

**ONTARIO FAMILY STUDIES
HOME ECONOMICS
EDUCATORS' ASSOCIATION**



Association des Educateurs des Sciences
Familiales de l'Ontario

ANNUAL REPORT 2013

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Please note that the Financial Statements are not included in this report. To obtain a copy of the statements, Members may request a copy by contacting the Association's Administrator, Jennifer Rennie P.H.Ec at ofsheea@ofsheea.ca.

**OFSHEEA Board of Directors
2012-2013**

Officers

President	Linda McCulloch
Past President	Laurie Farquharson
Vice President	Tanya-Lynn Paul
Treasurer	Lorna Lanza
Recording Secretary	Vacant
Regional Director's Representative	Jennifer Hill
Directors-at-Large Website	Vacant
Directors-at-Large Future Directions	Roula Hawa
Directors-at-Large Corporate Sponsorship	Lauren Stitt

Regional Directors

Eastern	Vacant
Central East	Alissa Pariselli
Metro Toronto	Jenni Marr
Central West	Tiziana Ceccato
Western	Jennifer Hill
North Eastern	Annie Dorrell-Nichol

Standing Committee Chairs

Archives	Joanne Mackie/Laurie Farquharson
Awards	Vacant
Conference Co-chairs	Christine Petruszkiewicz
Editorial	Carole Booth
Membership	Vacant
Nominations	Linda McCulloch
Resolutions	Linda McCulloch
Elementary	Vacant

Ad Hoc Committee Chairs

International Development	Vacant
Newsletter	Jacky Dieleman
Professional Development	Vacant

REPORTS

President's Report

- Talked with members to encourage them to become involved with the OFSHEEA Board of Directors, Nicole Lazier joined as Secretary, November 2012
- Attended and Chaired AGM – held at the Courtyard Marriott Hotel in Vaughan, Ontario, on November, November 2012
- Attended and chaired Bi-Annual Board of Director's Meeting – held at the Courtyard Marriott Hotel in Vaughan, Ontario, November 2012
- Received notification of New Social Sciences and Humanities curriculum course codes and descriptions, December 21, 2012
- Participated in a conference call with Heather Walters from the Ministry regarding New Social Sciences and Humanities curriculum project roll-out offers, January 11, 2013
- Attended the OTF Subject Associations Retreat in Kempenfelt, February 7-9, 2013
- Worked with Susan Smith and Jennifer Rennie at Jennifer's home in Barrie - on the summer workshop Proposal for the Ministry, February 9, 2013
- Hosted and Attended OFS³HLC meeting, in Richmond Hill, Ontario, March 1, 2013
- In contact with the Ministry regarding the Final joint proposal for summer workshop funding between OFS³HLC and OFSHEEA, March 1, 2013
- Contract signed, accepted, and delivered, March 21-22, 2013
- Participated with Jennifer Rennie and Susan Smith the Chair of OFS³HLC in a conference call: set the Call for Facilitators and determined the summer dates, March 25, 2013
- Attended OFS³HLC meeting, in Brantford, Ontario, April 5, 2013
- Participated in a conference call with Jennifer Rennie regarding the *Call for Facilitators*, and the number that would be needed for the Summer Workshops, April 5, 2013
- Completed my introductory message for the next edition of the newsletter – *Ideas*, April 5, 2013
- Met with Jennifer Rennie, in Aurora, Ontario to set the agendas for the May Executive and Bi-Annual Board of Director's Meetings, April 14, 2013
- Talked with members to encourage them to become involved with the OFSHEEA Board of Directors, April 14, 2013
- Reported on OFSHEEA business at the York Region Regional Family Studies Heads' meeting, shared the *Call for Facilitators* (at the meeting and via internet), April 18, 2013
- Met with Alissa Pariselli to brainstorm the upcoming OFSHEEA *Ideas* newsletter, April 18, 2013

