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HOME AND SCHOOL

VOL. VII, No. 6

MONTREAL, QUEBEC

MARCH, 1955

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REUBEN RESIN

CONFERENCE - COMING UP!

SUDDENLY it's Spring, you realize our Annual Conference is barely a month away, and you wish you were a teen-ager for whom, in his impatient desire to grow up, time lopes along instead of whizzing by like a scared rabbit.

The Home and School year, which seems to have just begun, is fast drawing to a close and we shall be getting together on the 6th and 7th of May to compare notes on our accomplishments, to attempt to find the causes for our failures and, most important of all, to plan for the future. For where the concern is with children there must be a future, and the work of Home and School is never done.

Each year we try to introduce something new in the way of programs, work shops and discussion themes, relying a good deal on the answers to questionnaires which were submitted to you some time ago and which you no doubt received and replied to promptly. This year will be no different in that respect, but in addition to all this, the coming Conference will find us in completely different surroundings.

Our business and work-shop sessions will be held at McGill University instead of the Windsor Hotel as in the past several years. The main reason for the change is financial. We hope to save several hundred dollars which we can put to good use in several directions.

It may be, too, that changing from the semi-frivolous atmosphere of a hotel to the hallowed and studious halls of an institution of higher learning may bring greater profundity to our deliberations, more thought to our discussions and Solomonic wisdom to our decisions. Sounds ponderous, I know, but as I imagine a picador would say to a matador, don't let it throw you. I don't doubt that when the Conference closes you will let us know what you think of this innovation.

There is one other important matter I would like to bring to your attention which is a complete change from other years. As you know, our Conferences terminate Saturday night in a dinner at which we have an outstanding speaker, and a packed house. This year's guest will be Dr. S. R. Laycock, an authority on Home and School and child training, well known throughout the country as a radio and television personality, and a forceful and interesting speaker.

Due to circumstances beyond our control the seating capacity for our closing dinner will be

(continued on page 17)

Perhaps you've hesitated about taking office in your local Association—wondering if you had the 'know-how'. After reading this, you'll have it!

SO THEY WANT YOU ON THE EXECUTIVE!

by
ALEX. R. HASLEY

A COMMITTEE of three visited you at your home one evening last year and after a preliminary palaver came to the point which was that your home and school association or some club, society or other organization to which all four of you belong wanted to nominate you as secretary or treasurer or president. Right?

You were flattered but also embarrassed. You fumbled around a little; mumbled and bumbled; and finally the committee left with your promise to "think it over" and to "let them know by the end of the week". Even as you gave that promise you knew very well that the answer would be a reluctant but unyielding "no". Yet in your own heart there was a wistful yearning to take on the job and make a go of it as nobody had ever done before. You felt that with all your shortcomings—and goodness only knows, if the committee but half suspected them they would never had called upon you!—you could still do a better job than Tom Blank or Mazie Doe did last year. Perhaps you even thought, "If only I'd had some training—or could get a good book—or some advice—or *something*—I'd have half a mind to take it on!"

In short, you were of the right mind but, unfortunately for that committee of three—and your home and school association—you were guilty of what one of our major poets once called, "the craven fear of being great". You needn't be any longer, or at least the next time you are approached—and if you seemed like the right material for executive office once, you will be called upon again—you will be able to consider the proposal with greater self-confidence because here in a few hundred words you will find a guide to the efficient handling of those three essential offices—presidency, treasurership, secretaryship—in any social, non-profit organization.

Today when leaders in all worthwhile organizations are so badly needed, they are at a premium. That is why you had a Tom Blank or Mazie Doe last year doing what, even in your not too critical opinion, was only half a job. Too many organizations are slowly becoming petrified because the same groups have run them for years with hardly the infiltration of a new idea. Often these groups are cliques but just as frequently they are nothing but well-meaning, devoted folk trapped in office because no one else is being trained and guided toward succeeding them. Rather than allow the association or club to which they are so attached flounder completely they remain in office, usually far from satisfied themselves with the time, effort or quality of work they are giving the organization.

Democracy is a way of life which calls for the best efforts of all who enjoy its benefits. It can only survive and grow in strength as more of its followers train for and assume their rightful responsibilities in all its branches—and that includes our home and school association, church organizations, adult study groups, literary sports and social clubs as well as our political groups.

So, step right up to your responsibilities, but first get a little briefing on what is expected of you.

The Presidency

THE JOB of president entails many things but your manifold duties make of you two things: (1) the 'brains' of the organization and (2) the chairman of meetings.

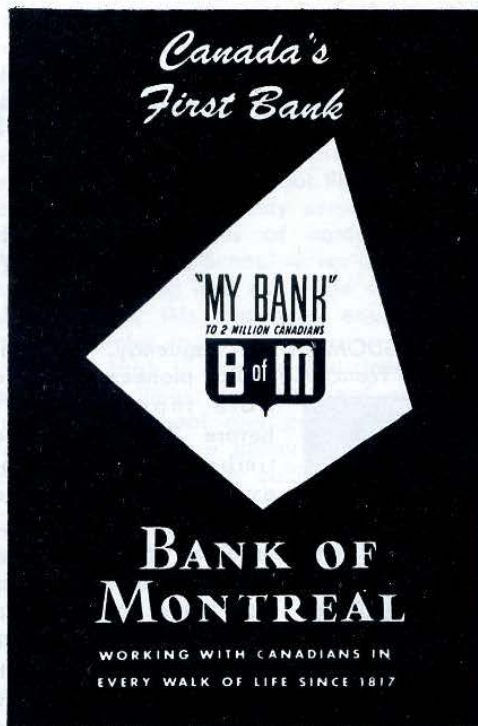
As the brains of the organization it is up to you to set a course of action or outline a programme. Your greatest asset in this will be your ability to select and persuade others to work with you. The success of these others in their respective posts will depend to a large extent upon your further ability to delegate responsibilities to them and then merely to check casually with them to satisfy yourself that they are doing their jobs to the best of their abilities. The most successful presidents are those surrounded with first-class associates who then draw from those colleagues their very best efforts.

