



Ontario Federation of Home and School Associations
EXECUTIVE COMMITTEE MEETING
 Saturday, December 2nd, 2017 10 a.m. – 4:00 p.m.

Minutes

Agenda	Reporting	Recommendation	Material	Notes
1. Call to Order Welcome and Introductions Notice of voice recording the meeting appointing a timekeeper	E. Ings			Call to order 10:12 a.m. Present: E. Ings, President (phone) A. Morell, 1 st Vice-President (phone) left 12:45 p.m. G. Myers, 2 nd Vice-President (phone) S. Thomson, TVCHSA President (phone) Regrets: S. Binns, Past-President V. Coombs, HWCHSA Delegate
2. Approval of Agenda	E. Ings			DEC17-EC-01 – That the agenda be approved MMS – S. Thomson, G. Myers CARRIED
3. Conflict of interest				None declared
4. Review of Minutes 4.1 October 2017 Board of Directors				
5. Business Arising 5.1 GIC Renewal 5.2 OFHSA Conference Workshops				DEC17-EC-02 – That the Executive Committee approve reinvestment of \$19000 into a 5-year Market Growth Canadian Top 60 GIC. MMS – A. Morell, S. Thomson CARRIED DEC17-EC-03 – That the Executive Committee approve 2 OFHSA Workshops for 2018 Conference called 1. With great power comes great responsibility (Structure of OFHSA)- L. Gonzalez & A. Morell 2. Connecting to the Mothership (connecting to OFHSA, information and website) S. Binns & A. Murchie MMS – S. Thomson, A. Morell CARRIED <i>Suggested Conference Schedule</i> Friday night- Desserts & Displays 8:30 a.m. Registration 9-10 a.m. Morning Exercise 10:15-11:15 a.m. Workshops 11:30 a.m. Lunch 1:15- 2:15 p.m. Workshops 2:30 p.m. Annual Meeting

<p>5.3 Inclusion of all interested parties</p> <p>5.4 Resignation of a Board of Director</p> <p>5.5 Conference PWG Deferred motion</p>			<p>DEC17-EC-04 – That the Executive Committee approve support of all groups within the publicly funded education system that wish to be involved with OFHSA. MMS – A. Morell, G. Myers CARRIED</p> <p>5.4 A. Davies has resigned as Bulletin Workgroup Leader. E. Ings has contacted members that have shown interest in the past to fulfill the duties until further notice. The OFHSA Workgroups brochure will go out to all members in the January mailing.</p> <p>5.5- DEFERRED no report or budget information was submitted by Conference Planning Workgroup.</p>
<p>6. Financial Report</p> <p>6.1 Financial Statements</p> <p>6.2 Endowment Report</p> <p>6.3 Finance Workgroup</p> <p>6.4 RFP for Auditors</p> <p>6.5 Adding BoD information to Bank account</p>			<p>6.1 Financial Statements were reviewed and accepted as presented</p> <p>6.2 Endowment for the year was presented and reviewed</p> <p>6.3 No report was submitted</p> <p>6.4 The RFP Auditor Tracker was provided in the meeting information as well as all proposals were in Dropbox for review.</p> <p>A. Morell asked for more time to be given and would request each executive member consult an expert in the auditing field prior to making a decision. Poll vote to be done Jan 8th.</p> <p>6.5 OFHSA will comply with the banks request to include the list of Board of Directors for the compliance office.</p>
<p>7. Outstanding Business</p> <p>7.1 Update from Nov 18th meeting</p> <p>7.2 Task List</p>	<p>A. Morell E. Ings</p>		<p>7.1 Deferred till 1st VP Report</p> <p>7.2 Task List Reviewed</p> <p>A. Morell asked for the motion summary document to be updated.</p>
<p>8. Executive Reports</p>			
<p>8.1 Past-President</p>	<p>S. Binns</p>		<p>M Report accepted as submitted</p>
<p>8.2 President</p>	<p>E. Ings</p>		<p>M Report accepted as submitted</p>
<p>8.3 1st Vice-President</p>	<p>A. Morell</p>	<p>5</p>	<p>DEC17-EC-05 – That the OFHSA Executive recommend to the Board of Directors that OFHSA engage its members in seeking a solution to the deficit budget and financial challenges facing OFHSA. MMS – A. Morell, S. Thomson CARRIED</p> <p>Potential Solutions- decrease expenses and increase realistic revenues</p> <ul style="list-style-type: none"> • Decrease paid hours of the Exec Secretary • Close the office – generate revenues to offset rent expenses (responding to Gene's concerns related to the how OFHSA will generate revenues to pay rent)

- Increase life memberships fee
- Increase the processing charge for issuing income receipts
 - Sliding scale
- Increase the membership fee
- Develop an annual association fee \$100

Potential Solutions for Consideration and other discussion:

Association Fee of \$100 (annual):

- Develop a fee structure inclusive of:
 - Annual Association fee of \$100
- Minimum number members per associations
 - Should there be a minimum number of members?
 - Or, increase membership to \$25 for every member on the list this includes life members
 - Or a onetime fee of \$400 association fee
- Raise the minimum number of members per associations
- Raise the minimum number of members necessary to form a new association

DEC17-EC-06 – That the OFHSA Executive recommend to the Board of Directors several options as supplied by the working meeting attendees for consideration in seeking a solution to the deficit budget and financial challenges facing OFHSA.

