Famous Family Recipes* essay contest was launched for the first time this year in conjunction with Health and Nutrition week. It offered students a chance to explore favorite family recipes, enjoy the stories that go with them, and share their family history and culture with their classmates and community. Students were invited to write an essay describing a family recipe along with a story about why it is important to their family and what it means to them. Submissions could include a digital photograph or illustration, if desired.

QFHSA will assemble a panel of judges. Essays will be judged on content and poignancy. Winning submissions were accepted up to March 24 and winners will be notified by telephone and/or email on May 9, 2013. The prizes will be awarded and the winning essays will be published in a special feature of the QFHSA NEWS June edition. Participating school: English Montreal School Board: Gardenvue Elementary

Despite the low participation this year, QFHSA will continue to offer the project as the essays that are submitted are such a fine example of the diversity of the English speaking community and the talent of the young writers.

NOTE: In light of this past year, it has been particularly gratifying to be able to offer our students these opportunities to explore the cultural diversity of their community and to encourage their curiosity about one another.

AGM 2013

Report to the Annual General Meeting, May 3, 2014

Submitted by Carol Meindl

Theme: “A Voice for Education”

Arrangements:

Coordinators	Patricia Willis (chair)/Liette Chamberland/Mary Skagos/Carol Meindl
Book of Reports	Carol Meindl/ Mary Skagos/ Liette Chamberland/ Patricia Willis
Nominations	Lawrence DePoe (chair)/Liette Chamberland/Carol Meindl
Registration	Office
Resolutions	Rickhey Margolese
Membership Awards	Vera Young/ Carol Meindl
Newsletter Awards	Martha Farley
Awards & Prizes	Carol Meindl/ Patricia Willis/ Mary Skagos/ Liette Chamberland/Carol Ohlin/Carol Meindl
Parliamentarian	Debi Brown
Speakers List	Rosalind Hoenig
Recording Secretary	Carol Meindl
Time Keeper	Vera Young
Credentials	Carol Meindl
Scrutineers	Rickhey Margolese/Rosalind Hoenig
Steering Committee	Rosalind Hoenig/Patricia Willis

Highlights: For the 10th consecutive year, the AGM was held at the Sheraton Airport Hotel (same hotel, different name) in Dorval.

1. **Annual General Meeting & Conference** – Saturday, April 20, 2013
 - a) Registration: 70 people, including representation from 22 Home & School Associations; including special guests Charles Taker (OCOL Liaison Officer), David D’Aoust (QESBA President), Robert T. Mills (ADGESBQ VP), Raymond Ledoux (CPC NFSB), Kate Le Maistre (ABEE Chair), Paule Langevin, (CLC Director) our partners DM Family Services, directors, past presidents Debi Brown and Marion Daigle and Carol Ohlin.
 - b) Two schools attended from outside the Montreal area: Souvenir and Birchwood
 - c) Fourteen (14) Membership and four (4) Newsletter Awards were presented at the beginning of the meeting by Carol Meindl and Vera Young.

- d) Greetings were brought forth from, OCOL, QESBA, and ABEE
- e) Key note speaker was **Matthew Albert, Educational Services LBPSB** with a presentation on **Responsible Use of Social Media**
- f) Liette Chamberland, Immediate Past President gave an introduction of the Constitution Templates followed by a question and answer session.
- g) The business session approved the minutes of the previous AGM as well as the Budget for 2013 and 2014
- h) Election of the Board of Directors was held and Debi Brown, Past President of QFHSA, conducted the Installation Ceremony.