In the field of meetings these also are usually of two kinds: (1) executive, and (2) general. Although the first type is more informal than the second, both should always be conducted along correct lines of parliamentary procedure. It is here that you perhaps have had some qualms wondering when a motion may be amended and what happens to an amendment moved to an amendment, who has the floor, and what a question of privilege may be when it is at home.

Perhaps the first thing to remember is that the chairman of a meeting—no matter how informal—is the servant of the group and not its dictator. There are rules of procedure* by which he is bound as strictly as any other participant in the meeting. Just as there are fans in every sport who know the rulebook almost as well as the referees or umpires, there is commonly a member in every organization who makes a fetish of following correct parliamentary procedure and who will make your life uncomfortable unless you are smart enough to recognize him (or her) and to enlist him as your consultant on these matters. The Speaker of the House of Commons has his consultants and the chairmen of the great national political conventions in the United States have theirs (who have been known to draw their rules and procedures books from their pockets like any field umpire!) so why shouldn't you have yours? However, the safest course for you to follow is to know the more common rules yourself. For any but an extraordinary meeting these are the situations you meet in presiding at meetings:

You have an agenda—which is nothing more nor less than a track along which the meeting is to run. It is formalized to the extent that there is a prescribed order to

* Every country has its own recognized authority on this subject. In Canada, the work is "Rules of Order" by J. G. Bourninot; and the cost is low, about \$1.00.



the manner in which you take up items of importance. There are five main divisions:

- Minutes of the previous meeting
- Treasurer's report
- Business arising out of the minutes
- Correspondence
- New business

It is a logical sequence, of course. *Minutes of the previous meeting*—this meeting needs to know or be reminded of what happened last time. *Treasurer's report*—you can't do much without money and every one should know in what condition the treasury is at the moment. *Business arising out of the minutes (or unfinished business)*—you need to clean up or hear reports on items previously under consideration. *Correspondence*—brings the meeting up to date on other matters. *New business*—this is where you introduce any new projects or subjects for discussion and usually you conclude it by asking if the meeting has any item to bring up for consideration.

If there are "standing committees" (that is, committees appointed to serve a specified term, usually concurrent with the organization's "year", such as programme committee, publicity committee, etc.) there is an item of "Reports of Standing Committees" inserted after "Treasurer's report".

(continued on page 12)

"THE KINGDOM OF THE SAGUENAY"

THE KINGDOM of the Saguenay. That was the name French-Canadian pioneers had liked more than a century before for the rolling timbered expanses of evergreen woods and white-mantled farms that unfolded before me as the Canadian Pacific airliner from Quebec and Montreal droned down out of the clouds. Bagotville was below. The plane touched down. I was visiting Quebec's Lake St. John Region to meet with home and schoolers of Quebec Federation's two Saguenay District associations. I left with the greatest respect for two of the most education-conscious and progressive communities in Quebec.



Active Home and School associations are located at Arvida High School and Royal Canadian Air Force Station, Bagotville, both in the Saguenay area, 140 miles north of Quebec City. Community-wide interest in education and in Home and School activity is reflected in editorial policy of *Le Lingot*, Arvida's weekly bilingual newspaper and CKRS, "Voice of the Saguenay", which broadcasting policy of French-language Staccarries weekly broadcasts of "Home and School On the Air". My chief purpose during my Saguenay visit was to transcribe a series of Home and School broadcasts on educational activities in the region for transmission this winter on CFCF, Montreal, and CKRS, Jonquiere.

The airliner set down at Saguenay Airport, Bagotville, next to Air Force facilities. The first site of Home and School activity in the Saguenay was at hand. The only Home and School association at a military base in Quebec Province, Corbett Memorial H. & S. A. meets at the RCAF Station where a school is located. The Association is young but is firmly established as a facet of Station life.

Don Allen is Director of "Home and School On the Air"—Federation's own radio program.

Keenly Interested Parents

I spoke with Mr. and Mrs. Jack Galusha. Mr. Galusha is one of the personnel of the Station, his wife is Secretary of a Home and School group with a problem: how to keep things rolling smoothly when slates of officers vanish between meetings as squadrons are posted to various Stations across the land. It's trying, Mrs. Galusha admits, but has advantages. Parents are keenly interested in schooling offered at different Stations and turn out readily and regularly at Home and School meetings. They bring with them fresh ideas and an eager approach.

Corbett Memorial School, named in recognition of a former commanding officer of the Station who died in a crash, is situated on Air Force property at Bagotville Station. Operated by the RCAF in keeping with Canada's policy of providing educational facilities for children of service personnel when local schools are not conveniently located, Corbett Memorial School is responsible to the Provincial Department of Education and follows the Quebec Protestant study course. Mrs. Shirley Blake, Grade Three teacher, told me of teaching problems in an obvious air age. Jets zoom overhead, helicopters hover outside the window: children know that their fathers may be piloting the planes. Helicopters, new to the Base, turn up in every art lesson, Mrs. Blake told me. Other forms of aircraft the children take in their stride.

Does moving about from school to school and Province to Province affect the children's education adversely? Mrs. Blake thinks not. Individual attention is offered, especially with problems in French. Teaching difficulties are more than compensated for by the added poise and self-assurance the child seems to gain, she feels.

Mrs. Janet Newsome, wife of the Commanding Officer, is an active Home and School supporter. The Station dates back to war years, she told me. It was "reactivated"

three years ago. Corbett Memorial Home and School Association was started in 1953 and joined Quebec Federation last Spring.

A Modern City — Arvida

Arvida is a city as modern as any in Quebec. It is a planned community built around the aluminum industry that thrives amid great hydroelectric developments in the area. It is predominantly French, 95% so, but its English population is sufficient to support Arvida High School with 200 pupils. Youthful Arvida, founded in 1925 and still expanding, boasts many schools of both languages and religions. The greater part of the city's population is under eighteen.

