



THE ONTARIO FEDERATION OF HOME AND SCHOOL ASSOCIATIONS, INC.

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**2017  
ANNUAL MEETING  
MINUTES**

DRAFT

**Ontario Federation of Home and School Associations**  
**2017 ANNUAL MEETING MINUTES**  
**Sunday, April 30, 2017, 9 a.m. - 4 p.m.**  
**Best Western Plus Stoneridge Inn and Conference Centre, London, Ontario**

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S. Binns, President, chaired the meeting.

Quorum was present with 17 voting delegates (7 required for quorum)

1. Presentation by Patrick Winter from Ontario College of Teachers, Intake and Hearings Unit.

2. **Welcome and call to order:**

The meeting was called to order at 10:29 a.m. - S. Binns welcomed all delegates to the Annual Meeting.

3. **Appointment of parliamentarian and timekeeper for the Annual Meeting:**

Parliamentarian for our Annual Meeting was Ruth Tisdale, Trustee of the Thames Valley District School Board.

Timekeepers for our Annual Meeting will be K. Berlet and A. Davey.

4. **Adoption of the agenda for the 2017 OFHSA Annual Meeting:**

**APR17-AM-01 THAT THE AGENDA FOR THE 2017 ANNUAL MEETING BE ACCEPTED AS PRESENTED.**

**MMS A. Green, B. Davison HSA, Thames Valley  
C. Tripathi, K.D.S.S. HSA Kincardine  
CARRIED**

5. **Adoption of the business procedures for the 2017 Annual Meeting:**

**APR17-AM-02 THAT THE BUSINESS PROCEDURES FOR THE 2017 ANNUAL MEETING BE ADOPTED.**

**MMS L. Catunto, Trafalgar HSA, Thames Valley  
T. Bryars, W. H. Morden HSA, Halton  
CARRIED**

6. **Adoption of the minutes of the 2016 OFHSA Annual Meeting:**

**APR17-AM-03 THAT THE MINUTES OF THE 2016 OFHSA ANNUAL MEETING BE ADOPTED.**

**MMS R. Clipperton, Lord Nelson HSA, Thames Valley  
J. Reynolds, Adelaide Hoodless HSA, Hamilton-Wentworth  
CARRIED**

7. **Adoption of the 2016 OFHSA Book of Annual Reports:**

**APR17-AM-04 THAT THE 2016 OFHSA BOOK OF ANNUAL REPORTS BE ADOPTED AS CIRCULATED.**

**MMS S. Thomson, Jeanne Sauvé HSA, Thames Valley  
J. Nuyens, Northdale HSA, Thames Valley  
CARRIED**

**8. Business arising:**

**8.1 Policy report:**

The policy report was read by **E. Ings, Interim Policy Workgroup Leader.**

**APR17-AM-05 THAT THE POLICY REPORT BE ACCEPTED AS PRESENTED.**

**MMS G. Myers, Hugh Beaton HSA, Windsor  
S. Huculiak, Prince of Wales HSA, Hamilton-Wentworth  
CARRIED**

**8.2 No Report on Members-at-Large of the Board of Directors:**

Every 2 years a report will come forward.

We are hoping to continue having Members-at-Large at the table. The Board of Directors is asking that if members know of someone who might be interested, to please contact the office or a member of the Board.

**9. Finance matters:**

S. Binns reminded the members that during the 2014-2015 Annual Meeting, Millard, Rouse & Rosebrugh, LLP. Chartered Accountants were appointed as OFHSA auditors for the years ending August 31, 2014-2015, 2015-2016 and 2016-2017.

The Board of Directors will actively look for options for the next year.

**9.1 Adoption of the OFHSA audited financial statements for the year ended August 31, 2016:**

**APR17-AM-06 THAT THE OFHSA AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED AUGUST 31<sup>ST</sup>, 2016 BE ADOPTED AS PRESENTED.**