2. **Awards Dinner** – Saturday evening, April 21, 2013

- a) Attended by 83 people including Directors, guests Charles Taker, Raymond Ledoux, award winners, partners Mona Segal and Deb Kellman and members. There were 14 local home and school associations represented.
- b) The Master of Ceremonies was Rosalind Hoenig
- c) Greetings were brought by Charles Taker, Liaison Officer with OCOL
- c) The winners of four major awards were:
 - The Leslie N. Buzzell Award- Liette Chamberland, QFHSA Past President,
 - The Gordon Paterson Award- Nancy Bulow, Physical Education teacher, Sherwood Forest
 - The Pat Lewis Humanitarian Award – Willingdon Elementary School Student Council
 - Lewis Peace Prize – Souvenir Safety Patrol, Souvenir Elementary
- d) Certificates and pins for Unsung Hero and Golden Torch were distributed to the members in attendance. 50 Unsung Hero and 31 Golden Torch recipients were honoured.
- e) This year we once again added dancing after the awards dinner and a few more schools than last year stayed and continued the celebration.

FALL CONFERENCE REPORT

Report to Annual General Meeting, May 3, 2014

Submitted by Carol Meindl, Executive Director

Plenary Session:

The Fall Conference was held at Beurling Academy (LBPSB) in Verdun on November 9, 2013. Larry DePoe, QFHSA President, welcomed all the members and special guests. Greetings were then brought from the following special guests- Frank Verrillo, Vice President of Quebec English School Boards Association and David Abracen, principal of Beurling Academy.

Our Keynote Speaker was Dr. Dale Stack, professor of Psychology at Concordia University's Center for Research in Human development. Dr. Stack's Research focuses on the development and trajectories of children at low and high risk for developmental and socio-economic problems, trajectories of aggression and social withdrawal, intergenerational transfer of risk and on infant development. Three persistent themes of her research include children's relationships, development of emotional competence and family interactions and social relationship experiences. Her work has implications for policy and social change and fostering the wellbeing and health of children and Families. Dr. Stack is the Key researcher and executive member of PREVnet (Promoting relationships and eliminating violence) a "national network of leading researchers and organizations, working together to stop bullying in Canada".

Workshops:

8 excellent workshops were offered:

Morning

- Financial Literacy- facilitated by Brian Smith (cancelled)
- Live, Love and Laugh: Raising Resilient Children-facilitated by DM Family and School services
- How to help the Illness you cannot see- facilitated by Lynn Harris
- Optimizing Energy for the Entire Family- facilitated by Sue Ann Hickey

Afternoon

- Healthy Kids, Home and Lives-facilitated by Joyce Shanks
- Constitution and By Laws- facilitated by Liette Chamberland
- The Inner Game of Health and Healthy Relationships- facilitated by Bhaskar Goswami and Haidee Thanda
- Building Relationships, not Bullies- facilitated by Dynamix Teambuilding

Registration:

There were 52 members and 1 non-member attending the Fall Conference, representing 29 schools (four (4) from off-island). Six (6) Directors plus 3 staff were also in attendance. Attendance was higher than the previous year.

Schools who attended the Fall Conference were:

Allion	Honore Mercier	South Hull
Arundel	John Rennie	Souvenir
Beacon Hill	Lakeside Academy	St Anthony
Beurling Academy	Lindsay Place	St Charles
Birchwood	Macdonald	St Patrick
Dunrae Gardens	Merton	St Paul
East Hill	Orchard	Westpark
Edward Murphy	Poltimore	William Latter
Greendale	Royal Vale Elementary	
Hillcrest Academy	Saint Lawrence Academy	

One non-member school was represented: FACE

Publicity:

The registration flyer was mailed out to our local associations followed by email reminders. Additional publicity was garnered through ads placed in the Montreal Families magazine as well as Inspirations (EMSB). Notices were posted on QFHSA website and Facebook page. Notice was also sent to EMSB's Mike Cohen who posted it on the EMSB's social media site. Individual invitations to each Home and School member were attached with the distribution of the QFHSA NEWS.

Regional Councils:

Three (3) regional council meetings took place:

The elementary schools were split up into 2 different Regional council groups, with a mixture of schools from various school boards. The third group was the high school representatives.

