

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



**2015 ANNUAL GENERAL MEETING**

**BOOK OF REPORTS**

**May 2, 2015**

**Novotel Hotel**

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## **YEAR AT A GLANCE 2014-2015**

### **May 2014**

- May 3** **70<sup>th</sup> Annual General Meeting** held at Novotel Hotel – President Lawrence DePoe begins his second term. Award Dinner was a joint affair with CHSF.
- May 2-6 Rickhey Margolese attended the CHSF AGM in Montreal as the QFHSA representative
- May 16** **QFHSA Executive Meeting**
- May 20 Larry DePoe and Carol Meindl attended a meeting at a local H&S at their request
- May 23** **Board of Directors' Meeting**
- May 23 Lisa Fougere, QFHSA NEWS editor, gave in her resignation
- May 27 Diversity Resolution drafting session
- May 29 Carol Meindl along with Marion Daigle and Carol Ohlin went to the home of the late Winifred Potter to collect archival materials for QFHSA – first of many visits
- May 30-31 Larry DePoe represented QFHSA at the FCPQ Annual Conference in Quebec City

### **June 2014**

- June 2 Carol Meindl went to Selwyn House to present prizes to the “Island of Stories” essay contest winners – joint venture with QAHN.
- June 2 Carol Meindl and Marlyn Brownrigg went to offer assistance to a local H&S who requested help
- June 3 Carol Meindl and Larry DePoe had a meeting at the EMSB with chair A. Mancini
- June 4 Larry DePoe and Carol Meindl had a meeting with Brian Sher, our legal advisor regarding constitution & bylaws
- June 5 Carol Meindl participated in a QESBA meeting to discuss School Board elections
- June 6-7 Carol Meindl attended the QAHN AGM as a QFHSA rep
- June 12 Mona Segal and Carol Meindl participated in the Poster Session at the QCGN Conference to promote the Incredible Years project
- June 12 Larry DePoe attended a special meeting at one of our local associations
- June 13-14 QCGN conference & AGM – attended by Carol Meindl, Larry DePoe and Mona Segal
- June 20 Carol Meindl participated in an advisory meeting with Canadian Parents for French (CPF) at the QCGN
- June 23 Marlyn Brownrigg & Carol Meindl attend a local association’s AGM
- June 25 Carol Meindl & Mona Segal went to PCH’s new office for an interdepartmental network meeting on Justice & Security
- June 27 Carol Meindl attended a CLC (Community Learning Center) Resource Committee Meeting

### July 2014

- July 5** **Board of Directors' Meeting**  
**July 7** **Hiring/Personnel sub-committee meeting**  
July 6 Summer issue of the NEWS was distributed to members

### August 2014

- Aug 11** **Editorial meeting**  
Aug 15 QFHSA had a table at the Westmount Science Camp open house  
Aug 19 received balance of PCH grant (\$4500)  
**Aug 22** **RER committee meeting**

### September 2014

- Sept 5** **Fall Conference planning meeting**  
**Sept 5** **RER committee meeting**  
**Sept 5** **Board of Directors' meeting**  
**Sept 9** **Editorial meeting**  
Sept 11 Mary Skagos, administrative assistant, returned back to work after extended leave of absence  
**Sept 12** **RER meeting**  
Sept 22 meeting with Yaelle Gang from the Ministry of State (Finance) in Ottawa - Lawrence DePoe, Carol Meindl & Leah Trineer  
Sept 23 Larry DePoe attended a local's AGM and elections at their request  
Sept 26 Special Edition of the NEWS on School Board Elections went to print  
Sept 26 **Executive Workshops** at the QFHSA head office for Presidents, Treasurers and Membership Chairs  
**Sept 27** **Board of Directors' meeting**  
Sept 27 Flemming Elementary's (ESSB) application to become a Home & School association was accepted by the QFHSA  
Sept 30 Marlyn Brownrigg, Membership coordinator, attended a H&S meeting off-island at the request of the principal.

### October 2014

- Oct. 2** **RER meeting**  
Oct. 6 Copies of Special Edition of the NEWS on School Board Elections delivered to EMSB, LBPSB, Riverside, and WQSB  
Oct. 9 BFL Insurance Rep met with a local association looking for clarification of insurance policy.  
Oct 9 distribution of the Special Edition of the NEWS focusing on School Board elections and the Fall Conference flyer went out to all members via Mailchimp  
Oct. 10 Copies of Special Edition of the NEWS on School Board Elections delivered to Sir Wilfrid Laurier School Board and Eastern Shores School Board  
Oct. 15 Fall issue of the NEWS was distributed to members

- Oct. 15 Marlyn Brownrigg and Carol Meindl held a Regional Council meeting for the ESSB Home and School which was held via videoconference
- Oct. 15 Rickhey Margolese attended a Meet the Candidate evening at Thorndale
- Oct. 17 Carol Meindl attended the CPF conference in Ottawa
- Oct. 21 Carol Meindl represented the QFHSA at the CLC Collective Impact Conference
- Oct. 22 Marlyn Brownrigg attended a Meet the Candidate evening at Lindsay Place High School which was hosted by the H&S
- Oct. 22 Carol Meindl attended a Meet the Candidate evening at Merton Elementary School
- Oct. 23 Lawrence DePoe and Leah Trineer attended QCGN's Goldbloom Awards
- Oct. 24 Carol Meindl, Larry DePoe, and Brian Rock attended a QCGN Town Hall meeting
- Oct 24 Brian Rock attended the Linguistic Rights Support Program AGM in Ottawa
- Oct. 25 Fall Conference held at Pearson Electrotechnology Center in the West Island**
- Oct. 28 PACTE committee meeting attended by Marlyn Brownrigg
- Oct. 28 PETES, Royal Vale and EMSB CPC all host Meet the Candidate events

**November 2014**

- Nov 2 School Board elections/ Carol Meindl attended an Elections returns event at QESBA
- Nov 4 Brian Rock attended a meeting held by the Language Rights Support Program in Ottawa
- Nov 7 Editorial Meeting**
- Nov 7 RER meeting**
- Nov 7 Board of Directors' Meeting**
- Nov 7 Greater Gatineau's (WQSB) application to become a Home & School association was accepted by the QFHSA
- Nov 7 Patricia Willis, Director, resigned from the Board
- Nov 10 By-laws & Constitution committee meeting**
- Nov 14-17 Rickhey Margolese attended CHSF mid-term meetings in Ottawa where they had a meeting on the Hill
- Nov 15 Carol Meindl attended EPCA's AGM
- Nov 17 Larry DePoe & Carol Meindl attended QCGN's press conference on Bill 10
- Nov 17 Larry DePoe & Carol Meindl represented QFHSA at the EMSB's cocktail reception
- Nov 19 Marlyn Brownrigg visited with a local Home and School Association
- Nov 21 Marion Daigle attended the Montreal Council of Women Luncheon on behalf of QFHSA
- Nov 25 Literacy Committee meeting**

Nov 26	Rickhey Margolese, Vice-President, requested a leave of absence
Nov 27-28	QPAT convention – table manned by staff & directors
<b>Nov 28</b>	<b>RER meeting (following School Board elections)</b>
<b><u>December 2014</u></b>	
<b>Dec 4</b>	<b>Hiring committee meeting</b>
Dec 10	Brian Rock & Rhonda Boucher attended Governing Board training workshops at WQSB
Dec 11	Winter issue of the QFHSA distributed to members
<b><u>January 2015</u></b>	
Jan 5	Hugh Maynard and Qu'Anglo hired as new Editors of the QFHSA NEWS
<b>Jan 14</b>	<b>Editorial meeting</b>
Jan 22	Carol Meindl attended a QCGN Membership meeting
<b>Jan 23</b>	<b>Board of Directors' Meeting at Chateau Vaudreuil</b>
<b>Jan 24</b>	<b>Director's Retreat at Chateau Vaudreuil</b> with facilitator Madalena Coutinho to work on a Strategic Plan
Jan 26	Launching of Famous Family Recipes and Family Treasures essay competitions
<b><u>February 2014</u></b>	
Feb 1-7	Teacher Appreciation Week in Quebec
Feb 8-14	Teacher Appreciation Week in Canada
<b>Feb 4</b>	<b>Literacy Committee Meeting</b>
<b>Feb 4</b>	<b>Budget Meeting of the Finance Committee</b>
Feb 10	Larry DePoe & Carol Meindl met with David Johnston of OCOL
Feb 12	Our members were invited to attend an evening with Barbara Coloroso hosted by Congregation Beth Tikvah
Feb 16	Board of Directors met with Madalana Coutinho for Strategic Planning, Part II
<b>Feb 20</b>	<b>RER Committee meeting – focus Education sub-committee</b>
<b>Feb 20</b>	<b>Board of Directors' meeting</b>
Feb 22	Charitable tax receipts completed and mailed out
Feb 23	Agriculture in the Classroom teleconference (Carol Meindl)
<b><u>March 2015</u></b>	
<b>Mar 2</b>	<b>Inaugural meeting of COFFEE (Coalition for the Future of English Education in Quebec) at the QFHSA offices.</b>
Mar 12	Regional Council held for EMSB Home & School Associations
Mar 13	YES 2015 workshop series begins
Mar 13	Spring issue of the NEWS distributed to members
<b>Mar 19</b>	<b>Executive Appreciation Dinner</b> took place at La Casa Grecque. Corey Szwarcok from Dynamix was the guest speaker.
Mar 20	Famous Family Recipes essay competition ends
<b>Mar 21</b>	<b>Board of Directors' meeting</b>

- Mar 23 Carol Meindl & Marlyn Brownrigg met with Brian Smith to discuss Financial Literacy
- Mar 25 Resolutions sub-committee meeting**
- Mar 30 Brian Rock attended the LRSP roundtable of National Dialogue in Ottawa
- Mar 31 Carol Meindl attended a breakfast hosted by QCGN and featuring launch of CPF's Virtual Choir project video which QFHSA partially subsidized

**April 2015**

- April 3 Deadline for submissions to the Farm to Fork & Family Treasures essay competitions
- April 10 PACTE committee meeting – attended by Larry DePoe
- April 10 Carol Meindl, Rhonda Boucher & Marlyn Brownrigg headed to Quebec City to make a presentation to the CPC at Central Quebec School Board on April 11
- April 15 Marlyn Brownrigg and Carol Meindl held a regional council at Western Quebec School Board**
- April 16 Editorial Meeting**
- April 24 Board of Director's meeting**
- April 27 RER meeting**
- April 27 2<sup>nd</sup> COFFEE meeting** at QESBA attended by Brian Rock, Carol Meindl and Larry DePoe

# GLOSSARY OF ORGANIZATIONS 2015

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



# GLOSSARY OF ORGANIZATIONS 2015

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

## GLOSSARY OF ORGANIZATIONS 2015

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

# GLOSSARY OF ORGANIZATIONS 2015

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

**QFHSA 70<sup>th</sup> ANNUAL GENERAL MEETING – May 2, 2015**  
**BUSINESS MEETING PROCEDURE**

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

# PARLIAMENTARY PROCEDURE

## PRINCIPLES

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

## PURPOSE

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

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

## THE MAIN MOTION

### WHAT IS A MOTION?

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

### WHEN IS A MOTION NEEDED?

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

### THE STEPS TO PRESENTING A MOTION ARE:

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

**"The motion is carried"** (or is defeated).

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

## SUBSIDIARY MOTIONS

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

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

Inserting or adding a word, phrase or sentence.

Striking out a word, phrase or sentence.

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

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

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

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

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

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

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

Chairman announces the outcome:

**"The amendment is carried (or defeated)."**

**"The motion now before the meeting is . . . ."**

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

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

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

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

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

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

- Recommended useful resource materials available for reference during a meeting:

A copy of your organization's Constitution and By-Laws. Robert's Rules of Order or other guide to basic rules of parliamentary procedure.

**MINUTES OF THE ANNUAL GENERAL MEETING  
QUEBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS INC.**

Held May 3, 2014 at the Novotel Hotel in St Laurent

Registered and present during the Annual General Meeting were 80 people including special guests:

David D’Aoust, President of Quebec English School Board Association; Kate Le Maistre, Chair of Advisory Board on English Education; Charles Taker, Liaison Officer, Office of the Commissioner of Official Languages; Howard Miller, Director on the Association of Director Generals of English School Boards of Quebec; Raymond Ledoux, Central Parents Committee Chair, New Frontiers School Board; Mike Nalecz, CPC Chair, Lester B. Pearson School Board; Susan Chirke, Director, Quebec Anglophone Heritage Network; Rita Legault, Director of Communications and Public Affairs, Quebec Community Groups Network; Corrine Payne, Vice President, Quebec Federation of Parent Committees; Marilyn Ashby, Life Member of Canadian Home and School Federation; Susan Wilson, Sandra Binns, Michelle Ercolini, and Deb Giesbrecht, Directors, Canadian Home and School Federation; Quebec Federation of Home and School Association Directors and Past Presidents: Marion Daigle, Debi Brown, Susan Tweddell, Sylvia Adams and Staff

The Saturday evening Awards Dinner was attended by 139 people, including special guests:

Charles Taker, Liaison Officer, Office of the Commissioner of Official Languages; David D’Aoust, President of Quebec English School Board Association; Howard Miller, Director of the Association of Director Generals of English School Boards of Quebec; Raymond Ledoux, Central Parents Committee Chair New Frontiers School Board; Mike Nalecz, CPC Chair, Lester B. Pearson; Susan Chirke, Director, Quebec Anglophone Heritage Network; Sylvia Martin-Laforge, Director General, Quebec Community Groups Network; Corrine Payne, Vice President, Quebec Federation of Parent Committees; Marilyn Ashby, Life Member of Canadian Home and School Federation; Susan Wilson, Sandra Binns, Michelle Ercolini, and Deb Giesbrecht, Directors, Canadian Home and School Federation; Quebec Federation of Home and School Association Past Presidents: Marion Daigle, Deb Brown, Susan Tweddell and Sylvia Adams; Deb Kellman, DM Family Services

The theme of the 2014 AGM was *70 Years of Challenge and Change*

There were 25 local Home & School Associations present. Local Associations with voting delegates were:

Beacon Hill Elementary	John Rennie High School	St. Charles Elementary
Birchwood Elementary	Lakeside Academy	St. Patrick Elementary
Buckingham Elementary	Lindsay Place High School	St Thomas High School
Dunrae Gardens Elementary	Macdonald High School	Thorndale Elementary
East Hill Elementary	New Richmond Elementary	Westwood High School
Edinburgh Elementary	Pierre Elliott Trudeau Elementary	

Gardenview Elementary	Poltimore Elementary	
Greendale Elementary	Sherwood Forest Elementary	
Hillcrest Academy	Soulanges Elementary	
Honore-Mercier Elementary	Souvenir Elementary	

## WELCOME AND INTRODUCTIONS

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

The remaining Directors were also presented to the delegates and those finishing their 2 year terms were thanked for their services (not at head table): Joyce Shanks, Director and Time Keeper, Wanda Leah Trineer, Treasurer; Patricia Willis, Director and Mona Segal who sent her regrets but would be joining the meeting later.

