

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



Association des Educateurs des Sciences
Familiales de l'Ontario

ANNUAL REPORT 2016

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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, Lauren Stitt at ofsheea@ofsheea.ca.

**OFSHEEA Board of Directors
2015-2016**

Officers

President	Derek Wun
Past President	Vacant
Vice President	Isabel Marques-Kontos
Treasurer	Vacant
Recording Secretary	Cassandra Francois
Regional Director's Representative	Jennifer Hill
Directors-at-Large Future Directions	Roula Hawa
Directors-at-Large Corporate Sponsorship	Vacant

Regional Directors

Eastern	Emily Ellwood
Central East	Tammy Storms (May-Dec 2015) Vacant (Dec 2015-April 2016)
Metro Toronto	Jenni Marr
Central West	Camille Naranjit
Western	Jennifer Hill
Northern	Lorna Tremonti

Standing Committee Chairs

Archives	Vacant
Awards	Derek Wun
Conference Chair	Vacant
Editorial	Carole Booth
Membership	Nahid Mawji
Communications /Website	Nahid Mawji
Nominations	Isabel Marques-Kontos
Resolutions	Derek Wun

REPORTS

President's Report

- September 1, 2015: Assumed the role of President of OFSHEEA.
- September 5, 2015: Worked on new website – uploaded sponsorship documents, edited 'About Us' page, streamlined articles, created 'Become A Sponsor' widget, etc.
- September 9, 2015: Met with Adam Becker to troubleshoot new website issues and concerns.
- September 17, 2015: Prepared Executive teleconference meeting agenda.
- September 21, 2015: Prepared agenda and led Executive teleconference.
- September 30, 2015: Worked with Adam Becker on resolving issues with members' downloading options on website as well as login issues with new memberships.
- October 5, 2015: Prepared agenda and led Executive teleconference.
- October 6, 2015: Wrote and published Administrator Advertisement onto the OFSHEEA website.
- October 9, 2015: Met with a potential candidate for the role of Communications Rep.
- October 9, 2015: Confirmed acceptance of proposal from administrator candidates.
- October 13, 2015: Confirmed acceptance of communications rep role with interested candidates.
- October 20, 2015: Prepared agenda and led Executive teleconference.
- October 22, 2015: E-mailed new Secretary to coordinate a meeting to review duties.
- October 22, 2015: Met with PFSA Coordinator to discuss workshop ideas for the April 2016 AGM and Board of Directors Meeting.
- October 27, 2015: Submitted e-mail resource blast.
- October 28, 2015: Met with C. Francois, OFSHEEA's new Secretary. Discussed roles and responsibilities of the position.
- October 29, 2015: Met with N. Mawji, OFSHEEA's new Communications rep. Discussed roles and responsibilities of the position.
- November 3, 2015: Met with Peel Instructional Technology Resource Teacher to discuss possible workshop ideas for April 2016.
- November 3, 2015: Wrote update letter on vacant and newly filled Board positions and emailed to all Board of Directors.
- November 7, 2015: Attended the Ontario Teachers' Federation Curriculum Forum – Embracing the Multigenerational Workplace.
- November 9, 2015: Participated in teleconference for the December 4 Ministry of Education Well-Being Seminar, as OFSHEEA rep.
- November 22, 2015: Created PowerPoint and resource accompaniments for the December 4 Ministry of Education Well-Being Seminar.
- November 29, 2015: Met with OFSHEEA Administrator and Vice-President at TD Bank to change signing privileges for cheques and other important documents.
- November 30, 2015: Responded to emails regarding website login issues, website troubleshooting, and interest in vacant Board positions.
- November 30, 2015: Prepared agenda and led Executive teleconference.
- December 4, 2015: Presented at the Ministry of Education Well-Being Seminar on behalf of OFSHEEA.
- December 5, 2015: Met with TD Canada Trust Bank small business advisor to sign waivers allowing transfer of signing privileges from former OFSHEEA President and Treasurer to

current OFSHEEA President, Derek Wun, and current OFSHEEA Vice-President, Isabel Marques-Kontos.