**MMS – A. Morell, S. Thomson
CARRIED**

DEC17-EC-07 – That the OFHSA Executive recommend to the Conference Committee that OFHSA conference is scaled back, thus demonstrating fiscal stewardship, leadership, and accountability as a practice of good governance.

**MMS – A. Morell, S. Thomson
CARRIED**

DEC17-EC-08 – That the OFHSA Finance Workgroup Leader continue to facilitate the project of developing and implementing solutions to financial suitability for OFHSA.

**MMS – A. Morell, S. Thomson
CARRIED**

DEC17-EC-09 – That at the January Board of Directors meeting a Stop, Start, Continue facilitation be conducted.

**MMS – A. Morell, S. Thomson
CARRIED**

DEC17-EC-10 – That OFHSA President write a letter of advocacy related to Ontario’s Cannabis Legislation with an advocacy focus

on student safety and well-being. A draft letter is due January 7th with the final letter to be sent to all relevant MPP's no later than January 15th

**MMS – A. Morell, S. Thomson
CARRIED**

DEC17-EC-11 – That OFHSA adopts the following practice: only the authors of reports or other documents (related to OFHSA) have the authority to up-load into drop-box. When circumstance warrant document placement into drop-box, the author must grant permission prior to a document up-loaded into drop box. In the circumstance when permission is sought the author has 24 hours to respond, a non-response is considered permission. This practice commences immediately, and remains in effect until Terms of Reference are approved for the use of drop-box.

**MMS – A. Morell, S. Thomson
CARRIED**

DEC17-EC-12 – That by December 4th, 2017 the OFHSA Executive initiate a working committee to review A Learning Province: Education Assessment in Ontario and prepare a comprehensive response. The response must be completed and submitted by December 15th, 2017

**MMS – A. Morell, S. Thomson
CARRIED**

DEC17-EC-13 – That no later than December 8th a letter from the OFHSA President be sent to the Deputy Minister of Education regarding OFHSA membership at the Education Transformation Table (ETT) (the next meeting of the Education Transformation Table is December 6th). That the OFHSA President contact the two provincial parent groups regarding their membership at the ETT. (People for Education is an ETT member)

**MMS – A. Morell, S. Thomson
CARRIED**

DEC17-EC-14 – That OFHSA welcomes the Ontario Healthy Schools Coalition to purchase full membership thus forming as a Home and School Association, pending information from our insurance provider.

**MMS – A. Morell, S. Thomson
CARRIED**

DEC17-EC-15 – That OFHSA through the phase one consultation on revising the Pupil Accommodation Review Guideline (PARG) and Community Planning and Partnerships Guideline (CPPG) as per the process outlined, send an email with the subject line:

				<p>“Revising the PARG and CPPG” to information.met@ontario.ca due December 6th, 2017 MMS – A. Morell, S. Thomson CARRIED</p>
8.4 2 nd Vice-President	G. Myers		M	
8.5 HW Council	V. Coombs	1	M	<p>DEC17-EC-16 – That the OFHSA Executive Committee approve the leadership PRO Grant budget MMS – A. Morell, S. Thomson DEFERRED</p>
8.6 Thames Valley Council	S. Thomson			No report
9. Workgroup Reports				
9.1 Awards & Succession Planning	T. Blum			No report
9.2 Bulletin				No WG Leader at this time
9.3 Parent Communications	R. Harvey			No report
9.4 Conference	S. Thomson & L. Gonzalez			No report
9.5 Education Advocacy & Policy	J. Reynolds			No report
9.6 Finance / Treasurer	H. Maltby			No report
9.7 Parent Resources	K. Berlet		M	Report accepted as submitted
9.8 Leadership & Membership	V. Coombs			Report given at HW Council
9.9 Strategic Plan	Board of Managers			No report
9.10 Virtually Yours	A. Lowe	2	M	<p>DEC17-EC-17-That the OFHSA Executive Committee approve setting up a Lite account with SendInBlue at the price of \$7.93 per month. MMS – G. Myers, S. Thomson CARRIED</p> <p>DEC17-EC-18- That the OFHSA Executive Committee approve the cancellation of the EcrewNews account. MMS – A. Morell, S. Thomson CARRIED</p>
9.11 Executive Secretary	A. Murchie		M	Report accepted as submitted
10. Representation to Others				
10.1 EQAO	A. Lowe			<p>DEC17-EC-19- That the OFHSA Executive recommends to the Board of Directors to appoint S. Binns as the CHSF representative to complete the 2017-2018 term. MMS – A. Morell, G. Myers CARRIED</p>
10.2 Partnership Table	E. Ings			
10.3 Healthy Schools	A. Morell			
10.4 Canadian H&S Federation	A. Morell		M	

11. New Business				<p>Working towards creating a timed agenda, having respect for the work everyone does, all issues brought forth on the agenda will be 15mins each, if you need more time please request it.</p> <p>A. Morell left the meeting at 12:45pm. An email will be sent to the Board of Directors to let them know of the expectations being put forth.</p>
12. Correspondence 12.1				
Adjournment				<p>meeting adjourned motion: quorum not present Time: 12:49 p.m.</p>