

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

2003 ANNUAL GENERAL MEETING

BOOK OF REPORTS

April 26, 2003

Royal Montreal Golf Club
25 South Ridge
Ile Bizard, Quebec

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Due to time constraints the Auditor's Report 2002 [see Appendix I] and the 2004 Proposed Budget [see Appendix II] have been printed separately.

QFHSA 59TH ANNUAL GENERAL MEETING, APRIL 26, 2003
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 we have one).
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.**

(File: AGM/2003 \Bk Rpts - Business Procedure, p.1)

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." elieves the motion should be discussed, but may not necessarily be in favour of it.
4. Chairman says, **"It has been moved by (name of mover) and seconded by (name of seconder) that . . .
..... Is there any discussion?"**
5. The mover usually speaks first, giving the reasons for the motion. The opportunity to speak to the motion must be given to anyone who wishes to speak to or oppose the motion. Discussion should be addressed to the chairman.
6. At the end of the discussion, the chairman says:
"If there is no further discussion" or **"Are you ready for the question?"** Then:
"The motion is that"
"All in favour?" (pause while the count is taken by the secretary)
"Opposed?" (pause while the count is taken by the secretary)

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

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

SUBSIDIARY MOTIONS

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

1. **"I move to amend the motion by"** :

Inserting or adding a word, phrase or sentence.

Striking out a word, phrase or sentence.

Striking out and inserting a word or phrase or substituting a sentence or paragraph.

2. **"I second the motion to amend."**

3. **"It has been proposed to amend the motion to read as follows"**

The chairman states the main motion and the amendment so the group will understand how the amendment changes the motion. Amendment is handled in the same way as a motion with:

Discussion: **"Is there any discussion?"**

Question: **"If there is no further discussion, the amendment is"**

Vote: **"All in favour of the amendment"**

Chairman announces the outcome:

"The amendment is carried (or defeated)."

"The motion now before the meeting is"

(states the motion plus the amendment(s) if it carried)

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

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

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

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

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

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

MINUTES OF THE 58th ANNUAL GENERAL MEETING
QUEBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS INC.
 HELD 20 APRIL 2002, at the ROYAL MONTREAL GOLF CLUB

Registered and present during the Annual General Meeting were 98 people.

Friday evening Awards Dinner was attended by 115 people, including 30 guests.

There were 31 local Home & School Associations (out of a possible 85) present, of which 30, in good standing, were represented by 63 accredited delegates. There were also 7 non-voting persons present. Schools present were:

Allancroft	Elizabeth Ballantyne	Seigniory
Baie Comeau High	Honoré Mercier	Shawinigan High
Beaconsfield High	Hudson High	Souvenir
Beechwood	John Grant High	Terry Fox
Bishop Whelan	Lindsay Place High	Thorndale
Christmas Park	Macdonald High	Three Rivers High
Dunrae Gardens	Nesbitt	Valois Park
E.P. Harwood	New Carlisle High	Vaudreuil County High
East Hill	Royal Vale High	Windermere
Edgewater	Royal West Academy	
Edinburgh	St Patrick	

Membership prizes were presented by Susan Tweddell, QFHSA Membership Chair. Kim Gromko, a teacher from Valois Park, was presented with the special Teacher Draw prize.

Our bookmark/slogan contest winners were honoured. Kevin Mallette of Forest Hill Elementary School won the elementary bookmark prize [a Chapters gift certificate]. The other two winners were Laura Strenger, Royal Vale High, and Sonia Primerano of Meadowbrook Elementary for her slogan - *Reading is a Window to the World.*

Newsletter prizes were presented by Helen Koeppel, Editor of the NEWS.

The meeting was officially called to order at 8:40 a.m.

1. WELCOME AND INTRODUCTIONS

Norma Cheng, President, chaired the meeting. She welcomed everyone to the annual meeting and

asked everyone to stand and sing *O Canada*.

At the Head Table were Norma Cheng, QFHSA President; Pat Waters, President of Canadian Home & School Federation, our Parliamentarian; Donna Sauriol, QFHSA office staff, as Recording Secretary. The President went briefly through the delegate's kit.

A welcome was extended to the delegates from Patricia Waters, the Canadian President. Mentioned the Canadian School Volunteer Program Awards begun this year under the sponsorship of Health Alternatives. The new awards are to honour volunteers; we are here to make a difference in the education and life of children. The Quebec winner for 2002 was Thorndale Elementary Home & School Association and they had received a cheque for \$5,000 at the Awards Dinner presentation last evening. The overall Canada-wide winner was a school from Newfoundland.

1.1 Appointments

- Credentials - Carol Ohlin
- Parliamentarian - Pat Waters
- Recording Secretary - Donna Sauriol
- Scrutineers - Brian Rock and Susan Tweddell
- Timekeeper - Ida Duc

MOTION: Carole Menassa (Valois Park)/Sally Huntington (New Carlisle High) to accept these appointments. **CARRIED UNANIMOUSLY**

Carol Ohlin reported that there were presently 25 Home & School Associations in attendance and we had a quorum.

1.2 Parliamentary Procedure

Pat Waters outlined parliamentary procedure for delegates.

2. ACCEPTANCE OF AGENDA

MOTION: Diana Donnelly (Valois Park)/Sue Williams (Thorndale) to approve the agenda as presented. **CARRIED**

3. APPROVAL OF THE MINUTES 2001 AGM

MOTION: Marita Tomkinson (Mac High)/Kate Murison (Vaudreuil County High) to accept the Minutes as circulated. **CARRIED**

4. BUSINESS ARISING FROM THE 2001 AGM MINUTES

President noted that Loyalty Card would come up under item 12. There was no other business arising.

5. PRESIDENT'S REPORT (Book of Reports, p.13)

Between 40-50 visits had been made to schools during the past year. Noted that at the Friday evening Awards Dinner, Pat Waters received the Leslie N Buzzell Award;

William Holt, a teacher at Lindsay Place High School, received the Gordon Paterson Award; and Pat MacGeachy, a grade 2 teacher at Edgewater School in Pincourt and her students, with the assistance of Art Campbell, had won the Lewis Peace Prize. Awards were also given out for the schools Unsung Hero and Golden Torch nominees.

MOTION: Melanie Lovat (Vaudreuil County High)/Carole Menassa to accept the President's report. **CARRIED UNANIMOUSLY**

6. EDUCATION REPORT (Book of Reports, p.15)

Mary Baker (Dunrae Gardens), Chair, spoke to her report.

Her committee is trying to track everything going on in education. Alice MacLeod is looking at the net and tracking government's exam schedule(s); JoAnne Perreault is reading the newspapers; Petra Mueller (Dunrae Gardens) is our liaison to Curriculum Council; Dianne Skoda (Rosemere High) attends Secondary Language Arts Advisory Council; Mary herself attends Elementary Language Arts Consultative Council. Mary also attended the Superior Council of Education press conference for their presentation of their annual report.

Donal Irving, Executive Assistant, Quebec Provincial Association of Teachers, spoke to the Education Committee and other Board members at our office in January. Education Committee followed up with recommendations to the Board. Mentioned last year's poor exam schedule and our resolution concerning it. This year's appears to be more favourable for the students. Asked for new members for the Committee if anyone present were interested.

Question and answer period followed.

MOTION: Reisa Cohen (Souvenir)/Joan Rossy (Allancroft) to accept the report. **CARRIED**

7. CONSTITUTION, BY-LAWS, STANDING RULES COMMITTEE REPORT (Bk Rpts p.14)

Helen Koeppel, Chair, outlined the proposed change to the Standing Rules to permit QFHSA to hire a part time Executive Director.

MOTION: Melanie Lovat/Carol Menassa to accept the report. **CARRIED**

8. MEMBERSHIP (Book of Reports, p.16)

Susan Tweddell, Chair, mentioned the upcoming Membership Workshop being held at our office, Tuesday, May 7th, 7:00-9:30 p.m. Would like to get feedback from them about the Membership Kits. Our membership, as of February 01/02 was 4192 which only equals 56 members per school. We currently have 85 schools of which 77 are in good standing.

MOTION: Anne MacWhirter (Shigawake Port Daniel)/Marita Tomkinson to accept the report. **CARRIED**

The membership fee and a breakdown of amounts covered was included in the delegate's kits.