Ed. Hogg is president of a strong, active and influential Home and School association at Arvida High. He and Hi Calder, principal of the School, introduced me to the area and made arrangements for my broadcasting from CKRS. It was the Arvida H. & S. A. that instigated the rebroadcasting of "Home and School On the Air" for English-speaking listeners of the Saguenay Kingdom, an area where no English radio broadcasting can be consistently received.

Mr. Hogg believes that good program

planning and good publicity have been responsible for his Association's continued success. Dances are looked upon favorably: they offer parents of the area an opportunity to meet in a relaxed atmosphere, the executive feels. Proceeds from the Association's last dance contributed towards a donation of 600 books to the School library. A skate exchange is a community service that pays dividends to parents of outdoor-conscious Arvida. Home and School serves as a clearing house for selling and exchange of outgrown skates, sleds, skis and other equipment for popular winter sports.

Arvida High is close to first-class outdoor athletics facilities. The Principal drove me out to the School and pointed with pride to two rinks and a gulley—tops for sliding and sledding—within calling range of the High. I had witnessed an eight-inch snowfall the evening before. The effect had been beautiful. Now by midmorning children with skis and toboggans dotted the streets and slopes. The setting was a Christmas card come to life.

Enthusiasm over public speaking has been enkindled at Arvida High School by Home



LEADERS IN EDUCATION — Five active supporters of community work in education-conscious Arvida meet with Home and School's Radio Director before **Home and School on the Air** microphones of CKRS. Describing life and work in the Saguenay "Kingdom" are (l. to r.) Aimé Gagné, editor of **Le Lingot**, popular Arvida weekly, broadcast moderator Don Allen, F. E. Hogg and Merlyn Williams of the executive of Arvida High School Home and School Association, Hi Calder, principal of the High School, and Jean-Marie Dugas, production manager of CKRS, Jonquièrre, which carries Home and School broadcasts to Saguenay listeners each week. Community-wide interest on the part of leading citizens contributes to the success of Arvida Home and School, Association, president Hogg observes.

(Photo Courtesy **Le Lingot**, Arvida)

and School sponsored competitions featured at one of the Association's meetings each year. Mr. Hogg was telling me that his group hopes to arrange for this year's winning boy or girl to enter Province-wide public speaking competitions in Montreal. Career-consciousness is encouraged, too, Arvida home and schoolers assure you: leading citizens address "career night" meetings. The Arvida Association has 83 member families, dates back eight years.



A DOCTOR SPEAKS — Flight Lieutenant David McQueen, medical Officer attached to the Search and Rescue Team, RCAF Station, Bagotville addresses Home and School listeners in a hard-hitting panel discussion entitled "The Most Dangerous Place in the World". The talk was transcribed in Jonquière for broadcast on Home and School on the Air on Sunday, March 20, 12:45 p.m., on CFCF, Montreal.

(Photo by the author)

Not the North

Jonquière is a highly French community and English is rarely spoken or understood. At CKRS, its radio station, I met with Jean-Marie Dugas, production manager, a graduate of the University of Montreal. He told me of his interest in education. He explained that he carried a short section of English on his station daily for the benefit of the English minority in Chicoutimi, Kenogami, Arvida and nearby Riverbend. His station, which has carried "Home and School On the Air" among its English broadcasts since November, is seven years old; transmits with 1000-watt power at a frequency of 590 kc.

Perhaps you are thinking of the Saguenay as "the North". I did, when in school. Aimé Gagné, editor of *Le Lingot*, briefed me on the history of the area from the days of Cartier. He explained that colonization had by-passed the Saguenay until British rule. The area had come under Hudson's Bay Company trading rights. French-Canadian pioneers settled in the "Kingdom" as early as 1838. Lumbering grew alongside farming. Pulp and paper mills have sprung up. The area was long isolated, except for river transport. It now is readily accessible by road, rail (CNR) and air (CPA). Port Alfred is open seven months of the year. But, paradoxically, the area is not "North". It is south of Lake St. John, which is split by the 48th Parallel. All of Canada's prairies and West lie a degree or more to the North.

The Saguenay Kingdom is growing, expanding: it should be more "in the news" in years to come. There can be no holding back a district so gifted by nature and so concerned over the welfare of its families and their children as was the cluster of progressive communities that I was privileged to view in the Kingdom of the Saguenay—their future should be charted as one of vital, healthy growth. It is rewarding to know that Home and School has taken its post with other leading community forces, at the helm.

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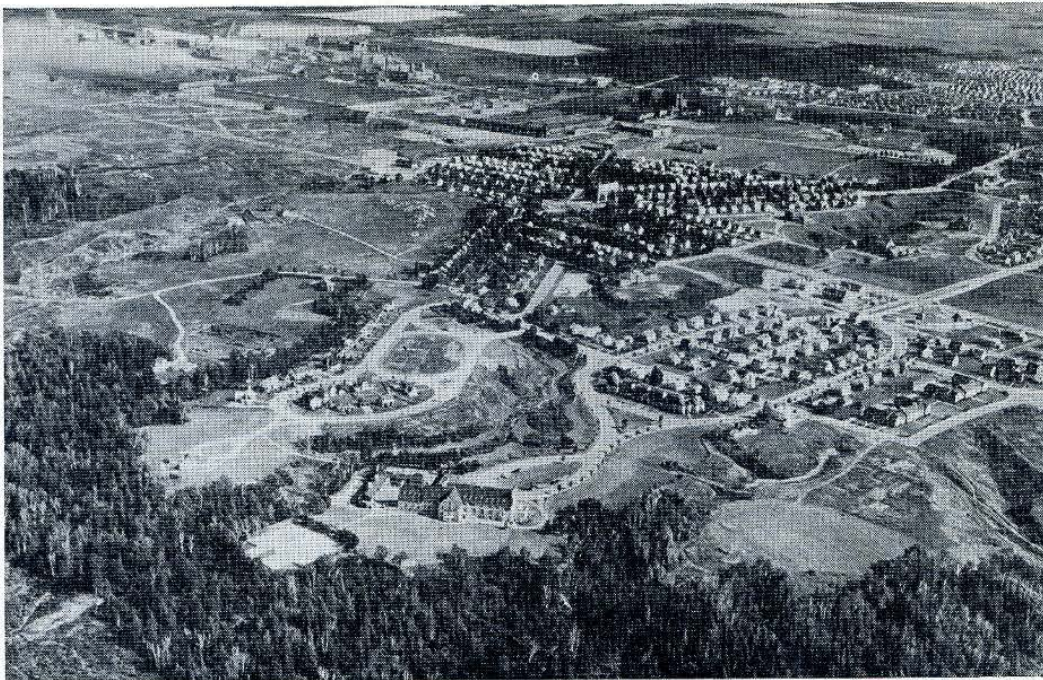
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CITY WITHOUT SLUMS — Growing, youthful Arvida prides itself in being the last word in planned communities, a spacious development for 11,000 in the heart of Quebec's Saguenay "Kingdom". The Saguenay Inn, popular winter and summer resort, can be seen in the foreground above, with the world-famed Arvida Works of the Aluminum Company of Canada Limited visible across the housing area from the Hotel. Arvida is a city of parks, schools and churches—and active and successful Home and School.