Submitted by Linda McCulloch

Past President's Report

- Nil report

Vice President's Report

- Assumed position, April 2013
- Attended OFSHEEA Board of Directors Meeting May 4, 2012
- Became familiar with the requirements of my position and sought clarification when needed from Jennifer Rennie (administrator) and Linda McCullouch (President)
- Contributed to OFSHEEA newsletter with written pieces and lesson plans
- Read e-mails related to OFSHEEA and responded when necessary
- Wrote unit outline / teaching strategies for HSP3U/C in the OFSHEEA Summer Writing project 2013
- Wrote curriculum maps and facilitated the Toronto Workshops for the OFSHEEA project, Summer 2013
- Included OFSHEEA related information at the regional family studies heads meeting in the YRDSB on September 19, 2013
- Attended training for the OFSHEEA website at Becker and Associates on September 25, 2013
- Participated in conference calls related to the Upcoming conference on July 23, August 13, September 11, and October 2, 2013
- Participated in OFSHEEA executive conference calls on September 24 and October 23, 2013

Submitted by Tanya-Lynn Paul

Treasurer's Report

- Participated in Annual General Meeting, November 3, 2012
- Recommended to Executive Committee to withdraw two Term Deposits of \$5000.00 each to cover OFSHEEA'S operating expenses
- Corresponded with Graeme Lyon, TD Canada Trust via e-mail to confirm withdrawal of Term Deposits and deposit into OFSHEEA operating account, December 11, 2012
- Submitted material to *IDEAS Newsletter* 2012-2013
- Contacted department heads and Family Studies teachers within my school and region to promote OFSHEEA membership, September 2012 – April 2013
- Researched several accounting firms for Annual Review, recommended "Stevenson Lehocki" of Burlington, Ontario, who completed 2011-2012 Annual Review

Submitted by Lorna Lanza

Secretary's Report

- Attended May 5, 2012 Board meeting and voted in as the OFSHEEA Secretary, recorded minutes
- Contributed items to the OFSHEEA newsletter
- Collected proxy votes for OFSHEEA 2012 Annual General Meeting
- Participated in OFSHEEA Annual General Meeting Saturday, November 3, 2012 and recorded minutes
- Participated in OFSHEEA Board Meeting Saturday, November 3, 2012 and Sunday, November 4, 2012 and recorded minutes

Submitted by Jennifer Hill, acting Secretary, May 5, 2012 to November 4, 2012

Future Directions Report

- Participated in the Board of Directors Meeting, May 5, 2012
- Represented OFSHEEA at the Ministry of Education/Faculties of Education Forum 2012, *Visions for Learning in the 21st Century*, at OISE/UT, May 8, 2012
- Attended the Board of Directors meeting from Nov 3rd - Nov 4th, 2012
- Sent a call for presenters for summer of 2013 Workshops, December 11, 2012
- Sent a revised call for summer workshop presenters incorporating the new curriculum on February 2, 2013
- Submitted course descriptions, as per the new curriculum to OFSHEEA's newsletter, February 2, 2013
- Submitted a fashion resource to OFSHEEA's newsletter, February 2, 2013
- Followed up by email on responses for summer workshops, from January 2 - March 31, 2013
- Provided a forum for promoting OFSHEEA's events and encouraging membership at the YRDSB Regional Family Studies Subject Council meetings in May, 2012, October, 2012 and February, 2013

Submitted by Roula Hawa

Corporate Sponsorship's Report

- Accepted the role of Director of Corporate Sponsorship in October 2012
- Attended Board of Directors Meeting, November 3, 2012
- Sent out letters inviting sponsors to advertise in the special edition newsletter, April 29, 2013
- Received commitments for half page ads at \$300 each from Studica Limited, TrainCan Incorporated and the Canadian Bankers Association, April 30, 2013

Submitted by Lauren Stitt

Regional Director's Representative Report

- Participated in OFSHEEA Annual General Meeting and named Regional Directors Representative for the Executive, November 3, 2012
- Participated in OFSHEEA Board Meeting, November 3, 2012 and November 4, 2012
- Participated in Executive meeting May 4, 2013
- Prepared report and participated in Board meeting May 5, 2013
- Contributed articles and resources to OFSHEEA newsletters
- Disseminated forwarded information to Directors