MOTION: Marita Tomkinson/Sari Katz (Souvenir) that the membership fee remain at \$15/family for the 2002/03 school year, as recommended. **CARRIED**

MOTION: Marita Tomkinson/Sally Huntingdon to change the Administration Fee of \$50. per school from an annual fee to a one-time fee for new Home & School Associations.

Lively discussion pro and con regarding the "fee". Edinburgh Home & School Association said they would help schools to pay the fee if others were not financial able to. Consensus was to leave the fee as it presently stands.

VOTE on motion.

DEFEATED UNANIMOUSLY

9. TREASURER'S REPORT

President explained that we had not had a treasurer for the past year and have hired an accountant to help us with our books.

9.1 Finance Report (Book of Reports, p.17)

MOTION: Carole Menassa/Melanie Lovat to accept the report. **CARRIED**

9.2 Receive 2001 Financial Statments & Auditor's Report (in delegate's kits on purple paper) Andy Arrizza was present from the firm Verelli Arrizza.

MOTION: Sari Katz/Reisa Cohen to accept the 2001 Audited Statement. **CARRIED**

Question regarding Funds held in Trust. It was explained that this money has been given explicitly for the various QFHSA Awards and that only the interest they generate is expended.

9.3 Re-appointment of Auditor

MOTION: John Jones (Nesbitt)/Maria Calderone (East Hill) to re-appoint Verelli Arrizza as our auditor for the year 2002. **CARRIED**

9.4 2003 Proposed Budget (in the kits on purple paper)

MOTION: Sally Huntington/Joanne Dubois (St Patrick) to accept the budget.

It was pointed out that under Revenue the amount for the Administration Fee would change from \$250 to \$3750 to reflect decision above. The amount under Payroll in the 2002 Budget was increased to \$61,750 to allow for a part-time Executive Director, starting in August.

Vote on Budget, with change.

CARRIED

10. NOMINATIONS REPORT (on blue sheet in kits, replaces p.18 in Book of Reports)

Norma Stirling, Chair, asked if there were any questions.

MOTION: Melanie Lovat/Sabrina Petrocco (Honoré Mercier) to accept the six directors standing for a two-year term [2002-2004], namely, Connie De Giorgio, Ron D'Souza, Helen Koeppe, Enid Mightley-George, Louise Rousseau-Giguère and Norma Stirling, and to declare these people elected to the Board of Directors..

CARRIED

With the seven directors completing the second year of their two-year term, this gives us thirteen directors. The remaining position is being kept for a Treasurer. We are indebted to Ida Duc, Director (Seignior School), for finding us several names of possible volunteer treasurers.

MOTION: Guylaine Fallu (Baie Comeau High)/Sari Katz to close nominations. **CARRIED**

Norma Stirling read out the nominations for Officers of the Federation and asked the voting delegates to accept the slate of officers, as presented.

President - Norma Stirling
Treasurer - vacant

Exec. V.P. - Susan Tweddell
Secretary - JoAnne Perreault

Vice-President - Ida Duc
Vice-President - Donna Blais

ACCEPTED

11. RESOLUTIONS & POLICY (Book of Reports, p.19)

Helen Koepe, Chair, spoke to the report.

11.1 Disposition of 2001 Resolutions

Resolution 2001/01 MEQ Secondary School June Exam Schedule

Our protestations regarding the scheduling of crucial exams on the same day appears to have resulted in improvements in this year's exam schedule.

Resolution 2001/02 Human Sexuality

Schools appear to be deciding on the teaching of this on an individual basis.

Resolution 2001/03 New Curriculum - Financial Resources

MEQ and School Boards are conducting orientation programs for teachers. A greater amount of money is being spent on training teachers. There is a lot of new materials available. Parents should be asking questions at the local level about curriculum: what do teachers themselves see as problems.

Resolution 2001/04 Government Funding for Education

There are no new funds in the system.

Resolution 2001/05 Wider Access to English Education

Government has shown no movement or flexibility on this issue. Alliance Quebec pleads individual cases. Bill Dousett stated that the government is reducing access to English schools; we should continue fighting this issue. Dr Dyan Adam, Commissioner of Official Languages, visited and spoke with the QFHSA Rights Committee this past year.

Resolution 2001/06 School Maintenance

There are wide variations between schools. Lots of schools are in serious condition (mold in ceilings of portable classrooms; re-emergence of TB among students). We should continue to pursue this issue.

Resolution 2001/07 Minors and "Light" Alcohol Beverages

Resolution 2001/08 Implementation of a Conflict Resolution Program

There is another resolution on this topic this year.

11.2 Statements of Policy (proposed new statements, based on 2001 resolutions, on light green paper in delegate's kits)

MOTION: Renée Gore (Seigniory)/Kate Murison to accept the new statements, as circulated. **CARRIED**

The Statement of Policy, 2001, representing the statements passed at the 2001 Annual Business Meeting, was circulated to all the Home & School Associations prior to today's meeting.

11.3 Emergency Resolution 2002/03 Bullying - Seeking Solutions

An emergency resolution, in order to be considered, must be accepted by a 2/3 majority of the voting delegates.

MOTION: Carole Menasse/Mandy Smith (St Patrick) to accept this resolution for consideration. **CARRIED**

Caucusing Session

Information on caucusing was included in the delegate's kits. Helen Koeppé said each of the six groups would have a leader and a recorder. Since there were three resolutions each of them would be discussed in two of the groups. A schedule was posted to assist the delegates.

MOTION: Sari Katz/Reisa Cohen to recess until 10:45 a.m., then to attend a caucus session for half an hour and to re-assemble in the meeting room at 11:15. **CARRIED**

Meeting re-assembled and was called to order at 11:23 a.m.

12. BOOK OF REPORTS - Committee Recommendations

12.1 Advocacy (Book of Reports, p.31)

Norma Stirling, QFHSA Advocacy Coordinator, spoke to the report. Mentioned some of the highlights; had visited 13 schools (would be 14 by end of April). We would shortly be sending out information to all our member schools. We are ready to start training people to be advocates. We are planning a visit to the Gaspé in September and have just completed a very successful trip to Baie Comeau (March 22-24). We are ready to "go on the road". Pointed out that QFHSA now has an 800 number - 1-888-808-5619 - and out of town schools should use it to get in touch with office.

MOTION: Sally Huntington/Melanie Lovat to accept the report. **CARRIED**

12.2 Loyalty Card (Book of Reports, p.39)

Ron D'Souza, Director, spoke to it.

Craig Cushman, the originator of the card, is still enthusiastic about it; has said that the Royal Bank are also interested.

MOTION: Sari Katz/Reisa Cohen to accept the report. **CARRIED**

12.3 Reliable Life - Student Accident Insurance (Book of Reports, p.24; pamphlet in kits)

It was noted that the premium had not increased and coverage remained the same.

MOTION: Carole Menassa/Diana Donnelly that we accept the Reliable Life Insurance Student Accident Plan for the year 2002-2003. **CARRIED**

12.4 Rights - (Book of Reports, p.21)

Attention was directed to their activities during the past year: work done on the QFHSA History Project, our archives, and meeting with Official Languages Commissioner.

12.5 Book of Reports

MOTION: Diana Donnelly/Joanne Dubois to accept the remaining reports en bloc there being no recommendations that required a vote. **CARRIED**

11. RESOLUTIONS, cont.

Helen Koeppé, Chair, presented the 2002 resolutions to the delegates.

11.4 Vote on Resolutions - as circulated and discussed in Caucusing Sessions.

Resolution 2002/01 Equitable, Competitive Pay for Teachers

Caucusing suggestions. In the second Whereas, after highly motivated, add *dedicated and qualified* teachers.... (and eliminate "well-trained").

To add a further Therefore Be It Resolved, to read, *that the Quebec Federation of Home and*

School Associations urge the Minister of Education to recognize teachers as full-time employees, and

MOTION: Joan Rossy/Diana Donnelly to add a new Therefore Be It Resolved to Resolution 2002/01. **CARRIED; Against 4; Abstentions 1**

The original Therefore Be It Resolved now reads, Therefore Be It *Further* Resolved.....

MOTION: Marita Tomkinson/Janice Wigmore (Baie Comeau High) to make the original Therefore Be It Resolved into Therefore Be It Further Resolved that.....

CARRIED UNANIMOUSLY

MOTION: Diane Samborsky (Royal West Academy)/Sabrina Petrocco to approve the resolution on Equitable, Competitive Pay for Teachers in its entirety.

