

**OFHSA CONFERENCE
AND ANNUAL MEETING
2020**



Best Western Brantford Hotel and Conference Center

APRIL 3-5th, 2020

REGISTER BY March 5th

Follow and Share the OFHSA Conference Experience

#ofhsaconf2020

Facebook, Twitter, Instagram

CONFERENCE 2020 INFORMATION

It's time to register for the **OFHSA Conference and Annual Meeting 2020**. Your Conference Planning Workgroup has put together a program that will be informative, interesting and a memorable experience. You will attend enlightening workshops, enjoy delicious meals and take part in the Resolutions Cafe and other networking opportunities. You are sure to return home revitalized, with renewed energy and ideas to support "*The Best for Each Student*".

Please share this registration package with all Home & School Association members and any other interested parties.

- Who may attend?** Everyone is invited! Parent and community engagement is important!
- How do I register?** Use the [Registration and Meal Order Form](#) in this booklet: **one form** per attendee please! Or fill out a form online and return your meal order form to your president, who will then **return the completed forms, along with the [Association Summary Form](#) and Association cheque to OFHSA.**
- How much does it cost?** The attendees are responsible for the cost of meals and their hotel room. Meal selections, prices and the hotel information are listed on the registration form. Note that 2 breakfasts per day are included with each hotel room based on 2 person occupancy.
- What should I wear?** Be comfortable! For the workshops and Annual Meeting dress casually. The Awards Banquet on Saturday evening is a more formal event.
- Why attend Friday?** At the Displayers Marketplace, there will be many good fundraising ideas, as well as other useful information to take back to your school community. Meet and Mingle with other Associations over appetizers and cash bar (casual). The fees from our displayers helps to keep the cost of Conference to a minimum. Plus, many of them have draws for great prizes! You'll never know when you find something new!
- What should I bring?** ***Energy, Enthusiasm and Association Pride!*** To make the Annual Meeting more relevant to you, please bring your thought-provoking questions.
(Optional) Cash for Silent Auction/Bar

All Associations are asked to donate an item for the ever-popular Silent Auction.

The Silent Auction needs a great variety of prizes to be successful. Ask your Association members and local businesses for their support by donating a prize.

Visit the Auctioneer to obtain your bidding number!

CONFERENCE 2020 INFORMATION

What's this about an Annual Meeting? The OFHSA Annual Meeting, the reason for the weekend, takes place on Sunday starting at 9 a.m.. The meeting is conducted in accordance with Robert's Rules of Order.

What's the Purpose? Transparency is key, "*Seeing Things Clearly.*" Come see what a Federation business meeting looks like! Discover the activities of the OFHSA Board of Directors from the past year and have your say in the future of OFHSA. Voting is vital in making changes to policies and bylaws within our Federation and in advocating for change in the education system. Policies and bylaws are reviewed annually. Also, the new 20/21 officers will be installed.

Who votes at the Annual Meeting? OFHSA informs each association of the number of votes they are entitled to at the Annual Meeting, as determined by the number of members the association has as of Dec. 31st. For every 25 members, there is one voting delegate. If you are a designated voting delegate, please ensure the voting delegate box is checked on the *Registration & Meal Order Form*.

What is a Voting Delegate? A voting delegate is a designated/assigned person from your association who represents your association at the Annual Meeting on Sunday. Delegates must vote according to the direction given by their association members at the association meeting at which the Annual Meeting Package was discussed. Voting delegates do not vote according to their own personal opinions. There is no proxy voting. All voting delegates are expected to attend the entire Annual Meeting in order to represent their association's views and ultimately set OFHSA direction and policy. *Remember that non-voting delegates can and should speak up with questions and/or comments during the discussions. Voting delegates, selected by their associations, will be issued a red voting card as they enter the meeting.*

What do I bring to the Annual Meeting? The Annual Meeting Package will also be available in hard copy at the Annual Meeting. It is also posted via OFHSA website Mailing. Please discuss the sections of the package at an association meeting prior to attending and have members direct the voting delegates how to cast their vote on behalf of the association.