Submitted by Jennifer Hill

Metro Toronto Regional Director's Report

- Attended November 3rd and 4th Board Meeting in Vaughan, Ontario
- Corresponded with Toronto Members
- Contributed to OFSHEEA newsletter
- Attended TDSB PD in March and spoke to all Family Studies/Social Science and Humanities ACLs regarding OFSHEEA membership for September 2013
- Attended May 5th Board Meeting in Barrie, Ontario
- Attended OFSHEEA summer workshop in Toronto on August 19-20, 2013
- Attended TDSB summer workshop on new curriculum on August 21st and spoke to all participants about OFSHEEA membership and up-coming conference, fielded questions from workshop participants
- Spoke with TDSB Iterant Leader for Family Studies/Social Sciences and Humanities regarding co-hosting a meeting where all participants would also be OFSHEEA members to help with new curriculum implementation and creation of resources to support new curriculum implantation
- Distributed OFSHEEA curriculum maps to a few members of OFSHEEA within own school
- Attended meeting with TDSB Social Science and Humanities/Family Studies teachers/ACLs to work on new curriculum, September 17, 2013
- Attended full day new curriculum PD held at Northern Secondary School in late September for department members (who are also members of OFSHEEA)...planned for future PD sessions

Submitted by Jenni Marr

Central West Regional Director's Report

- Participated in May Board Meeting, May 5, 2013
- Forwarded information to Upper Grand and Wellington Catholic DSB's re: OFSHEEA summer workshops and facilitator job postings
- Attended summer workshop as a participant, August 19 - 20, 2013

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- Responded to questions from members re: workshops in Toronto and membership dues for OFSHEEA, ongoing
 - Contributed to OFSHEEA letter re: experience as a participant in the summer workshops.

Submitted by Tiziana Ceccato

Central East Regional Director's Report

- Met with Linda McCulloch to create theme and brainstorm ideas for upcoming OFSHEEA Ideas newsletter, April 18, 2013
- Sent out a call to members for material for upcoming OFSHEEA Ideas newsletter, April 19th, 2013
- Updated Central East member contacts upon request
- Planned Conference workshop "New Teacher in Family Studies" (to be presented in 2013 Conference)
- Contributed a recipe for March issue of OFSHEEA Ideas, March 2013
- Contributed "Grocery Store Field Trip Activity" to Linda McCulloch to share in Special Edition Newsletter, May 5, 2013
- Participated in the Board of Directors Meeting, May 5, 2013
- Frequently forwarded new/relevant articles via e-mail to all members in Central East region
- Answer questions in regional forum, forwarding all inquires and responses to all members in region

Submitted by Alissa Pariselli

Western Regional Directors' Report

- Participated in OFSHEEA Annual General Meeting and named the Western Regional Representative and Regional Directors Representative for the Executive, November 3, 2012
- Participated in OFSHEEA Board Meeting, November 3, 2012 and November 4, 2012
- Responded to questions from members in Western region
- Spoke with Teacher Candidates at Western University about the benefits of belonging to OFSHEEA and attending the annual conference, December 13, 2012
- Attended London Home Economics Association (LHEA) Dinner and promoted OFSHEEA membership amongst members, November 28, 2012
- Attended Ontario Home Economics Association (OHEA) AGM, March 22, 2013.
- Attended OHEA Annual Conference and addressed concerns of OFSHEEA members, March 23, 2013
- Contributed articles and resources to OFSHEEA newsletters. Oversaw the creation of the March/April edition of OFSHEEA *Ideas newsletter*

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- Met with Local Foods Co-Coordinator for “One Tomato Project” and “FoodWorks” to collect information on the elementary family studies program within Lambton Kent District School Board, March 8, 2013
 - Tweeted resources and OFSHEEA news @MrsHillPHEc
 - Prepared report for May 5, 2013 Board meeting

Submitted by Jennifer Hill

Northern Regional Director’s Report

- Helped produce the January/February newsletter.
- Was kept informed of proceeding from the May 2012 Board of Directors meeting
- Connected with the Northern OFSHEEA members and shared information by e-mail
- Conferenced via phone and e-mail with other Board Directors

Submitted by Annie Dorrell-Nichol

Awards Report

- There were no award submissions this year

Archives Report

We owe a debt of gratitude to Joanne Mackie for the work that she has done over the past many years in keeping our records collected, sorted and sent off to the archives. Thanks Joanne for keeping our history alive!