- December 8, 2015: Met with Communications rep to review and facilitate training on troubleshooting member's website login issues.
- December 14, 2015: Prepared agenda and led Executive teleconference.
- December 18, 2015: Submitted e-mail resource blast.
- January 9, 2016: Teleconferenced with OFS3HLC Chair to discuss various upcoming proposals due for submission and the collaboration of OFS3HLC and OFSHEEA for these proposals.
- January 10, 2016: Prepared agenda for Executive teleconference.
- January 11, 2016: Led Executive teleconference.
- January 12, 2016: Wrote and submitted to the Ministry of Education, a preliminary proposal for callouts to an update for the 2011 Financial Literacy project.
- January 16, 2016: Communicated plans re: April 2016 workshops, AGM, and Board of Directors Meeting to current slate of Board of Directors. Surveyed Board of Directors regarding attendance at April 2016 workshops.
- January 17, 2016: Updated OFSHEEA website.
- January 20, 2016: Submitted resource e-mail blast.
- January 30, 2016: Skype conference with Adam Becker to discuss setting up online registration for April workshops.
- February 6, 2016: Attended OTF Curriculum Forum Retreat on behalf of OFSHEEA.
- February 7, 2016: Prepared "sign up" reminder message to be sent out on all e-mail blasts to Communications rep.
- February 8, 2016: Met with Future Directions Board member, to discuss OFSHEEA's submission of a Statement of Interest for the OTF Summer Institute.
- February 8, 2016: Prepared agenda for Executive teleconference.
- February 9, 2016: Facilitated Executive teleconference.
- February 16, 2016: Met with OFSHEEA Secretary to plan and write tentative Agendas for the 2014-2015 AGM and April Board of Directors meeting.
- February 16, 2016: Created and uploaded advertising for the Spring Workshops on the OFSHEEA website.
- February 17, 2016: Participated in the Regional Representative teleconference.
- February 20, 2016: Contacted workshop facilitators and asked for submission of short descriptions of their workshops to include on outgoing workshop advertisements.
- March 1, 2016: Prepared agenda and led Executive teleconference.
- March 5, 2016: Updated and published advertising poster for Spring Workshops 2016.
- March 5, 2016: Collaborated with OFSHEEA Future Directions and Administrator to revise Ministry of Education Financial Literacy proposal.
- March 9, 2016: Submitted revised Ministry of Education Financial Literacy proposal.
- March 22, 2016: Participated in Executive teleconference.
- April 23, 2016: Organized and participated in Spring 2016 Workshops at Meadowvale Secondary School.
- April 23, 2016: Executed and participated in Board of Directors and Annual General Meeting.

Submitted by Derek Wun

Past President

Vacant

Vice President's Report

- June 8, 2015: Participated in Conference Committee teleconference.
- June 13, 2015: Participated in Board of Directors Meeting
- June 30, 2015: Skype meeting with Adam Becker re: website updates.
- July 7, 2015: Meeting with Adam Becker re: website.
- July 14, 2015: Participated in Executive teleconference.
- July 28, 2015: Submitted e-mail resource blast.
- August 7, 2015: Skype meeting with Adam Becker to troubleshoot website concerns.
- August 7, 2015: Organized resources on OFSHEEA website – edited locations of documents, renamed document and document folders, addressed member access concerns, etc.
- August 27, 2015: Meeting with Adam Becker re: website.
- August 28, 2015: Wrote President's Message to current and former members that focused on introducing myself, encouraging membership, and the new website.

Submitted by Derek Wun

- Isabel assumes role of Vice President (Derek as President) in September (Secretary position temporarily vacant until Cassandra accepts the role on October 20)
- September 21, 2015: Participated in Executive teleconference.
- September 30, 2015: Participated in Executive teleconference.
- October 5, 2015: Participated in Executive teleconference.
- October 20, 2015: Participated in Executive teleconference.
- November 29, 2015: Meeting with President and Administrator.
- November 30, 2015: Participated in Executive teleconference.
- December 14, 2015: Confirmed permit for April 23, 2016 OFSHEEA Spring Workshop & AGM hosted at Meadowvale.
- December 14, 2015: Participated in Executive teleconference.
- January 11, 2016: Participated in Executive teleconference.
- March 1, 2016: Participated in Executive teleconference.
- March 22, 2016: Participated in Executive teleconference.
- April 23, 2016: Participated in OFSHEEA Spring Workshops hosted at Meadowvale Secondary School as well as Board of Directors Meeting
- Submitted Resignation during Annual General Meeting.

Submitted by Isabel Marques-Kontos

Treasurer's Report

- June 13, 2015: Participated in Board of Directors Meeting
- September 21, 2015: Participated in Executive teleconference.
- October 5, 2015: Participated in Executive teleconference.
- October, 2015: Submitted resignation effective November 15, 2015
- October 20, 2015: Executive teleconference was held- Unable to participate

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- November, 2015: Repost Financial Statements and final/wrap-up communications with OFSHEEA President re: treasurer position going forward.