(Aerial Photo courtesy Aluminum Company of Canada Limited)



Over 8,200 Scholarships to Young Men and Women

The Province of Quebec has the most complete system of technical education for the training of its youth. It maintains a network of eight Technical Schools, twelve Highly Specialized schools and some forty Arts and Crafts Schools coming under the authority of the Department of Social Welfare and Youth. In order that no talent will be lost for want of financial resources, the Department also maintains a service created to study all requests for assistance in that respect.

Scholarships are thus granted to young men or women having the necessary qualifications and who can establish their inability to undertake or to continue their studies without financial support.

Students of Highly Specialized, Technical and Arts and Crafts Schools, University Students and Nurses are eligible to bursaries, together with professors who wish to study pedagogy during summer sessions, when the courses are held away from their hometown.

During the present 1954-55 fiscal year, about \$1,300,000 are being spent for scholarships by the Department of Social Welfare and Youth, thus enabling over 8,200 young men and women to acquire additional knowledge.

DEPARTMENT OF SOCIAL WELFARE AND YOUTH

HON. PAUL SAUVE, Q.C.
Minister

GUSTAVE POISSON, Q.C.
Deputy-Minister

Rough Notes

by Al. Rough

Please send your notes to the Editor — and please sign your name to them

Good News: From the Eastern Townships comes good news of an organizing meeting of a Regional Council by **Executive Vice-President Douglas Walkington** . . . **F. A. Simpson** acted as co-ordinator . . . **Mrs. C. G. Motherwell** and **Principal S. L. Hodge** of the High School at Thetford Mines gathered a group of parents and teachers to discuss with Mr. Walkington the formation of a local Association . . . Mr. Hodge welcomed the idea of there being opportunities to explain teaching methods, reports and other subjects to the parents . . . **John Gauthier** of Station CKTS expressed the belief to Mr. Walkington that his station can arrange to rebroadcast "Home and School On the Air".

Here and There: Most home and schoolers in the West End read **The Monitor's** story on **Bill Petty** of CFCF with the greatest of interest . . . Bill has done so much for our radio program, "Home and School On the Air", that it was a shame no mention of it was made in listing his accomplishments . . . **Mrs. A. A. Thompson** addressed the **Sutton** Association on the work of the local chapter of the Red Cross which work is largely concerned with children . . . **Parkdale** (St. Laurent) Association heard **Dr. Ernest M. Worden** speak on, "The Behaviour Problems of Children" . . . **A. W. Lang**, principal for the first twenty years of **Willingdon School's** history—and an early supporter of H. & S.—helped **John Perrie**, his successor, and the staff to celebrate the School's 25th anniversary of the day Lord Willingdon, then Governor-General of Canada, opened it officially.

Talk of Magazines: An article in the December issue of **Canadian Homes and Gardens** by **Jocelyn Dingman** dealt with H. & S. and contained a very lively and helpful section on the things many organizations overlook when inviting guest speakers . . . **Saskatchewan Home and School** in dealing with magazine subscriptions reminds its friends that it is the only magazine published in the field in that Province . . . It quotes a reader as saying the magazine "provides co-ordination and a feeling of belonging in Provincial Home and School which doesn't seem to me possible in any other way." . . . The article ends with the following in heavy type: "**Remember, this is the membership's magazine. Patronize our advertisers, contribute articles and news, build the magazine the way you want.**"

Goings on: Parents, teachers and scholars attended **Montreal West High H. & S. A's** January meeting when **Herb Capozzi**, pro footballer of Les Alouettes, was the guest speaker . . . **St. Laurent High H. & S. A.** set out to raise money for the library by means of a card party convened by **Mrs. Ira Waselius**, assisted by **Mrs. Fitzpatrick**, **Mrs. Foutcher**, **Mrs. Goddard**, **Mrs. McColl** and **Mr. Jackson** . . . **Dr. Alastair W. MacLeod**, Assistant Director of the Mental Hygiene Institute, spoke to **Iona H. & S. A.** on the subject, "Mental Hygiene in the Atomic Age." . . . A sister organization, **St. Joseph School PTA** of Dorval, recently heard **Rev. Father Cruscoe, S.J.**, Dean of Loyola, on "Your Child and Its Future Education."

More Programs: Another sister organization, **St. Malachy's PTA** of the Montreal Snowdon area, heard a panel discuss, "From your point of view what are some of the more serious problems affecting education today?"—an intriguing way of phrasing a mighty important subject! . . . **Dr. J. H. O'Neill**, pediatrician, **Principal Rowe** of the boys' school at St. Malachy's, **Father Thomas** and 2 parents took part . . . **Dr. Hyman Caplan**, psychiatrist, spoke to the **Westward H. & S. A.** in January on, "Problems of Adolescence" . . . **Mr. and Mrs. Harry Norris**, assisted by members of the Montreal West Operatic Society, put on a public concert sponsored by **Royal Vale H. & S. A.** . . . "Your School, Your Child

(continued on page 18)

Civil Defence Co-ordinator,
Province of Quebec,
Quebec, Que.