- Written agreements to store the papers were signed by the president and submitted to the Ontario Archives
- Joanne Mackie delivered the last of the boxes she had collected to the archives.
- Laurie Farquharson and Joanne Mackie met and discussed the collection of the archive information.
- Please continue to forward to me any minutes, correspondence, reports, etc. as I will keep them filed accordingly
- Provided feedback on the proposal to the Ministry of Education regarding writing and launching the curriculum
- Attended the May 5 conference call of the Board of Directors
- I will be assisting the IFHE committee and its planning for the Council here in London in 2014

Submitted by Laurie Farquharson

Conference Committee Report

- Submitted conference report in absentia for May 2012 Board Meeting
- Planned 2012 OFSHEEA conference
- Chaired conference committee meetings through October 2012
- Supported decision to cancel 2012 OFSHEEA conference
- Oversaw tasks associated with closing 2012 OFSHEEA conference
- Attended and participated in November 2012 Board Meeting
- Attended and participated in November 2012 AGM
- Planned 2013 OFSHEEA conference
- Chaired conference committee meetings through April 30, 2013

Submitted by Christine Petruszkiewicz

Membership Report

- Last year, there were a total of 149 members

Editorial Report

- Edited items of business for the Board of Directors
- Edited OFSHEEA Newsletters
- Edited the OFSHEEA Annual Report 2013

Submitted by Carole Booth

Nominations Report

International Development

Newsletter Report

- Published newsletters - May/June 2012, January/February 2013, March/April 2013
- Applied for funding from OSSTF for Special Edition Newsletter, December 2012
- Began collecting and preparing for Special Edition Newsletter, March/April 2013 for newsletter printing in May 2013

Submitted by: Jennifer Rennie

Professional Development: Resources Report

- Nil report

Submitted by Carole Booth

**OFSHEEA Board of Directors
2013-2014**

Officers

President	Linda McCulloch
Past President	Vacant
Vice President	Tanya-Lynn Paul
Treasurer	Lorna Lanza
Secretary	Derek Wun
Regional Director's Representative	Jennifer Hill
Directors-at-Large Website	Vacant
Directors-at-Large Future Directions	Roula Hawa
Directors-at-Large Corporate Sponsorship	Lauren Stitt

Regional Directors

Eastern	Vacant
Central East	Alissa Pariselli
Metro Toronto	Jenni Marr
Central West	Tiziana Ceccato
Western	Jennifer Hill
North Eastern	Annie Dorrell-Nichol
Mid Northern	Vacant
North Western	Vacant

Standing Committee Chairs

Archives	Laurie Farquharson
Awards	Tanya-Lynn Paul
Conference Co-chairs	Christine Petruszkiewicz
Editorial	Carole Booth
Membership	Vacant
Nominations	Vacant
Resolutions	Vacant
Elementary	Vacant

Ad Hoc Committee Chairs

International Development	Vacant
Newsletter	Vacant
Professional Development	Carole Booth



**Materials for the Annual General Meeting
Saturday, November 9, 2013
8:30 a.m.
Maple High School, Maple, Ontario**

AGENDA

- | | | |
|-----|--|-----------------------------------|
| 1.0 | Call to Order and Announcements | <i>Linda McCulloch, President</i> |
| 2.0 | Approval of Agenda | <i>Linda McCulloch, President</i> |
| 3.0 | Introduction of Current Members of the Board | <i>Linda McCulloch, President</i> |
| 4.0 | Minutes of AGM 2012 | <i>Derek Wun, Secretary</i> |
| 5.0 | Treasurer's Report | <i>Lorna Lanza, Treasurer</i> |
| 6.0 | Appointment of Reviewer of Accounts | <i>Lorna Lanza, Treasurer</i> |
| 7.0 | Summary of the Annual Reports | <i>Linda McCulloch, President</i> |
| 8.0 | Other Business | |
| 9.0 | Adjournment | |