The President welcomed the invited guests: David D'Aoust, President of Quebec English School Board Association; Kate Le Maistre, Chair of Advisory Board on English Education; Charles Taker, Liaison Officer, Office of the Commissioner of Official Languages; Howard Miller, Director of the Association of Director Generals of English School Boards of Quebec; Raymond Ledoux, Central Parents Committee Chair New Frontiers School Board; Mike Nalecz, CPC Chair, Lester B. Pearson; Pierre Chouinard, President, English Parents Committee Association; Susan Chirke, Director, Quebec Anglophone Heritage Network; Rita Legault, Director of Communications and Public Affairs, Quebec Community Groups Network; Corrine Payne, Vice President, Quebec Federation of Parent Committees; Marilyn Ashby, Life Member of Canadian Home and School Federation; Susan Wilson, Sandra Binns, Michelle Ercolini, and Deb Giesbrecht, Directors, Canadian Home and School Federation; Quebec Federation of Home and School Association Directors and Past Presidents: Marion Daigle, Debi Brown, Susan Tweddell and Sylvia Adams.

Regrets were received from:

Chantal Beaulieu, Assistant Deputy Minister of Education; Angela Mancini, Chair of the English Montreal School Board; Suanne Stein Day, Chair Lester B, Pearson School Board and Paule Langevin, Community Learning Centers Initiative Director.

## GREETINGS

**Howard Miller**, Director, ADGESBQ brought greetings on behalf of the Director Generals of the School Boards and took some time to praise Marion Daigle for her pioneering of the RESPs back in the 70's.

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



**Deb Giesbrecht** and **Michelle Ercolini**, Directors from Canadian Home and School Federation brought greetings on behalf of all the directors and thanked QFHSA for their hospitality.

**David D'Aoust**, President of QESBA, brought greetings and spoke of exciting times in education. He praised QFHSA as a voice for parents and expressed appreciation for receiving copies of our briefs and resolutions. He indicated that QFHSA parents will be needed to help mobilize the efforts to get eligible voters onto their School Board electoral lists in anticipation of the November 2014 School Board Elections.

#### **MEMBERSHIP AND NEWSLETTER PRIZES**

Membership awards were presented by Marlyn Brownrigg, Membership Service Coordinator and Carol Meindl, Executive Director, to five (5) local associations. They also welcomed two new associations, Poltimore and Eardley Elementary Schools from the Western Quebec School Board. Newsletter Awards, which were judged and selected by Martha Farley, were presented by Lisa Fougere, Editor of the QFHSA NEWS and Carol Meindl, Executive Director to two (2) Elementary Schools and one (1) High School.

#### **EXPLANATION OF AGM KIT**

Carol Meindl, Executive Director, gave a brief explanation of the documents included in the kit and she mentioned that although an evaluation form was not included in the kits, there is a Volunteer sign-up sheet in the back of the kit. An evaluation form would be sent out electronically following the AGM. Lawrence DePoe, President, explained how to use the voting cards.

#### **KEYNOTE SPEAKER**

The Keynote Speaker was Clifford Lincoln, former Quebec MNA and Federal MP, and longtime advocate for rights. He was introduced by Marion Daigle, QFHSA Archivist and Past President. Mr. Lincoln reflected on the theme of *challenge and change* recalling his own observance of the beach cleaning crews in Mauritius. He noted that their work would always be necessary until such a time as people's behaviour changed. This is also the case for Home and School parents, he said, whose job is to change the behaviour of their children for the better and for schools to reinforce that corrected behaviour. Meaningful change takes time and patience and we must have the long-term goal in mind to work towards. Mr. Lincoln cited the aboriginal view of long-term investment in the world as necessary to achieve the desired outcome. He also noted a connection to the change that has occurred in the care of members of the mentally handicapped community through such organizations as L'Arche. The challenge was to give such individuals a chance to find wellbeing and peace. It was a change in attitude, in what these individuals can bring to those who care for them and to society as a whole, often bringing out the best in people, that made that change possible.

Mr. Lincoln answered a few thoughtful questions from the floor and closed his address with advice to all present to "keep plugging" at those things that are important for the betterment of society.

## **AGM BUSINESS SESSION**

The Annual General Meeting was officially called to order.

Carol Meindl, Registration Credentials, reported that there were presently 25 Home & School Associations in attendance which fulfilled the requirements for a quorum.

### **1. APPOINTMENTS & PROCEDURES:**

Parliamentarian	Debi Brown
Recording Secretary	Carol Meindl
Speakers List	Marlyn Brownrigg, Mary Skagos
Time Keeper	Joyce Shanks
Credentials	Carol Meindl, Marlyn Brownrigg, Mary Skagos
Scrutineers	Carol Meindl
Steering Committee	Rosalind Hoenig, Patricia Willis

**MOTION:** Betty Skagkos (Gardenview)/ Lisa Fougere (Birchwood) motion to accept these appointments. **CARRIED**

### **1.1 Business & Parliamentary Procedure**

Debi Brown briefly reviewed the Business Meeting Procedures described in the Book of Reports, p. 8, and the principles of Parliamentary Procedure, p. 9.

**2. ACCEPTANCE OF AGENDA:** There was an amendment to the agenda:  
Item #6 Rights and Education would be moved to item 9 (to after lunch) and Item #9 Membership, would be moved to item #6.

**MOTION:** Lisa Fougere (Birchwood)/Susan Afonzo (St Charles) to accept the agenda as presented. **CARRIED**

**3. ADOPTION OF THE MINUTES OF 2013 AGM** (Book of Reports, p. 11-18)

**MOTION:** Cheryl Boucher (John Rennie)/ Effie Kontakos (Souvenir) to accept the amended 2013 AGM Minutes in the Book of Reports.

**CARRIED**

There was no business arising from the 2013 AGM Minutes.

### **4. PRESIDENT'S REPORT (Book of Reports, p. 19)**

Lawrence DePoe, President, spoke to his report. He reflected on the past year touching on such topics as the recent election campaign, the Quebec 3.7 billion dollar deficit, and the proposed closing of some of the Ministry of Education regional offices. He reminded Home and Schools that the QFHSA directors are happy to visit their association and offer whatever help and advice might be needed. He also reminded locals associations that although home and schools are often pressured to fundraise, they should not be asked to shoulder the burden of major school renovations or projects. QFHSA will be very

involved in mobilizing awareness of school board issues preceding the November School Board elections. The President's Report was received.

5. **EXECUTIVE DIRECTOR'S REPORT** (Book of Reports, p. 20-21)  
Carol Meindl, Executive Director, spoke to her report, highlighting some of the more important events in 2013 and reminding Home and Schools that their primary objective should not be fundraising but rather the building of community and the power of collective action. The Executive Director's report was received.
  
6. **MEMBERSHIP COMMITTEE** (Book of Reports, p. 49-50)  
Marlyn Brownrigg, Membership Services Coordinator, explained briefly to the delegates that the listing of schools in good standing is indicative of how much of the paper work is in and how much is still outstanding. She reviewed our membership numbers and welcomed 2 new associations – Politmore and Eardley Elementary Schools. She expressed the pleasure she and the Executive Director experienced in attending the Regional Council meeting in Gatineau in January. She recommended that out-going Presidents write their Year-end report in June, before everyone has left for vacation and to not leave that task to the incoming president. The Membership report was then received.
  
7. **RESOLUTIONS AND CONSTITUTION/BY-LAWS REPORT** (Book of Reports, p. 51-54)
  - a. **Disposition of 2013 Resolutions**  
Rickhey Margolese, Resolutions Committee Chair, reported that there were no resolutions in 2013 except for a draft resolution on Financial Literacy, which was tabled to the 2014 AGM. She reminded the delegates on the importance of resolutions and reiterated her request to delegates to form a sub-committee to work on the QFHSA Statement of Policy.
  
  - b. **RESOLUTIONS from the floor**  
There were no resolutions from the floor.
  
  - c. **Draft Resolution 2015/01**  
A draft resolution on Cultural Diversity and Reasonable Accommodation was presented to the delegates for consideration over the next year. This draft will be built upon by committee and local association consultation and brought to the 2015 AGM for caucusing and adoption. The Resolutions Report was received.
  
  - d. **Propose By-Law changes-** Rickhey Margolese, Chair of Constitutions/By-laws presented the proposed amendments to the QFHSA By-Laws. Each proposed amendment was voted on individually.
    - i. ***Pg 3 of 10 - Article III- 1.Board of Directors c)***  
Directors shall generally be eligible for re-election; however, a person may serve as a Director for no more than five (5) consecutive terms. ***ADD If a Director wishes to run for additional terms, this decision must be approved by a motion at a Board of Directors meeting prior to AGM.***

**Motion** to accept the By-Law addition- Lisa Fougere (Birchwood)/Myrna Howatson (New Richmond) **CARRIED**  
The addition will be integrated into the By-Laws

**ii. Page 4 of 10 - Article III- 2. Officers b. and c.**

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

**Motion** to adopt change – Betty Skagkos (Gardenview) /Lisa Yee (Beacon Hill) **CARRIED**  
The change will be integrated into the By-Laws

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

**Motion** to adopt the By-Law change - Rhonda Boucher (Poltimore) / Susan Alfonso (St Charles) **CARRIED**  
The change will be integrated into the By-Laws

**iii. Pg 7 of 10 - Article IX - Board of Directors and Executive Committee 5.**

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

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

There was a request to add to the proposed amendment the word “draft” as a statement from the board should not represent the whole membership without sufficient consultation. Some discussion ensued. It was decided to table the proposed amendment to the caucus session later in the agenda.

The **Membership and Newsletter awards** were presented.

**Membership Awards** were accepted by representatives of Beacon Hill, Dunrae Gardens, Greendale, Ayer’s Cliff Elementary Schools and by Westwood High school.

**Newsletter Awards** were accepted by representatives of William Latter, Pierre Elliot Trudeau Elementary Schools and by Macdonald High.

**8. FINANCE COMMITTEE REPORT** (Book of Reports p. 43)

Leah Trineer, Treasurer, spoke to the Financial Report. She gave credit to the Finance Committee and the staff for keeping the finances in good order. She reported that there were some changes to the General Accounting Principles that led to the decision to move

from a Full Audited Statement to a Financial Review, as the former was no longer affordable for an organization the size of QFHSA.

*2013 Financial Statement and Auditor's Report (p. 29)*

**MOTION:** Columba Monteleone (St Charles)/ Stephanie Hill (Thorndale) to accept the 2013 financial statements and the Auditor's Report.

**CARRIED**

a. *Proposed Budget revised 2014 and 2015 (p. 44-46)*

Leah Trineer presented the proposed revised budget for 2014 and proposed budget for 2015. She answered the various questions put forth from the delegates.

**MOTION:** Mimi Hamon (St Patrick)/ Susan Afonso (St Charles) to accept the proposed 2014 budget

**CARRIED**

**MOTION:** Stephanie Hill (Thorndale) /Columba Monteleone (St Charles) to accept proposed budget for 2015

**CARRIED**

b. *Re-Appointment of Auditor for 2014 – Verelli Arrizza*

**MOTION:** Columba Monteleone (St Charles) /Tanya Radharkrishna (Edinburgh) to re-appoint Verelli Arrizza as auditor for the QFHSA for the year 2014

**CARRIED**

**9. RIGHTS AND EDUCATION JOINT REPORT (Book of Reports p. 24-25)**

Mona Segal, co – Chair, spoke to the Rights and Education joint report. She spoke of what a privilege it was to work with a team of enthusiastic and responsible parents to draft the Response to Bill 60 (Charter of Quebec Values). She encouraged other concerned parents to join the Rights Committee and help draft future positions. Marion Daigle spoke to the History/ Archives Report and reminded the delegates that the first resolution passed by the QFHSA was regarding school taxation. The Rights Education Joint Report was received.

**10. LITERACY COMMITTEE REPORT (Book of Reports p. 57-59 )**

Wanda Leah Trineer, Chair, gave an overview of her report which offered outline of the literacy activities that the committee had taken on over the past year. She thanked all committee members for helping fulfill the mandate of the Literacy Committee. She drew the attention of the delegates to the Reluctant Reader Program as well as the Essay Contest projects. She encouraged the delegates to consider the TD Canadian Children's Book Centres website for a selection of age appropriate books to educated children on the history of the First World War. The Literacy report was received.