Submitted by Krista Thompson

Position vacant (Dec 2015-April 2016)

Secretary's Report

- April 14, 2015: Participated in Executive teleconference.
- May 5, 2015: Submitted Resource Blast email material.
- June 13, 2015: Participated in Board of Directors Meeting
- July 7, 2015: Met with Derek and Adam Becker at Becker & Associates to review website changes.
- July 14, 2015: Participated in Executive teleconference.
- August 4, 2015: Submitted Resource Blast email material.
- September-October 2015: Isabel assumes role of Vice President (Derek as President) (Secretary position temporarily vacant until Cassandra accepts the role on October 20).

Submitted by Isabel Marques-Kontos

- October 20, 2015: Accepted position of Secretary by Board of Directors.
- October 22, 2015: Emailed President to coordinate meeting to review duties in new position.
- October 28, 2015: Met with President to discuss roles and responsibilities of Secretarial Position, as well as goals for the OFSHEEA organization.
- November 9, 2015: Communicated with President re: proper archiving procedures and discussed ideas to be presented at the "Well Being" Conference.
- November 30, 2015: Participated and recorded minutes in Executive teleconference.
- December 14, 2015: Participated and recorded minutes in Executive teleconference.
- January 4, 2016: Prepared submission for resource e-mail blast.
- January 11, 2016 :Participated and recorded minutes in Executive teleconference.
- January 20, 2016: Provided feedback re: an email on Board member related matters.
- February 3, 2016: Assisted President on editing and revising Workshop poster
- February 9, 2016: Participated and recorded minutes for Executive teleconference.
- February 16, 2016: Meeting with President to create rough draft of Board of Directors Agenda and 2015 Annual Report.
- March 1, 2016: Participated and recorded minutes for Executive teleconference.
- March 14-18, 2016: Compiled Final Board of Directors Agenda and 2015 Annual Report.
- March 22, 2016: Participated and recorded minutes in Executive teleconference.
- April 5, 2016: Prepared submission for resource e-mail blast .
- April 23, 2016: Participated in 2016 Spring Workshops, Annual General Meeting, and Board of Directors Meeting.

Submitted by: Cassandra Francois

Director- at-large- Future Directions Report

- June 19, 2015: Submitted a resource blast to OFSHEEA.
- October 29, 2015: Prepared and presented the OFSHEEA report at the YRDSB Regional Family Studies Subject Council meeting. Discussed updates regarding Fall conference and OFSHEEA's vacant executive positions. Promoted subject association as the voice for family studies teachers across the province and encouraged YRDSB heads to visit OFSHEEA's new and improved website and promote OFSHEEA membership to their department members.
- November 27, 2015: Submitted a e-resource blast to OFSHEEA.
- February 5, 2016: Attended the OTF annual curriculum conference in Innisfil, Ontario, as the representative of OFSHEEA.
- February 11, 2016: Applied for a statement of interest on behalf of OFSHEEA to run workshops as part of the OTF summer Institute.
- February 25, 2016: Presented information to all YRDSB Family Studies Heads regarding OFSHEEA's April workshops and Annual General Meeting. Emphasized the importance of attending the AGM and for those who cannot attend, to send a proxy vote.
- March 5, 2016: Participated in a conference call with OFSHEEA executive to discuss the Ministry of Education Financial Literacy proposal.
- March 22, 2016: Participated in a conference call with executive to discuss OTF's summer institute.
- March 23, 2016: Sent out a call to OFSHEEA membership to submit proposals for facilitating summer workshops for OTF summer institute.
- March 24 – March 30, 2016 : Communicated with OFSHEEA members who submitted proposals, reviewed proposals and submitted final proposals to OTF on behalf of OFSHEEA.
- April 23, 2016: Attended and participated in the Spring Workshop and Annual General Meeting held at Meadowvale Secondary School.

Submitted by Roula Hawa

Director- At-Large Corporate Sponsorship Report

- July 14, 2015: Attended Executive teleconference.
- August 27, 2015: Attended meeting for website at Becker's office in Toronto.
- September 1, 2015: Provided board members with a full listing of all school mailing addresses.
- September 4, 2015: Provided an assignment for the Email Resource Blast.
- September 5, 2015: Notified Adam Becker about Spam registrations on website.
- November 10, 2015: Confirmed email advertisement from Canadian Bankers Association.
- December 9, 2015: Confirmed email advertisement from Dairy Farmers of Canada.
- February 4, 2016: Confirmed email advertisement from Studica Limited.
- February 28, 2016: Confirmed flyer inserts for delegate bags from McGraw Hill and confirmed email advertisement from Ontario Agri-Food Education Inc.
- April 23, 2016: Attended and participated in the Spring Workshop and Annual General Meeting held at Meadowvale Secondary School in addition to the Board of Directors Meeting.