November 11, 1954.

Dear Sir:

The Quebec Federation of Home and School Associations wishes to offer its support to the Civil Defence organization of the Province.

We have at present 135 member Associations, as listed on the attached sheet, all associated with public and private schools which follow the Protestant curriculum of studies.

These Associations have as their chief aim: "To bring into closer relation the Home, the School and the Community". Regular meetings of the parents and the teachers are held throughout the school year, and a variety of other activities, toward this aim.

As an integral part of our community work, we feel that we should co-operate in any way possible with the Civil Defence authorities - particularly in relation to the schools and the children.

We shall await word from you, and we shall do our best to act on any suggestions you may have.

Yours truly,

(signed) **F. W. PRICE,**
Secretary.

Ministère du Bien-Etre social et de la Jeunesse
Service de l'Aide à la Jeunesse
88 Grande-Allée
Québec

Quebec Federation of Home &
School Associations,
4589 Wilson Ave.,
MONTREAL, 28, P.Q.

Nov. 22nd., 1954.

ATTENTION: Mr. F. W. Price, Secretary

Dear Sir:-

The Honorable Paul Sauve, Co-ordinator of Civil Defence requested me to thank the members of your Associations for the support offered to the Civil Defence Organization in the Province of Quebec. I am pleased to note that you have at present 135 member Associations in the Province of Quebec ready to co-operate in Civil Defence and I would like you to convey our thanks to them for this fine gesture.

May I inform you that we are always at your disposal for any information that you may require in this matter.

I remain,

Faithfully yours,

(signed) **A. E. GAGNE**
Secretary General of Civil Defence
for the Province of Quebec.

AEG/ML.

March, 1955

[11]

Quebec Home and School

The motion is the keystone of the meeting. Some one says, "Mr. Chairman, I move . . ." There must be a seconder to the motion before it can be discussed or debated. If there is no seconder who speaks up at once the chairman asks if there is one. Usually some one, although not entirely familiar, perhaps, with the mover's idea, will respond simply in order to hear more about the subject. If no one offers to second the motion it dies then and there. Upon being seconded, however, the motion is ordinarily repeated by the chairman who then calls for "any discussion".

The chairman then awaits the meeting's pleasure. Usually the mover will speak and explain his reasons for so moving. Other members will follow. Some will want to ask questions. It is here that the chairman must keep a firm hand. Every one must speak to the chair—not to the mover. If any one wishes to ask a question of the mover his query should be something like, "Mr. Chairman, I should like to ask Tom Roe what he means by . . ." or "Mr. Chairman, could the meeting hear something from Tom Roe on the point . . ." Under no circumstances, except the most informal, should he ask, "Tom, what did you mean . . ." Similarly, personal references are barred. If a member

does not agree with some one else and wants to say so in the course of speaking to the motion then he can go as far as to include the remark, "I can't agree with John Doe . . ." or something of the kind—*still addressing the chairman.*

Sometimes a member wishes to question a speaker while that person is still on his feet addressing the chair. It is in order for this member to stand, address the chair and interrupt the speaker with the question, "Mr. Chairman, will the speaker yield for a question?" The chairman hardly need do more than look enquiringly at the speaker and usually will receive a nod of agreement. It is necessary at this point to be certain that the member interrupting sticks to either his question or statement or whatever it was he secured the floor to do and does not wander off into a speech of his own.

The chairman's job at meetings of a general character is to referee in discussions. If he feels strongly on a subject and wishes to make a contribution to the discussion he must vacate the chair, turning it over temporarily to a substitute chairman (usually a vice-president), and take his place in the body of the meeting, there to be recognized like any other member. He has no vote unless there is a tie and then it is customary for

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him to vote to defeat the motion, this being done on the theory that any motion which has such strong opposition should not be forced on a minority which lacks a majority of but one vote.

Unlike a sports referee, decisions of the chairman may be appealed. The meeting is the real ruling body and if a member rises and states, "I appeal the ruling of the chairman," that official has no option but to put his ruling to a vote and accept the decision of the meeting. Only a clear majority in his favour sustains any questioned ruling.

Again, if a member feels that things are not being done "decently and in order" he may point that out by the simple expedient of calling, "Point of order, Mr. Chairman," or more usually, just, "Order!" The chairman is forced to examine the situation and to rule that the "point" is "well taken"—whereupon he corrects the situation; or "overruled"—whereupon the meeting continues as it was. Having ruled, however, the chairman may still be faced with an appeal of his ruling, in which case he proceeds as indicated above, to seek the meeting's view on the matter.

The "point of order" is useful for keeping a meeting's procedure on the right track. For instance, if a member endeavours to ramble along without offering a motion and the chairman fails to pull him up, some other member may do so. Or again, if in speaking to a motion a member chooses to wander all around his subject the chairman gets support from the body of the meeting through some member's calling, or in effect *demanding*, that the speaker limit himself to the matter in hand.

Perhaps one of the things most confusing to an inexperienced chairman is the amendment. We will suppose that Tom Roe moves, "That this meeting is of the opinion that black is white." John Roe, perhaps immediately or maybe after some discussion, comes to the conclusion that Tom is almost right but not quite, so John moves an amendment, "That this meeting is of the opinion that black is a shade of grey." Absurb, but illustrative! John is only modifying Tom's motion. This amendment may then be discussed (and only the amendment, mind you) and then voted upon. If John's amendment is passed, then Tom's original motion is regarded as having been passed "as amended". However, if the amendment is defeated, then discussion may be resumed on the motion made by Tom and must be voted upon in due time.

There are many other devices in parliamentary procedure but most organizations either are unaware of them or ignore them—sometimes to their own great loss. There

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ARCHITECTS

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are a few which ought to be touched on here briefly.