How can my association help? Members are needed to assist at the registration table, collect meal tickets and meet invited guests as they arrive. Providing a donation to our famous Silent Auction helps cover some Conference costs.

The booklet is available online at www.ofhsa.on.ca

Click on the 'What's New' or 'For Members' tabs

Still have questions? Send them to info@ofhsa.on.ca

HOW TO REGISTER

Home & School Members:

Complete a [Registration and Meal Order Form](#) (paper or online) and return or forward the response email to your Association President

Association President:

- Share the Registration booklet with any interested parties
- Before March 5th, collect the [Registration and Meal Order Form](#) from EACH registrant
- Complete the [Association Summary Form](#)
- Prepare an Association cheque, payable to OFHSA, to cover the cost of registration and all meals ordered
- **Mail a complete package including: Registration and Meal Order Forms, Association Summary Form and an Association cheque to:
OFHSA, Attention: Conference Planning Workgroup, 51 Stuart Street, Hamilton ON L8L 1B5**

Alumni Members:

- Please fill out a [Registration and Meal Order form](#) and send it, along with your cheque to:
OFHSA, Attention: Conference Planning Workgroup, 51 Stuart Street , Hamilton ON L8L 1B5

Non-Members:

- Please fill out a [Registration and Meal Order Form](#) and send it, along with your cheque to:
OFHSA, Attention: Conference Planning Workgroup, 51 Stuart Street , Hamilton ON L8L 1B5

Accommodation Reservations should be made directly with

[Best Western Brantford Hotel and Conference Centre](#)

19 Holiday Drive, Brantford, Ontario N3R 7J4

(519) 753-8651 or 877-341-1234

<https://www.bestwesternbrantford.com/site/home>

*****Make your room reservations before **March 5th, 2020** to receive the OFHSA rate*****

Mention **“OFHSA” Block 3520** and the special rate of \$129.99 / night on a standard room including...

2 Double beds , 2 breakfast buffets included

The Best Western offers exceptionally appointed guestrooms with mini refrigerators, 40” flat screens with cable, pillow top mattresses, free wired & wireless internet . Enjoy the Fitness Room, Indoor Pool and Sauna &

Complimentary on-site parking.

This hotel has a smoke-free policy

CONFERENCE 2020 AT A GLANCE

Friday, April 3rd, 2020

| | |
|-----------------------|---------------------------------------|
| 5:00 p.m. - 9:00 p.m. | Displays Marketplace & Silent Auction |
| 9:00 p.m. - 1:00 a.m. | P.J. Party |

Saturday, April 4th, 2020

| | |
|-------------------------|----------------------------|
| 8:00 a.m. - 2:00 p.m. | Registration Desk Open |
| 8:00 a.m. - 8:45 a.m. | Yoga with Stephanie Weiler |
| 9:30 a.m. - 10:30 a.m. | Workshop "A" |
| 10:40 a.m. - 11:10 a.m. | Resolutions Café |
| 11:20 a.m. - 12:20 p.m. | Workshop "B" |
| 12:20 p.m. - 1:20 p.m. | Awards Luncheon |
| 1:30 p.m. - 2:30 p.m. | Workshop "C" |
| 2:30 p.m. - 3:30 p.m. | Mingling with Members |
| 5:00 p.m. - 9:00 p.m. | OFHSA Awards Banquet |
| 9:00 p.m. | Hospitality |

Sunday, April 5th, 2020

| | |
|-------------------------|---------------------|
| 9:00 a.m. - 11:45 a.m. | Annual Meeting |
| 11:45 a.m. - 12:00 p.m. | Check out Time out! |
| 12:00 p.m. - 12:30 p.m. | Lunch (Working) |
| 12:30 p.m. - completion | Annual Meeting |

C O N F E R E N C E 2 0 2 0 W O R K S H O P S

Workshop A – 9:30 a.m. to 10:30 a.m.

