



# 2018 ANNUAL MEETING PACKAGE

*This package will also be available at the 2018 Annual Meeting  
Please share it with your members*

Dear Delegates:

One of the benefits of belonging to OFHSA is the advocacy work done by the Federation on behalf of the membership. Our strength as an advocate for the needs of children, youth and families lies in our unique ability to present the opinions of our members. Those opinions are reflected in our Policy Document. OFHSA policies are derived from resolutions presented and adopted by association members at the Annual Meeting.

The attached package is divided into three sections for ease of use:

- A Bylaw Amendments**
- B Expiring Action Recommendations – 2015**
- C New Policy Resolutions and Action Recommendations**

Before the Annual Meeting: As voting delegates you are representing your Association. Please take time to carefully review the issues with the members of your Association. If you have any questions or concerns about bylaw amendments or policy resolutions, please contact the appropriate submitting unit. Their contact information is provided after each amendment and resolution.

Amendments: Submitting units may amend their resolution before it comes to the floor at the Annual Meeting, but once a resolution has been moved and seconded at the Annual Meeting, it can only be amended by a motion of the voting delegates. Only amendments that do not change the intent of the resolution will be allowed.

At the Annual Meeting: During discussions of motions on the floor the Chair will recognize speakers “for” and “against” in alternating order. The business procedures for the Annual Meeting outline these and other pertinent points of order. Please refer to them for further clarification.

Emergency Resolutions are defined as ones that, because of circumstances and/or content of the resolution, were not available for submission by the deadline date. Emergency Resolutions must be approved by the members of the submitting unit. The submitting unit must notify the Policy Workgroup no less than 48 hours before the portion of the Annual Meeting dealing with resolutions and provide copies of the proposed Emergency Resolution.

# A

## BYLAW AMENDMENTS

Amendments to the bylaws of the Federation may be proposed by any member, upon approval by an Association, Home and School Council, the Federation Executive Committee or the Federation Board of Directors, and by the Policy Workgroup of the Ontario Federation.

Amendments to the bylaws will be moved and seconded at the Annual Meeting by the OFHSA Policy Workgroup.

Each amendment is open for discussion and amendment by delegates.

Amendments are usually dealt with separately.

***\*\* Any questions you have regarding the bylaw amendments should be posed to the submitting unit BEFORE coming to the Annual Meeting. The names and contact information for the submitting unit are given at the end of each bylaw amendment. Your questions will help the presenters prepare their comments for both the Resolutions Workshop (which includes bylaw amendments) and the Annual Meeting. It should also ensure that the time given at the Annual Meeting for debating the merits of a bylaw amendment is not spent clearing up questions or misunderstandings.***

# **BYLAW AMENDMENTS**

FOR  
REGIONS; WORKGROUP CHAIRS; 3<sup>RD</sup> EXECUTIVE VICE-PRESIDENT; OFFICER ELIGIBILITY

## **BYLAW REMOVAL #1**

Therefore be it resolved that the Ontario Federation of Home and School Associations, Inc. formerly dissolve the Federation's Regional Level and thereby the Regional Bylaws, in accordance with Regional Bylaw, Article XI, Dissolution and Dormancy, 3.

### **Rationale**

OFHSA's Regional Level has been inactive for nearly 10 years. The bylaws remained in hopes that there would be members that would re-establish them at some point over the years. With a declining volunteer base this has not been possible, so this bylaw removal will officially remove the Regional Level. Article XI, Parts 1 and 2 have been completed in prior years.

### **EXISTING BYLAW**

#### **ARTICLE XI DISSOLUTION AND DORMANCY – Regional Bylaws**

1. *Any Region that wishes to disband or become dormant shall:*
  - i) *notify Federation by letter advising reasons for the proposed action*
  - ii) *assure that this letter is received by the president of Federation six weeks prior to the date of the next Region general meeting*
  - iii) *send Federation a draft of letter(s) to be sent to Home and School Councils which informs them of the general meeting and the proposal to disband or become dormant, with provision for the Federation to recommend amendments to the letter(s)*
  - iv) *give Federation a place on the agenda of the Regional general meeting*
  - v) *have a vote of the Region members at the Regional general meeting; a two-thirds (2/3) vote of the paid-up members present is necessary to carry a motion to disband or become dormant*
2. *At the time an application is made for dissolution or dormancy by a Region, the books of the Region shall become the property of the Federation and any funds of the Region are to be turned over to Federation to be held in trust. If that Region is not reactivated within four years, the funds shall become the property of the Federation.*
3. *No Region may remain dormant for a period longer than four years.*

### **Submitting Unit:**

OFHSA Board of Directors  
Contact Person:  
Karen Berlet  
kberlet@rogers.com

## **BYLAW REMOVAL/AMENDMENT #2**

Therefore be it resolved that the Ontario Federation of Home and School Associations, Inc. remove any references to Regions, or amend to 'the Federation' as applicable, throughout the Association, Council and Federation Bylaws of the *OFHSA Constitution & Bylaws* document.