While a motion is being discussed it is in order for a member who wishes action on that motion deferred to move that "the motion before the meeting be tabled" or "be laid on the table". If this motion is passed that is an end of the original motion and no further discussion is permitted until some subsequent meeting when it may be presented again. If the tabling motion is defeated the original motion is then usually put immediately to the vote but, if desired, discussion on the original may be resumed.

"Move the previous question" is a device to bring a long-drawn-out discussion to an end. A member may "get the floor" at any time in a discussion and make this motion. If two-thirds of the meeting vote in favour of it then discussion on the original motion is ended and the vote on that proposition must be taken immediately.

The chairman may speed things on their way in many instances by the judicious use of the "unanimous consent" procedure. For instance, if there is nothing of consequence in the minutes of the previous meeting he may say, "If there are no objections we will take the minutes of the last meeting as read." He doesn't need a motion to this

effect, contrary to rather common understanding. A committee has been decided upon by motion, say, but its membership has been left open. He can say, "Without objection, I appoint . . ." and name the requisite number of members. It is a handy device.

"Personal privilege" is one of the main guarantees that no member forfeits any rights no matter how formal the meeting. It is the right of any member at any time to "rise to a point of personal privilege" for any reason ranging from asking that a window be opened or shut to defence of himself from some other member's derogatory remark about him or his pet dog. It seldom gets phrased in parliamentary style, "Mr. Chairman, I rise to a question of personal privilege" but it does come up and must be recognized by the chairman for what it is and be duly respected.

Adjournment can be moved at any time and is not debatable. It may, however, be amended as, for example, when some member wishes to set a date for another meeting. When defeated, adjournment can only be moved again following another motion duly dealt with.

Too strict adherence to parliamentary procedure can stifle a meeting when the members are not sufficiently familiar with the rules. However, disregard for all or most of the rules will surely resolve any meeting into a shambles. The middle of the road is an orderly meeting, well conducted with the chairman explaining, or tactfully instructing the members in, at least the bare rudiments as set forth above.

The Treasurership

UNFORTUNATELY the holder of this office in most organizations comes to be looked upon by the other officers and members as (a) an old tight-wad, or (b) a nice fellow but one who guards the organization's funds even more closely than his own. He should be neither.

The ideal treasurer is one who at the proper time has at his fingertips all the relevant data on the state of the treasury and furnishes that information to the meeting for its guidance. He is always prepared to say at any time, in effect, "We have so much money; we have such and such outstanding obligations; we may expect to receive so much by such a date; our credit is good for such and such an amount. Govern yourselves accordingly." He doesn't try to influence the meeting unduly, whether he is an honorary officer (that is, serves without remuneration) or a paid employee of the

organization. As an honorary officer he is, of course, also a member and has a member's rights to express himself and frequently does offer something along the lines of, "I personally think . . ." The greatest danger, especially after holding office for any length of time—and treasurers are not unlike Tennyson's brook since they seem to go on forever!—is for the treasurer to consider himself the only member interested in keeping the organization solvent. This isn't so! Consequently, when you become treasurer, adopt the attitude that every member is keenly concerned with the financial condition of the club or society and you will find a rewarding interest being taken by every one.

The treasurer keeps a set of books, usually simple, single entry. Federation has a treasurer's supplies available. As the books are generally all set up the novice treasurer need do little more than receive an explanation from his predecessor, or from the auditor, preferably, of how they have been handled in the past. He is meticulous, needless to say, in recording every item of receipt and expenditure. He makes certain that he has the proper authority for every disbursement, that he gets proper receipts and that he can fully explain every item of finance involved in the organization's operations. It is his duty to see that adequate banking arrangements are made and that any securities the organization may own are in safekeeping. He prepares the financial statements and reports required by the organization. If not otherwise provided, he insists, if he is wise, in the organization appointing auditors to examine his books at least annually.

The treasurer is an important officer in any organized group and his job, if well done, may often mean the difference between the success or failure of the society or club.

The Secretaryship

THE HOLDER of this office, if he is conscientious and capable, is more often than not the hardest working officer in the organization. In some organized groups the work is divided between two people, in which case there are two offices: Recording Secretary and Corresponding Secretary. This is often resorted to when the work is heavy or when it is desired to create more positions and thus enlist the active interest of more members.

The position of recording secretary is the more onerous one. He keeps the records of the meetings—called the *minutes*—and when called upon to do so, reads these minutes at the following meeting. The sending out of notices is usually his task. He also acts in general as the president's right hand man.

Many a chore is delegated to him by that hard-working officer and the extent to which he becomes involved is determined only by the degree of co-operation he gives the president. If a strong bond of sympathy exists between these two officers and both are capable then the organization is fortunate indeed because they will have everything running in apple pie order.

If the person holding the corresponding secretaryship is a good letter writer then much can be made of this position because in any organization of any size there are always members absent on account of illness. A cheery letter, full of news of the organization, is generally more personal and more appreciated by the sick than a card, flowers or anything of that nature. There are business letters to be written, of course, generally of a nature committing the organization so that great care is required in their phrasing. The smart corresponding secretary either prepares such letters for the president to sign or else goes over them with him before releasing them. This safeguard is certainly wise.

When the secretaryship has but one incumbent there is enough to keep even the keenest and most interested member busy but at all times there is the satisfaction of knowing that he is filling one of the most essential positions in the organization.

THERE ARE other offices, of course, in any organization and while by no means unimportant they do not demand as much of their incumbents as the three mentioned.

Vice-presidents act for the president in his absence and must, naturally, be as well schooled in parliamentary procedure as the president. Chairmen of committees have specialized jobs but they, too, are in a sense deputizing for the president since they have some particular phase of the activities to plan and direct as well as having to conduct smaller meetings of their committees from time to time. The wise committee chairman—like the smart president—delegates as much of his responsibility as possible to the members appointed to work with him. He endeavours to keep in close touch with them but also tries not to interfere with their carrying out of allotted duties unless he sees that they are falling down on the job assigned to them.

