

off island

QUEBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

*** 1984 FALL CONFERENCE ***

on Saturday, October 13th, 1984

at

LINDSAY PLACE HIGH SCHOOL
111 Broadview Avenue
Pointe Claire

from 8:30 a.m. - 4:00 p.m.

** LEADERSHIP ** ** INFORMATION ** ** PARTICIPATION **

The Fall Conference is primarily for the benefit of Home and School members - your Executive, potential executive members and members-at-large - but we encourage you to invite all interested parents in your school, School Committee members, teachers, administrators and school board members.

As it is necessary to provide adequate space for workshops and the luncheon, PLEASE REGISTER EARLY.
For further information call the office (514) 481-5619.

QUEBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

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FALL LEADERSHIP CONFERENCE

PROGRAM

- 8:30 - 9:00 REGISTRATION (Coffee available)
- 9:00 -10:30 PLENARY SESSION - chaired by Marion Daigle, President, QFHSA
THEME: HOME & SCHOOL: WHY BELONG?
An up-to-date explanation of what it means to be a Home & Schooler.
- 10:30 -11:00 COFFEE BREAK - and a chance to see our fund-raising displays and publications table.

11:00 -12:15 WORKSHOPS - PART I

1) Integrating Volunteer Efforts with Existing Health Agency Workers and Community Resources

Maureen Haynes, Chairman, Child Abuse & Neglect Committee, QFHSA
Debbie McLeod, Westpark Home & School

The Child Abuse & Neglect Committee of Quebec Federation of Home & School Associations has prepared an addendum to the resource kit on Child Abuse & Neglect prepared by The Canadian Home & School and Parent-Teacher Federation. This addendum describes how volunteers running a community education/awareness program can best utilize the existing health services, and other pertinent resources, in their community.

2) How to run Successful Programs

Jon Percy, Vice-President, QFHSA
Rod Elkin, Executive Assistant, Provincial Association of Protestant Teachers (PAPT)

An exchange of ideas for school programs and some suggestions on how to run them successfully. Come and discover "how to" skills you can use in running your school programs. Be prepared to share YOUR successful programs with the audience (descriptive handouts of a program would be helpful to the delegates).

3) Fitness & Nutrition (program)

Sylvia Adams, Past-chairman, Fitness & Nutrition Committee, Candn. Home & School and Parent-Teacher Federation

A new program (for parents) available to local Home & School Associations, featuring a short audio-visual presentation. The program is designed to teach parents what is good nutrition and the importance of fitness/nutrition for their children's health.

4) Safety: Street-proofing your Child

Mary-lou Manker, Chairman, Safety Committee, Windermere Home & School
Judy Kusel, Chairman, West Island Regional Block Parents Association
Lottie Vogt, Coordinator, Rendez-vous Drop-in Centre, Dollard

Learn why some schools are advocating having your children finger-printed. Discover how the Block Parents program can help keep your child safe. Well trained student "crossing guards" can also help protect our children.

5) International Year of Youth (1985)

Sylvia Rankin, Vice-President, QFHSA

1985 has been named International Year of Youth (IYY) by the United Nations. There are many programs available for youth such as the Terry Fox Youth Center in Ottawa and Open House Canada. Come and get some ideas on how your school can best celebrate and take part in IYY by organizing a project using "Peace" as a theme.

12:15 - 13:15 LUNCH

13:15 - 14:30 WORKSHOPS - PART II

6) Home and School: Cooperation

Carol Ohlin, Past-president, Northview Home & School
Fred Argue, Principal, Northview Elementary School

Insights into how a good, successful relationship between the parents and administrator of a school can add zest to the learning environment.

7) Leadership Development - a two-part workshop

Scott Haldane, Director, West Island YMCA

A) Strategic Planning. How to plan your year in advance. What are your objectives? How to accomplish them through a step-by-step action plan. Evaluating your accomplishments.

8) Communicating

Alex Morris, Past-president, QFHSA

Through role-playing participants learn how to communicate more effectively in group situations. The workshop will explore the human elements that contribute to effective communication.

9) How to Run a Meeting

Catherine McDonald, Toastmasters International

The emphasis in this workshop will be on learning simplified rules which can help local association presidents and school committee chairmen run business-like, yet friendly, productive meetings.

10) Youth Protection

Pat McCullogh, Ville Marie Social Services Centre

What would YOU like to know about youth protection? What do our laws say? What is the social worker's mandate?

14:30 - 14:40 BREAK - a chance to stretch your legs and get to the next workshop.

14:40 - 15:55 WORKSHOPS - PART III

11) Fund Raising

Fran Lowery, Vice-President, Lindsay Place High Home & School
Helen Green, Past-president, Sunnydale Park Home & School

An opportunity to share ideas on YOUR school's successful fund-raising ventures. How important is it to set up a budget (of school needs) first and then try to meet the objective?

(If your school has an especially effective fund-raiser, it would be very helpful to the other workshop participants if you would bring them a working-plan handout.)

12) Leadership Development, cont. - second part

B) Leadership Styles and Adaptability. What is YOUR dominant leadership style? This section of the workshop will analyze various leadership styles and measure flexibility and adaptability (the ability to change your style when occasion demands it). Learn how to be an effective group leader.

13) Membership and Membership Development Off-island

Sylvia Adams, M'ship Chairman, QFHSA

Are we using all of the resources available in our drive to improve membership at our school? Come and get pointers on how to best use the Membership Kit. Development off-island has special problems; learn about the extra resources available to these areas.

14) Newsletters and Publicity

Rose Kandalgaonkar, Vice-President, QFHSA

Join in on a round table discussion with representatives from schools who have winning newsletters. Enthusiasm succeeds and a regular newsletter is one of the most important ways to spread the feeling.

16:00 DRAWING - for winning evaluation form.

PLEASE RETURN YOUR REGISTRATION FORM BY OCTOBER 9th. THANK YOU

To our OFF-ISLAND HOME & SCHOOL LOCAL ASSOCIATIONS

Please note that our Membership Development Committee is offering the following help with your transportation costs:-

If you are within 100 miles of Montreal - 75% of your costs.

Please submit actual mileage.
We allow 20¢/mile or 12¢/km.

If you are beyond 100 miles of Montreal - 100% of your costs.

Please submit your gas bills.

These are based on reasonable costs for travel. Include tolls, etc.

We hope this will enable you to send several delegates from your area to this conference.

If you have any questions - call the H&S office at (514)481-5619.

We hope to see YOU on September 28th. 1985

October 13 /84

REGISTRATION FORM

Registration fee \$4.00 per delegate.

Please make cheque payable to Quebec Federation of Home & School Associations and enclose with registration form. DEADLINE - OCTOBER 9th.

School: _____

Names of Delegates Attending: If they are staying for lunch please indicate

_____	()
_____	()
_____	()
_____	()
_____	()

Number of delegates planning to attend each workshop:

9:00 - 10:30 PLENARY SESSION _____

11:00 - 12:15 WORKSHOPS - PART I

- 1) Integrating Volunteer Efforts _____
- 2) How to run Successful Programs _____
- 3) Fitness and Nutrition _____
- 4) Safety: Street-proofing your child _____
- 5) International Year of Youth _____

13:15 - 14:30 WORKSHOPS - PART II

- 6) Home and School: Cooperation _____
- 7) Leadership Development
two part workshop _____
- 8) Communicating _____
- 9) How to run a Meeting _____
- 10) Youth Protection _____

14:40 - 15:55 WORKSHOPS - PART III

- 11) Fund raising _____
- 12) Leadership Development - cont. _____
- 13) Membership and M'ship Development _____
- 14) Newsletters and Publicity _____