### **Rationale**

With the formal dissolution of OFHSA's Regional Level, any references contained within the complete *OFHSA Constitution & Bylaws* document must be updated to either remove or amend the reference as necessary.

### **Submitting Unit:**

OFHSA Board of Directors

Contact Person:  
Karen Berlet  
kberlet@rogers.com

## **BYLAW AMENDMENT #3**

Therefore be it resolved that the Ontario Federation of Home and School Associations, Inc. amend all references of 'Workgroup Chairs' to 'Workgroup Leaders' throughout the Association, Council and Federation Bylaws of *OFHSA's Constitution & Bylaws* document.

### **Rationale**

OFHSA Workgroups have 'Workgroup Leaders' appointed by the Executive Committee. They have been referred to as Workgroup Leaders for many years and appear that way in OFHSA's Terms of Reference used by the OFHSA Board of Directors and in other OFHSA resource material. This change to the bylaws would reflect the current wording used and ensure consistency throughout OFHSA documents.

### **Submitting Unit:**

OFHSA Board of Directors

Contact Person:  
Karen Berlet  
kberlet@rogers.com

## **BYLAW AMENDMENT #4**

Therefore be it resolved that the Ontario Federation of Home and School Associations, Inc. add a 3<sup>rd</sup> Executive Vice-President as an elected officer of the Federation.

Amendments to the following Federation Bylaws would be necessary: see Appendix for specific wording amendments.

### **ARTICLE II - ORGANIZATION**

### **ARTICLE VI - NOMINATION AND ELECTION OF OFFICERS**

### **ARTICLE X - RESPONSIBILITIES OF THE FINANCE WORKGROUP**

### **ARTICLE XI - RESPONSIBILITIES OF THE BOARD OF MANAGERS**

### **ARTICLE XII - DUTIES OF FEDERATION OFFICERS**

### **ARTICLE XIV - FEDERATION WORKGROUPS**

#### **Rationale**

With declining membership at the local level, similar implications of a decline are seen at the OFHSA Board of Directors. By adding the 3<sup>rd</sup> Executive Vice-President, it will help build the capacity of the OFHSA Executive Committee. It will also ensure oversight of the work of the Federation by having an additional Executive Vice-President help assume the responsibilities of Federation Workgroups in the absence of a Workgroup Leader.

#### **Submitting Unit:**

OFHSA Board of Directors

Contact Person:  
Karen Berlet  
kberlet@rogers.com

## **BYLAW AMENDMENT #5**

Therefore be it resolved that the Ontario Federation of Home and School Associations, Inc. amend Federation Bylaws, Article VI, Nomination and Election of Officers, 1 b, regarding eligible persons for nomination

**From:** “any past executive vice-president of the Federation”

**To:** “any past executive vice-president of the Federation **having held office within the previous three years**”.

**Rationale**

This bylaw needs to be clarified as all other eligible nominees for officers of the OFHSA Board of Directors contain time stipulations attached to their elected position to be eligible. By not having a time stipulation attached, in essence, any past Executive Vice-President of OFHSA will always be eligible for the remainder of their life as long as they are a paid member or Life Member. OFHSA needs to have nominees for officers being selected from a pool of volunteers who have served fairly recently on the OFHSA Board of Directors.

**Submitting Unit:**

OFHSA Board of Directors

Contact Person:  
Karen Berlet  
kberlet@rogers.com

**APPENDIX OF PROPOSED BYLAW WORDING AMENDMENTS**  
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**ARTICLE II - ORGANIZATION**

9. The Board of Directors shall consist of:

- Federation President
- ~~Two~~ **Three** Federation Executive Vice-Presidents
- Immediate Past-President of the Federation
- ~~Chairs of the~~ Federation Workgroup **Leaders**
- ~~Three representatives from each Regional Board (President and two Vice-Presidents)~~
- One representative from each Home and School Council with 10 or more associations
- A maximum of four members-at-large appointed by the board of managers
- OFHSA government appointed representatives
- OFHSA representative to the Canadian Home and School Federation

The board of directors will not exceed 54 members and is required to meet at least three times per year.