Displayers:

There were 10 displayers at this year's Fall Conference and a few of them were first timers, mostly those who were also presenting workshops. Some promotional material was put in the delegate's kits, courtesy of LBPSB as well as eCause, DM Family and School services, and Health Canada.

Observations: The innovation of sending out individual invitations to each member did not work out as well as planned and did not have a discernible effect on registration. The volunteers at Beurling Academy were great and their hospitality was greatly appreciated.

EXECUTIVE APPRECIATION DINNER

Report to the Annual General Meeting – May 3, 2014

Submitted by: Marlyn Brownrigg, Carol Meindl and Mary Skagos

Mandate

This annual event is hosted by the QFHSA Board of Directors to thank the dedicated Executives and Special Volunteers in the local Home and School Associations. Each local association received an invitation for their executive members to attend. The cost of the event is wholly subsidized by the QFHSA. This social evening is an opportunity to network in an informal setting and to exchange ideas. A guest speaker may be invited on a topic of interest to parents.

Date and Venue

The 10th annual Executive Appreciation event was held on March 27, 2014 from 7 p.m. to 9:30 p.m. and was free of charge. This sit-down dinner was held at the Casa Grecque in Pierrefonds.

Program

The evening's events also included a mixer activity, a raffle and a presentation by Patricia Levell, Psychologist/Psychotherapist/Retreat Leader who discussed the concept of *Living by Design*.

Attendance

Fifty-one members (51) representing 19 local associations attended along with 9 Board and staff members.

Home and School Associations represented were:

Beacon Hill	Beaconsfield High School
Beurling Academy	Birchwood
Dorset	Evergreen
Greendale	Hillcrest
John Rennie	Leonardo da Vinci
PETES	Royal Vale
Souvenir	Springdale
St. Charles	St. John Fisher
St. Paul	St. Thomas
Westwood	

EXECUTIVE WORKSHOPS

Report to the Annual General Meeting, May 3, 2014

Submitted by Carol Meindl

Mandate: To provide information to local association executive committee leaders on how to fulfill the responsibilities of their jobs; to distribute materials pertinent to their executive positions; to offer an opportunity to network and exchange ideas with representatives from other schools; to meet the Board of Directors and office staff; to visit the provincial office and to learn about the resources available to them and their schools.

The workshops for local association executive committee members were held Monday, September 23, from 7:00 to 9:30 p.m. at the QFHSA office. 18 Local Associations were represented by more than 36 members. We also had 6 Board Directors (Lawrence DePoe, Rickhey Margolese, Leah Trineer, Rosalind Hoenig, Patricia Willis and Joyce Shanks), and three staff members (Carol Meindl, Marlyn Brownrigg and Shadi Asadollahi) for a total of 45 people. Crudités, cheese, fruit, desserts and coffee were served.

QFHSA President, Lawrence DePoe, welcomed everyone and then everyone was asked to split up into their groups according to their current position or interest.

Workshops

Presidents' Workshop

Moderators/Presenters

Tania Nichols, Sherwood Forest President

Had 20 attendees

Membership

Barbara Schnider, Lindsay Place Membership Chair

Had 5 attendees

Treasurers

Leah Trineer, QFHSA Treasurer

Had 11 attendees

Schools that were represented: *Souvenir, Margaret Manson, Evergreen, Edgewater, William Latter, Mount Pleasant, Nesbitt, Lindsay Place, Sherwood Forest, Thorndale, Greendale, St Patrick's, St Paul, Genesis, Jules Verne, Orchard, Dunrae Gardens and Birchwood.*

Everyone who attended received their 3 kits – President, Treasurer, & Membership – for their Home & School. The balance of the kits were mailed out the following week.

Requests were received from attendees for more bilingual pamphlets especially from DM Family and School Services. The Monday night alternative to the usual Friday night workshops seemed to be appreciated and should be repeated.

It worked out well to have the workshops offered later in the month of September as many Home and Schools had had their first meeting of the year and realized there was much they did not know. The Executive Workshops will be offered at the end of September, from now on.