**11. RESOLUTIONS 2014 REPORT (Book of Reports p. 51)**

Rickhey Margolese, Chair of the Resolutions Committee presented the two draft resolutions to the delegates prior to the caucusing session:

**Resolution 2014/01 Financial Literacy**

After some discussion from the floor , it was suggested that owing to the fact that the Federal Government had finally appointed Jane Rooney as Financial Literacy Leader, that the 1st Therefore should be amended to be become the 6th Whereas and read as follows:

*Whereas the Federal Government has appointed a Financial Literacy Leader to implement a National Strategy for Financial Literacy.*

and

That the 2nd Therefore become the 1st Therefore and be amended to read:

*Therefore be it resolved that we urge the Quebec Ministry of Education, Leisure and Sport to make Financial Literacy a compulsory part of the Quebec Curriculum*

It was suggested that the following destinations be added: QPAT and for Information: EPCA, the nine CPCs, the 5 major Canadian banks and Jane Rooney, National Financial Literacy Leader

**MOTION:** Marilyn Boyer (St Thomas)/Nancy Tellier (Lindsay Place) to amend the resolution as suggested. **CARRIED**

**MOTION:** Tanya Radharkrishna (Edinburgh) / Effie Kontakos (Souvenir) to adopt the resolution as amended **CARRIED**

**Resolution 2014/02 Permanent Linguistic Voters Lists For school Board Elections**

There was one amendment suggested for this resolution. A change to the bullet after the last Therefore: to add the words: “where domiciled” to the end of the sentence. Two suggested destinations to be added: Comité de gestion de la taxe scolaire and Le Directeur Général des Elections du Quebec

**MOTION:** Patricia Willis (Dunrae Gardens)/Betty Skagkos (Gardenvue) to accept the amendment one abstention - **CARRIED**

**13. NOMINATIONS REPORT** (Book of Reports p. 69)

Rosalind Hoenig, Chair of Nominations Committee, presented the Nominations Report. She explained the duties and obligations of a director and of an officer. Then she introduced the nominees for Directors for the years 2014-2015 and the nominees for officers.

***Election of Directors/Officers***

**Three (3) Directors have completed the second year of a 2012-2014 term:**

Wanda Leah Trineer                      Rosalind Hoenig                      Patricia Willis

**Nominations for a two-year term, 2014 - 2016**

Brian Rock      Rhonda Boucher      Rosalind Hoenig      Wanda Leah Trineer

**Current Directors completing the term 2013-2015**

Rickhey Margolese      Mona Segal      Lawrence DePoe      Joyce Shanks

There was one nomination from the floor for Director: Rosalind Hoenig nominated Patricia Willis. Motion was moved and seconded by Rhonda Boucher

(Poltimore)/ Lisa Yee (Beacon Hill). Patricia Willis accepted the nomination.  
The Nominations for Directors was declared closed by Colomba Monteleone (St Charles)/ Susan Brown (Thorndale) **CARRIED**  
Let the record show that the new slate of Directors as presented was received and elected by acclamation.

The list of Nominees for Executive positions was presented. There were two nominations from the floor:

Patricia Willis nominated Rosalind Hoenig for the position of Executive Vice President. Rosalind accepted the nomination.

**Motion** was passed by Patricia Willis (Dunrae Gardens) / Susan Brown (Thorndale). **CARRIED**

Leah Trineer nominated Mona Segal for the position of Secretary. Mona accepted the nomination.

**Motion** was passed by Marilyne Boyer (St Thomas)/ Betty Skagkos (Gardenview) **CARRIED**

#### **Nominations for Officers 2013-2015**

President	Lawrence DePoe
Executive Vice President	Rosalind Hoenig
Vice-President	Rickhey Margolese
Vice President	Brian Rock
Treasurer	Wanda LeahTrineer
Secretary	Mona Segal

Let the record show that the new slate of Executive, as presented by the nomination committee, was elected by a majority (5 against)

#### **14. INSTALLATION OF BOARD OF DIRECTORS FOR 2014-2015**

Debi Brown, Past-President of QFHSA, installed the Board of Directors for 2014-2015.

A motion from the floor was received.

**MOTION:** To accept all the remaining reports in the Book of Reports *en bloc*  
Marilyne Boyer (St.Thomas) /Carol Rybinski(Lakeside) **CARRIED**

**15. ADJOURNMENT**

**MOTION:** to adjourn the meeting at 5:00 p.m. Jennifer deWaard (Buckingham)/ Stacey Smallion (Buckingham) **CARRIED**

\_\_\_\_\_  
Lawrence DePoe, President

\_\_\_\_\_  
Mona Segal, Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



## **PRESIDENT'S MESSAGE 2015**

Report to the Annual General Meeting, May 2, 2015

Submitted by Lawrence DePoe, President

It has been a turbulent year in education – disruptions in university classrooms, school board elections, recent announcements announcing the end of school board elections, and possibly school boards as well.

While the majority of children are not directly affected by these changes, it does tend to promote a climate of uncertainty and without a clear path forward, it appears to be more difficult to plan for the future of schools in our province.

On the other hand, it can also be seen as an opportunity for change – and we have not yet seized on this opportunity.

We are already a couple of decades into the wave of technology that has already profoundly changed the working world and society, yet we still maintain a largely status quo educational system. We haven't figured out our way forward.

We spend much of our time reacting to events instead of reflecting on what we are doing and looking for better ideas for our future. So QFHSA wants to see an Estates General on education – where do we go from here?

As part of this thinking, QFHSA is actively promoting a Coalition of Education partners to seek a way to preserve parent participation in any process of moving forward. **COFFEE (Coalition for the Future of English Education in Quebec)** will be monitoring any changes and responding to them. Do you have ideas to contribute?

If so, we look forward to meeting you - either at your local Home and School, regional council, or at our AGM.

## **Executive Directors Report**

Report to the Annual General Meeting, May 2, 2015

Submitted by Carol Meindl, Executive Director

It is easy to look back at 2014-15 and answer the question: “What was the biggest challenge and the greatest accomplishment of the year? Answer: **School Board Election Promotion**. From the moment the date of the school board election was announced, the Rights, Education and Resolutions Committee made it a priority concern. Gathering the information and compiling the Special Issue of the QFHSA NEWS and getting the bulletin distributed to the nine (9) English School Board schools took up a large chunk of the office staff’s time, but it was well worth it. QFHSA provided a valuable service to the community at large and raised our own profile in the Education sector as a key player. We sincerely believe that our efforts made a difference.

As a follow up to the new government’s budget cuts and announcement of yet further cuts to Education, QFHSA took the lead in establishing a **Coalition for the Future of English Education in Quebec (COFFEE Quebec)** and invited all the major education sector organizations to come together to discuss the future of English education in Quebec. We believe all have a stake in education and reason to want to see English education continue to be available and vital in the province of Quebec.

These were some the ways QFHSA represented the voice of parents at the provincial level.

At the local level, QFHSA continued to provide the services that it believes are essential to support well run Home and School associations: **the Executive Workshops, Fall Conference, and Regional Councils**. These three events allow representatives from the member associations to learn best practices in governance as well as receive information on the responsibilities and obligations of being a member.

Part of the mission statement for Home and School is to enhance the learning experience for children and youth. Our local associations have done this on multiple levels throughout the year and QFHSA has had a few initiatives of its own: **Youth Exploring Science**, the **Essay Competitions (Family Treasures and Famous Family Recipes)** and our **Reluctant Reader program**. We also partnered with Canadian Parents for French on the **Virtual Choir Project “Une Petite Suite Quebecoise”** Each activity serves a different aspect of learning, be it scientific, cultural, literacy or artistic. You will find full reports on these projects in this year’s Book of Reports.

QFHSA remains part of a larger community and its directors and staff take that responsibility seriously by serving on a variety of community boards and councils: **Provincial Advisory Council of Teachers of English (PACTE)**, **Quebec Anglophone Heritage Network (QAHN)**, **Community Learning Centers/ LEARN (CLC/LEARN)**, **Quebec Community Groups**

**Network ( QCGN) Canadian Home and School Federation ( CHSF), Language Rights Support Program\* (LRSP), Quebec Center for Literacy\* ( QCL) Canadian Parents for French –Quebec\* (CPF-Q)**

\* new partnerships (see written report)

The resolutions adopted by the membership at the Annual General Meeting in 2014 and then shared through the extensive list of destinations, **2015/01 Financial Literacy** and **2015/02 Permanent Linguistic Voters List**, also served to share the values and concerns of the Home and School population with the wider community. There has been some movement on the part of the government in regards to the commitment of teaching Financial Literacy in the Quebec curriculum. (See the Education report) In many and varied ways, QFHSA continues to bring the perspective and experience of the parent to the discussion table, be it at the local level or at the provincial level and, through our membership with Canadian Home and School Federation, even to the federal level.. Together we are stronger!

I would like to offer a sincere thank you to the Board of Directors and the Office Staff for all their hard work and dedication over this past year, and I look forward to 2015-16 and the challenges it will, undoubtedly, bring.

## **ADMINISTRATIVE/ OFFICE SERVICES-HIRING COMMITTEE**

Report to the Annual General Meeting – May 2, 2015

Submitted by the Office

### Mandate:

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

### Members:

Leah Trineer (Chair), Lawrence DePoe (President), Carol Meindl (Executive Director)

### Administrative changes:

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

Executive	Chair	Lawrence DePoe
Finance	Chair	Leah Trineer
Administration/Office	Chair	Leah Trineer
Services-Hiring		
Nominations	Chair	Leah Trineer
AGM General Arrangement	Chair	Patricia Willis/ Rosalind Hoenig
Literacy	Chairs	Leah Trineer
Communications	Chair	Mary Skagos
• Editorial	Chair	Christina Franc
Membership Development	Chair	Marlyn Brownrigg
Rights, Education and Resolutions	Chair	Brian Rock
Rights Sub-Committee	Chair	Brian Rock
Education Sub-committee	Chair	Mona Segal
Resolutions Sub-committee	Chair	Rickhey Margolese
Constitution-Bylaws/ Standing rules	Chair	Rickhey Margolese

### Staffing Changes:

Mary Skagos returned to work full time in September 2014, and Shadi Asadollahi continued working one day a week to serve as bookkeeper.

Lisa Fougere submitted her resignation as Editor of the QFHSA NEWS in May 2014. Joyce Shanks served as Interim Editor until January of 2015. Christina Franc of

Qu'Anglo Communications and Consulting was hired as Editor of the QFHSA NEWS in January 2015 and began work on the Spring 2015 Issue of the NEWS.

QFHSA Office Staff 2014-2015:

Mary Skagos	Administrative Assistant September 2014- present
Shadi Asadollahi	Book Keeper September 2014- present
Marlyn Brownrigg	Membership Services Coordinator
Carol Meindl	Executive Director

Contract workers

Editor, QFHSA NEWS- Christina Franc,  
Qu'Anglo Communications and Consulting  
Archivist- Marion Daigle

Board of Director Changes:

A leave of absence was requested by Rickhey Margolese for 6 months in November 2014 and was granted by the Board of Directors. A request to extend the leave of absence to a year was received and also granted by the Board of Directors. Director Patricia Willis submitted a letter of resignation in September 2014 as she was leaving the province. Coming on to the Board as Directors were Brian Rock and Rhonda Boucher.

Board of Directors 2014-2015:

Lawrence DePoe	President
Liette Chamberland	Immediate Past President
Rosalind Hoenig	Executive Vice President
Rickhey Margolese	Vice-President (on leave)
Brian Rock	Vice President
Leah Trineer	Treasurer
Mona Segal	Executive Secretary
Patricia Willis	Director
Joyce Shanks	Director
Rhonda Boucher	Director
Carol Meindl	Executive Director

## **RIGHTS, EDUCATION AND RESOLUTIONS (RER) COMMITTEE**

Report to the Annual General Meeting, May 2, 2015

Submitted by Brian Rock, Chair and Carol Meindl, Secretary

### **Members of the RER Committee:**

Brian Rock (Chair of the Rights sub-committee), Mona Segal (Chair of the Education sub-committee), and Rickhey Margolese (Chair of the Resolutions sub-committee), Carol Meindl (Secretary), Marion Daigle (Resource), Sharad Bhargava, Marlyn Brownrigg, Michael Nalezcz, Martin Roloff, and Barbara Schnider.

### **Mandate**

QFHSA is concerned with the well-being of children and the cultural health of our community as a proper environment in which to raise them. Rights are not simply an abstraction. Rights define our obligations to and opportunities for our children. Home and School has a history of pleading and defending the rights of all children and their parents. Parents should have the choice of the Official Language used in the education of their children. The development and follow-up of education policy is an important role for the QFHSA Rights, Education and Resolutions Committee.

### **2014 Rights, Education and Resolutions Committee (RER) Activities** **Rights Sub-Committee**

The Rights, Education and Resolutions Committee (RER) was very active in 2014. Despite the change of government in Québec, the talk of reforming school boards and the election of their commissioners continued. The Rights sub-committee realized that the future of English school boards rested considerably on the success or failure of the November 2<sup>nd</sup>, 2014 school board elections. The RER made it its mandate that year to elicit the interest of the general public in the forthcoming elections and get them out to vote! The QFHSA drafted a Plan of Action on School Board Elections. It partnered in the publication of a special bulletin on school board elections with the Québec English School Board Associations (QESBA), the Québec Community Groups Network (QCGN) and the Community Learning Centres (CLC).

It also partnered with the Linguistic Rights Support Program (LRSP), QESBA and QCGN in the publication of a newspaper supplement promoting awareness of English language rights in Quebec. Carol Meindl, QFHSA Executive Director, was interviewed for this publication.