CARRIED UNANIMOUSLY

Resolution 2002/02 Increasing Time Allotment for Physical Education Courses

Caucusing suggestions. That the three Whereas (currently numbers 1, 2 and 3) be moved around so that the new order would be: 2, 3 and 1.

It was also suggested that in the Therefore Be It Resolved, after “urge the Minister of Education to”, the words *establish a minimum* time [requirement] *allotment* for physical education at all grade levels..... The word “requirement” would be removed.

After a thorough discussion, the following motion was made:

MOTION: Carole Menassa/Heather Hamilton (Seigniory) that the “time limit” be deferred to the Fall Conference.

TABLED: For 44; Against 6; Abstentions 2

Helen Koeppé asked for anyone interested in working further on this resolution to let either her, or Ida Duc, Vice-President, to know.

Resolution 2002/03 Bullying - Seeking Solutions

Caucusing suggestions.

In the first Whereas add after, bullying (verbal, physical and *psychological*) affects.....

MOTION: Mary Baker (Dunrae Gardens)/Diana Donnelly to add word “psychological” in the first Whereas. **CARRIED**

In the second Whereas replace, helping to “reduce” and eliminate bullying... with helping to *prevent* and eliminate bullying..... Suggestion also made that “prevent and eliminate” be switched to “eliminate and prevent”.

MOTION: Sari Katz/Reisa Cohen to change “reduce” to “prevent” and to switch the phrase from “prevent and eliminate” to “eliminate and prevent”.

CARRIED

In the third Whereas replace,programs in place “which” with..... programs in place *that*.....; then replace,understood or “appreciated” withunderstood or *known*.....

MOTION: Terri Tansey (Mac High)/Brigitte Manno (Honoré Mercier) to replace “which” with “that” and then replace “appreciated” with “known”.

CARRIED

In the fourth Whereas add into phrase, education about bullying....., education *at all levels* about bullying..... then add beforenecessary to change attitudes;..... *therefore is* necessary to change attitudes;

MOTION: Terri Tansey/Marita Tomkinson to add after education “at all levels” and add before necessary “therefore is” necessary. **CARRIED; 2 Opposed**

Under the Therefore Be It Resolved add after,ascertain what policies, *if any*, are in.....

MOTION: Sally Huntington/Paula Macro (Mac High) to add after “what policies” the words “, if any, ”. **CARRIED; 1 Opposed**

MOTION: Arzine Abbas-Brochu (Dunrae Gardens)/Sari Katz to approve the entire resolution, as amended. **CARRIED UNANIMOUSLY**

Delegates who are interested in working further on this topic were asked to leave their name(s) with Pat Waters, or Norma Stirling. Suggestion made that we do a survey of schools on this topic and publish results in our newspaper.

13. NEW BUSINESS

None.

14. INSTALLATION OF BOARD OF DIRECTORS

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

15. ADJOURNMENT

President, Norma Cheng, informed delegates that Shirley Straughton, Health Issues Chair, had obtained funding for her Community Kitchen Project and that it would begin this coming school year in Macdonald High School.

Mentioned our dilemma about date for next year’s AGM. Delegates did not indicate that May 10 (Mother’s Day weekend) would be a problem.

Introduced Sue Winn, Principal of Thorndale Elementary School, and Louise Bergeron, Principal of Seignior Elementary School. Sue will be doing a workshop for us after lunch and also will say Grace before the luncheon.

MOTION: Sari Katz/Paula Macro to adjourn.

CARRIED

(File: AGM2002:Minutes April 20, 2002)

PRESIDENT'S REPORT

Report to Annual General Meeting – April 26, 2003

Submitted by: Norma Stirling

1. QFHSA welcomes Glenna Uline as our new Executive Director. Glenna is energetic and enthusiastic and is a great addition to our team.
2. Sanjeev Kumar, our treasurer last year, has moved to the United States. Sanjeev was an industrious young man and a great asset to the board. We wish him all the best in his new endeavors. However, once again, we are without a treasurer. This position is of prime importance to the organization and we are strongly urging anyone with that expertise to come forward.
3. Don Smith our Safety Editor resigned at the beginning of this school year. Don was a long time member of the Board from Three Rivers and has been missed. However, Don has continued to work as our Safety Editor in the Home and School NEWS.
4. This year we hosted two outreach parenting conferences, one in the Gaspé in September and one in Hull in March. Both were successful and it is our intention to continue with these on a rotational basis.
5. We are working on building our Regional Councils, which will give us more direct contact with our local associations and their day-to-day issues.
6. Our phone chain has worked well this year with all directors having a contact list and talking to our local presidents on a bi-monthly basis. Our hope is that next year these will be set up according to the Regional Council lists and the calls will be monthly.
7. Our Community Kitchens Project, to educate adolescents about Diabetes and the importance of good nutrition, is well underway and a booming success in the pilot school, Macdonald High in Ste. Anne de Bellevue. Health Canada has asked Shirley Straughton, the Project coordinator to set up similar programs in other schools.
8. This year we are co-sponsoring a writing/illustrations contest with Literacy Partners of Quebec and the Office of the Commissioner of Official Languages. ***Come Read With Me*** is a contest open to all elementary children in the English public school system in Quebec. The goal is to improve literacy among these students.
9. Our Executive Dinner for local Home and School Associations Presidents was held on Feb. 7th at the Royal St. Lawrence Yacht Club. Once again this year it was a great success with 48 persons in attendance. This year we honored long term member of Home and School Gordon Robertson. Our guest speaker/entertainer was storyteller, Cheryl Neill, who was enjoyed by all.
10. Our PALS Program is very popular, with Pat Waters doing workshops in more than 20

schools up to mid April. More are scheduled for the rest of the school year.

11. Brian Rock, our Rights Committee chairperson has agreed to lead a *Task Force on Small Schools* in cooperation with Quebec Community Groups Network (QCGN). We receive part of our annual funding through QCGN as a minority language group in Quebec.
 12. This year we welcomed Kegaska Home and School on board. This is our first school from the Littoral School Board on the Lower North Shore of Quebec.
 13. Healthy Alternatives discontinued their School Volunteer Program Award in December 2002, due to lack of funds. They will continue with their product sales and schools will still get 15% of their sales and so can still raise funds by this means.
 14. Pat Waters was chosen to receive the Canadian Home and School Federation Life Member Award at its annual general meeting in June 2002.
 15. Next year, 2004, we will be celebrating our 60th Anniversary. As well, we will be hosting the Canadian Home and School Federation Annual General Meeting. Pat Waters has agreed to chair a committee to pull all of this together. Anyone interested in helping out would be most welcome.
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CONSTITUTION AND BY-LAWS

Report to the AGM, April 26, 2003

Submitted by H. Koeppe

Mandate: -To ensure that the Federation Constitution, By-laws and Standing Rules allow a functioning organization.

-To vet the constitutions of local associations, when submitted and to make suggestions for improvements or additions. Note: a generic constitution is available from the Federation for new locals requesting membership in the Federation as is assistance in adapting the by-laws and standing rules to local conditions.

Participants: Past president, Norma Cheng; President, Norma Stirling; and Margaret Funnell. Thank you for the assistance from the QFHSA office staff. This year minor changes were suggested to a by-law and standing rules to take note of the hiring of an Executive Director.

Ongoing work: Sub-committee to study the feasibility of changing the Federation fiscal year to that of the academic school year and the government.

EDUCATION COMMITTEE

Report to Annual General Meeting–April 26, 2003

Submitted by Mary Baker, Chair

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

Members: Marion Daigle (Literacy liaison), Dave Harries, Helen Koeppel, Rickhey Margoese, Petra Mueller (Curriculum Coalition liaison), JoAnne Perreault, Dianne Skoda (SLAAC Liaison), Brian Rock (Rights liaison), Beverley Race-Widdison, Heather Rogers and Norma Stirling.

Summary of activities:

A) Meetings attended:

1. ELACC–see QFHSA Liaison/Area Reports
2. SLAAC–see QFHSA Liaison/Area Reports
3. Implementation Design Committee conference
4. Curriculum Coalition

B) Activities:

1. Reviews of English and French print and electronic media
2. Three invited speakers:
 - Marion Daigle (QFHSA), on literacy
 - Abigail Anderson and curriculum writing team (MEQ), on the reform
 - Donal Irving (QPAT), on teachers' concerns
3. Report on funding for education (in progress)
4. Revamp of web page

C) Recommendations:

1. We must continue to monitor implementation of the new Quebec Education Plan (QEP). Cycles One, Two and Three are officially in place in Quebec schools. Secondary Cycle One is scheduled to be implemented in 2003/2004. Areas of concern include teacher training, availability of materials, evaluation and logistics, particularly at the high school level.