**MMS G. Myers, Hugh Beaton HSA, Windsor  
S. Thomson, Jeanne Sauvé HSA, Thames Valley  
CARRIED**

**9.2 Ratification of the 2017-2018 OFHSA membership fees:**

**9.2.1 Association membership fee**

**APR17-AM-07 THAT THE OFHSA ASSOCIATION MEMBERSHIP FEE FOR 2017-2018 REMAIN AT \$15 PER ANNUM.**

**MMS G. Myers, Hugh Beaton HSA, Windsor  
K. Doyle, F.D. Roosevelt HSA, Thames Valley  
CARRIED**

**9.2.2 Alumni membership fee**

**APR17-AM-08 THAT THE OFHSA ALUMNI MEMBERSHIP FEE FOR 2017-2018 REMAIN AT \$25 PER ANNUM.**

**MMS G. Myers, Hugh Beaton HSA, Windsor  
C. Uzoni, Adelaide Hoodless HSA, Hamilton-Wentworth  
CARRIED**

**9.2.3 Associate membership fee at the Federation level**

**APR17-AM-09 THAT THE OFHSA ASSOCIATE MEMBERSHIP FEE AT THE FEDERATION LEVEL FOR 2017-2018 REMAIN AT \$25 PER ANNUM.**

**MMS G. Myers, Hugh Beaton HSA, Windsor  
S. Thomson, Jeanne Sauvé HSA, Thames Valley  
CARRIED**

**9.2.4** Affiliate fee for school-oriented groups at the Federation level

**APR17-AM-10 THAT THE AFFILIATE FEE FOR SCHOOL-ORIENTED GROUPS AT THE FEDERATION LEVEL FOR 2017-2018 REMAIN AT \$150 PER ANNUM.**

**MMS G. Myers, from Hugh Beaton HSA, Windsor  
S. Huculiak, from Prince of Wales HSA, Hamilton-Wentworth  
CARRIED**

**9.2.5** Affiliate fee for organizations at the Council level

**APR17-AM-11 THAT THE AFFILIATE FEE FOR ORGANIZATIONS AT THE COUNCIL LEVEL FOR 2017-2018 REMAIN AT \$150 PER ANNUM.**

**MMS G. Myers, from Hugh Beaton HSA, Windsor  
A. Green, from B. Davison HSA, Thames Valley  
CARRIED**

## **10. Nominations Report:**

The nominations report for 2017-2018 was presented as provided by A. Murchie, OFHSA Executive Secretary, advising the membership that the following officers were elected by the OFHSA Board of Directors at their meeting on Thursday, April 27<sup>th</sup>, 2017: **Eugema Ings, President; Arlene Morell, 1<sup>st</sup> Vice-President; Gene Myers, 2<sup>nd</sup> Vice-President.**

A question came from the floor, and discussion followed, about the election process of the Federation versus the Association. It was clarified that each level of OFHSA has specific election procedures listed in the bylaws at each respective level. Members were referred to OFHSA's Constitution and Bylaws document.

**APR17-AM-12 THAT THE NOMINATIONS REPORT BE ACCEPTED AS PRESENTED.**

**MMS S. Thomson, from Jeanne Sauvé HSA, Thames Valley  
K. Doyle, from F.D. Roosevelt HSA, Thames Valley  
CARRIED**

## **11. OFHSA Year-in-Review 2016-17:**

The Year-in-Review was presented by S. Binns. The document outlines the work of the Federation on behalf of the membership and includes committees and tables that OFHSA sends representation to; documents that have been developed or updated; and the advocacy work done by the Board of Directors.

OFHSA continues to build our social media presence with the addition of Instagram.

The Strategic Plan, updated this year through the Board of Managers, was approved during the Board of Directors meeting.

OFHSA is piloting a Cashless School Payment System at five Associations.

A question from the floor was asked, "What were OFHSA's three key achievements this year?"

1. Going Digital - new website, creating a database, Dropbox
2. Raising Awareness of OFHSA - Our Board of Directors have had several meetings and conversations within the Education Community

3. OFHSA Resources - ensuring OFHSA is supporting the members and providing the needed assistance.

**12. Report on 2016-17 activities of the Canadian Home and School Federation:**

A. Morell, OFHSA's representative to the Canadian Home and School Federation (CHSF), provided a report on their activities this year.

A Morell thanked the members for attending the Annual Meeting on this beautiful Sunday. It shows how dedicated the members of OFHSA are.

**APR17-AM-13 THAT THE ANNUAL MEETING BE RECESSED. – 11:09 a.m.**

**MMS R. Harvey, Clarke Road HSA, Thames Valley  
P. Kifle, Glen Cairn HSA, Thames Valley  
CARRIED**

**APR17-AM-14 THAT THE ANNUAL MEETING BE RECONVENED. – 11:30 a.m.**

**MMS G. Myers, from Hugh Beaton HSA, Windsor  
R. Clipperton, Lord Nelson HSA, Thames Valley  
CARRIED**

**13. OFHSA Bylaw Amendments (Annual Meeting Package - Part A):**

The Chair recognized the submitting unit: OFHSA's Policy Workgroup. Several bylaw amendments were brought forth by K. Berlet to update the current trends and practices with terms of office and appointment of chairs of workgroups.