And once again, the committee requested the School Boards' Three-year Plans for the Allocation and Destination of Immovables, School Deeds of Establishment as well as the School Board Policies of Change and Closures. The committee will take a close look at these documents to determine if the school boards will honour their commitments as stated or plan to deviate from them.

### Coalition for the Future of English Education in Québec (COFFEE-Québec)

In light of on-going budget cuts and the announcement in the April budget of yet further cuts to education, the RER Committee felt it was important to gather together many of the organizations with a stake in English education to consider the priorities and a call for action. On March 2, 2015 the founding meeting of the **Coalition for the Future of English Education in Québec (COFFEE-Québec)** was called. This first meeting brought together representatives from English Language Arts Network (ELAN); Office of the Commissioner of Official Languages (OCOL); Québec English School Board Association (QESBA); Leading English Education and Resource Network (LEARN); Association of Administrators of English Schools of Québec (AAESQ); Advisory Board on English Education (ABEE); English Parents' Committee Association (EPCA); Québec Community Groups Network (QCGN); Québec Anglophone Heritage Network (QAHN); Québec Provincial Association of Retired School Educators (QPARSE); Community Learning Centres (CLC); Commission scolaire du Littoral School Board; Québec Federation of Home and School Associations Inc. and the Canadian Home and School Federation (CHSF).

Each representative identified three of their major concerns for the coming year to serve as a starting point in the consideration of the future direction of the coalition.

A second meeting was scheduled for April 27, 2015. A report on the outcome of that meeting will be in the Summer Issue of the QFHSA NEWS.

### Constitutional Language Rights of Management and Control of Educational Institutions through Universal Suffrage

The Linguistic Rights Support Group (LRSG) hosted a Roundtable of National Dialogue at the University of Ottawa on March 30. The current issues in constitutional language rights in education were discussed including: equal quality of education, quality of educational facilities, bridging schools, admission of non-rights holders, non-conventional schools and the management and control of institutions.

The Rights sub-committee will monitor these current issues and follow very closely the recent developments before the Supreme Court of Canada regarding the Commission scolaire francophone du Yukon no. 23 in which the Government of Québec has intervened.

The management and control of our English-language educational institutions is a constitutional language right that we must vigorously protect.

### Education Sub-Committee

The Education sub-committee met on February 20, 2015 to determine the direction for the coming year. Each member was asked to choose one priority from a list determined the previous year. According to the members, the following were established as the top concerns for the year.

- High school drop-out/ School Perseverance
- Special Needs
- Financial Literacy
- Residential Schools
- French as a Second Language
- Curriculum Reform Failure
- QPAT Teacher Contract Negotiations

### **Resolutions Sub-Committee**

Members: Rickhey Margolese- Chair, Brian Rock, Carol Meindl, Joyce Shanks and Marlyn Brownrigg

### **Resolutions 2014**

Two resolutions were proposed and subsequently adopted at the 2014 AGM:

2014.01 Financial Literacy

2014.02 Permanent Linguistic Voters List

### **Disposition of Resolutions**

Copies of the Resolutions were mailed out to all the destinations in May 2014. Acknowledgements of receipt were received from:

#### 2014/01 Financial Literacy

June 04	Anne Rochette (Conseillère politique) Cabinet du Ministre de l'Éducation, du Loisir et du Sport
June 06	Federal Minister of Finance, Hon. Joe Oliver
June 19	Jane Rooney, Financial Literacy Leader Financial Consumer Agency of Canada
Aug 14	Catherine Dupont for Ministre de l'Éducation, du Loisir et du Sport Yves Bolduc

#### 2014/02 Permanent Linguistic Voters List

June 04	Marie Hélène Tremblay, L'attachée politique du cabinet du chef de l'opposition officielle
Oct 24	Josee Charette, Assistant to the Directeur Général des Élections du Québec



2014/01 and 2014/02  
June 6

François Legault, Député de L'Assumption,  
(Chef, Coalition Avenir Québec)

### **Annual General Meeting 2015- Proposed Resolutions**

The resolutions sub-committee met in tandem with the Rights, Education and Resolutions Committee and its work was done at those meetings. On November 7, 2014 the committee determined that the issues to be addressed through QFHSA resolutions would be **Cultural Diversity and Inclusion, History of Residential Schools** and possibly a re-affirmation of **School Maintenance** (2001-06).

In spring 2015, the committee began work on revising and fine-tuning the resolutions, in preparation for them to be distributed to the membership for feedback prior to AGM. The final drafts are to be presented and caucused at AGM before adoption by the membership.

Three draft resolutions were then presented to the membership in March and then again in April:

**Resolution 2015 /01 Cultural Diversity and Inclusion** (originally introduced in draft form at AGM 2014)

**Resolution 2015 /02 History of Residential Schools** (original resolution submitted by St. Thomas High School Home and School Association)

**Resolution 2015 /03 School and School Yard Maintenance** (update of resolution 20101/06 School Maintenance)

### **Statement of Policy**

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

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

## **REPORT ON SPECIAL BULLETIN ON SCHOOL BOARD ELECTIONS**

Report to the Annual General Meeting, May 2, 2015

Submitted by Carol Meindl, Executive Director

On August 22, 2015 the QFHSA Rights, Education and Resolutions (RER) committee decided that the priority issue for 2014 was to be School Board Elections. From the moment the date of the school board election was announced, the Rights, Education and Resolutions Committee knew it was going to be an uphill battle. It was decided that QFHSA would produce a Special Bulletin on School Board Elections, with contributions requested from the Quebec English School Board Association, the Quebec Community Groups Network, out-going Commissioners as well as a message from our president. Included in the bulletin would be information on returning officers of the various school boards and how to get on the right electoral list.

Gathering the information and compiling the Special Issue of the QFHSA NEWS and getting the bulletin distributed to the nine (9) English School Board schools took up a large chunk of the office staff's time throughout September and October, but it was well worth it. QFHSA provided a valuable service to the community at large and raised our own profile in the Education sector as a key player. We sincerely believe that our efforts made a difference.

In all, 40,000 copies of the special bulletin were printed and distribution was successful, due in large part to the generosity of the school boards, who permitted the bulletin to be included in their internal mail system and thus delivered to the principals of all the schools. From there it was distributed to the parents. Naturally, not every parent would receive one as there were 90,000 students enrolled in the school boards, collectively and budget constraints allowed for only 40,000 to be printed, but we felt a large percentage of the families would receive the important information.

We also received additional help in distribution through our partners: the QCGN through their electronic Daily Briefing, and QAHN through their Heritage Line. Electronic copies were sent to student associations in the universities and CEGEPs for further distribution to that voting cohort. Items from the special bulletin were made available again in the Fall Issue of the QFHSA NEWS. Feedback from our initiative has been overwhelmingly positive. The QFHSA helped prove that English Speaking Quebecers do indeed take pride in their public schools, take their responsibility for their school boards seriously and will defend their right to self-determination of our school system through universal suffrage in school board elections.

**QFHSA HISTORY AND ARCHIVES PROJECT**  
**Report to the Annual General Meeting, May 2, 2015**  
Submitted by Marion Daigle, Coordinator

**Mandate**

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

At the present time the Project work has focused on organizing the Archives. The Archives will provide access to our extensive resource materials for researching and writing a detailed history of the Federation.

**Project Staff**

Marion Daigle, Co-ordinator and Carol Ohlin, Assistant

**Highlights 2014-15**

**1. Archival Work – Assessment, Sorting, Organizing**

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

There are now over 200 archival boxes of preliminary historical files. They comprise a large number dealing with Local Association activities, Briefs, Resolutions and Policy, QFHSA NEWS (dating from 1948 onwards), records of QFHSA committees, conferences, countless projects and the list goes on..

**2. The Calvin and Winifred Potter Files**

In May 2014 the Potter family donated thirty boxes and bags of archival material pertinent to their QFHSA volunteer work, covering the period of 1968 to 2009. This has occupied a major portion of our archival work in the QFHSA 2014 – 15 year.

Some incredible material has come to light. An Example

Bill 1 and Bill 101. In 1977 The QFHSA Action Committee sent out 239 mailings requesting copies of briefs prepared for the Government of Quebec hearings, which included those from education organizations and/or groups, businesses, cultural associations and individuals, etc. One hundred and eighteen Briefs were received as well as correspondence from those who did not wish to circulate their briefs or were never heard. All of the above would be of interest to historians and researchers dealing with this legislation. Dr. and Mrs Potter would have read most, if not all, of this material which is why it was kept at their home. There were also an amazing number of press clippings from 1970s and the 80s on the Bill 101 legislation as well.

Both of these tireless volunteers were members of the QFHSA Action Committee, formed in 1977, and which led to the Rights Committee, formed in 1981, and still active today. They were responsible for countless QFHSA briefs and resolutions regarding legislation affecting the rights of parents to choose the language of instruction for their children. This spanned a period of over thirty years.

Files of their working drafts as well as correspondence, press releases etc. now form an integral part of the QFHSA archives. All of this gives substance to the work this remarkable couple accomplished on behalf of parents and the QFHSA.

There were also numerous press clippings on Bills 22, 28, 71, 78, 63, and Regulation 6 from the 1970s and 80s.

### 3. **QFHSA History Booklet – A History of Achievement**

It is hoped to have a short version of QFHSA's history in booklet form by May 2, 2015, in celebration of the Federation's first Annual General Meeting held in 1945.

While I am responsible for the text and photos I am grateful for the generous assistance with typing, proofreading and editing by Phil Daigle, Carol Meindl, Mary Skagos, Marlyn Brownrigg and especially by Carol Ohlin, project research assistant, and Andre Knox on design and layout.

It is hoped that all Home and Schoolers and others in the wider community will have cause to be proud of this remarkable organization, active in Quebec for more than 70 years.

### 4. **Kahnawake Tour, November 2, 2014**

Carol Ohlin and I were privileged to represent QFHSA for a day-long tour of the Kahnawake reserve near Montreal. It was organized by the Association of Geography Teachers and Global Educators whose President is Cameron Gray. A group of approximately twenty teachers and others were led by Kahnawake community leaders to various sites where we learned of the rich history, traditions, culture and heritage of these Indigenous Peoples.

QFHSA has historical connections regarding education issues affecting Indigenous Peoples dating back to the 1950s and 60s. During the 1990s Harold Spanier, Nomad Scientist, and I, representing the QFHSA Literacy Committee, gave workshops at the Reserve.

### 5. **Local Associations Archives Recommendation**

Already some local associations have donated their files to QFHSA, especially from those where schools have been closed.

It is recommended that local Home and School Associations take steps to record their history and to catalogue their archives.

Information is included in the AGM Conference kit.

**QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS**

**FINANCIAL STATEMENTS**

**AS AT DECEMBER 31, 2014  
(Unaudited)**

**QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS**

**FINANCIAL STATEMENTS**

**AS AT DECEMBER 31, 2014  
(Unaudited)**

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

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**REVIEW ENGAGEMENT REPORT**

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To the Directors of  
QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

We have reviewed the statement of financial position of Québec Federation of Home and School Associations (Federation) as at December 31, 2014 and the statements of changes in net assets, operations and cash flow for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly, consisted primarily of enquiry, analytical procedures and discussions related to information supplied to us by the Federation.

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

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

*Verelli Arrizza*

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Pointe Claire, Québec  
April 10, 2015

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By 1 Anthony Verelli, CPA-Auditor, CA

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

**STATEMENT OF FINANCIAL POSITION**

**AS AT DECEMBER 31, 2014**  
(Unaudited)

	<b>2014</b>	<b>2013</b>
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash and cash equivalents	\$ 157,225	\$ 175,548
Marketable securities	6,656	5,984
Funds held in trust (Note 3)	9,500	9,500
Advertising fees receivable	1,150	-
Sales taxes receivable	9,348	7,010
Grants receivable	5,500	4,500
Prepaid expenses	14,911	14,904
	<b>\$ 204,290</b>	<b>\$ 217,446</b>
<b>LIABILITIES</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities (Note 4)	\$ 7,455	\$ 11,498
Deferred program grants (Note 5)	39,167	47,500
Deferred membership fees (Note 6)	72,023	39,407
	<b>118,645</b>	<b>98,405</b>
<b>NET ASSETS</b>		
<b>NET ASSETS RESTRICTED FOR AWARDS PURPOSES (NOTE 3)</b>	<b>9,500</b>	<b>9,500</b>
<b>UNRESTRICTED NET ASSETS</b>	<b>76,145</b>	<b>109,541</b>
	<b>85,645</b>	<b>119,041</b>
	<b>\$ 204,290</b>	<b>\$ 217,446</b>

**ON BEHALF OF THE BOARD:**

  
\_\_\_\_\_  
Director

  
\_\_\_\_\_  
Director



**QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS**

**STATEMENT OF CHANGES IN NET ASSETS**

**FOR THE YEAR ENDED DECEMBER 31, 2014  
(Unaudited)**

	<b>Restricted for awards purposes</b>	<b>Unrestricted</b>	<b>2014</b>	<b>2013</b>
<b>BALANCE - BEGINNING OF YEAR</b>	<b>\$ 9,500</b>	<b>\$ 109,541</b>	<b>\$ 119,041</b>	<b>\$ 112,179</b>
Excess (deficiency of) revenues over expenses	-	(33,396)	(33,396)	6,862
<b>BALANCE - END OF YEAR</b>	<b>\$ 9,500</b>	<b>\$ 76,145</b>	<b>\$ 85,645</b>	<b>\$ 119,041</b>

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2014  
(Unaudited)