There was a lot of discussion on Constitution during the President's meeting. Liette Chamberland will provide an additional workshop here in the office to answer any further questions.

June 2014: Executive Workshops will be offered in the month of June 2014, as well, for incoming executive and to accommodate those who could not attend in September 2013.

YES (Youth Exploring Science) Report

Report to Annual General Meeting- May 3, 2014

Submitted by Carol Meindl, Executive Director

Mandate. The YES project was initiated by QFHSA to provide science workshops to member schools in more remote regions of Quebec via the video-conferencing network of the Quebec Community Learning Centers. Goal: To inspire tomorrow's scientists.

The Project

Three science workshops were also offered this year to students (7-11 years old) in the eastern and western regions of Québec and were animated by Biologist Evelyn Castillo of Livestuff, Inc:

March 15/ That's Buggy

March 22 /All about Fossils

April 5 /Find the Culprit

CLC participation: We enjoyed the participation of 4 CLCs this session:

- New Carlisle CLC in New Carlisle,
- Gaspé Tri-School CLC in Gaspé, (*Eastern Shores School Board*)
- La Tuque CLC in La Tuque (*Central Québec School Board*),
- Laurentian Regional High School CLC in Lachute (*Sir Wilfrid Laurier School Board*) and
- Grosse Ile CLC on Grosse Ile (*Eastern Shores School Board*) The LEARN office in Laval served as the broadcast location.

School participation: There were 30 students registered from 5 schools: New Carlisle, Gaspé, La Tuque, Laurentian Regional*, Grosse Ile*
(* not a Home and School)

Summary: There is a continued interest in participating in the YES project. It is serving a need that is apparent in the regions. The QFHSA will continue to offer YES as part of our Regular programming for our member associations in the regions.

THE CANADIAN HOME AND SCHOOL FEDERATION (CHSF)

Report to the Annual General Meeting – May 03, 2014

Submitted by Rickhey Margoese, QFHSA representative

CHSF 2013 Spring Board Meeting and AGM

The Annual Spring Board meeting and AGM were held in St John's, Newfoundland from May 30st to June 1st. 2013.

AGM

Present: Janet Walsh - President (NS); Deb Giesbrecht – 1st VP (MB); Cynthia Richards – 2nd VP (NB); Eva Cameron – Secretary/Treasurer (MB); Georgina Allen – Past President (PEI), Glyn Morgan (NB); Cheryl Kennedy (NS) – non-voting; Rickhey Margoese - (QC); Michelle Ercolini - (ON); Susan Wilson - (BC); Charla Dorrington - (NS) – voting.

The 5 Directors named to the Board: Charla Dorrington (Cambee) - (NS); Annabel Welling - (NB); Susan Wilson (BC); Sandra Binns - (ON) and Rickhey Margoese (QC).

The Executives: Cynthia Richards – President (NB); Deb Giesbrecht – 1st VP (MB); Glyn Morgan – 2nd VP (NB); Michelle Ercolini – Secretary/Treasurer (ON); and Janet Walsh – Past President (NS).

Time was given to the member provinces to share and add to their Provincial reports.

SPRING BOARD MEETING

Decision to move the Carolyn Drysdale Fund to Investment Planning Counsel - Wealth Planning Group (WPG) has been a wise decision. The fund has been doing very well.

CHSF actively looked for outside funding but was not successful.

Video/Teleconferencing – the Communication Committee presented a list of companies with various options. It was requested that additional information on other companies be provided to the Board. The Communication Committee researched other companies and presented a comprehensive report to the Board. It was decided to use Pragmatic for one year and then evaluate Pragmatic's performance. With the introduction of Videoconferencing, the CHSF Board has been meeting every 6 to 8 weeks instead of just the 2 face-to-face meetings we have had in the past.

Strategic Planning Committee – continues to gather information for a future planning session. They will present an outline of a plan at the 2014 Spring Board Meeting.