A1: Supporting Students' Mental Health — Ontario College of Teachers (OCT)

The spectrum of mental illness covers students from all backgrounds and across all grades. Teachers – as part of a multi-disciplinary team of practitioners – play a vital role in identifying students at risk, supporting them in their care, and creating learning environments that support wellness and recovery. Learn about the College's advice to help Ontario Certified Teachers understand how to assist and support students with mental health concerns.

A2: Shared Wellness — Pat Gough, Founder and Director, *Wellness for All*

How parents can be included in a school community, at a more meaningful level, when everyone is focused around the same theme (wellness). Helping parents to practice this important shared wellness focus at home too.

Workshop B – 11:20 a.m. to 12:20 p.m.

B1: Executive Newbies: this one's for you! — OFHSA Hosted Workshop

So you're thinking of taking the next step at H&S. Being a member, you have watched and learned what OFHSA is about. Now it is time to learn more about being the president, secretary, or treasurer. Join us and talk about how it can work for you. We will provide OFHSA resources so you can learn even more when you leave. Bring your questions and ideas for some open dialogue as well.

B2: Your Parent Gut – Meghan Graham, Founder and President, *The Centre*

Helping parents recognize when your "parent gut" is telling you your child needs additional support in school. Learning school terminology, acronyms and how to support teachers in the classroom.

How to help your school become more inclusive of neurodiversity.

Workshop C – 1:30 p.m. to 2:30 p.m.

C1: OFHSA and Relationships— OFHSA Hosted Workshop

This session includes building relationships with members of your community; growing parent engagement through networking, building on strengths and recognizing challenges; reaching out and connecting with all school staff, volunteers, parents and community members.

C2: Communication 7 Times 7 Ways — OFHSA Hosted Workshop

This workshop focuses on providing practical strategies and resources to help Associations become proficient advertisers and on conveying a welcoming and inclusive community. This interactive workshop is intended to stimulate thinking and to develop an action plan to bring to your Association.

C O N F E R E N C E 2 0 2 0 M E N U S

Friday, April 3rd

Meet and Mingle / Displayers Marketplace (No cost)

5:00 p.m. — 9:00 p.m.

Indulge in the delicious assortment of hot and cold samplers, hors d'oeuvres and beverages from the buffet while mingling in the Displayers Marketplace. *Cash Bar* will be open.

Saturday, April 4th

Awards Luncheon Buffet \$30

12:20 p.m.— 1:20 p.m.

Dinner rolls and butter
Garden salad, Pasta salad, Coleslaw, Bean salad, Vegetable platter
Chef's hot seasonal vegetable medley, Oven roasted potatoes
Main entrée selection
Assorted decadent squares, Presentation of fresh fruit
Coffee and tea service

OFHSA Awards Banquet Buffet \$50

5:00 p.m.

Cash Bar open for delegates and guests

6:00 p.m.

Dinner rolls and butter
Chef's selection of six salads, Vegetable platter,
Chef's hot seasonal vegetable medley, Oven roasted potatoes
Fusilli pasta scarpapa with roasted garlic oil
Main entrée selection
Assorted decadent squares, Presentation of fresh fruit
Coffee and tea service

Sunday, April 5th

AGM Working Lunch Buffet \$30

12:00 p.m.

Dinner rolls and butter
Garden salad, Pasta salad, Coleslaw, Bean salad, Vegetable platter
Chef's hot seasonal vegetable medley, Oven roasted potatoes
Main entrée selection
Assorted decadent squares, Presentation of fresh fruit
Coffee and tea service