	2014	2013
<b>REVENUES</b>	<b>\$ 220,038</b>	<b>\$ 208,240</b>
<b>EXPENSES</b>		
CHSF Affiliation fees and others	2,150	2,150
Travel and conferences	24,594	16,385
Home and school news	21,567	9,906
Committee costs	4,067	2,299
Insurance	14,872	14,872
Provincial office		
Postage and courier	3,920	4,354
Office supplies	8,961	15,394
Telephone	4,888	4,829
Professional fees	5,949	6,879
Rent, electricity and occupancy charges	21,513	20,837
Salaries and employee benefits	93,249	67,434
Fees and honorariums	26,599	21,124
Raise a Reader	3,852	4,496
History and archive project	31	33
Increase in value of marketable securities	(672)	(1,034)
Other projects	17,894	11,420
	<b>253,434</b>	<b>201,378</b>
<b>EXCESS (DEFICIENCY OF) REVENUES</b>		
<b>OVER EXPENSES</b>	<b>\$ (33,396)</b>	<b>\$ 6,862</b>

**QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS**

**STATEMENT OF CASH FLOW**

**FOR THE YEAR ENDED DECEMBER 31, 2014  
(Unaudited)**

	2014	2013
<b>OPERATING ACTIVITIES</b>		
Excess (deficiency of) revenues over expenses	\$ (33,396)	\$ 6,862
Item not affecting cash		
Increase in value of marketable securities	(672)	(1,033)
	<u>(34,068)</u>	<u>5,829</u>
Increase in advertising fees receivable	(1,150)	-
Increase in sales taxes receivable	(2,337)	(933)
Increase in grants receivable	(1,000)	-
Increase in prepaid expenses	(8)	-
Increase (decrease) in accounts payable and accrued liabilities	(4,044)	1,884
Increase (decrease) in deferred program grants	(8,333)	25,000
Increase (decrease) in deferred membership fees	32,617	(18,224)
<b>CASH FLOWS FROM (USED IN) OPERATING ACTIVITIES</b>	<b>(18,323)</b>	<b>13,556</b>
<b>CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR</b>	<b>175,548</b>	<b>161,992</b>
<b>CASH AND CASH EQUIVALENTS - END OF YEAR</b>	<b>\$ 157,225</b>	<b>\$ 175,548</b>
 <b>CASH AND CASH EQUIVALENTS MADE UP AS FOLLOWS:</b>		
Cash	\$ 136,979	\$ 155,399
Term Deposits	20,246	20,149
	<u>\$ 157,225</u>	<u>\$ 175,548</u>

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

SCHEDULE OF REVENUES

FOR THE YEAR ENDED DECEMBER 31, 2014  
(Unaudited)

	2014	2013
<b>REVENUES (NOTE 3(a))</b>		
Membership fees - family	\$ 75,418	\$ 77,335
Membership fees - other	90	126
Federal Canadian heritage program grant	90,000	90,000
Quebec government grant	33,333	25,000
Other project revenues	2,310	948
Donations - other	998	663
News - advertising and subscriptions	2,162	3,112
Conferences	9,635	6,432
Membership materials	262	37
Interest earned	230	221
History project	-	250
Administration fees received	5,600	4,050
	<b>220,038</b>	<b>208,174</b>
Donations received for locals	22,677	43,408
Donations remitted to locals	(22,677)	(43,342)
	<b>\$ 220,038</b>	<b>\$ 208,240</b>

# QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

## NOTES TO FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2014  
(Unaudited)

### 1. NATURE AND PURPOSE OF THE FEDERATION

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

### 2. SIGNIFICANT ACCOUNTING POLICIES

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

#### a) Revenue Recognition

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

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

#### b) Expensing Capital Assets

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

# QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

## NOTES TO FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2014

(Unaudited)

### 2. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

#### c) Contributed Services

All volunteers at all levels of the Federation contribute approximately 23,100 hours per year (2013: 21,400) to assist the Federation in carrying out its activities. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

#### d) Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the reported amounts of revenues and expenses for the periods covered.

The main estimates relate to the impairment of financial assets.

#### e) Cash and Cash Equivalents

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

#### f) Marketable Securities

The marketable securities are recorded at fair value.

#### g) Financial Instruments

##### Initial and Subsequent Measurement

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

The Federation subsequently measures all of its financial assets and financial liabilities at cost or amortized cost except for marketable securities that are quoted in an active market, which are measured at fair value. Changes in fair value of these financial instruments are recognized in the statement of operations during the year.

Financial assets measured at amortized cost on a straight-line basis include cash and cash equivalents, funds held in trust and advertising fee receivable.

# QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

## NOTES TO FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2014

(Unaudited)

### 2. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

#### g) Financial Instruments (Cont'd)

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

Financial assets measured at fair value include marketable securities.

#### Transaction Costs

Transaction costs related to financial instruments that will be subsequently measured at fair value are recognized in the statement of operations in the year incurred. Transaction costs related to financial instruments subsequently measured at amortized cost are included in the original cost of the asset or liability and recognized in the statement of operations over the life of the instrument using the straight-line method.

#### Impairment

For financial assets measured at cost or amortized cost, the Company determines whether there are indications of possible impairment. When there is an indication of impairment, and the Company determines that a significant adverse change has occurred during the year in the expected timing or amount of future cash flows, a write-down is recognized in the statement of operations. A previously recognized impairment loss may be reversed to the extent of the improvement. The carrying amount of the financial asset may not be greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in the statement of operations.

### 3. FUNDS HELD IN TRUST

The Federation has funds in trust amounting to \$9,500 (2013: \$9,500). The donors have requested that the interest earned on the funds in trust be used to pay for awards given out at the annual general meeting. A committee was formed to consider all submissions for the awards, and to choose the ones they consider best meet the guidelines.

QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

NOTES TO FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2014  
(Unaudited)

4. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Accounts payable and accrued liabilities consist of the following:

	2014	2013
Trade payables and accrued liabilities	\$ 5,892	\$ 10,528
Amounts due to employees	1,563	970
	<u>\$ 7,455</u>	<u>\$ 11,498</u>

5. DEFERRED PROGRAM GRANTS

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

	2014	2013
Balance - Beginning of year	\$ 47,500	\$ 22,500
Plus: Amount received for subsequent year	39,167	47,500
	<u>86,667</u>	<u>70,000</u>
Less: Amount recognized as revenue in the year	(47,500)	(22,500)
Balance - End of year	<u>\$ 39,167</u>	<u>\$ 47,500</u>



# QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

## NOTES TO FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2014

(Unaudited)

### 6. DEFERRED MEMBERSHIP FEES

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

	2014	2013
<b>Balance - Beginning of year</b>	\$ 39,407	\$ 57,631
Plus: Amount received during the year	72,023	39,407
	111,430	\$ 97,038
Less: Amount recognized as revenue during the year	(39,407)	(57,631)
<b>Balance - End of year</b>	\$ 72,023	\$ 39,407

### 7. FINANCIAL INSTRUMENTS

#### Risks and Concentrations of Risk

The Federation is exposed to various risks through its financial instruments. The following analysis presents the Federation's exposure to significant risk as at December 31, 2014.

#### a) Credit Risk

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

#### b) Market Risk

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk and is disclosed as follows:

- currency risk; there is no currency risk.
- interest rate risk; only the interest rate risk is disclosed
- other price risk; there is other price risk associated with investments, since these assets are invested in marketable securities.

# QUÉBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS

## NOTES TO FINANCIAL STATEMENTS

AS AT DECEMBER 31, 2014

(Unaudited)

### 7. FINANCIAL INSTRUMENTS (CONT'D)

#### c) Interest Rate Risk

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

#### d) Other Price Risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Company is exposed to other price risk through its investments in listed securities for which the value fluctuates with the quoted market price.

## **FINANCE COMMITTEE**

Report to the Annual General Meeting, May 2, 2015

Submitted by Leah Trineer, Chair and Finance Committee

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

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

### Activities:

- Prepared the Proposed 2015 and 2016 budgets for the 2014 AGM.
- Reviewed and revised policies and procedures on expense reporting.
- Reviewed Financial Reports for locals and advised staff of any issues arising.
- Shared financial report information at Board of Director and Executive Meetings.

Financial changes: The board acknowledged that we follow generally accepted accounting principles for non-profit organizations.

Provincial and federal funding remained stable demonstrating trust in the work we do as an organization.

Please see the proposed budgets for 2015 and 2016 fiscal year and the financial statement for January 1 to December 31, 2014, herein.

**RECOMMENDATION:** The Finance Committee recommends that the proposed budgets for 2015 and 2016 be approved by the membership at the Annual General Meeting, May 2, 2015.

**QUEBEC FEDERATION OF HOME AND SCHOOL ASSOCIATIONS**  
**FINANCIAL STATEMENTS**

	<b>Actual 2014</b>	<b>Budget 2015</b>	<b>Budget 2016</b>
<b>REVENUES</b>			
MEMBERSHIP REVENUE - FAMILY	\$75,418.34	\$82,000.00	\$84,000.00
MEMBERSHIP REVENUE - OTHER	90.00	400.00	400.00
FEDERAL CANADIAN HERITAGE PROGRAM GRANT	90,000.00	90,000.00	90,000.00
QUEBEC GOVERNMENT GRANT	33,333.33	25,000.00	25,000.00
OTHER PROJECT REVENUE	2,310.23	3,500.00	3,500.00
DONATIONS - OTHER	997.52	750.00	750.00
QFHSA NEWS - ADVERTISING AND SUBSCRIPTIONS	2,161.62	3,800.00	4,000.00
CONFERENCES	9,635.00	8,500.00	8,500.00
MEMBERSHIP MATERIALS	262.00		
INTEREST EARNED	230.25	200.00	200.00
ADMINISTRATION FEES	5,600.00	4,050.00	4,250.00
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<b>TOTAL REVENUES</b>	<b>220,038.29</b>	<b>218,200.00</b>	<b>220,600.00</b>
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<b>EXPENSES</b>			
CHSF MEMBERSHIP FEES	2,150.00	2,150.00	2,150.00
TRAVEL AND CONFERENCES	24,593.91	17,150.00	16,950.00
HOME AND SCHOOL NEWS	21,566.92	15,500.00	12,000.00
COMMITTEE EXPENSES	4,066.90	3,600.00	2,600.00
INSURANCE	14,871.80	17,000.00	17,000.00
PROVINCIAL OFFICE			
POSTAGE AND COURIER	3,919.19	6,500.00	6,500.00
OFFICE SUPPLIES	8,960.99	15,050.00	9,550.00
TELEPHONE AND WEBSITE	4,887.95	4,900.00	5,600.00
PROFESSIONAL FEES	5,948.98	6,000.00	6,100.00
RENT, ELECTRICITY AND OCCUPANCY CHARGES	21,512.55	23,800.00	23,100.00
SALARIES AND EMPLOYEE BENEFITS	93,248.75	78,000.00	93,400.00
FEES AND HONORARIUMS	26,598.66	28,550.00	22,550.00
LITERACY PROJECTS	3,851.78	5,000.00	4,000.00
HISTORY & ARCHIVES PROJECT	31.44	250.00	250.00
INCREASE IN VALUE OF MARKETABLE SECURITIES	(672.04)		
OTHER PROJECTS	17,894.41	6,900.00	5,900.00
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<b>TOTAL EXPENSES</b>	<b>253,432.19</b>	<b>230,350.00</b>	<b>227,650.00</b>
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<b>NET LOSS</b>	<b>(\$33,393.90)</b>	<b>(\$12,150.00)</b>	<b>(\$7,050.00)</b>
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## **COMMUNICATIONS**

### **Home & School NEWS and Website**

Report to the Annual General Meeting – May 2, 2015

Submitted by Mary Skagos

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

### **Committee Members:**

Chairperson – Mary Skagos/Joyce Shanks

Editor – Lisa Fougere; Joyce Shanks (Interim); Christina Franc

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

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

### **Meetings:**

The Editorial Board Committee met a few times throughout 2014-15 on August 11, September 9, November 7, January 14 and April 16 to discuss story ideas for each upcoming issue.

### **Activities:**

After AGM, Lisa Fougere handed in her resignation. She still did the Summer issue and offered to help show the ropes to the Interim Editor. Joyce Shanks, Director, stepped up to accept the challenge of Interim Editor for the Fall issue and the Special Bulletin on School Board Elections. She also created the Winter issue since the hiring committee had not yet hired the new Editor.

We published 4 issues since our last AGM, one in July 2014 (Summer), October 2014 (Fall), December 2014 (Winter), and March 2015 (Spring). We continued with the full color digital issues containing updates on committee involvement and briefs, messages from the President and Executive Director as well as regular sections for education, literacy, Rights, Focus on the Locals, and QFHSA event announcements. In the Fall and Winter issues, we featured Rhonda Boucher and Brian Rock respectively in the QFHSA Director Spotlight columns. We hope that by reading how they moved up from their local associations to the provincial level, it will pique some interest from our local members to progress on to the provincial level with us.

We continue to distribute our NEWS electronically via MailChimp to local associations for further dissemination to their individual family members. We also send out the News by mail to various education stakeholders such as universities, school boards, libraries and regional newspapers. Every English school in Quebec receives two copies – one for the principal and one for the Governing Board chair. Our distribution numbers were 4600 paid subscriptions and about 800 complementary subscriptions. This year with our MailChimp email distribution, on average, we have a reach of 4000 members.

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

**Advertising:**

With Lisa's resignation and an Interim Editor in place, we did not seek new advertisers though we did continue to generate revenue in the NEWS with our established advertisers who provide services that are relevant to our membership. Joyce Shanks, our Interim Editor, contacted various MPs and MNAs advising them of our 70<sup>th</sup> anniversary and quite a few booked advertising in our Winter issue to send us their congratulations.