**ANNUAL GENERAL MEETING
Ontario Family Studies Home Economics
Educators' Association**

**Saturday, November 3, 2012
Maple High School, Maple, ON**

Minutes

1.0 Call to Order and Announcements

- Linda McCulloch called the meeting to order at 10:19
- Lorna Lanza appointed as scrutineer
- Annie Dorrell-Nichol appointed as minute checker
- Jennifer Hill recording secretary
- Including proxies 29 members in attendance

2.0 Approval of Agenda

- **Roula Hawa motioned to accept the agenda, seconded by Susan Smith**
- Other Business: the following items have been added to the agenda:
 - 8.1 IFHE
 - 8.2 CHEF, THEA, OHEA Cookbook
- **Motion carried: 29 in Favour, 0 Opposed, 0 Abstentions**

3.0 Introduction of Current Members of the Board for 2012-2013

- Current changes to the members of the board are for 2012-2013
- The following slate of OFSHEEA Board of Directors are:

Officers:

President – Linda McCulloch

Past President - Laurie Farquharson

Vice President – vacant

Treasurer – Lorna Lanza

Recording Secretary – Nicole Lazier

Regional Director – Laura McEachern going off: Jennifer Hill is switching from secretary to Regional Director's Representative

Directors – At – Large Website - vacant

Directors-at-Large Future Directions - Roula Hawa

Directors-at-Large Corporate Sponsorship – Lauren Stitt

Regional Directors:

Eastern – vacant
Central East – Alissa Pariselli
Metro Toronto – Jenni Marr
Central West – Tiziana Ceccato
Western – Jennifer Hill
Northern – Annie Dorell-Nichol

Standing Committee Chairs:

Archives – Joanne Mackie/Laurie Farquharson
Awards – Vacant
Conference Co-Chairs – Christine Petruszkiewicz, Mary Fam
Editorial – Carole Booth
Membership – Vacant
Nominations – Linda McCulloch
Resolutions – Linda McCulloch
Elementary – Vacant

Ad Hoc Committee Chairs

International Development – Vacant
Newsletter – Jacky Dielman
Professional Development – Vacant

- **Susan Smith motioned to accept amended slate of officers for OFSHEEA Board of Directors 2012-2013, seconded Jenni Marr**
- **Motion carried: 29 In Favour, 0 Opposed, 0 Abstentions**

4.0 Minutes of AGM 2011

- **Lorna Lanza motioned and Laura McEachern seconded to approve minutes as printed.**

Discussion:

- Error in 4.0 no one seconded motion, errors on both sets of minutes from recorders, no recording in either minute takers or a seconder so this cannot be rectified. This was a difficult situation. The minutes don't actually reflect the discussion that was had: The major errors are:
 1. No seconder for 4.0
 2. Notes of discussion that took place are not detailed enough
 3. Each motion that was made appears to be brought to the floor as a group in the minutes even though they were all voted on separately and votes were recorded separately
- 5.0 treasurers report – the first two bullets from the minutes were from 2010 so they should be struck from the record:
- *“Income from the year was \$47,568 and expenses were \$64,885.”*
- *“Surplus at the beginning of the year was 70,201. The organization ended the year with a deficit of \$17,317.”*
- Typo in 8.0 Resolutions: Section 3: should state “In even years Northwestern” not “Northwester”

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- Typo in Updating By-Laws: RESOLVED, that we change Ontario Family Studies Leadership Council (formally known as OFSLC) to OFS3HLC the Ontario Family, Studies Social Sciences and Humanities Leadership Council” not OFSCC as stated in the minutes.
 - Minutes should be reviewed by an earlier date to catch any errors – recommendation sent to the executive to discuss this to avoid errors.
 - Recommendations to review the minutes from AGM at the Board Meeting the same day to check for errors
 - The OFSHEEA board needs to ensure it calls for: in favour, opposed and abstentions at the next AGM, clarification needs to be given to members to vote at next AGM to ensure accurate counting, protocol at AGM needs to be shared with members so that it is clear to all members what the expectations are. An appointed scrutineer, minute checker and recording secretary must be recorded.
 - At future OFSHEEA AGM’s during the call to order and announcements the speaker should ensure that student teachers and past presidents are acknowledged, and this is reflected in the minutes.
 - **Motion defeated: 0 in favour of accepting motion, 29 opposed, 0 abstentions**
 - **Jenni Marr motioned to accept minutes as amended, Laura McEachern seconded**
 - **Motion carried: 29 In Favour, 0 Opposed, 0 Abstentions**