12. The Executive Committee shall consist of:

- Federation President
- ~~Two~~ **Three** Federation Executive Vice-Presidents
- ~~A Regional President from each Region~~
- Immediate Past-President of the Federation
- One representative from each Home and School Council with 10 or more associations
- OFHSA government appointed representatives

This committee will meet at least four times a year and also will hire an Executive Secretary.

13. The Finance Workgroup shall consist of:

- Federation President
- ~~Two~~ **Three** Federation Executive Vice-Presidents
- ~~Chair of the Finance Committee~~ Finance Workgroup **Leader**
- Immediate Past-President of the Federation

14. The Board of Managers shall consist of:

- Federation President
- ~~Two~~ **Three** Federation Executive Vice-Presidents
- ~~One Regional President (rotating from region to region)~~
- Immediate Past-President of the Federation

15. The Officers shall be:

- Federation President
- ~~Two~~ **Three** Federation Executive Vice-Presidents

## **ARTICLE VI - NOMINATION AND ELECTION OF OFFICERS**

1. In the year nominated, all nominees must be members in good standing of the Ontario Federation of Home and School Associations by December 31st. The president and the executive vice-presidents shall be elected at the April meeting

of the board of directors by members of the board. Persons eligible for the positions of president and executive vice-presidents shall include:

- a) the elected members of the board of directors
- b) any past executive vice-president of the Federation **having held office within the previous three years**
- c) ~~any past Regional president and any past Regional vice-president, having held office within the previous three years~~
- d) current appointed members of the board of directors having served a term of two consecutive years
- e) presidents and past-presidents of Home and School Councils with a minimum of 10 active associations, having held office within the previous three years

Members-at-large of the board of directors are not eligible for nomination and election as officers unless they have met criteria set out in b), c) or e).

2. The nomination and election process to be as follows:

2.1 Nomination forms for the office of president, **1st executive vice-president, 2nd executive vice-president and 3rd executive vice-president** shall be mailed, with return envelopes marked "Nominations", to:

- a) Current members of the Federation Board of Directors
- b) ~~Regional Boards~~
- c) Home and School Councils

A list accompanying the nomination forms will indicate the names of all eligible persons.

2.5 The 1st executive vice-president shall automatically succeed to the office of the president when the office becomes vacant before another election due to the Incumbent being unable, through illness or other reasons, to complete a term of office. The office of past-president will remain unaffected.

2.6 The 1st executive vice-president shall automatically succeed to the office of the president when the incumbent president, having completed two consecutive terms, is not eligible to serve again.

2.7 The 2nd executive vice-president shall automatically succeed to the office of the 1st executive vice-president in the event of the ~~resignation~~ **vacancy** of the 1st executive vice-president during a term of office. ~~The office of the 2nd executive vice-president shall be filled on an interim basis by an appointee of the board of directors or the executive committee, whichever meets first.~~

2.8 **The 3rd executive vice-president shall automatically succeed to the office of the 2nd executive vice-president in the event of the vacancy of the 2nd executive vice-president during a term of office. The office of the 3rd executive vice-president shall be filled on an interim basis by an appointee of the board of directors or the executive committee, whichever meets first.**

Should any of the events outlined in items 2.5 to **2.8** occur, it shall be so recorded in the minutes, and the new president and executive vice-presidents named therein.

## **ARTICLE X - RESPONSIBILITIES OF THE FINANCE WORKGROUP**

1. The Finance Workgroup shall include but not be limited to:

- Federation President
- ~~Two~~ **Three** Federation Executive Vice-Presidents
- Immediate Past-President of the Federation
- Finance ~~Chair~~ **Workgroup Leader**

## **ARTICLE XI - RESPONSIBILITIES OF THE BOARD OF MANAGERS**

1. The Board of Managers shall consist of:

- Federation President
- ~~Two~~ **Three** Executive Vice-Presidents
- Immediate Past-President of the Federation
- ~~One Regional President (on a rotating basis)~~

## **ARTICLE XII - DUTIES OF FEDERATION OFFICERS**

### **2. EXECUTIVE VICE-PRESIDENTS**

An executive vice-president of the Federation, at the request of the president, shall preside in the absence of the president and shall assume such duties of executive co-ordination as may be assigned by the board of directors, the executive committee or the president. **All executive vice-presidents shall assume responsibility for Federation Workgroups in the absence of Workgroup Leaders.**