MEMBERSHIP REPORT

Report to the Annual General Meeting, April 26, 2003

Submitted by Susan Tweddell, Chairman

Membership seems to have been a challenge for a lot of 'Local' Home and Schools this year. Fortunately many have been very successful mainly those who have a long history with the Quebec Federation of Home and School Association. Membership is very important to us as it allows us to offer the 'Locals' information (through leaflets and workshops), support to parents who have issues within the school system (through the Advocacy Program and PALS).

Membership drives are a responsibility for being part of this large and well respected organization which the 'Locals' assume when their membership has been accepted. To those unaccustomed to this concept we are looking at ways to make the process more 'user friendly' and to help your membership drives be less of a chore and more fun.

Many schools have been visited mostly ones who have an interest in becoming members of Q.F.H.S.A. Others wanted help in dealing with issues concerned with running a successful Home and School Association. The fruits of these sessions will be seen at the start of the 2003/2004 school year.

An executive workshop was offered last May with information and sharing for Membership Chairpersons. It offered good ideas and ways in which to encourage parents in your school to join Home and School. Unfortunately too few attend and we see poor membership and involvement resulting in schools leaving Q.F.H.S.A. or being asked to close their accounts because they cannot fulfill their commitments.

Thank you to all the Membership Chairpersons for all the hard work you did to run a successful campaign. Here listed are the results of the 2002/2003 campaign:-

Family Memberships (through locals)	4750 (as of March 31)
Individual Family Memberships (directly with QFHSA)	18
Group Affiliate Members	03

These figures are approximately the same as we recorded last year.
We have 87 local Home & School Associations.

MEMBERSHIP DEVELOPMENT

Report to the Annual General Meeting

Submitted by Margaret Funnell - Director, Membership Development

Contributing: Susan Tweddell, Norma Stirling & with help from Brian Rock

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

QFHSA is a member of the QCGN which now has a five year agreement with the Federal Government for the disbursement of the Official Languages Communities Support Program funds. This agreement comes up for renewal April, 2004. QCGN's members sign a contract [called a Contribution Agreement] with the Department of Canadian Heritage.

In mid-2002 the Quebec Federation of Home and School Associations [**QFHSA**] again received CANHER Program funding, As a result of the due diligence requirements with all such federal funding, applications are now written and submitted with results-based management in mind. Funding is given in four instalments [25, 37.5, 30 & 7.5%] with detailed reports on results required three times a year- a quite time consuming endeavour. M. Funnell, N. Stirling, H. Koeppel attended a late fall workshop in downtown Montreal on the requirements of results-based management in filling in the 'grant' application forms. Norma Sterling, Brian Rock and Glenna Uline have attended off-island QCGN meetings

The CANHER funding, plus membership revenue and an MEQ grant are QFHSA's main sources of revenue. Regular program funding from CANHER allows QFHSA to bring parent members from off-island Home and School Associations in more remote areas to its workshops, Fall Conference and Annual General Meeting [AGM]. It helps subsidize important Regional Council meetings where schools are distant from each other - a Gaspé meeting took place in September and a Western Quebec meeting in March - in addition to meetings held in Montreal at the time of the Fall Conference and AGM. Funding allows QFHSA to make trips to off-island Home and School Associations, including new and potential Associations. Brian Rock has been empowered by QFHSA to move forward in the setting up of a Task Force on Small Schools which CANHER is interested in establishing.

Funding allows QFHSA to produce or renew membership materials, to support the Fall conference and AGM, to produce four issues per year of the Quebec Home & School NEWS, to upgrade its office equipment and increase office help. From time to time the NEWS contains questionnaires which enable QFHSA to devise strategies to address parental concerns in the educational system. Pamphlets entitled 'Raise with Praise', 'It's about Us', and 'Why a Home and School' were reprinted. The QFHSA website has been updated.

Work is continuing on the Parental Advocacy project which is now funded by QFHSA directly.

DISPOSITION OF 2002 RESOLUTIONS

Report to AGM, April 26, 2003

Submitted by H. Koeppé

Resolution 2002-01 Equitable, competitive pay for teachers.

The contract was extended for a year. A little progress was made in terms of category but not to the level recommended and requested. Negotiations are ongoing. However, the imminent provincial election (April 14, 2003) might have some effect on the proceedings. The government did finally agree that most teachers are in fact full-time employees.

Resolution 2002-02 Increased time for physical education

Was discussed at the AGM and referred to the 2002 Fall Conference.

Owing to time constraints it was not possible to deal with the resolution in the Fall. The government is currently promising more time for gym as is the official opposition [in this pre-election period]. Whether this comes to pass is moot.

Resolution 2002-03 Bullying – seeking solutions.

This resolution, directed at QFHSA local associations, provided some homework for parents. At least one school board produced a pamphlet outlining policy and procedure. QFHSA has a committee/working group in place to monitor developments.

The Federation has a policy statement in place – “to promote development and support of local school-based strategies for preventing and dealing with student aggressive behaviour.” (See Welfare #5.)

RESOLUTIONS AND STATEMENT OF POLICY

Report to AGM, April 26, 2003

Submitted by H. Koepp

Mandate: Facilitate generation and distribution of resolutions prior to the AGM and to glean policy statements from previous year's resolutions.

Participants: this year were members of the Rights Committee and Allancroft Home and School Association; with assistance from QFHSA office staff.

Ongoing Work: Each QFHSA director and Committee should monitor the media and determine if current issues such as the ongoing discussions on the evaluation of students, for instance, merits new policy and/or resolutions. Just as local associations are invited to bring their concerns to the Federation in the form of resolutions and/or ask for help in writing, board members are welcome to do so as well.

STATEMENT OF POLICY 2003

Recommendations to the AGM, April 26, 2003

Submitted by H. Koepp

Amendment to the Statement of Policy under TEACHERS #1 add:

i.e. equitable, competitive pay for teachers and recognition of teachers as full-time employees.

FINANCE REPORT

Report to Annual General Meeting – April 26, 2003

Submitted by Norma Stirling

Committee Members: Margaret Funnell, Donna Blais, Sanjeev Kumar, Ann Bishundayal, Denis Foisy and Norma Stirling.

Mandate: to oversee the financial aspects of the organization; to advise the board as to expenditures; to make recommendations regarding fees, committee budgets and possible sources of funding; and to prepare the budget for the upcoming fiscal year.

1. **Grants:** The grants received this year were \$52,500 from the Dept. of Canadian Heritage, and \$20,000 from the Ministry of Education. In addition we received a grant of \$ \$32,000 over 2001/2002 from the Dept of Canadian Heritage for our Advocacy Program and a grant of \$24,000 over 2002 to 2004 from Health Canada for our Community Kitchens Project.
2. **Purchases:** Our purchases this year included two new printers for the office, one black and white and one colour. A new computer has been purchased for the Executive Director.
3. **Bookkeeping:** In keeping with the Federal Government guidelines for Results Based Management, we have reorganized our bookkeeping to fit the Dept. of Canadian Heritage categories for financial reporting.
4. **Charitable Tax Receipts:** A new information sheet will be developed explaining the process for Charitable Tax Receipts. There will be an extra charge to the local Associations for receipts that need to be redone because of incorrect donor information.
5. **Delegate Expenses:** QFHSA will cover the expenses of three delegates per school from out of town. We will include on accommodations form the deadline date for receiving requests after which they will have to pay any difference in travel costs.
6. **Director's Expenses:** QFHSA will pay for all travel expenses for all directors to attend all board meetings and QFHSA conferences.
7. **Pamphlets:** A new *PALS* pamphlet is in the process of being developed and the *Advocacy* one reprinted.
8. **Budget:** The budget for 2004 was developed for presentation at the 2003 AGM.
9. **Contingency Funds:** These funds are earmarked for the salary of the Executive Director, to cover extra travel and honoraria expenses for conferences and to develop leadership materials, including the updating of our Leadership Manual.
10. **Fiscal Year:** A committee has been struck to study the possible change of our fiscal year to parallel our membership year. Our fiscal year runs from Jan. to Dec; our membership year runs from Sept. to June and our funding year runs from April to March.