5.0 Treasurer’s Report

- **Lorna Lanza moved that the financial statement be accepted as printed, Joanne Mackie seconded.**

Discussion:

- Accountant fees are professional fees to Jean M. Kokot the former accountant, IFHE and OFS3HLC are under books, subscriptions and references
- There were 208 individual regular members last year which is impacting our income.
- Financial viability, future directions and possible costs associated with disbanding the association were discussed if OFSHEEA even got to that point
- Not having conference this year is going to have a large impact on our budget.
- **Motion carried: 29 In Favour, 0 Opposed, 0 Abstentions**

6.0 Appointment of Reviewer of Accountants

- **Lorna Lanza motioned that OFSHEEA retain Stevenson Lehocki as our reviewer of accountants for 2012/2013, Lauren Stitt seconded**
- **Motion carried: 29 In Favour, 0 Opposed, 0 Abstentions**

7.0 Summary of the Annual Reports

-
- Note: May 1st 2011 to August 30th 2012 should be the dates that the Annual Reports reflect
 - President's Report – as stands
 - Vice President's Report – as stands
 - Past President's Report – as stands
 - Treasurer's Report – as stands
 - Future Directions report – as stands
 - Regional Director's Representative Report – as stands
 - Metro Toronto Regional Director's Report – as stands
 - Central West Regional Director's Report – as stands
 - Central East Regional Director's Report – as stands
 - Eastern Regional Directors Report
 - Attended Fall Conference and board meeting November 6, 2011
 - Read and forwarded emails to the membership for Eastern Region
 - Member of Conference committee 2011
 - Secured workshop speakers to present at OFSHEEA Conference 2011
 - Encouraged membership in OFSHEEA
 - Promoted awareness of OFSHEEA Conference 2011 during PD opportunities and liaised with Family Studies teachers during board activities.
 - Participated in Conference meetings via conference calls
 - Made connections with various Family Studies teachers in OCDSB
 - Completed Part 2 Family Studies- Promoted OFSHEEA membership to classmates
 - Currently enrolled in Family Studies Specialist.- promoting OFSHEEA membership
 - Western Regional Director's Report – as stands
 - Northern Regional Director's Report – as stands
 - Awards Report -
 - Jane Witte and Carole Booth were on the Awards committee
 - Executive members developed the criteria for the Adelaide Hoodless Award
 - Archives Report:
 - Joanne took OFSHEEA papers to Archives of Ontario at York University
 - Conference Committee Report – as stands
 - Editorial Report – as stands
 - International Development Report – should be called the International Federation for Home Economics report instead, there is no International Development report
 - Newsletter Report – as stands
 - Membership Report:
 - There are : 208 voting regular members of OFSHEEA, 7 students members, 24 retiree members
 - **Roula Hawa moved to accept annual reports as amended, seconded by Lorna Lanza**
 - **Motion carried: 29 In Favour, 0 Opposed, 0 Abstentions**

8.0 Other Business

8.1 IFHE

- 2014 IFHE Counsel is at Brescia, London, Ontario, July 19-25th. Joanne is looking for volunteers to organize the educational symposium. The theme has been set as the 20th Year Of The International Family. It will just require someone to organize the event. The Symposium would be before the conference.

8.2 CHEF, OHEA, THEA

- Ruth brought information on Canadian Home Economics Foundation
- OHEA cookbook, The Vegetarians Complete Quinoa Cookbook, is available at Amazon, Chapters and Costco.
- Ruth updated OFSHEEA on upcoming events of THEA.

9.0 Adjournment

- 12:31pm Linda McCulloch motioned to adjourn the AGM.