**13.1 Bylaw Amendment #1**

**APR17-AM-15 THEREFORE BE IT RESOLVED THAT THE ONTARIO FEDERATION OF HOME AND SCHOOL ASSOCIATIONS, INC. REVISE ASSOCIATION BYLAWS, ARTICLE IV, EXECUTIVE COMMITTEE, 5 AS FOLLOWS:**

**From:**

Association officers shall be elected for a one-year term of office and shall be eligible for re-election to serve a second term of office. No officer shall hold the same office for more than two consecutive years.

**To:**

Association officers shall be elected for a one-year term of office and shall be eligible for re-election **annually** to serve **subsequent consecutive terms** of office. No officer shall hold the same office for more than **four consecutive years without approval of the Association membership.**

**MMS R. Harvey, Clarke Road HSA, Thames Valley  
H. Maltby, Cobblestone HSA, Grand Erie  
CARRIED**

**13.2 Bylaw Amendment #2**

**APR17-AM-16 THEREFORE BE IT RESOLVED THAT THE ONTARIO FEDERATION OF HOME AND SCHOOL ASSOCIATIONS, INC. REVISE COUNCIL BYLAWS, ARTICLE IV, EXECUTIVE COMMITTEE, 4 AS FOLLOWS:**

**From:**

Home and School Council officers shall be elected for a one-year term of office and shall be eligible for re-election to serve a second term of office. No officer shall hold the same office for more than two consecutive years.

**To:**

Home and School Council officers shall be elected for a one-year term of office and shall be eligible for re-election **annually** to serve **subsequent consecutive terms** of office. No officer shall hold the same office for more than **four consecutive years without approval of the Council membership**.

**MMS R. Harvey, Clarke Road HSA, Thames Valley  
H. Maltby, Cobblestone HSA, Grand Erie  
CARRIED**

### **13.3 Bylaw Amendment #3**

**APR17-AM-17 THEREFORE BE IT RESOLVED THAT THE ONTARIO FEDERATION OF HOME AND SCHOOL ASSOCIATIONS, INC. REVISE REGIONAL BYLAWS, ARTICLE IV, EXECUTIVE COMMITTEE, 5 AS FOLLOWS:**

**From:**

Regional officers shall be elected for a one-year term of office and shall be eligible for re-election to serve a second term of office. No officers shall hold the same office for more than two consecutive years except when extensions of tenure in that office are approved by the Federation Board of Directors.

**To:**

Regional officers shall be elected for a one-year term of office and shall be eligible for re-election **annually** to serve **subsequent consecutive terms** of office. No officer shall hold the same office for more than **four consecutive years** except when extensions of tenure in that office are approved by the Federation Board of Directors.

**MMS R. Harvey, Clarke Road HSA, Thames Valley  
H. Maltby, Cobblestone HSA, Grand Erie  
CARRIED**

### **13.4 Bylaw Amendment #4**

**APR17-AM-18 THEREFORE BE IT RESOLVED THAT THE ONTARIO FEDERATION OF HOME AND SCHOOL ASSOCIATIONS, INC. REVISE FEDERATION BYLAWS, ARTICLE XIV, FEDERATION WORKGROUPS, 5 AS FOLLOWS:**

**From:**

Chairs of Federation Workgroups shall be appointed for a term of one year, but shall be eligible for reappointment as chair of the same workgroup for a further year. No chair shall serve more than two consecutive years in the same office on the same workgroup, and shall not serve more than four consecutive years in appointed offices except where extensions of tenure are approved by the Federation Board of Directors.

**To:**

Chairs of Federation Workgroups shall be appointed for a **one-year term of office** and shall be eligible for re-appointment **annually** as chair of the same workgroup for **subsequent consecutive terms of office**. No chair shall serve more than **four consecutive years** in the same office on the same workgroup, **except where extensions of tenure are approved by the Federation Board of Directors**. **No chair shall serve more than six consecutive years in appointed offices except where extensions of tenure are approved by the Federation Board of Directors.**

**MMS R. Harvey, Clarke Road HSA, Thames Valley  
H. Maltby, Cobblestone HSA, Grand Erie  
CARRIED**

### **13.5 Bylaw Amendment #5**

**APR17-AM-19 THEREFORE BE IT RESOLVED THAT THE ONTARIO FEDERATION OF HOME AND SCHOOL ASSOCIATIONS, INC. REVISE FEDERATION BYLAWS, ARTICLE IX – RESPONSIBILITIES OF THE EXECUTIVE COMMITTEE, 2 AS FOLLOWS:**

**From:**

Within thirty days following the Annual Meeting the executive committee shall appoint the chairs of the Federation Workgroups as previously determined by the board of directors, according to the list of candidates recommended by the Regional Boards through the regional presidents. Immediately upon their appointments, chairs of the Federation Workgroups shall become members of the board of directors, and shall hold offices until the end of the next Annual Meeting or until their successors are appointed. The term of service for members of Federation Workgroups shall coincide with that of the chairs.