NOMINATION COMMITTEE

Report to the Annual General Meeting- April 26, 2003

Submitted by Norma Cheng, Chairman

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

Members: The Nomination Committee was appointed by the Board of Directors in November. It consisted of four Board members: Norma Cheng - Chairman, Susan Tweddell, Helen Koepe, and Connie De Giorgio. There was also one individual member Mary Quinn [Edgewater].

The term of office for a Director is two years and every year one half of the Board of Directors positions come up for election. There were seven vacancies for Directors this year for a two-year term and two for a one-year term due to Directors' resignations.

Present Directors serving the remaining one-year of a two-year term (2002-2004)are:

Ron d'Souza Enid Mightley-George Helen Koepe
Connie DeGiorgio Norma Stirling

The first call for nominations was sent out to the locals December 6, 2002 with a deadline set for February 1, 2003. A second call for nominations went out February 19, 2003. The last call for nominations was sent out March 28, 2003. **The final date for receiving nominations to be voted on at the AGM is April 12, 2003.** Nominations received after that date would be considered by the Board of Directors for appointment. (QFHSA Standing Rules Art. VII 3.)

As of March 28th the committee has received nominations for the seven positions available for a two-year term.

Nominations received for a two year term 2003-2005:

Donna Blais Brenda McGill Anne MacWhirter
Brian Rock Susan Tweddell Donna Norris
Michelle Armstrong

Nominations received for a one year term 2003-2004:

Margaret Funnell

There is 1 opening for a Director for a one year term.

We still require a Treasurer to help us steer a financially sound course. Our accounting program is Simply.

The following have been nominated as Officers of the Federation:

President:	Susan Tweddell	Secretary:	Vacant
Executive V.P.	Anne MacWhirter	Treasurer:	Vacant
Vice President	Vacant	Vice-President	Vacant

SAFETY/TRANSPORATION COMMITTEE

Report to the Annual General Meeting, April 26, 2003

Submitted by Don Smith, Chair

Although the person responsible for Safety/Transportation resigned from the Board of Directors at the beginning of the school year, a continual monitoring of safety and transportation events as well as safety programmes was maintained.

Also, regular contributions were made to the Safety Scene page of QFHSA's *The News* throughout the year.

STUDENT ACCIDENT INSURANCE

Report to the Annual General Meeting, April 26, 2003

Submitted by the Executive Committee

Recommendation: To recommend to the voting delegates at the Annual General Meeting that we endorse the Reliable Life Insurance Student Accident Plan for the year 2003-2004.

We are informed by Reliable Life that their coverage and premium(s) will not likely change. If you would like your school to distribute their policy/pamphlet you must ask them to send them to your school. They do not send them unsolicited.

Our insurance broker for our liability package for locals has looked at this student accident policy and feels it is very good value for cost of premiums.

WEBSITE

Report to the Annual General Meeting, April 26, 2003

Submitted by the office

Mandate: To provide general knowledge about the organization and specific information on Committees, coming events, etc. To keep the site current and relevant.

Website address is: www.qfhsa.org

Our original Webmaster, Gordon Denison, was no longer able to give the time necessary to keep the site up to date, so we hired Bev McConkey who is based in Vancouver, but has good background knowledge of Home & School as she is the webmaster for both Canadian Home & School Federation and for Saskatchewan.

She has updated the site to make it more user friendly and has added additional features like a monthly calendar. Additional links have been incorporated, like the one to Saskatchewan for Teacher/Staff Appreciation Week as it is Saskatchewan that handles it.

The Board has asked each Committee Chair to look at their posting carefully to make sure their listing is up to date. If any Home & School member notices any errors it would be much appreciated if you would let us know.

Home & School NEWS

Report to the Annual General Meeting, April 26, 2003

Submitted by the editor, Helen Koeppel

There were four regular issues put out last year, of 16 pages each. The circulation has increased slightly and average distribution/issue is 7,400. Please note: you are always welcome to have extra copies of the newspaper - free. Just ask us.

The highlight last year was the September issue, which incorporated a bilingual insert *MEQanics* that dealt with questions parents have about the workings of the Ministry of Education. How does our education system function? What tests really count? At what grade levels may your children be tested? Etc. This was compiled and translated by our hard working Education Committee over several months and we congratulate them on their achievement.

We would urge the locals to regularly send in their own school newsletter for inclusion in their section of the paper *Focus on the Locals*. Even if you don't have an aspiring writer on your team at school, your newsletter will enable us to let other parents know what exciting things are happening at your school and to "steal" those ideas, which appeal to them. A note of appreciation to Diane Radu, Editor of *Focus on the Locals*, for her many years of devoted service.

We would like to thank our regular contributors: AMCAL Family Services, Shirley Straughton (Health Issues), Don Smith (Safety Issues), Canadian Home & School Federation, JoAnne Perreault (Advocacy), Susan Tweddell (Membership) and Norma Stirling, QFHSA President.

Report to the Annual General Meeting, April 26, 2003
PALS (PARENTS ASSIST LEARNING AND SCHOOLING)
Submitted by Pat Waters, Coordinator/Facilitator

Mandate: PALS is a workshop program that has been developed by the Stay-In-School Initiative of Human Resources Development Canada. It consists of 12 topics plus 4 new ones, "Understanding the Ups and Downs of Parenting".

The PALS workshops are still being given to all of our local associations as a part of the many resources QFHSA has to offer. The first one is free; any other ones are \$75.00 or 3 for \$200.00 (effective April 1, 03). A fee of \$200.00 per workshop is being charged to any outside groups to cover the cost of the facilitator, travel and copying. For a member school off-island, the QFHSA outreach program covers facilitator expenses for out of town travel, accommodation, and meals, etc. Workshops that took place during the 2002-03 school year are:

	DATE	NAME OF SCHOOL	LOCATION	WORKSHOP TOPIC	APPROX. NO. OF PARENTS
1	Sept. 13	Shigawake. Port Daniel	Gaspé, Qc.	Victims, Bullies and Violence	35
2	Sept. 24	Arundel Elementary	Arundel, Qc.	Parenting Styles	20
3	Sept. 25	Edgewater Elementary	Pincourt, Qc.	Responsibility and Homework	18
4	Oct. 1	Mothering Matters	Pincourt, Qc.	Parenting Styles/Training	12
5	Oct. 3	Royal Vale Elementary	NDG, Qc.	Victims, Bullies and Violence	24
6	Oct. 8	Allancroft Elementary	Beaconsfield	Responsibility and Homework	15
7	Oct. 10	Valois Park	Pointe Claire	Victims, Bullies and Violence	32
8	Oct. 26	QFHSA Fall Conference	Montreal, Qc.	Bullying Solutions	21
9	Oct. 28	Arundel Elementary	Arundel Elementary	An Approach to Positive Discipline	21
10	Oct. 31	CHSF Mid-term Meeting	Ottawa, ON	Parenting Styles/Training	16
11	Nov. 5	Windermere	Beaconsfield, Qc	Responsibility and Homework	16
12	Nov. 11	St. John Fisher Elementary	Pointe Claire, Qc	Building Self-Esteem #1	45
13	Nov. 20	Aylmer Elementary	Aylmer, Qc.	Victims, Bullies and Violence	32
14	Dec. 9	Arundel Elementary	Arundel, Qc.	Communication	5
15	Jan. 13	St. John Fisher Elementary	Pointe Claire	Building Self-Esteem #2	38
16	Jan. 23	St Paul Elementary	Beaconsfield, Qc	Parents+ Teachers School Success	42
17	Feb. 24	John Rennie H.S.	Pointe Claire, Qc	Understanding Adolescence	8
18	Mar. 12	Lac. St Jean/ Saguenay (CASL)	Arvida, Qc.	Victims, Bullies and Violence	16
19	Mar. 15	Pierre Elliot Trudeau	Hull, Qc.	Understanding Adolescence	35
20	Mar. 19	Edgewater Elementary	Pincourt, Qc.	Communication	12
21	Mar. 25	North Hatley Elementary	North Hatley, Qc.	Building Self-Esteem	8
22	Mar. 29	Beaconhill Creative Nursery	Beaconsfield, Qc	Conflict and Power Struggles	11
23	April 24	Valois Park Elementary	Pointe Claire, Qc	Building Self-Esteem	?
24	May 10	Manitoba Assoc of Parent Councils	Winnipeg, MN	Building Self-Esteem	?