And so, you see, there is nothing very mysterious about any of these offices in organizations. There is nothing that you, with the goodwill and determination to do your best, can't tackle and master. Your community—your country—this one world in which we are all striving to live—all need leaders

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versed in democracy's ways of conducting by free assembly. You may never wish to go farther than to head up the Men's Club or the Ladies' Aid in your church but by accepting that responsibility you are playing your part in the maintenance of democracy as a way of life. Good luck to you!

BOOKS WE RECOMMEND

— for children —

Wright, Ethel Bell. **Saturday Walk**; pictures by Richard Rose. Saunders, 1954.

This is a picture book for children showing the things a small boy and his father see when they go for their regular Saturday morning walk. They see a train, engine, steam shovel, bus, boat, fire engine and airplane. A pleasant story that can be used to encourage children to talk of the things they see in the neighbourhood of their own homes. (K-Gr. 1). Birnbaum, A. **Green Eyes**. McLelland & Stewart, 1953.

The story of the first two years in the life of a white kitten, told in simple text and gay, colourful illustrations. The kitten tells of his impressions as he sees the world around him for the first time; his awe at the size of some plants and animals, and his delight in the comfort of a warm box by the radiator when winter storms come. Then through the next round of seasons, he expresses his continuing pleasure in these same things, but now the proportions have changed because he has grown larger. An outstanding picture book that young children will enjoy—and so will their parents. (Pre-school).

Brown, Margaret Wise. **Willie's Adventures**; illus. by Crockett Johnson., Saunders, 1954.

Three short stories about the small adventures of a small boy. In the first story Willie is trying to guess what kind of a pet his grandmother will send him. In the second, he has just received a new suit with seven pockets, four in the pants and three in the coat, and his problem is what to put in each pocket. In the third story Willie goes by himself on a walk from his house to his grandmother's farm on the edge of the town. Crockett Johnson's illustrations add humour to the simply told stories. (Grs. 1-3).

Ceder, Georgiana Dorcas. **Joel, the Potter's Son**; illus. by Helen Torrey. Welch, 1954.

Thirteen-year-old Joel rebelled at having to stay home all the time to help his father, when there was so much of the world he wanted to see. He was particularly unhappy at having to miss the trip to Jerusalem at the time of the Passover. When the time came, he did make the trip, alone and much against his better judgment. The story of his journey to the city and his experiences at the temple give the reader an interesting picture of Palestine at this period in its history. Joel's trip to Jerusalem coincided with that of Jesus on his twelfth Passover, and the lives of the two boys touch briefly both on the road and at the temple. (Grs. 4-6). Rounds, Glen. **Whitey Takes a Trip**. Saunders, 1954.

Whitey is delivering a team of horses which his Uncle Torwal has sold to a neighbouring rancher. On the way he rescues a rancher who had been thrown from his buggy and had broken his leg. There is humour and action to the telling and the story is short enough to appeal to readers who want a "little" book. (Grs. 4-8).

Tunis, John Robert. **Go, Team, Go**. McLelland & Stewart, 1954.

An exceptionally good sports story that combines successfully a basketball season, a boy's growth toward emotional maturity, and the near-disastrous effects of game hysteria on a small town. One of the star basketball players was dismissed from school for gambling, and the entire varsity was suspended for breaking training. The varsity men threatened to quit the team because of the suspension. To their amazement the coach let them go and then proceeded to take the B team and built it into a winning varsity team. A refreshingly unhackneyed treatment of a situation that can result all too often when townspeople become too involved in a school's athletic program, and a good story of a boy's growing up.

Frierhood, Elisabeth Hamilton. **Hoosier Heritage**; illus. by Robert Hallock. Doubleday, 1954.

Sixteen-year-old Julia Edwards longed to put her newly earned teaching certificate to use, but her tyrannical father decreed that she should stay on the farm and work instead. When Pa spoke all of his children, even those now married and with families of their own, obeyed. The only person who dared oppose him was Grandma Edwards, and she was not always successful in making him change his mind. Therefore when Pa decided to take his family to Kansas, he took them all, even the married children and their families. There Julia found the school she had longed for, and fell in love with a young doctor. (Grs. 8-10).

Kjelgaard, James Arthur. **Haunt Fox**; drawings by Glen Rounds. Saunders, 1954.

A well-told story of a fox, Star, and of the boy Jack, and his foxhound Thunder, who set themselves the task of someday catching the fox. Star usually enjoyed the chase and would even tempt Thunder into chasing him. Star always proved himself the smartest of the three until one day when his favourite escape route ended in a snare. That day Jack proved himself a real sportsman by releasing the fox and giving it a fair chance to save itself. The story has the same swift pace and vigorous style that readers have come to expect from this author. (Grs. 6-8).

Children's Leisure Reading Committee

limited to 350. We were unable to obtain any room which would hold more than that number. This is in contrast to former years when we have always been able to accommodate as many as wished to come, including the inevitable late-comers. The distribution of the tickets for this event will be on a first-come first-served basis with every association having an equal opportunity to get them. Once this number is disposed of it will be easier to get a ticket to the Grey Cup game. Nothing can help you then, not even knowing an immediate past fifth vice-president. The Conference Committee, very reluctantly, have had to lay down the law, and you know the old Latin saying, *DURA LEX, SED LEX*, which, very loosely translated, means, if you're lex about getting your tickets you'll be very sed come Dr. Laycock time.

It has been the experience of those of us who have attended our Conferences that no-one has ever regretted being there or felt that his time was not well and truly spent. Moreover, the Associations which are fully and properly represented benefit most from the various activities. Choose your representatives early, have them read carefully all the reports and releases from our secretary, and instruct them on your Association's attitudes on the matters which will come up for decision. For example, there will be radical changes proposed to our constitution. You will have received notice of these amendments and your representatives should know how you stand with regard to them.

Conference time is exciting. It means renewing old friendships. It also means meeting and greeting new-comers to Home and School, people who are eager and interested, with fresh ideas, new approaches to old problems, and, perhaps, even some new problems to stimulate us to greater efforts. These will find a special welcome.