National Anti-Bullying Summit – CHSF was approached by the Canadian Teachers Federation to see if we would be interested in this project. It is still in its infancy stages. There would be a variety of stakeholders involved.

Welcome to Kindergarten Kits (The Learning Partnership (TLP)) – Discussion to insert CHSF brochure into the kits along with a letter showing our support of the program.

Bill C-420 - An Act to establish the Office of the Commissioner for Children and Young Persons in Canada – was defeated. CHSF hopes that MP Marc Garneau, will try again.

CHSF revamped website – is up and running. New information is added as it is received. The Communications Committee is looking at new picture options for the Home page. Check it out - <http://www.canadianhomeandschoolfederation.org/>

Copyright – *Copyright Matters* Booklet has been made available to the member provinces.

AGM 2014 location – It was decided to hold the 2014 AGM and Spring Board Meeting in Montreal, Quebec to coincide with QFHSA's 70th Anniversary. The Awards Banquet will be a shared event. CHSF will ask QFHSA to show the CHSF PowerPoint presentation during breaks at the QFHSA AGM.

School Bus Safety Posters – will be ready to hand out to the member representatives at the Spring Board meeting to bring back to their provinces for distribution.

GENERAL INFORMATION

The Canadian Home and School Federation has been looking at ways to get Home and Schools and Parent Organizations involved with the Commemoration of Canada celebrations 2017.

QUEBEC COMMUNITY GROUPS NETWORK (QCGN) REPORT

Report to the Annual General Meeting, May 3, 2014

Submitted by Carol Meindl, Liaison

Mission. Founded in 1995, the Quebec Community Groups Network (QCGN) is a not-for-profit organization linking 41 English-language community organizations across Quebec. The Quebec Community Groups Network (QCGN) identifies, explores and addresses the strategic issues affecting the development and vitality of English-speaking Quebec. It encourages dialogue and collaboration among its member organizations, individuals, community groups, institutions and leaders. In partnership with member organizations, stakeholders, community leaders and institutions, it articulates the views of English-speaking Quebec on issues of strategic concern and takes action to address them.

The QFHSA has been an active member of QCGN since its beginning. Our Directors have at times served on their Board and Carol Meindl is currently involved with their Membership Committee.

2013 Activities Highlights

Canadian Heritage Funding review- Canadian Heritage has been conducting a review of the support it provides for official language minority communities. This review, which began internally in the spring of 2013, also included a consultation of QCGN and community sector organizations that currently receive program funding from PCH, of which QFHSA was involved. The outcome of this review may affect our program funding in the future.

Membership-The Membership Committee did extensive work to review the organization's membership policy. The resultant Membership Recruitment and Retention Policy set new categories and subcategories of membership at the June 2013 Annual General Meeting.

Class A voting membership shall be available only to community groups who have applied and have been accepted for Class A membership in the Corporation. There are two sub-categories of Class A members: active; and, associate.

- *Active members are community groups whose principal mission is focused on the vitality of the ESCQ. (QFHSA belongs to this category)*
- *Associate members are community groups whose principle mission includes supporting the vitality of the ESCQ.*

Class B non-voting membership shall be available to individuals, corporations, organizations, municipalities and other entities that have applied and have been accepted for Class B membership in the Corporation or have been extended such membership. There are two sub categories of Class B members: affiliate; and, honorary.