Thank you to all our advertisers for placing confidence in our publications. We look forward to providing relevant information to our parents and readers in the coming year.

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

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

**May 8, 2015**

**July 17, 2015**

**November 6, 2015**

**February 5, 2016**

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

**QFHSA Website:** We continued with our current website contract with Cathy McKeogh of Cathy's Web. Over the past year, we are pleased to have found that many associations are looking to the website to obtain documents and forms.

We regularly post QFHSA information (reminders & event information) and relevant educational articles on our Facebook site which also updates our Twitter feed. We ran a contest to win tickets to Disney on Ice- Frozen and in an effort to get people familiar with our Facebook page; we directed them to enter by liking our page. As of this week, we have 363 followers on our Facebook page.

We encourage locals to post on our page, questions that other H&S's may have information on or would like to know what other schools do, post their upcoming comedy events, craft fairs or fundraising events and share information with others. If your Home and school has a Facebook page, link to ours please. We would like to see updates from the locals as well.

## **MEMBERSHIP SERVICES**

REPORT to the Annual General Meeting – May 2, 2015

Submitted by: Marlyn Brownrigg, Membership Services Coordinator and Rhonda Boucher, Membership Committee Chair

### **Mandate:**

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

### **Executive Workshops:**

The Executive workshops were held on September 26<sup>th</sup> at the QFHSA office. Thirty seven (37) executive members attended representing twenty one (21) local associations. Six (6) QFHSA and three (3) staff members were also in attendance. Marlyn Brownrigg led the President's workshop, Leah Trineer the Treasurer's workshop and Carol Meindl and Mary Skagos the Membership workshop. Everyone benefits from these workshops, especially new members of the executive.

### **Membership Fee:**

The annual Membership Fee will continue to be \$18.00 per family.

### **Regional Councils:**

The following regional councils took place this year.

October 15 - Eastern Shores School Board: Videoconference with Home and Schools from the Eastern Shores School Board: Using the video conference equipment at the Québec Community Groups Network (QCGN) office, two local associations met with the QFHSA staff. Despite some glitches with the technology, it was a good exchange of information.

October 25 - Fall Conference: Two (2) elementary and one (1) high school regional council were organized at the Fall conference. Discussions included: school board elections, meet-the-candidates evenings, school building/grounds maintenance and QFHSA workshop/conference formats.

March 12 – English Montreal School Board: Executives from 4 local associations attended this regional council held at the QFHSA office. Some of the items discussed were: Home and School successes and challenges, fundraising and allocations.

April 15 - Western Québec Home and School Associations: On April 15<sup>th</sup> a regional council was held at the Western Québec School Board offices. Representatives from all eight (8) local associations attended. In addition to news from the QFHSA, participants discussed fundraising and allocations, donations, school board budgets and funding grade six (6) graduation activities.

**School Board Elections/Meet-the-Candidates Evenings:**

Raising the profile of the school board elections was a priority in the fall of 2014. Local Home and Schools were asked to host meet-the-candidate evenings in their schools. The QFHSA provided a template and collected feedback on the process. Many thanks to those the executive members who dealt with the challenge of the short timeline and organized these evenings.

**Recruitment of New Home and School Associations:**

Western Québec School Board: Rhonda Boucher, QFHSA Director and Membership Chair has contacted numerous parents and informed them about the QFHSA and its' activities.

Central Québec School Board: On April 11<sup>th</sup> representatives from the QFHSA were invited to make a short presentation to the members of the Parents' Committee of the Central Québec School board. The presentation included a brief history of the QFHSA, membership and reporting requirements and the upcoming AGM.

<b>Results of the 2014/2015 Membership Campaign:</b>	<b>2014-2015</b>	<b>2013-2014</b>
Family Memberships (thorough locals):	4000	4168
Associate Memberships	80	86
Individual Family Memberships	8	8
Local Associations	86	84
Local Associations in Good Standing *	70	71

\*In good standing refers to having all required paperwork and reports submitted to the office by March 15, 2015)

**New Home and School Associations:** Welcome to Flemming Elementary (Eastern Shores School Board) and Greater Gatineau Elementary (Western Quebec School Board).



## **LITERACY COMMITTEE**

Report to the Annual General Meeting- May 2, 2015

Submitted by Leah Trineer, Chair, Carol Meindl, Executive Director, Marlyn Brownrigg, Membership Services and Marion Daigle, Resource

### **Mandate:**

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

**Committee members** – Leah Trineer, Chair; Carol Meindl, Executive Director; Marion Daigle, Resource; Mary Skagos, Administrative Assistant; Marlyn Brownrigg, Membership Services

### **Activities May 2014 - April 2015**

**1.0 Reluctant Reader Project:** This project, which supports reading at the high school level, has the potential for future growth. The teachers and students look for reading materials that are not only interesting to teenagers but also cater to the reading level of each student. One of the main goals of this program is to encourage and foster a love of reading.

a) In January 2015, the Literacy Committee allocated \$300.00 (each) to 7 high school programs to purchase books of particular interest to students. Selected schools were: Entry Island Elementary School (ESSB), La Tuque High School (CLC-CQSB), Beaconsfield High School (Embarkations program- LBPSB), Westwood High School (ALT program- LBPSB), Gaspé Polyvalent (Basic Skills Program – ESSB), New Carlisle (Stocking the Shelves) and Lindsay Place (literacy program - LBPSB).

b) Reports submitted to the QFHSA included the following: information on the books purchased, the future plans for the program and the helpfulness of the resources from the QFHSA.

c) The staff members responsible for these programs were encouraged to send pictures or write an article for the QFHSA NEWS.

### **2.0 Born to Read Project:**

This program is still going strong at Roslyn Elementary (EMSB) and Edgewater Elementary (LBPSB). The committee would welcome volunteers to help expand this important contribution to our overall literacy projects.

**3.0 Center for Literacy:** Due to a decrease in the Center's funding, the QFHSA decided to make a \$600.00 donation to this organization instead of sending delegates to the Center for Literacy's Summer Institute. QFHSA's own Literacy projects had benefitted from donations from the Centre for Literacy in the past.

**4.0 Liaisons with the Community:**

- a) Kahnawake: Marion Daigle and Carol Ohlin toured the Kahnawake community in November 2014. In January, the QFHSA sent a box of books for pre-schoolers to the *Connections for Caregivers* Program.
- b) Place Cartier Adult Education Center (LBPSB): In time for Family Literacy Day (Jan 27th), 2 boxes of books (adult and children's) were donated to the Education Center.
- c) Dans La Rue: In December, 2 bags of French and English books were delivered to Dans La Rue, an organization that helps homeless youth in the Montreal area.
- d) One copy of the Guinness Books of World Records was delivered to Westwood High School, Beaconsfield High School and Lindsay Place High School for their literacy programs.

**5.0 Books for New Home and School Associations:**

- a) Flemming Elementary (ESSB): A box of mainly French books was mailed to Flemming Elementary School in Sept Isles.
- b) Greater Gatineau (WQSB): A box of both English and French books was delivered to this school in January.

**6.0 Books for Schools outside of the Montreal Area:**

- a) New Carlisle High School (ESSB), Gaspé Polyvalent (ESSB), Entry Island School (ESSB) and La Tuque High School (CQSB) were sent boxes of books to be used for their literacy programs and/or their school libraries.

**7.0 Donors:** It would not be possible for the QFHSA to support our literacy programs without the help of the following:

- a) NOVA/Santé West Island's Bookstore in Ste. Anne-de-Bellevue generously donates their surplus books to the QFHSA for distribution to schools and communities, particularly in outlying areas.
- b) Canadian Heritage (PCH)/ Ministère de l'Éducation, du Loisir et du Sport: Funds from these organizations help with the mailing costs and the purchase of new books, if necessary.

- c) Ute Wilkinson and Marion Daigle: The QFHSA cannot thank these volunteers enough for the time and effort they put into sourcing, sorting and amassing books for our programs.

### **8.0 Fall conference 2014/Tembec Paper Donation**

- a) The office staff and volunteers organized the books for both the keynote speakers and the school libraries. One book per school was allocated.
- b) Tembec Paperboard Group generously agreed to ship quality poster paper to schools outside the Montreal area. A list was provided by the QFSHA office and the Home and Schools were asked to send thank you notes to the Tembec coordinator. Boxes of Tembec paper were also available for pick-up at the Fall conference.

### **9.0 Essay Projects:**

The Essay projects *Family Treasures* and *Famous Family Recipes* were offered for another year to encourage creative writing and family history (see separate report).

## **ESSAY PROJECTS: Family Treasures/Famous Family Recipes**

Report to the Annual General Meeting, May 2, 2015

Submitted by Carol Meindl

### **Mandate:**

To offer students the opportunity to combine the elements of English Language Arts with History/ Culture where they can explore their own sense of self as well as their family's history.

By researching, asking questions and writing creatively, children will have an opportunity to share some of their family history and culture with their classmates and their community.

### **FAMILY TREASURES**

#### **History:**

*Family Treasures* was first launched in 2011 after the original concept was presented by Ben Loomer (LEARN) to a Community Learning Center conference as an opportunity for community organizations to participate in Family Literacy Day. It has since been offered by QFHSA for the last 4 years

#### **General Information/Family Treasures**

The essay contest was open to all Home and School Members Associations, targeting Cycle 3 (Grade 5-6) and Secondary 1 & 2 (Grade 7-8)

Students were invited to write a 250 word (Cycle 3) or a 450 word (Secondary 1&2) describing a family treasure (or family story), why it was important to their family and what it meant to them. Submissions could include a digital photograph or illustration, if desired.

QFHSA assembled a pair of judges: Dorothy Williams, Director, Quebec Anglophone Heritage Network, and Ben Loomer, CLC/ LEARN. Essays were judged on content and poignancy.

Winning submissions will be announced on May 9, 2015 and winners will be notified by their teacher upon receiving the news from QFHSA. Prizes will be awarded in person by one of the judge and the executive director.

The winning essays will be published in a special feature of the QFHSA NEWS June edition.

## **FAMOUS FAMILY RECIPES**

### **History:**

The *Famous Family Recipes* essay contest was launched for the first time this year in conjunction with Health and Nutrition week. It offered students a chance to explore favorite family recipes, enjoy the stories that go with them, and share their family history and culture with their classmates and community.

### **General Information/ Famous Family Recipes**

The essay contest was open to all Home and School Members Associations, targeting Cycle 3 (Grade 5-6) and Secondary 1 & 2 (Grade 7-8)

Students were invited to write a 250 word (Cycle 3) or a 450 word (Secondary 1&2) describing a family recipe along with a story about why it is important to their family and what it means to them. Submissions could include a digital photograph or illustration, if desired.

QFHSA assembled a panel of judges: Leah Trineer, QFHSA Literacy Chair, Mary Skagos, Administrative Assistant. Essays will be judged on content and poignancy.

Winning submissions were accepted up to March 20 and the winners will be chosen on April 30, 2015. The prizes will be awarded and the winning essays will also be published in a special feature of the QFHSA NEWS June edition.

QFHSA will continue to offer the project as the essays that are submitted are such a fine example of the diversity of the English Speaking community.

In light of the resolution on Cultural Diversity and Inclusion to be considered for adoption this year, it is particularly gratifying to be able to offer our students these opportunities to explore the cultural diversity of their own community and to encourage their curiosity about one another's.

## **AGM 2014**

Report to the Annual General Meeting, May 2, 2015

Submitted by Mary Skagos

**Theme:** “70 Years of Challenge and Change”

<b><u>Arrangements:</u></b>	Coordinators	Patricia Willis (chair)/Rosalind Hoenig/office staff
	Book of Reports	Carol Meindl/ Mary Skagos/ Marlyn Brownrigg
	Nominations	Lawrence DePoe (chair)/Carol Meindl
	Registration	Office
	Resolutions	Rickhey Margolese
	Membership Awards	Marlyn Brownrigg
	Newsletter Awards	Martha Farley
	Awards & Prizes	Carol Meindl/ Patricia Willis/ Mary Skagos/ Carol Meindl
	Parliamentarian	Debi Brown
	Speakers List	Marlyn Brownrigg/Mary Skagos
	Recording Secretary	Carol Meindl
	Time Keeper	Joyce Shanks
	Credentials	Carol Meindl/Mary Skagos
	Scrutineers	Carol Meindl
	Steering Committee	Rosalind Hoenig/Patricia Willis

**Highlights:** For the 1<sup>st</sup> time, the AGM was held at the Novotel Airport Montreal Hotel in Ville St. Laurent.

1. **Annual General Meeting & Conference** – Saturday, May 4, 2014
  - a) Registration: 80 people, including representation from 25 Home & School Associations; including special guests Charles Taker (OCOL Liaison Officer), David D’Aoust (QESBA President), Raymond Ledoux (CPC NFSB), Kate Le Maistre (ABEE Chair), Howard Miller (ADGESBQ), Mike Nalez (CPC LBPSB), Susan Chirke (QAHN), Rita Legault (QCGN), Corrine Payne (FCPQ), our partners DM Family Services, directors, past presidents Debi Brown, Susan Tweddell and Marion Daigle.
  - b) Three schools attended from outside the Montreal area: Buckingham Elementary, New Richmond and Poltimore
  - c) Five (5) Membership and three (3) Newsletter Awards were presented at the beginning of the meeting by Carol Meindl, Marlyn Brownrigg and Lisa Fougere.
  - d) Greetings were brought forth from ADGESBQ, ABEE, CHSF and QESBA

- e) Keynote speaker was **Clifford Lincoln**, former Quebec MNA and Federal MP and longtime advocate for rights.
- f) The business session approved the minutes of the previous AGM as well as the revised Budget for 2014 and the Budget for 2015
- h) Election of the Board of Directors was held and Debi Brown, Parliamentarian and Past President of QFHSA, conducted the Installation Ceremony.