## ARTICLE XIV - FEDERATION WORKGROUPS

1. ~~Each regional president shall be an ex-officio member of the Federation Workgroup in his/her region of functional jurisdiction. The region president or a federation officer~~

shall act as a resource person on federation procedures, and provide a liaison with the executive committee. The president, and executive vice-presidents shall not, automatically, be ex-officio members of a standing, temporary or “ad hoc” or “special” workgroup of the Federation, with the exception of the Finance Workgroup, but may be invited by the workgroup ~~chair~~ **leader** to attend a specific meeting. **All executive vice-presidents shall assume responsibility for Federation Workgroups in the absence of Workgroup Leaders.**

### **Submitting Unit:**

OFHSA Board of Directors

Contact Person:  
Karen Berlet  
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# B

## **EXPIRING ACTION RECOMMENDATIONS**

Action Recommendations related to policy resolutions are acted upon by the Federation for a period of three years. At the end of that period, the action recommendations must be resubmitted to the voting delegates at the OFHSA Annual Meeting. If they are again passed by the members, the action recommendations remain in effect for one additional year.

The Expiring Action Recommendations will be moved and seconded at the OFHSA Annual Meeting by the OFHSA Policy Workgroup.

There is usually no discussion of the recommendations as they were previously approved by the members.

Category B is voted on as a total unit.

## **EXPIRING ACTION RECOMMENDATIONS – 2015**

### **POLICY STATEMENT**

Therefore be it resolved that the Ontario Federation of Home and School Associations, Inc. adopt the policy that there be an automated external defibrillator (AED) in every public building in the Province of Ontario and that these AEDs be registered.

### **ACTION RECOMMENDATION**

Therefore be it resolved that the Ontario Federation of Home and School Associations Inc. petition the Government of Ontario to require that all public buildings in Ontario have an automated external defibrillator installed and registered.

# C

## NEW POLICY RESOLUTIONS

New policy resolutions may be submitted for consideration at the Annual Meeting by Associations, Home and School Councils or Federation Workgroups. If passed by the membership, they become part of the OFHSA Policy Document.

The Policy Chair will read the resolution and action recommendations. The submitting unit will then identify themselves, stating their names and associations. They will move and second each policy resolution and each action recommendation individually.

The mover from the submitting unit may speak for five minutes. The seconder may speak for two minutes. The resolution is then open for discussion from the floor. Each policy statement and action recommendation of a resolution is open for discussion and amendment by delegates. Each policy statement and action recommendation of a resolution is usually dealt with separately.

Upon ratification, the policy becomes the mandate of the Federation. Policy statements are added to the OFHSA Policy Document. Action recommendations are actively pursued for three years and then resubmitted for action for one additional year.

***\*\*Any questions you have regarding the resolutions should be posed to the submitting unit BEFORE coming to the Annual Meeting. The names and contact information for the submitting unit are given at the end of each resolution. Your questions will help the presenters prepare their comments for both the Resolutions Workshop and the Annual Meeting. It should also ensure that the time given at the Annual Meeting for debating the merits of a resolution is not spent clearing up questions or misunderstandings.***

# **STANDARDS FOR HEALTHY SCREEN TIME AND DEVICE USE**

## **POLICY STATEMENT**

Therefore be it resolved that the Ontario Federation of Home and School Associations, Inc. adopt the policy that the Ministry of Education, Ministry of Children and Youth and Ministry of Long-term Health, implement standards for healthy screen time and appropriate device use for students in the classroom.

## **ACTION RECOMMENDATION #1**

Therefore be it resolved that Ontario Federation of Home and School Associations, Inc. petition the Minister and Ministry of Education (Responsible for Early Years and Child Care) and the Minister and Ministry of Children and Youth, in consultation with health care providers, to develop and implement standards for healthy screen time for students, online and offline screen time tracking, to limit the negative impact on the developing brain. A healthy screen time limit must take into account the average hours children spend with screens in the classroom and balance with average in home use.

## **ACTION RECOMMENDATION #2**

Therefore be it resolved that the Ontario Federation of Home and School Associations, Inc. petition the Minister and Ministry of Education to implement appropriate use standards that restrict social media and ad blockers, to ensure all access on devices is strictly educational on all devices used by students.

## **ACTION RECOMMENDATION #3**

Therefore be it resolved that the Ontario Federation of Home and School Associations, Inc. petition the Minister and Ministry of Education, through the College of Teachers, to provide materials, assembled and published, designed to provide Ontario teachers with knowledge to identify and address screen addiction and mental health issues related to Virtual Addiction: Gaming and Internet Addictions.

## **ACTION RECOMMENDATION #4**

Therefore be it resolved that the Ontario Federation of Home and School Associations, Inc. petition the Minister and Ministry of Education and the Minister and Ministry of Children and Youth, in consultation with health care providers, to develop a curriculum regarding healthy screen time and appropriate device use, designed to develop the skills to make healthy, informed decisions, identify warning signs and prevention strategies related to Child/Adolescent Digital Technology Use/Abuse.