The current Board of Directors 2013-2014:

- Dan Lamoureux, President (Greater Montreal Community Development Initiative)
- James Shea, Vice President/Membership Chair, (School board Commissioner for the Western Québec School Board)
- Walter Duszara , Secretary (Policy development and management consultant)
- Joe Rabinovitch, Treasurer
- Clara Ann Martin Labadie (Member the board of the CSSS Côte-Nord)
- Brian A. Garneau, (Voice of English-speaking Québec)
- Cheryl Gosselin (Associate Professor in the Department of Sociology and coordinator of the Gender, (Diversity and Equity program at Bishop's University.)
- Lisa Montgomery (Background in immigrant, labour, education, women and aboriginal issues)
- Anne McCracken Fitzpatrick, (Director, Thomas More Institute)
- Irene Tschernomor (Executive Director and Chief Executive Officer of the Queen Elizabeth Health Complex)
- Juan-Carlos Quintana (Project Development Officer at the ACCESS Adult Education and Career Training Center of Riverside School Board)
- Matthew Rosenberg (QCGN's Strategic Plan for 2014-2019/ Goldbloom Awards Committee)
- Kate Shingler, (Managing Editor of Global Montreal's evening newscast)
- Richard Tardiff (Executive Director, Québec Community Newspaper Association)
- Sylvia Martin-Laforge, Director General

Sheila and Victor Goldbloom Distinguished Community Service Award

In 2009, the Québec Community Groups Network launched the **Sheila and Victor Goldbloom Distinguished Community Service Award** which recognizes individuals who have contributed to strengthening the English-speaking community and to building bridges of understanding between Québécois of different backgrounds.

The 2013 Goldbloom Awards were held at Montreal's St James Club on October 17 and awards were presented to three very deserving English-speaking Québécois:

Robina Goodwin, a retired home visit nurse and founder of the Council for Anglophone Magdalen Islanders;

Judy Martin, President of Batshaw Youth and Family Centres and a governor of Muscular Dystrophy Canada;

Kevin Tierney, filmmaker and producer of the bilingual hit movie Bon Cop, Bad Cop.

Lawrence DePoe, President, and Rosalind Hoenig, Secretary, attended the event on behalf of QFHSA.

The QFHSA values its membership in the Québec Community Groups Network and appreciates the opportunities it offers to network and be part of the greater English Speaking community of Quebec, bringing the voice of parents to the table.

QUEBEC ANGLOPHONE HERITAGE NETWORK (QAHN) REPORT

Report to the Annual General Meeting, May 3, 2014

Submitted by Carol Meindl, Liaison

MISSION: Founded in 2000, the Québec Anglophone Heritage Network (QAHN) is a non-profit, non-partisan umbrella organization engaged with its members in promoting the preservation of the built, cultural and natural heritage of Québec.

QAHN aims to promote a greater understanding of the history of Québec's English-speaking communities by informing, inspiring and connecting people through its activities. Membership is open to any organization or individual, regardless of language or cultural affiliation, with an interest in the history, heritage and culture of Québec's English-speaking communities.

Carol Meindl is a member of the QAHN Board of Directors and serves as liaison with QAHN on behalf of QFHSA. There were several joint activities in which QFHSA participated:

An Island of Stories/ Mapping the Mosaic- The Québec Federation of Home and School Associations collaborated with QAHN on the joint project-An Island of Stories: Mapping the Mosaic. This activity helped students explore their own family history and culture as it fits in with the history of Montreal and it gave them an opportunity to share what they learned with their fellow students and their wider community. It helped the community promote an environment of inclusion and an appreciation for diversity. Students researched a location of significance for their family and posted it on the Mapping the Mosaic site. <http://mapping.montrealmosaic.com/>. It then became part of the collective history of Montreal and area. QFHSA helped launch the project through presentation of a workshop at QPAT in November and supplied judges and prizes for the competition.

Family Treasures- QFHSA once again offered students an opportunity to explore their own family history through the examination of a family heirloom and this year, Dorothy Williams, QAHN director, served as one of the judges of the essay submissions. Our Family Treasures contest has produced some wonderful essays and the 2014 winners will be published in a future issue of the Québec Heritage News as well as the QFHSA NEWS.

QFHSA has its own extensive archive of material that chronicles parental participation in education in Québec for 70 years. QAHN offers workshops on archive protection and management which QFHSA staff and directors can benefit from. We will continue to look for ways to collaborate on projects in the future.