2. **Awards Dinner** – A joint affair with Canadian Federation of Home & School

- a) Attended by 139 people including Directors, guests Charles Taker, David D’Aoust, Howard Miller, Mike Nalecz, Susan Chirke, Sylvia Martin-Laforge, Rita Legault, Corrine Payne, Raymond Ledoux, award winners, partners Mona Segal and Deb Kellman and members. There were 25 local home and school associations represented.
- b) The Master of Ceremonies was Rosalind Hoenig
- c) CHSF was represented by 8 of their members. During the first part of the evening, before supper was served, Canadian Federation of Home & School handed out their awards.  
The recipients of their awards were Leo La France, Anne MacWhirter and Eddy Nolan.
- c) The winners of our four major awards were:
  - The Gordon Paterson Award- Craig Hodgson, John Rennie High School
  - The Pat Lewis Humanitarian Award – Westwood Seniors International Development Program, Westwood High
  - The 1<sup>st</sup> Pat Lewis Environmental Award – Valerie Honig-Nandhra, Gardenvue Elementary
  - Lewis Peace Prize – Dorset Elementary Peace Pals Program
- d) Certificates and pins for Unsung Hero and Golden Torch were distributed to the members in attendance.
- e) This year we once again added dancing after the awards dinner and a few more schools than last year stayed and continued the celebration.

**QFHSA Fall Conference 2014 Report**  
 Report To The Annual General Meeting  
Submitted By Mary Skagos & Mona Segal

**General Information / Plenary Session:**

The Fall Conference was held at Pearson Electrotechnology Centre in Lachine, Quebec on Saturday, October 25, 2014. The QFHSA president, Lawrence DePoe, welcomed all the members and special guests. Greetings were brought from special guests: Lise Langlois, Director for Anglophone Sector of the Ministry of Education, Leisure and Sport (MELS), Kate Le Maistre, Chair of the Advisory Board on English Education (ABEE) David D'Aoust, President of Quebec English School Board Associations (QESBA), and David Johnston, Quebec Representative for the Office of Commissioner of Official Languages (OCOL) Larry DePoe thanked all staff for organizing the conference, and a special thank you went out to the Maple Grove and Lakeside Academy Home and School Associations for helping with baking and set-up.

The theme of this year's conference was "Brain Matters" with keynote Michael Quinn, a neuroscientist by training who now works as a science educational consultant with the Sir Wilfred Laurier School Board. His presentation was entitled: "Optimizing the Brain for Learning" and focused on how the brain really works. He gave information on how to best take advantage of our brain's capabilities and how to get the most out of our brain's function. He graciously sent QFHSA a link to his presentation and a reading list of books that could be passed on to the H&S members in attendance. The feedback from participants, special guests and displayers was extremely positive. Everyone found his presentation to be highly entertaining and educational.

**Publicity:**

1. A "Save the date" flyer was created end July 2014, and was sent out in fall 2014:
  - By Mailchimp directly to all home & school members
  - In a mailbag email to all executive members
  - Directly to all principals of all English schools.
  - To QCGN (to be posted on their daily brief)
  - To the EMSB (who posted it on their homepage)
  - To other organizations with which QFHSA has relations with, such as QAHN.
  - Included in the QFHSA fall newsletter, sent out Oct 16, 2014 and website
2. Various Board and Staff Members attended the Westmount library summer camp day in August to promote fall conference.
3. The final registration flyer was sent out to participants Oct 3, 2014
4. Advertisements were placed in two (2) local magazines.
5. Letters to displayers of were sent out week of Sept 17, 2014
6. In honor of the QFHSA 70<sup>th</sup> anniversary, QFHSA paired up with one of our displayers, Maximage, who co-sponsored a new bag that was given out to all Fall Conference participants.
7. QFHSA pens were also ordered



### **Workshops**

In the morning there were two (2) workshops offered, and a special panel in the afternoon:

1. Feeling Sad, Feeling Blue – Facilitated by Zmira King Elbaz, Ph.D., OPQ, Psychologist, Centre of Excellence for Mental Health
2. Helping Children Be Successful: Optimizing Your Child’s Brain Power – facilitated by QFHSA partners DM Family & School Services
3. Special panel on School Board Elections, moderated by Brian Rock, QFHSA VP / co-chair of RER, With: Lawrence DePoe / QFHSA President; Frank Verrillo / Retired Commissioner; Kim Hamilton / Quebec English School Boards Association; Walter Duszara / Quebec Community Groups Network.

All workshops were very well received.

### **Regional Councils**

Three (3) Regional Council meetings took place in the afternoon following the panel discussion. The elementary schools were split up into two (2) groups and the high school group was the third group. As always, the discussions were interesting and many issues were touched upon.

### **Displays:**

There were twelve (12) displays at this year’s conference and one organization that paid to have their material added to our kit. All the displays were satisfied with the set-up and pleased to make so many new contacts. Some of them held raffles at their tables and a few prizes were given out at the end of the day. The only complaint was about the tropical heat in the display area.

### **Reflections**

Each year QFHSA organizes a conference for its members and the community. Although much time and energy is invested, there have been some challenges in reaching as many members as possible: this year forty six (46) participants attended the event (refer attendance section below). One of the goals for future QFHSA fall conferences is to increase participation for this event.

### **Attendance**

Forty four (44) members (5 no-shows) plus two (2) non-members registered and represented twenty seven (27) Home & Schools, seven (7) of which were from off-island. Seven (7) directors and three (3) staff members were also present, as well as eleven (11) special guests from a variety of organizations. Attendance was on par with the previous year though most people registered on or past the deadline. Schools that attended the Fall Conference 2014 were:

Allion Elementary	Edinburgh Elementary	Nesbitt Elementary
Arundel Elementary	Elizabeth Ballantyne Elementary	Pierre Elliott Trudeau Elementary
Beacon Hill Elementary	Hillcrest Academy	Roslyn Elementary
Beaconsfield High	John Rennie High School	Royal Vale Elementary
Beurling Academy	Les Petits Bouts-de-Choux-de-L’Est	South Hull Elementary
Birchwood Elementary	Lindsay Place High	St. Thomas High
Chelsea Elementary	Lord Aylmer Elementary	Westpark Elementary
Dunrae Gardens Elementary	Macdonald High	Willingdon Elementary
Edgewater Elementary	Maple Grove Elementary	
One non-member school represented: St. Vincent’s Elementary		

## **EXECUTIVE APPRECIATION DINNER**

Report to the Annual General Meeting – May 2, 2015

Submitted by: Marlyn Brownrigg, Membership Services and Rosalind Hoenig, Exec VP

### **Mandate**

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

### **Date and Venue**

The 11<sup>th</sup> annual Executive Appreciation event was held on March 19, 2015 from 7 p.m. to 9:30 p.m. and was free of charge. This sit-down dinner was held at the Casa Grecque in Pierrefonds.

### **Program**

The evening's events included a presentation by guest speaker, Corey Szwarcof of Dynamix, one of our QFHSA partners. His presentation, which encouraged teamwork, was well received.

### **Attendance**

Forty-eight (48) executive members representing 19 local associations attended along with 5 Board members and 1 staff member.

Home and School Associations represented were:

Beacon Hill	Beaconsfield High School
Birchwood	Cedarcrest
Dorset	Dorval
Greendale	Hillcrest
Honoré Mercier	LaurenHill
Lindsay Place	Merton
PETES	Souvenir
Springdale	St. John Fisher
St. Paul	St. Thomas
Thorndale	

## **YES (Youth Exploring Science) Report**

Report to Annual General Meeting- May 2, 2015

Submitted by Carol Meindl, Executive Director

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

### The Project

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

**March 13, 14 Silly Putty**

**March 20, 21 Root beer**

**March 27, 28 Hydroponics**

Some of the CLCs suggested that offering the workshops on a weekday as well as a weekend might attract more students. QFHSA adapted the project to accommodate this option. Workshops were offered on the Friday afternoons as well as the Saturdays.

CLC participation: We enjoyed the participation of 5 CLCs this session:

- New Carlisle CLC in New Carlisle (*Eastern Shores School Board*)
- New Richmond, in New Richmond (*Eastern Shores School Board*)
- Gaspé Tri-School CLC in Gaspé (*Eastern Shores School Board*)
- La Tuque CLC in La Tuque (*Central Quebec School Board*),
- Laurentian Regional High School CLC in Lachute (*Sir Wilfrid Laurier School Board*) and
- Eaton Valley (*Eastern Townships School Board*)

The LEARN office in Laval served as the broadcast location on the Fridays and James Lyng High School CLC on the Saturdays.

School participation: There were 50-60 students registered from 5 schools: New Carlisle, New Richmond, Gaspé, La Tuque, Laurentian Regional\*, and Pope Memorial\*

(\* not a Home and School)

Summary: There is a continued interest in participating in the YES project. It is serving a need that is apparent in the regions. The students really enjoy the hands on aspect of these workshops as well as the 'take home' materials for further exploration. The schools also benefit as the demonstration materials stay in the school. The QFHSA will continue to offer Youth Exploring Science as part of our regular programming for our member associations in the regions and as an outreach initiative to prospective new members.

## **THE CANADIAN HOME AND SCHOOL FEDERATION (CHSF)**

Report to the QFHSA Annual General Meeting May 02, 2015

Submitted by Rickhey Margolese, QFHSA representative

### **CHSF SPRING BOARD MEETING and ANNUAL GENERAL MEETING (AGM) 2014**

The Annual Spring Board Meeting and AGM were held in Montreal Quebec from May 04<sup>th</sup> to May 06<sup>th</sup> 2014 to coincide with QFHSA's 70<sup>th</sup> Anniversary. The Awards Banquet was a shared event On May 03<sup>rd</sup> 2014. A CHSF PowerPoint presentation was shown during breaks at the QFHSA AGM.

#### **Joint Awards Banquet with QFHSA and CHSF**

For the first time, the Canadian Home and School Federation and the Quebec Federation of Home and School Associations held a joint Awards Banquet on May 3, 2014. Many worthy recipients were honoured and the guests and members from both organizations were touched as they listened to all the winners' inspiring stories.

The Canadian Home and School Federation honoured Leo La France with the Samuel R. Laycock Award for making real contributions to relations between the school and the home. This award is given to an educator with dynamic leadership qualities who relates well to children, teachers and parents, enlisting their cooperation and inspiring them to achieve.

Also honoured this year was Eddy Nolan, of Roslyn School, with the Maybelle Durkin Health Advocacy Award, for an individual who has worked to improve the health awareness of children and to emphasize the importance of each individual who attempts to make a difference.

Anne MacWhirter received the CHSF Volunteer Recognition Award for 2014 for her 45-year long service to Home and School at the local, provincial and national levels. Anne exemplifies the model of dedication to volunteerism, clearly enjoying what she does. We are grateful for her contributions to CHSF, QFHSA, New Carlisle and Shigawake Home and School Associations and her community at large.

#### **Annual General Meeting**

The five (5) Directors named to the Board: Glyn Morgan (NB); Susan Wilson (BC); Sandra Binns (ON); Rickhey Margolese (QC) and Diane Power (NS).

The elected Executives: Cynthia Richards – President (NB); Deb Giesbrecht – 1<sup>st</sup> VP (MB); Charla Dorrington (Cambee) – 2<sup>nd</sup> VP (NS); Michelle Ercolini – Secretary/Treasurer (ON) and Janet Walsh – Past President (NS).

Time was given to the member provinces to share and add to their Provincial Reports. There was a discussion on the new Canada Not-for-profit Corporation Act (CNCA) which requires all Not-for-profit national organizations to change their Constitution and Bylaws to conform to the rules in the new Act by November 2014. The member provinces directed the Board to change the CHSF Constitution and Bylaws to meet these requirements but with their input. It was decided that a Special meeting of the members would be convened prior to the November deadline to approve all the changes proposed before they would be submitted to the government.

## **Spring Board Meeting**

The main topics for discussion over and above the standard topics were:

Letters of Continuance and time-line to bring the CHSF Constitution and Bylaws into compliance with the new Canada Not-for-profit Corporation Act (CNCA) – see explanation above under AGM. It was decided that the Constitution and Bylaws Committee would invite the whole CHSF Board to assist in the meetings to modify the necessary documents which would then be approved by the member provinces at a Special Meeting to be held in October 2014. Of special note: All national not-for-profit organizations will have their constitutions replaced with Articles based on their Letters Patent. Their Bylaws would also have to be modified to reflect the CNCA.

The difficulties encountered while using Web Conferencing. Having a reliable web conferencing platform is essential for Board meetings between the two (2) scheduled face-to-face meetings and for committee work. However, not all current Board members have internet or reliable internet access due to where they live nor does everyone have the same caliber of equipment thus causing difficulty in understanding each other during web conferencing meetings. No satisfactory outcome was found but all will continue to work on a solution to this problem.

First Nations Education Act. There was a guest speaker and guest attendee who both spoke on this important topic. Quebec Region, Regional Director General, Aboriginal Affairs and Northern Development Canada, Mr. Dumont - gave a power point presentation and provided several handouts. Marion Daigle, QFHSA Past President and resource go-to person gave a Home and School historical perspective.

It was decided to create a Press Release to acknowledge concern on the conditions of the First Nations Peoples. It would contain background information drawing attention to CHSF policies on this topic. A letter would also be written to send to federal ministries and provincial partners.