## **Rationale**

### **What is screen time?**

Screen time is the amount of time your child spends using a device that has a screen. It includes time spent watching television, browsing the internet, using a cell phone and playing video games.

Spending too much time in front of a screen can negatively impact your child's mental health. Signs include feeling sad, overly tired, withdrawn or uninterested in other activities.

Canadian kids spend an average of 7.5 hours in front of screens each day\*. That's right, 7.5 hours. That's about as much time most adults spend at work each day. Sounds outrageous, right? If you agree, you are not alone.

In fact, the response to this statistic is often disbelief. People repeatedly wonder how it is even possible that a child could spend that much time in front of TVs, cell phones, tablets or video games every single day.

A recent study of adults based on data from the 2007 Canadian Community Health Survey (CCHS) found evidence that screen time (time spent viewing television and using computers) was positively associated with obesity, inactive leisure time and a poor diet.

There is a growing body of evidence indicating that screen time and device use has a negative impact on the developing brain and is related to depression and increased levels of childhood suicide. Screen time is associated with depression and anxiety in Canadian youth. Screen time may represent a risk factor or marker of anxiety and depression in adolescents.

This condition is being recognized as addiction by mental health experts and the treatment consists of a complete screen fast which is impossible with board mandated device use in class rooms.

### **Limit Screen Time**

The recommended amount of screen time depends on a child's age. Children under two should not have any screen time and those under aged five and under should have less than two hours a day.

The Canadian Pediatric Society recommends no more than 2 hours of screen time per day. Children under two years old should watch as little as possible.

Keep TV, Internet-connected computers, and gaming equipment out of your child's bedroom. Locate screen media in a central location where use can be supervised.

Create house rules to turn off the screens at mealtimes, while doing homework, and an hour before going to bed. Make sure your child gets enough sleep each night.

There is a potential lifelong impact on children that makes this issue too important to delay developing strategies for healthier use.

**Future research is needed to determine if reducing screen time aids the prevention and treatment of these psychiatric disorders in youth.**

The public-school system is invested in the well-being of students and therefore should be and can be the forerunner of this movement.

**Submitting Unit:**

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**References**

Time: Screens in Schools Are a \$60 Billion Hoax  
<http://time.com/4474496/screens-schools-hoax/>

American Academy of Pediatrics  
[http://pediatrics.aappublications.org/content/140/Supplement\\_2](http://pediatrics.aappublications.org/content/140/Supplement_2)

American College of Pediatricians  
<https://www.acped.org/the-college-speaks/position-statements/parenting-issues/the-impact-of-media-use-and-screen-time-on-children-adolescents-and-families>

U.K. 'loneliness minister' puts spotlight on issue Canada also needs to tackle  
The Canadian Press January 18, 2018  
<https://ca.news.yahoo.com/u-k-apos-loneliness-minister-090004955.html>

\*Source: 2009-11 CHMS, Statistics Canada. Read more in the Active Healthy Kids Canada 2013 Report Card (pages 32 – 36)  
[http://dvqdas9jty7g6.cloudfront.net/reportcard2013/Active-Healthy-Kids-2013-Report-Card\\_en.pdf](http://dvqdas9jty7g6.cloudfront.net/reportcard2013/Active-Healthy-Kids-2013-Report-Card_en.pdf)

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<https://www.statcan.gc.ca/pub/82-003-x/2008002/article/10600-eng.htm>

Screen time is associated with depression and anxiety in Canadian youth  
<https://www.sciencedirect.com/science/article/pii/S0091743515000316>

[http://www.screensmart.ca/screens\\_health](http://www.screensmart.ca/screens_health)

Hospital for Sick Children; About Kids Health

<http://www.aboutkidshealth.ca/En/HealthAZ/HealthandWellness/PhysicalActivitySportsandFitness/Pages/screen-time-overview.aspx>

Canadian Pediatric Society

<https://www.cps.ca/en/documents/position/screen-time-and-young-children>

CMHC

<https://ontario.cmha.ca/wp-content/uploads/2017/05/Addictions-and-Problematic-Internet-Use-CMHA-Ontario-Final.pdf>

Tech Abuse Presentation; Virtual Addiction: Gaming and Internet Addictions; Dr. David N. Greenfield;

<http://virtual-addiction.com/wp-content/uploads/2013/07/TECH-ABUSE-PRESENTATION.pdf>