



Representing OFHSA on Committees

The Minister and Ministry of Education, along with other groups, often ask OFHSA to provide a representative of our organization to a committee. Similarly, district school boards ask for Home & School representation through H&S Councils. These committees may meet for one meeting, or over a period of several months. Their work varies from providing input to a new document to reviewing an existing one or advising on a continuing process.

All Home and School members are encouraged to participate in committees as representatives of OFHSA. These committees provide a wonderful opportunity for you to experience the inside workings of the Ministry or school board, to meet new and interesting people and to make a contribution to the system.

Executive members of OFHSA would be very happy to answer any questions you have about serving on a committee and to help guide you through the process.

The following guidelines have been drawn up to clarify the expectations for a H&S member participating in committee work.

Guidelines for Members Representing OFHSA on Committees

Make yourself familiar with any and all OFHSA policies regarding the subject matter of the committee. If you do not have a policy document, contact your H&S Association, H&S Council or contact the OFHSA office.

If you have questions about the policy statements, you can ask the OFHSA Policy Workgroup Leader or any member of the executive by contacting the OFHSA office.

Remember that you are acting as a representative of OFHSA. You are not on the committee as an advocate for your own child, or your school. You are there to provide a parent perspective to the discussions with a focus on what is best for all students.

If you are affiliated with another organized group (ETFO, OSSTF, CUPE, etc.), please disclose that information at the start of the proceedings.

If there is an alternate appointed to represent H&S in your absence, keep that person apprised of the work of the committee so they may step in and continue the process with minimal interruption.

Respect the process. Work in progress and discussions held during committee meetings should not be made public. At no time should you disclose the specifics of the work with the general public: through the media, newsletters, web pages, etc.

When needed, ask for input and feedback on issues being discussed from OFHSA.

Report to the OFHSA Executive Committee/Board of Directors or your H&S Council, as is appropriate, on the progress of the committee. These reports must be submitted in writing. The report should give an indication of the progress of the committee, concerns you have, contributions you have made, things to watch for and a list of upcoming meetings. During discussions at the Executive Committee/Board or H&S Council meeting, or as a result of a written report, other members may provide you with additional information or suggestions.