**To:**

Within thirty days following the Annual Meeting the executive committee shall appoint the chairs of the Federation Workgroups as previously determined by the board of directors, according to the list of candidates recommended by the Regional Boards through the regional presidents. **In lieu of Regional Boards, the executive committee shall appoint the chairs of the Federation Workgroups according to the list of candidates recommended by the board of directors.** Immediately upon their appointments, chairs of the Federation Workgroups shall become members of the board of directors, and shall hold offices until the end of the next Annual Meeting or until their successors are appointed. The term of service for members of Federation Workgroups shall coincide with that of the chairs.

**MMS R. Harvey, Clarke Road HSA, Thames Valley  
H. Maltby, Cobblestone HSA, Grand Erie  
CARRIED**

### **14. Expiring Action Recommendations from 2014 (Annual Meeting Package - Part B)**

**APR17-AM-20 THAT THE EXPIRING ACTION RECOMMENDATIONS FROM 2014 REMAIN IN EFFECT FOR ONE FURTHER YEAR.**

**MMS R. Harvey, Clarke Road HSA, Thames Valley  
H. Maltby, Cobblestone HSA, Grand Erie  
CARRIED**

### **15. New Policy Resolutions and Action Recommendations (Annual Meeting Package - Part C):**

The members were reminded of the procedures and time restrictions during this section.

There was one policy amendment brought forth to reflect the newer designation in the Education Act and the Early Childhood Education Act for Registered Early Childhood Educators (RECEs), effective August 31, 2015. E. Ings spoke to this proposed policy amendment. She provided additional information beyond the rationale to support the amendment.

**APR17-AM-21 THEREFORE BE IT RESOLVED THAT THE ONTARIO FEDERATION OF HOME AND SCHOOL ASSOCIATIONS, INC. REVISE POLICY II.A.3.2.2 AS FOLLOWS:**

**From:**

Therefore be it resolved that the Ontario Federation of Home and School Associations, Inc. adopt the policy that district school boards should consider the use of resource teachers, educational assistants, teachers' aides, and early childhood educators (ECEs), to reduce pupil-teacher ratios. (1971), (2003)

**To:**

Therefore be it resolved that the Ontario Federation of Home and School Associations, Inc. adopt the policy that district school boards should consider the use of resource teachers, educational assistants, teachers' aides, and **registered early childhood educators (RECEs)**, to reduce pupil-teacher ratios. (1971), (2003)

**MMS R. Harvey, Clarke Road HSA, Thames Valley  
H. Maltby, Cobblestone HSA, Grand Erie  
CARRIED**

**16. New business:**

A Charter was presented to a new Association, Prince of Wales Home & School from Hamilton-Wentworth

**17. President's remarks:** S. Binns presented.

S. Binns thanked the members for attending the Annual Meeting. She thanked R. Tisdale for acting as our Parliamentarian and K. Berlet and A. Davey for being the official timekeepers.

She acknowledged the hard work of the Policy Workgroup and all the Board of Directors, especially with the transitioning year at the federation office.

S. Binns thanked Kate and Wayne Jones, keynote and workshop presenters, for their awesome personality temperament information. She thanked all workshop presenters and speakers from the weekend.

S. Binns then recognized the conference committee and thanked them for a wonderful conference.

**18. Ratification of business of the Federation for the year, in accordance with the Corporations Act of Ontario:**

**APR17-AM-22 THAT THE BUSINESS OF THE FEDERATION FOR THE YEAR BE RATIFIED, IN ACCORDANCE WITH THE CORPORATIONS ACT OF ONTARIO.**

**MMS A. Green, B. Davison HSA, Thames Valley  
T. Bryars, W. H. Morden HSA, Halton  
CARRIED**

**19. Adjournment - 11:55 a.m.**



**APR17-AM-23 IN THE NAME OF THE FOUNDERS OF THE ONTARIO FEDERATION OF HOME AND SCHOOL ASSOCIATIONS INC, THE OFHSA ANNUAL MEETING FOR 2017 BE ADJOURNED.  
MMS C. Shaw, Lord Nelson HSA, Thames Valley  
G. Myers, Hugh Beaton HSA, Windsor  
CARRIED**

Respectfully submitted by,

Angela Murchie  
Executive Secretary

DRAFT