LITERACY PROJECTS

Report to the Annual General Meeting – April 26, 2003

Submitted by Marion Daigle, Resource

Liasons: Georgie Crawford (Born to Read / Le Goût de Lire Pierrefonds); Heather MacWhirter (Family Ties) – Gaspé; Cathy Chenier (P.A.C.E); Melina Shattler, Mecatina School, Lower North Shore; Judy Brandeis, Executive Director, LPQ; Linda Shoheit, Executive Director, Centre for Literacy of Quebec; Carole Hart, member, Lindsay Place High Home & School and employee Royal Bank of Canada, Pte Claire; Eva Ludvig and Julie Thiébaud, Office of Official Languages Commissioner.

Mandate:

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

Background:

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

Activities 2002-03

1. September 8, 2002 – International Literacy Day

QFHSA featured a large display at the Marché de l'ouest, D.D.O. focusing on literacy projects province wide.

2. Month of September – Giant Book Sale – Marché de l'ouest, D.D.O. – sponsored by the Centre for Literacy. QFHSA received a \$500 gift certificate from the Centre to purchase books to support our literacy projects.

3. September 30 – Your Kids and Literacy in the 21st Century – a presentation by Marion Daigle to the Education Committee and QFHSA membership to explain the ongoing projects from 1989 to date.

4. October, 2002 – Raise a Reader Campaign

sponsored by the Gazette and Global RV of the Can West Network. Donations raised - \$75,000. Literacy Partners of Quebec (LPQ) received a third of the proceeds to support Family Literacy. As an LPQ member QFHSA has been invited to submit a project proposal. Deadline April 30.

5. October 30 – Literacy Partners of Quebec AGM

Marion Daigle attended an excellent Training Session on Strategic Governance Rules and Practices after the AGM.

6. November 29, 2002 – Workshop – Library Systems and Documentation Center – John Abbott College – Marion Daigle.

This is the 10th year for a literacy presentation to senior students studying publicity. An honorarium is given to support a school library.

7. **January 27, 2003 – Family Literacy Day**

- **Come read with me!** an exciting writing contest for Quebec's English elementary schools. Designed to promote reading (Canadian authors)/ writing from K-6. Officially launched on Jan. 27 with winners to be announced in June. This is a very worthwhile joint endeavour of the Quebec Office of the Official Languages Commissioner, LPQ and QFHSA. Committee Members: Eva Ludvig, Julie Thiébaud (OLCO); Judy Brandeis, Gillian di Vito (LPQ), Marion Daigle, Norma Stirling (QFHSA). Go to www.nald.ca/lpq/read.htm for full details

- **Royal Bank – Pointe Claire branch – Book Drive**

Carole Hart, employee and Lindsay Place High Home and School member has collected children's books for distribution to school and community groups province wide. Approximately 1000 books this year.

8. **Born to Read / Le Goût de Lire Pierrefonds**

Volunteers from a coalition of organizations deliver bags of books to parents of newborns once a month at the CLSC Pierrefonds. Begun in March, 2002 it has been overwhelmingly successful. A celebration for families will be held May 4 at the D.D.O. library.

9. **The United Nations Literacy Decade (2003-2012)**

The central theme is **Literacy as Freedom** with biennial focuses: gender, poverty, health, peace and freedom.

Go to www.un.org./news for further information.

CHSF and QFHSA are well placed to focus on this decade, having initiated an important project for the 1990 International Literacy Year targeted at children and youth. This project is equally relevant today.

HEALTH ISSUES COMMITTEE

Report to the Annual General Meeting – April 26, 2003

Submitted by Shirley Straughton, Chairman

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

HIGHLIGHTS:

The main focus of this committee has been the Home & School Community Kitchen in its inaugural year. This pilot project, funded by the Canadian Diabetes Strategy Prevention and Promotion Contribution Program, started up in September 2002 at Macdonald High School in Ste. Anne de Bellevue with twice-weekly after-school sessions. It has received tremendous support from their administrators, staff, students, and parents including their local Home & School.

The goal is to educate adolescents how to prepare nutritious meals and to emphasize the importance of a healthy lifestyle. The priorities in this project were to hire a dietitian to plan the course outline and to have discussions on physical activity, self-esteem, and disease prevention strategies.

Rosie Chiappetta is the dietitian hired for the project and she has done a remarkable job. Her ability to interact with the students encourages them to try new foods and she strongly believes in helping our youth gain valuable nutritional knowledge. Each recipe is carefully calculated for its nutritional value as well as its appeal to the students. As well as the salary provided by Health Canada, she has offered countless hours of work voluntarily.

Speakers have met with the students to discuss lifestyle issues. Among them a dance instructor, which led to the students requesting an after-school dance program and a physiotherapist and volunteer basketball coach whose enthusiasm and ideas for inexpensive physical activities were inspiring for the students.

Health Canada representatives visited one of the sessions at Macdonald High School and appeared impressed with the students' knowledge and level of enthusiasm. They recommended that this committee request additional funding from their department to expand this program to other schools. A proposal was submitted in March 2003 and this committee is awaiting their response.

Many thanks to the wonderful support provided by Donna Sauriol, Ann Bishundayal, Norma Stirling, and the rest of the QFHSA "family". This project would not be possible without the talented Rosie Chiappetta and her volunteers, Ann and Rita Gage! Thanks also to Susan Sipos, Sue Tuff, Sue Tomasczewicz, and to the Macdonald High Home & School Association and their president, Marita Tomkinson,

CANADIAN HOME & SCHOOL FEDERATION
Report to the Annual General Meeting – April 26, 2003
Submitted by Norma Stirling

The Midterm meetings of Canadian Home and School Federation were held on Oct. 31st to Nov 2nd in Ottawa. The Midterm event began with Thursday evening presentations from New Brunswick on their Promotional Video and Quebec on our PALS Program. The Board of Directors meeting on Friday started off with the installation of the new President, Silvia Dyck from British Columbia, since Silvia had not been able to attend the 2002 CHSF Annual Meeting.

Some of the items of note would be:

1. Nominations:
 - a. Debi Brown will have completed her term of office this year, so CHSF will need a new Secretary-Treasurer.
 - b. The Western V.P. position will be up for nominations.
2. Finances:
 - a. All provinces were asked to come to the AGM prepared to maintain or increase the fees paid to CHSF for the upcoming year. Quebec pays \$5500/yr., the highest fees of all the provinces in spite of the fact that some of the provinces receive higher funding than we do.
 - b. CHSF is on a very tight budget. One of the money saving ideas that was brought forward was for area provinces to support the travel costs of their V.P.
 - c. There was some discussion about the cost of office space. One of the recommendations was that CHSF seek out an organization that would donate the office space.
3. The Canadian Food Inspection Agency gave a presentation on the need for tighter controls on food quality and the steps that they are looking to take. Part of their program would be educating schools, students and parents. They were proposing that we send their info package to all schools. They would cover the cost and we could include our own info material.
4. Cable in the Classroom
 - a. Gave a presentation on their program by which teacher can tape educational programs, commercial-free, to use as resource in their classrooms. The service is free of charge as long as the teachers use the material within the timeframe of the copyright free agreement.
 - b. CHSF voted to partner with Cable in the Classroom.
5. Healthy Alternatives
 - a. Sean Leet, CEO of Healthy Alternatives spoke about the program and the School Volunteer Program Award. They are willing to maintain exclusivity for Home and Schools for another year and are putting that in all their advertising. Unfortunately subsequent events have made it impossible for Healthy Alternatives to offer the Award this year. Hopefully they will be able to do so next year.
6. Pat Waters from Quebec and Debra Agema from Saskatchewan were both chosen to receive life member awards. The pin for this award will cost \$250.
7. The 2003 AGM will be held in Prince Edward Island May 28th to June 1. Our delegates to this meeting will be Susan Tweddell and Anne MacWhirter. Please note that Quebec will be hosting the 2004 meeting, likely in Montreal. If any schools would like to be involved in this exciting opportunity we would be delighted to hear from them.
8. The Resolutions Workshop had to be deferred to Committee since there was not enough time to do it. Each Vice President will work on one resolution with her provinces to be submitted at the 2003 AGM. Quebec was asked to rewrite its resolution on Youth Gambling/Access to Lottery Terminals into Canadian terms and to present it to the 2003 CHSF AGM.