## **SPECIAL MEETING OF CHSF MEMBER PROVINCES**

This meeting was held on October 07, 2014 via teleconferencing.

The sole purpose of this meeting was to approve the documents necessary to comply with the new Canadian Not For Profit Act (CNCA). This was accomplished. The documents included in this notice were:

- Revised Bylaws for Canadian Home and School Federation
- Form 4002 First Board of Directors
- Form 4031 Letter of Continuance, including Schedules A and B

It was noted that further amendments would need to be made to the Bylaws after they are accepted by the Federal government.

## **MIDTERM MEETING – 2014**

The Midterm meeting was held in Ottawa on November 15, 16 and 17, 2014.

Traditionally, the CHSF Midterm meeting is held in November in Ottawa so that we can assist in Remembrance Day activities by placing a wreath. We also use this time to meet with our national partners and the government.

An important outcome due to the changes to our Articles (formerly Constitution) and Bylaws because of the new Canada Not-for-profit Corporation Act (CNCA) is that CHSF will now have a **Fall Board** meeting and **AGM** in **November** and a **Spring Midterm** meeting in **May or June**. Until now there was a Midterm meeting in November and a Spring Board meeting and AGM in May or June. This important change is due to the AGM having to be held within six(6) months of year end which had to be moved to June of each year.

We discussed many things during the 3-day meeting and also did committee work together. We need to rewrite our Standing Rules to reflect our new Articles and By-Laws. We also worked on our communication plan to better keep parents informed on important issues.

We discussed at length, the QFHSA resolution on Financial Literacy and CHSF has asked me to request that QFHSA reword this resolution to make it a national resolution and resubmit it to CHSF to be passed at our next AGM in the Fall. Very exciting news. I am working on this task.

### **MEETING WITH MPs on PARLIAMENT HILL**

This meeting was held in Ottawa on Parliament Hill on November 17, 2014 (in the afternoon) to coincide with our Midterm meeting.

Rod Bruinooge, MP from Winnipeg South Manitoba has been supporting CHSF for 3 years now and has been working with us to get better exposure with the MPs because he believes in what we do and stand for. He approached the Honourable Andrew Scheer, Speaker of the House of Commons who also is a family man with 4 children. He was impressed with us and so he agreed to host a reception on the Hill with CHSF and the MPs (knowing the MPs would be more likely to show up if he sent the invitation rather than Rod). The reception was a success. We got to mingle and speak with 20 to 25 MPs from across the country. We are planning another meeting next year or the year after. One piece of useful information we received from the MPs was that personal letters **do** get a personal response (written or by phone).

## **QUEBEC COMMUNITY GROUPS NETWORK (QCGN) REPORT**

Report to the Annual General Meeting, May 2, 2015

Submitted by Carol Meindl, Liaison

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

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

### **2014-15 Activities Highlights**

**Bill 10** *An Act to modify the organization and governance of the health and social services network, in particular by abolishing the regional agencies,*

QCGN believed Bill 10 would be a catastrophe for the 22 recognized and designated public institutions it proposed to dismantle. After months of intense and delicate negotiations with Quebec Health Minister Gaétan Barrette, Quebec's English-speaking community obtained important changes to Bill 10. These changes to the health reform legislation will preserve many of our institutions despite the loss of their individual boards of directors. They create significant new opportunities for meaningful participation and influence of English-speaking Quebecers in our institutions, and will help ensure that the health and social service network is responsive to the needs of our communities.

**Young Quebecers leading the Way-** Heading into celebrations for the 150th anniversary of Confederation, more than six dozen English- and French-speaking young Quebecers gathered at the historic Morrin Centre in Quebec City in March 2015 to reflect on Canada's history and their role in the past and future of their country.

The youth from across the province were participating in the first of three annual forums organized by the Quebec Community Groups Network (QCGN) in partnership with the Institut du Nouveau Monde (INM) and the Association for Canadian Studies (ACS). The forum is part of Young Quebecers Leading the Way, a three-year project funded by the Department of Canadian Heritage's Youth Take Charge program.

**Membership-**The Membership Committee did extensive work to review the organization's membership policy. The resultant Membership Recruitment and Retention Policy set new categories and subcategories of membership at the June 2013 Annual General Meeting. Several new organizations applied to join the Network: Chez Doris, English Parents Committees Association, Quebec English Language Production Council, and the Quebec Counselling Association.

#### **The current Board of Directors 2014-2015:**

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

#### **Sheila and Victor Goldbloom Distinguished Community Service Award**

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

**The 2014 Goldbloom Awards** were held at Montreal's St James Club on October 23 and awards were presented to three very deserving English-speaking Quebecers:

**Marjorie Sharp-** set up l'Abri en Ville to help those with mental health problems; helped establish the women's shelter, Auberge Madeleine; sat on the board of Camp Cosmos, which serves under-privileged children and is a founding member of Elder-



Aide, the not-for-profit group of professionals providing lectures, information and referrals to seniors.

**James Hughes-** co-founded Youth Employment Services, a not-for-profit group that helps young English speaking Montrealers find jobs, and later started the Prometheus Project, which provides mentors for students at risk of dropping out of high school.

**Eric Maldoff-** In 1978 was the founding president of the Council of Quebec Minorities, which represented various anglo constituencies. That led to the formation of Alliance Quebec in 1982, when he became the founding president. In the next decades he took a leading and active role in just about every sphere of life affecting Quebec Anglophone communities, including major hospitals, schools, McGill University, aboriginal groups, Centraide, and the homeless. Simultaneously he has been a successful lawyer, working on complex files with the city's major law firms, with high-profile mandates from federal and Quebec governments.

Lawrence DePoe, President, and Leah Trineer, attended the event on behalf of QFHSA.

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

## QUEBEC ANGLOPHONE HERITAGE NETWORK (QAHN) REPORT

Report to the Annual General Meeting, May 2, 2015

Submitted by Carol Meindl, Liaison

**MISSION:** Founded in 2000, the Quebec Anglophone Heritage Network (QAHN) is a non-profit, non-partisan umbrella organization engaged with its members in promoting the preservation of the built, cultural and natural heritage of Quebec. It connects small museums and historical societies from across the province.

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

QFHSA is a member of QAHN by virtue of its own extensive archive of historical material that chronicles parental participation in education in Quebec for 71 years. QAHN offers workshops on archive protection and management from which QFHSA staff and directors can benefit.

Currently, QAHN is considering an ambitious project: that of compiling a centralized registry of Anglophone heritage sites in Quebec in an effort to be proactive. As Simon Jacobs, President of QAHN puts it: "... *We seem to have been running from one emergency to another, like heritage firemen, trying to save yet another piece of Quebec's past from the wrecking ball, and these emergencies seem to be increasing at an alarming rate.*" By compiling a list of buildings and sites, they hope to keep heritage sites on the public radar before they fall into such a state of disrepair that they must be torn down.

Carol Meindl, Executive Director, QFHSA is a member of the QAHN Board of Directors and serves as Secretary as well as liaison with QFHSA. A joint activity in which QFHSA/QAHN participated again this past year was:

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

QFHSA will continue to have an interest in the heritage projects that QAHN initiates and to look for ways to collaborate on these projects with the help of our member associations, in a joint effort to help promote and preserve English-speaking heritage in Quebec.

## **NEW PARTNERSHIPS**

Report to the Annual General Meeting, May 2, 2015

Submitted by Carol Meindl, Executive Director

The QFHSA continues to look for areas in which to partner with its fellow community organizations. Three such opportunities arose in 2014-15

**Language Rights Support Program (LRSP)**, The Federal Government announced the creation of the LRSP, financed by Canadian Heritage, in June 2008. On September 9, 2009 the University of Ottawa became the managing institution of the Language Rights Support Program (LRSP) through a joint partnership between the Official Language and Bilingualism Institute (OLBI) and the Faculty of Law. In 2014, QFHSA was asked to develop a visibility partnership with LRSP to promote an OLMC Awareness Campaign on Constitutional Language Rights in Education. The Executive Director, Carol Meindl, was interviewed on the activities of QFHSA in terms of education rights for an article to be part of a special newspaper insert in Quebec. This insert appeared in the Suburban City Edition, The Record, the Spec, Quebec Chronicle Telegraph, the West Quebec Post and the Low Down to Hull & Back Community Newspapers (A copy of this insert is included in the 2015 AGM kit)

**Quebec Center for Literacy\*** ( QCL) Every year, the Quebec Center for Literacy organizes a Summer Institute, one of its learning events on topics connected to the field of adult literacy and essential skills. This year's Institute will be on *Digital Environments: Opportunities and challenges for literacy, learning and citizenship* and will be held in conjunction with the International Council of Adult Education (IEAC) World Assembly in Montreal June 11-14. Also on June 26-27 McGill University is hosting a conference on Digital Literacy for Preschoolers: maximizing the benefits of eBooks for Emergent Literacy. QFHSA is partnering with QCL with these conferences as well with their *Writers in the Community* project as it reflects another component in our Literacy program, that creative writing.

**Canadian Parents for French –Quebec\* (CPF-Q)** Canadian Parents for French-Québec, in partnership with Bishop's University, the Community Learning Centres and the Quebec Federation of Home and School Associations, spearheaded the first French-Second-Language Virtual Choir in the province. This project linked 12 English language elementary schools, including Gaspé and New Carlisle, to bring a music program activity to their school, if only for a few weeks. The students learned a medley of French language songs and had their final performance recorded and taped. The final product is a delightful video that links all the schools together in one large choir. QFHSA subsidized the travel of Chantal Gosselin, the music director, up to the Gaspé so the students could have the benefit of live rehearsals with her. The children all had such a wonderful experience that we will do all we can to see that this project is repeated next year and that more schools from our Home and School network participate.

<http://qc.cpf.ca/activities/youth-activities/virtual-choir/>

## **INCREDIBLE YEARS\* COMMUNITY PROJECT SUMMARY**

Report to the QFHSA Annual General Meeting, May 2, 2015

Submitted by DM Family and School Services

### Introduction

Consistent with its mission, QFHSA continues to focus energy on ensuring the well-rounded education and school readiness of all youth. This has been especially relevant in recent times, as childhood aggression and mental health issues are escalating. These factors also have an effect on school success, and as such are reflected in high school retention rates. Research shows that intervention using evidence-based programs can change these trajectories, and in particular, can lead to reduced aggression, increased mental health, and more positive literacy outcomes, including increased school retention and school success.

### Statement of need

In order to affect change, there is a clear need to implement evidence-based programs. However, despite this clear need, services available for the English-speaking community are dwindling. In the area of youth mental health, approximately 70% of young people requiring mental health services do not receive appropriate treatment (National Association of School Psychologists). According to the Montreal Gazette (2010) this is partly due to the limited mental health resources available for use in the community. In addition, over the past two years, the pre-school day treatment programs of both the Montreal Children's Hospital and the Jewish General Hospital have been closed. The result is that, in Montreal, there are fewer and fewer places available to obtain these evidence-based programs in English.

### Description

In order to address this gap in services, QFHSA has undertaken to offer the evidence-based Incredible Years\* Community Project initiative during the 2013-14 school year. The Incredible Years\* Parent and Student training programs address multiple risk factors in improve school readiness, as well as prevention and reduction of social, emotional, and behavioral problems in young children. The evidence-based program has been evaluated as a “universal” prevention program, a “selected” prevention program, and an “intervention” program. Evaluation results reflect both short and long term improvements in both the home and school settings.

The Incredible Years Community Project offered during the 2013-14 school year was a joint initiative between QFHSA and DM Family and School Services, educational consultants certified in the Incredible Years\*training program and education partner with QFHSA for over the past decade.

### Programming

During the 2013-14 school year, in small groups in the community, 25 families were actively involved in the Incredible Years\* Community Project either with the student program and or

with the parent training program. Participants were from the following communities of Quebec: St. Leonard, Chateauguay, Dorval, Laval, Kirkland, Pointe Claire, Duvernay and Vaudreuil.

The program for students has a focus on addressing multiple risk factors to improve school readiness, as well as prevention and reduction of social, emotional, and behavioural problems and youth

The Parent Training program has a focus on promoting positive relationships, effective methods for helping children learn, effective use of positive discipline strategies and limit setting, as well as strategies for handling miss behaviour.

Additional requests for the service have been ongoing during the 2013- 2014 school year, and numerous additional requests have continued throughout the 2014-2015 school year.

### Summary

The Incredible Years\* Community Project delivered during the 2013-14 school year has been timely and innovative in meeting the needs of QFHSA members. It is also in line with the QFHSA mission of securing for every child the highest possible advantage in physical, mental, moral and spiritual education, as well as promoting the involvement of parents.

Based on the response from the community, it is clear that there is a continued interest in the Incredible Years\*Community Project, and equally clear that there is a definite need for the service. The QFHSA will be looking at continuing to offer this project if additional funding opportunities arise.



## **PACTE REPORT**

Report to the Annual General Meeting – May 2, 2015

Submitted by: Marlyn Brownrigg, QFHSA Representative

The Provincial Advisory Council of Teachers of English (PACTE) is a committee under the MELS umbrella. The QFHSA has a seat on this committee and is represented by Marlyn Brownrigg.

- Three meetings were held during the 2014-2015 school year; October 28, 2014, March 12, 2015, and April 10<sup>th</sup>, 2015.
- This year, the first part of the meetings involved pedagogical training for the consultants from the various school boards.
- Members shared the various projects that were being implemented in their schools that help the teachers with transfer of learning, evaluation, goal setting, etc.
- Updates on the Québec Reading Connection database were provided and book samples were circulated.
- The QFHSA provided reports on its' activities, conferences, etc. Information on the QFHSA's writing contests was given to the consultants for distribution to the teachers in their respective school boards.