I am happy to say that our gatherings have been more than just pinky-up, tea-sipping, fishy-eyed, nodding-acquaintance type meetings. Our people are warm, friendly folk who are genuinely interested in meeting and knowing their good neighbours, with whom they have so much in common.

Well, good-bye now, and remember what I said about the dinner. It's like the hill-billy who was riding a mule up a steep and tortuous hill while his wife painfully plodded alongside with a heavy pack on her back. When asked by a somewhat surprised stranger why his wife wasn't riding, he spat and said, "She got no mule". So if you miss any of your friends at the Conference dinner it will be because "they got no ticket".

"HOME AND SCHOOL ON THE AIR"

Sundays at 12.45 p.m.

Apr. 3—Drama in the Schools.

10—Music at Easter.

17—Plans for the Annual Home and School Conference.

24—Our Music Festival.

March, 1955

[17]

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Quebec Home and School

"QUARTERS FOR HEADQUARTERS" CAMPAIGN JUST OVER \$500

"Can we add that other zero to make our objective, \$5,000," Campaign Chairman Mrs. Shuster asks. 18 Associations have fulfilled pledges in full. 15 others have made payments on account.

Mrs. Isobel Shuster, Chairman of the Campaign for "Quarters for Headquarters" for Quebec Federation, reports that pre-campaign results were most encouraging. The new Algonquin Association made a token donation right at the start of its career. A number of individuals have contributed. "An official receipt for Income Tax purposes is available", Mrs. Shuster advises, "for individual contributions of \$1.00 or more."

It is pointed out that the quota was set on the basis of the 1953-54 membership but if an Association has an increased membership this year a larger amount will certainly be gladly accepted!

Further to last month's list, here are some other Associations that have subscribed their quota one hundred per cent:

Ayer's Cliff	Central Park (Lachine)
Beaurepaire	Gilson
Bedford	Lachine High

IONA HAS GALA EVENING

PARENTS AND TEACHERS of Iona School were royally entertained after a Home and School meeting, Monday, December 6th. Instead of the conventional meeting, after the parents had the pleasure of meeting the teacher in her classroom, a social evening took place which proved to be a roaring success and of great enjoyment to everyone present.

We all take off our hats to our President, **E. Michael Berger**, for his wonderful suggestion. May we also say, "Orchids to **Mrs. A. Yellin** and her Committee for the arrangements." Tables and chairs were set up with pure white tablecloths, if you please, and candles, mints, candy, plus the delicious homemade sandwiches, cakes and cookies contributed by the parents.

All efforts proved fruitful as we could see from the turnout and a jolly time was had by all. Another good feature of this evening was that it took place about three weeks after the first report, thereby giving the parents who had problems arising from the reports ample time to discuss them with the class teacher beforehand.

The evening proved so successful that the parents and teachers are looking forward to a repeat performance next year.

**Helen Gameroff and
Sara Hertz**

ROUGH NOTES (cont'd)

and You" was the topic **H. R. Matthews**, former Guidance Officer but now Principal of Aberdeen School, chose to speak on to **Kensington H. & S. A.**

This 'n That: We were delighted to have a note from **W. B. Fleming**, Principal of Cedar Park School, in which he reported that, "The **Pointe Claire** Home and School Association tendered a most enjoyable Christmas Luncheon, with all the trimmings, for the staff. The Luncheon proved to be a festive occasion—much appreciated by all." . . . What a grand idea to remember next year! . . . Also had a note from **Mrs. Eva Jordan**, Corresponding Secretary of **Courtland Park H. & S. A.**, one of our newest Associations . . . That panel discussion on "Can Your Child Get Into McGill?" put on by the McGill Graduates Society provoked quite some comment . . . **C. H. Savage** of the Westmount Protestant School Board and **G. Glashan**, President of the English Speaking Catholic Teachers' Federation discussed the matter with McGill's **Dr. C. D. Solin** and **Dr. R. Chipman**.

Living Today: The High School Teachers' Association of New York City recently completed a survey of its members in which 1,495 teachers stated they found their students had little reading ability or "good factual foundation for opinions", little feeling of responsibility or respect for school authority and little ability to cope with topics or problems "in a thorough manner" . . . Quite an indictment of—parents and teachers! . . . There are those who deplore Junior's use of "Hi" as a greeting. But are there two more beautiful words than, "Hi, Dad!" or "Hi, Mom!"?

YOU'RE INVITED

to attend the

**QUEBEC FEDERATION OF HOME AND
SCHOOL ASSOCIATIONS
Annual Provincial Conference — 1955
McGILL UNIVERSITY, MONTREAL**

PROGRAM

- Friday, May 6 — 1 p.m. Registration
 Council of Representatives.
- 8 p.m. President's Reception.
- Saturday, May 7 — 9 a.m. Workshop Meetings (open to all members).
- 2 p.m. Council of Representatives.
 "Our Association's best program of the year."
- 7 p.m. Conference Dinner: Ritz-Carlton Hotel.

Details of the Conference program will appear in the next number of QUEBEC HOME AND SCHOOL.

Registration and attendance at all events of the Conference are open to all Home and School members:

- (a) REPRESENTATIVES—three from each Association, with the right to vote. *Must carry Association credentials*, to be presented on registering.
- (b) OTHER DELEGATES—any number from each Association.

Conference Fee: \$5.00 for Representatives	} All-inclusive—Registration Reception, Dinner, etc.
\$4.00 for other delegates	

Home and School members who are unable to attend the evening events are welcome to attend the other sessions as guests of the Federation.

All delegates must complete the form below, detach it and send it to their Association Secretary, from whom they will receive the Dinner-Reception ticket.

Billeting arrangements can be made through your secretary.

REGISTRATION FORM

Name..... (PRINT) Address.....

Please register me as a—Representative (or) Other delegate (underline which) attending 1955 Conference from..... Association.

I attach cheque/money order for \$..... as my Conference Fee (made payable to Quebec Federation of Home and School Assns.)

I have obtained a Dinner-Reception ticket from the Association Secretary.

Signed.....

IMPORTANT: This form must be in the hands of the Federation Secretary **by April 16th.**



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