Recommendations:

- That QFHSA agrees to pay CHSF \$5500 in membership fees.
- That QFHSA write a letter to all the provincial organizations emphasizing the importance of supporting Canadian Home and School Federation. This was done.
- That QFHSA offer to pay for the Life Member pin for Pat Waters, a cost of \$250.

ADVOCACY REPORT

Report to Annual General Meeting – April 26, 2003

Submitted by: JoAnne Perreault - Coordinator

Members of the Committee:

JoAnne Perreault, Coordinator, Norma Stirling, Harriet Greenstone, Connie de Giorgio and Donna Blais.

Mandate:

The QFHSA Advocacy Program is designed to empower parents to act as natural advocates for their children and to help students to resolve school issues in a positive way. It will assist member Home and School Associations, Regional Councils, their parent leaders, and parents themselves to fulfill their role as advocates for children and will assist students in becoming self-advocates.

Highlights:

- We have given workshops in Baie Comeau in March 2002
- We had an Information Kiosk at Concordia University in Montreal as guests of the Third Avenue Resource Centre who were hosting an information session at the Institute in Management and Community Development. Third Avenue Resource Centre is a non-profit organization that has been working, since 1974, with individuals and groups who are interested in finding alternative ways to promote a better standard of living in their communities. As of 1998, they work with parents, primarily of immigrant origin or of visible minority groups, to improve the quality of public schools.
- Workshops were given in Gaspésie in September 2002
- There have been meetings on a continuous basis as well as ongoing training by way of keeping up to date with reading material and attending luncheons with various guest speakers given by the West Island Community Resource Centre.
- Connie de Giorgio and JoAnne Perreault gave a workshop at the Fall Conference in October 2002.
- Norma Stirling is going to Saskatchewan in mid-April to be the keynote speaker for their AGM and to give a workshop on Advocacy.
- We completed and published our Advocacy Training Module. This has been shared with Manitoba to help build their Advocacy Program.
- We are in the process of training a new advocate and are still looking for potential candidates in all school boards.

The Advocacy Project is another example of QFHSA's commitment to improve the quality of life within the school system; for parents, so that they can help their children, and for children, so that they can help themselves.

BULLYING COMMITTEE

Report to Annual General Meeting – April 26, 2003

Submitted by JoAnne Perreault

Members of the Committee:

Connie de Giorgio, Ida Duc, JoAnne Perreault, Norma Stirling, Terri Tansey, Pat Waters

Mandate:

This Committee was formed as a direct result of the Bullying Resolution, which was passed at the 2002 AGM. A working group was formed in order to seek ongoing solutions to the problem of bullying in our schools.

Highlights:

- Various members of QFHSA attended lunch meetings held by the West Island Community Resource Centre (WICRC) at the Pointe - Claire Holiday Inn. Topics of the discussions were on “Bullying” and “Teen Suicide”
- As a result of the first luncheon, Norma Stirling and Terri Tansey attended two brainstorming sessions on Bullying, with the WICRC.
- Pat Waters gave a Bullying workshop: “Victims, Bullies and Violence” in Gaspésie in March 2002.
- Norma Stirling, Pat Waters and JoAnne Perreault attended a day-long Conference entitled “Bullying and Youth Violence: Assessment and Intervention Strategies” in April 2002. The Conference was organized by McGill University, Division of Child Psychiatry and the Montreal Children’s Hospital, Psychiatry Department.
- A survey was distributed in schools (through the Home and School NEWS) in the summer issue and again in the early autumn of 2002. The survey looked at whether there was a bullying problem and how big it was. Preliminary findings show that the problem is widespread (in the definition of it) although more work needs to be done in the evaluation.
- Norma Stirling and Pat Waters gave a workshop “Bullying Solutions: What can Parents Do About It?” at the Fall Conference in October 2002. There were guest speakers invited from Western Quebec School Board, Lester B Pearson School Board, English Montreal School Board (no show) and Sir Wilfrid Laurier School Board.
- Norma Stirling attended a workshop on “Aggression” at QPAT in November 2002.
- Connie de Giorgio and JoAnne Perreault attended a conference at QPAT on Bullying in November 2002.

Future plans:

- ☒ They include working on and organizing a round table discussion and a workshop for parents.
- ☒ Attending more seminars and conferences to get as much information as possible in order to be as informed as possible.
- ☒ Looking to expand the committee.

QFHSA HISTORY AND ARCHIVES PROJECT

Report to the Annual General Meeting - April 26, 2003

Submitted by Marion Daigle, Co-ordinator

Members of the Committee:

Marion Daigle, Helen Koeppel, Winifred Potter, Barbara Milne-Smith, Brian Rock, Gordon Robertson, Betty Shannon, Nick Zaferis, Norma Stirling, Donna Sauriol.

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 in the 20th century. It should stimulate further involvement in this century.

A \$30,000 Grant from a private foundation was received in late 2000.

History Project

McGill University historians Rod MacLeod and Mary Ann Poutamen have thus far submitted two draft manuscripts. It is hoped that the History will be launched at the 2004 AGM - our sixtieth anniversary.

Note: An excellent earlier history (up to 1970) was compiled by William Asherman, a very active Home and School volunteer from the late 40's until the early 1980's.

Archives Project

Under the capable guidance and supervision of Gordon Burr, Archivist, McGill University and Josée Martel, Archivist half of the relevant documents have been archived. Further funding to complete the task from the Réseau des archives du Québec has been requested. An answer is expected in May, 2003.

The archivists have been extremely impressed by the volume and quality of valuable information about the activities of volunteers working on behalf of the education and well being of children and families in schools and communities all over Quebec. This is particularly relevant to the minority language population.

CANADIAN ASSOCIATION OF COMMUNICATORS IN EDUCATION (C.A.C.E.) & MEDIA RELATIONS REPORT

Report to Annual General Meeting – April 26th, 2003
Submitted by Beverlee Bishundayal, Media Relations

Mandate: As a member of C.A.C.E., responsible for attending workshops and conferences on behalf of QFHSA. As media relations, responsible for promoting the events of the QFHSA to Home & School members and the general public through various media outlets.

Members: Beverlee Bishundayal.

Summary of Activities:

1. C.A.C.E. Meeting, April 30th at English Montreal School Board.
 - This meeting consisted of a keynote address, panel discussion, and small group discussion.
 - Mr. John Parisella, president of the BCP advertising agency, was the keynote speaker. He spoke about the marketing of “education”, and using the media to make educational institutions and organizations visible, and credible to the public.
 - The four panelists discussed what types of information they wish to receive from media relations/marketing people and addressed issues and concerns of their media outlet. The panel consisted of: Mike Gasher (Professor of Journalism, Concordia University), Allison Lampert (Education Reporter, The Gazette), Terry Shaw(Communications Officer, Ottawa-Carlton Catholic School Board, former Editor, Ottawa Sun), and Ward Smith (News Director, Global Television).
 - The small group discussion touched on the code of ethics, and effective ways to market a story idea.

2. QFHSA Publicity.
 - Media releases were sent out in October regarding the workshops at the Fall Conference.
 - Media releases were sent out in April regarding the winners of the awards at the AGM Awards Dinner.

Recommendations:

- The list of media contacts in the QFHSA office should be made available to any Home & School Association wishing to publicize an event or news story.
- More publicity within the Home & School community to increase attendance at the Fall Conference.

ELEMENTARY LANGUAGE ARTS CONSULTATIVE COMMITTEE

Report to the Annual General Meeting--April 26, 2003

Submitted by Mary Baker, Education Committee Liaison

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

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

Issues and activities:

- Even though ELACC focuses on elementary school concerns, this year the committee was asked to validate the Secondary English Language Arts (SELA) program. Members used their experience with the elementary language arts program to assess the program for high school. Recommendations were made and according to the information provided at the last meeting, the SELA program would be finished in spring 2003. Implementation is still scheduled to begin in fall 2003.
- Discussions have also centred on ELACC's role. The committee has a long history as a body that connects the curriculum writers with the community they serve. Concerns were expressed about the fact that there were fewer and fewer consultants in the school boards and that teachers instead of consultants were being asked to sit on many MEQ committees. This was seen as a problem because teachers do not have a mandate to make sure that what they learn in committee flows back to their communities. Concerns were also expressed about apparent overlap and duplication between MEQ directorates with respect to materials development and implementation.