REGISTRATION & MEAL FORM

ONE FORM PER ATTENDEE

Photocopy as needed or download from www.ofhsa.on.ca or [click here for online form](#)

| | | | |
|---|----|--|--|
| Delegate Name: | | | |
| Address: | | | |
| City/Town: | | PC: | |
| Home Phone: () | | | |
| E-mail: | | | |
| Association: | | | |
| First Time at Conference? YES NO | | | |
| Voting Delegate? YES NO | | Elementary Parent <input type="checkbox"/> Secondary Parent <input type="checkbox"/> | |
| Are you staying at the Hotel? _____ How many nights? 1 2 | | | |
| Workshop Selection | | | |
| Circle the workshops you wish to attend: one A, one B, one C | | | |
| A1 | B1 | C1 | |
| A2 | B2 | C2 | |

| Meal Selection | | | |
|---|--------------|-----------|---------------|
| Meal tickets MUST be purchased in ADVANCE | | | |
| Meal tickets will NOT be sold at Conference | | | |
| Meal | # of tickets | Cost Each | Cost of Order |
| Friday Evening | | \$0 | |
| Saturday Lunch | | \$30 | |
| Saturday Supper | | \$50 | |
| Sunday Working Lunch | | \$30 | |
| Total | | | \$ |
| Dietary special requests: | | | |
| ALL MEALS ARE BUFFET STYLE SOMETHING FOR EVERYONE! | | | |

Suggest a topic OR speaker for next Conference
Help OFHSA determine the direction our members need.

Reserve Accommodations with the
[Best Western Brantford Hotel](#)
(519) 753-8651 or 877-341-1234
<https://www.bestwesternbrantford.com/site/home>
Register by March 5th, 2020
Ask for the "OFHSA" rate.
Block 3520

ASSOCIATION SUMMARY FORM

Please submit this Association Summary Form (1 per Association) WITH one Registration and Meal Order Form for each delegate AND your Association cheque for the registration fee and meals ordered . [Online form click here](#)

ASSOCIATION: _____

H&S COUNCIL: _____

NUMBER OF **MEMBER** DELEGATES ATTENDING _____

NUMBER OF **VOTING** DELEGATES ATTENDING _____

Number of Friday Attendees: _____ x \$0 = \$ _____

Number of Saturday Lunches: _____ x \$30 = \$ _____

Number of Saturday Dinners: _____ x \$50 = \$ _____

Number of Sunday Lunches: _____ x \$30 = \$ _____

Association Award Winners :

Number of Saturday Dinners: _____ x \$50 = \$ _____

Cheque Total submitted to OFHSA: \$ _____

Please make your H&S Association/H&S Council cheque payable to OFHSA.

Mail Cheque and Forms to: **OFHSA**
51 Stuart Street
Hamilton ON L8L 1B5
Attn: Conference 2020

H&S ASSOCIATION OR H&S COUNCIL CHEQUES ONLY PLEASE!

Registration packages are to be received at OFHSA by
Thursday, March 5th, 2020

P R E S I D E N T ' S C H E C K L I S T

PLEASE ENSURE YOU COMPLETE THE FOLLOWING:

- ◇ SHARE & DISTRIBUTE REGISTRATION PACKAGE WITH ALL MEMBERS
 - ◇ DISCUSS THE ANNUAL MEETING PACKAGE COMING IN MARCH MAILING
 - ◇ DESIGNATE VOTING DELEGATE (S) * must be members in good standing
 - ◇ HAVE THE ASSOCIATION VOTE ON PROPOSED CHANGES WITHIN THE ANNUAL MEETING PACKAGE
 - ◇ COLLECT ALL [REGISTRATION & MEAL ORDER FORMS](#) FROM YOUR VOTING DELEGATES AND MEMBERS WHO WISH TO ATTEND
 - ◇ COMPLETE THE [ASSOCIATION SUMMARY FORM](#)
 - ◇ WRITE AN ASSOCIATION CHEQUE TO COVER SUMMARY AMOUNT
 - ◇ MAIL SUMMARY, INDIVIDUAL FORMS AND CHEQUE TO OFHSA OFFICE BEFORE MARCH 5th
- OR**
- ◇ REGISTER ONLINE VIA LINKS AND SEND ASSOCIATION CHEQUE TO THE OFFICE
 - ◇ DONATE A PRIZE TO SILENT AUCTION FROM YOUR ASSOCIATION

****NOTE**** Donated items can be delivered to the OFHSA Registration desk

**** Association Insurance Fee and Membership Fees must be paid to the Federation office prior to attending Conference!***