SECONDARY ENGLISH LANGUAGE ARTS ADVISORY COUNCIL (SLAAC)

Report to QFHSA Annual General Meeting - April 2003

Submitted by Dianne Skoda - Education Committee Satellite

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

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

Concerns: SLAAC members have been preoccupied with the reform of the English Language Arts curriculum which is already in effect for Cycles 1 and 2 (Grades 1 through 4).

The focus has been on the writing for government approval of the Cycle 1 secondary high school program. It is a logical extension of the elementary program with the evolution of the expectations and abilities within the four competencies - reading & listening, writing, media literacy, and speaking. The new program describes itself as "centered in the connection between the learner's world and the social purposes that are served by language, discourse and texts, since language is both a means of communicating feelings, ideas, values, beliefs and knowledge, and a medium that makes active participation in democratic life and a pluralistic culture possible." The quality of English Language Arts programs has consistently been touted as a example for other subject area programs to strive for. Although this reformed program boasts an integrated curriculum, each subject program will be published separately with its domain statement. The MEQ has emphasized the importance of an easy-to-read program for teachers but ironically, indexes are frowned upon and only in the final stages have conditions for assessment and evaluation been added for each context. The secondary curriculum is still in its revision stages this spring.

The most serious concern, as mirrored by the voices of parents throughout the province, remains evaluation. Within the Ministry of Education, evaluation is treated as a separate entity, rather than an integral part of the program. School boards have been wrestling with parents while trying to implement efficient report cards that would reflect the new objectives.

The difficulty of implementing the reform in high schools remains a point of concern. The puzzle of staggered class schedules, time restrictions for colleagues' discussions, lack of resources and limited teacher input at the school and board levels are factors contributing to the confusion in high schools.

GASPÉ AREA REPORT

Report to the Annual General Meeting - April 26, 2003

Submitted by Anne MacWhirter

We have had a successful year once again in our off island Home and schools, namely New Carlisle and Hopetown, Shigawake, Port-Daniel. In addition, this year Gaspé Elementary School joined as a Group Affiliate.

New Carlisle: Meetings for the parents and teachers were held every two months, with executive meetings on alternate months. Programs have included PALS workshops on Homework and Responsibility and one on Self Esteem.

A Christmas Book Fair was held as usual in each school, with another one planned for this June. Because we have little access to English books for sale in our area, these book fairs are a huge success. Parents run these events as well as holding the annual Christmas Bazaar in the New Carlisle school.

In January our President and Secretary in New Carlisle handed in resignations because of new work commitments. Three parents stepped in to take over these positions for the remainder of the year. Many thanks to these parents.

Membership: In each school, the Early Bird special was held in May and June to encourage parents to join for a reduced fee of \$10.00. This was a success as usual and Shigawake, Port Daniel will win the off-island QFHSA membership prize this year.

Hopetown, Shigawake, Port-Daniel: An Eastern Shores/Central Quebec/ Littoral Regional Council Conference was held in our area in September. The Friday session on the topic of Bullying was held in the meeting room of the Heritage Restaurant in New Carlisle. The Saturday sessions were held in the Shigawake, Port-Daniel school. We had visitors from New Richmond and Gaspé and the North Shore, as well as parents from our two local schools. Pat Waters and JoAnne Perrault were our facilitators from QFHSA. Thanks to them for their workshops.

In June, we invited parents and children from New Carlisle to join us at the end of the year picnic for Home and School members and their families.

Meetings were held monthly, with grades 4/5/6 students participating in May (public speaking) and a PALS workshop on Homework at one meeting. We are fortunate in this school to have every teacher as a member. Thanks for your support.

We had only one fund raiser this year. It was in the form of a Christmas Basket with all the items donated by the teachers and parents. Everything necessary to make a complete meal for a Christmas celebration including candles, tablecloth and Christmas napkins. It was valued at \$150.00. We were especially pleased that the winner was a young mother of two, who is attending a two year nursing program at the local Adult Ed Center.

We look forward to the challenges of another Home and School year in our two schools and working towards having other schools join our ranks. A big thank you to all who help in so many ways to work together for good for our children and our schools.

FALL CONFERENCE

Report to the Annual General Meeting

Submitted by Ida Duc

The Fall Conference "Volunteer for Success: You Can Make a Difference" was very successful! The school was clean and had a very good layout for attendees as well as for the twenty displayers.

Seventy-four delegates from thirty-four schools, eleven Board Members and twenty-seven guests convened at LaurenHill Academy in Ville St-Laurent for the October 26th Conference. The program began with a light-hearted yet informative session about the Quebec Federation of Home and School Associations. Regional Council Meetings followed, giving participants the opportunity to discuss matters of common concern.

Most of the workshops were well-attended and all were well-received. The five concurrent morning sessions focused on aspects of leadership (Volunteers, Treasurer, President, School concerns, Rights/Child), while those of the afternoon offered parenting skills (TV & Me, Divorce, Bullying, Multiple Intelligences, Droits/Jeunesse). We were pleased to be able to hold the workshop on children's rights in both English and French.

PRESIDENTS' APPRECIATION DINNER

Report to the Annual General Meeting – April 26, 2003

Submitted by Ida Duc

The Presidents' Appreciation Dinner was held Friday February 7, 2003 at the Royal St. Lawrence Yacht Club. Attendance was not as high as last year. We had forty-seven participants compared to sixty-eight the previous year. This could be due to a number of reasons, one being that our one-to-one calls made by Directors were not successful. Second, interest was not as high as last year, and thirdly, information from the locals was not presented and encouraged. Finally, perhaps the timing was not good.

According to the evaluation summary, many people favor a social evening with a speaker rather than a skill-building program. They enjoy meeting and interacting with their counterparts from other schools to share ideas and experiences. The entertainment provided by storyteller and performer Cheryl Neill was well appreciated by all. The President's Appreciation Dinner is meant to be an enjoyable relaxing evening to thank Home and School Presidents for their hard work and should be planned as such.

Gordon Robertson, a Home and School active volunteer for the past fifty years, was honoured for his effective and greatly appreciated service.

All in all it was a fantastic evening, and we look to build on this success for next year.

Many thanks to the office staff whose assistance and support is very helpful.

AGM 2002 COMMITTEE

Report to Annual General Meeting - April 26, 2003

Submitted by Norma Stirling - Chairperson

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

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

Highlights:

1. The Theme this year was “**Volunteer for Success: YOU can make a Difference**”.
2. **Awards Dinner – Friday Apr. 25, 2002**
 - a) Was held at the St. James’s Club on Union Ave. in Montreal. This was a successful evening and the format was enjoyed by all.
 - b) Attended by 115 people. This included 30 guests.
 - c) The Master of Ceremonies was Norma Stirling.
 - d) The winners of the three major awards were:
 - The Leslie N. Buzzell Award - Pat Waters, Past President of QFHSA and our foremost PALS workshop leader.
 - The Gordon Paterson Award – William Holt, teacher at Lindsay Place High School.
 - The Lewis Peace Prize – Patricia MacGeachy and her Grade 2 students at Edgewater Elementary School, assisted by Art Campbell.All winners attended as well as many of the winners of the Golden Torch and the Unsung Hero.
3. **Annual general Meeting & Conference – Saturday Apr. 26, 2002**
 - a) Registration: 98 people attended representing 30 schools in good standing.
 - b) Four schools attended from off island.
 - c) The Business meeting began at 8:30 am and adjourned at 12:30 pm
 - d) Membership and Newsletter prizes were awarded at the beginning of the meeting.
 - e) Luncheon speaker – Darrell Fox, spoke about the Terry Fox Run and his memories of his brother and his immense courage and determination. Everyone was touched by the poignancy of his message.
 - f) Hospitality:
 - Lunch was a buffet of quiche, salads and dessert.
 - The Royal Montreal Golf Club donated the use of the facility.
 - g) Workshops
 - There were three workshops and all were well attended.
 - The topics were as follows:
 - #1. **Who’s Really in Charge: Conflict and Power Struggles at Home**
Facilitated by Pat Waters, PALS workshop leader
 - #2. **Report Cards in Lester B Pearson School Board**
Sue Winn, Principal at Thorndale Elementary School and Marilyn Wray, Education consultant, L B Pearson School Board
 - #3. **Finding Serenity throughout Chaos** with Susan Cummings, Serenity Counselling
 - h) The day ended at 3:45 with the Evaluation Draw.