Submitted by Lauren Stitt

Regional Director's Representative Report

- Responded to various emails and inquiries from OFSHEEA Regional Representatives and Board Members.
- Monitored OFSHEEA membership and updated Regional Representative lists for Regional Representatives as needed.
- June 13, 2015: Participated in Board of Directors meeting.
- July 14, 2015 Participated in OFSHEEA Executive teleconference.
- July 15, 2015: Reviewed OFSHEEA awards revisions from the awards committee.
- September 21, 2015: Participated in OFSHEEA Executive teleconference.
- October 5, 2015: Participated in OFSHEEA Executive teleconference.
- October 5, 2015: Reviewed additional OFSHEEA awards revisions from the awards committee.
- October 15, 2015: Prepared agenda and facilitated Regional Representative teleconference.
- October 20, 2015: Participated in OFSHEEA Executive teleconference.
- November 30, 2015: Sent regrets to OFSHEEA Executive teleconference.
- December 14, 2015: Participated in OFSHEEA Executive teleconference.
- January 11, 2016: Sent regrets to OFSHEEA Executive teleconference.
- February 2016: Combed through OFSHEEA membership database and identified members with unassigned regions. Manually inputted their region into the database and updated Regional Representatives.
- February 9, 2016: Participated in OFSHEEA Executive teleconference.
- February 17, 2016: Prepared agenda and facilitated Regional Representative Teleconference.
- March 1, 2016: Participated in OFSHEEA Executive teleconference.
- March 9, 2016: Prepared agenda and facilitated Regional Representative teleconference.
- March 11, 2016: Prepared and submitted Regional Director Representative report to OFSHEEA secretary.
- March 22, 2016: Participated in OFSHEEA Executive teleconference.
- April 23, 2016: Attended OFSHEEA AGM and Workshops.
- April 23, 2016: Attended and participated in OFSHEEA Board of Directors Meeting.

Submitted by Jennifer Hill

Eastern Regional Director's Report

- May 15, 2015: Represented OFSHEEA at D25 Family Studies PD Lunch.
- June 13, 2015: Participated in Board of Directors Meeting.
- June 15, 2015: Participated in Awards teleconference.
- July 4-6, 11, 2015: Created checklist success criteria for Family Studies awards as per awards committee teleconference.
- July 13, 2015: Participated in Awards Committee meeting.
- August, 2015: Communicated with members about HFC3E/M and resources about the new course.
- September 2, 2015: Sent out idea for weekly email blast to Jennifer Rennie as per Calendar.
- September 9, 2015: Communicated with Board members about new OFSHEEA websites.
- September 9, 2015: Updated profile pic as per Board's instructions.

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- September 15, 2015: Communicated with regional member about members-only resource.
 - October 15, 2015: Participated in regional rep teleconference.
 - November 15: Communicated with potential member.
 - January 25-26, 2016: Communicated with D25 member about Food & Culture course, sharing the publically funded curriculum mapping.
 - February 1, 8, 2016: Represented OFSHEEA during planning stages of OSSTF PD day.
 - February 12, 2016: Represented OFSHEEA during OSSTF PD day.
 - February 17, 2016: Participated in Regional Rep teleconference.
 - March 5, 2016: Reached out to new Eastern OFSHEEA member.
 - March 9, 2016: Participated in Regional Representative teleconference.
 - March 6, 2016: Compiled Board of Directors meeting report and Board Report.
 - April 23, 2016: Participated in Annual General Meeting and Spring Workshops held at Meadowvale Secondary School.

Submitted by Emily Ellwood

Metro Toronto Regional Director's Report

- Promoted OFSHEEA membership and events on Facebook Family Studies group.
- Fielded questions from interested parties in joining OFSHEEA.
- Helped people troubleshoot website/conference registration issues.
- October 15, 2015: Sent regrets for Regional Representative teleconference due to school emergency.
- February 17, 2016: Participated in Regional Representative teleconference.
- March 9, 2016: Participated in Regional Representative teleconference.
- Disseminated information to regional members re: conference cancellation, changes to OFSHEEA newsletter, importance of membership and promotion of April 23rd, 2016 workshops and AGM (coupled with encouragement to renew membership).
- April 23, 2016: Attended and participated in Annual General Meeting and Spring Workshops at Meadowvale Secondary School.
- Answered regional member questions and clarified with Exec. when necessary.
- Sent letter to past members to encourage renewal of membership.
- Communicated with members interested in presenting in future conferences for November 2016.
- Contributed to email blasts.
- Encouraged IL of board to share conference information with FS teachers within the board.
- April 23, 2016: Participated in Annual General Meeting.

Submitted by Jenni Marr

Central West Regional Director's Report

- June 13, 2015: Participated in Board of Directors Meeting.
- September 14, 2015: E-mailed members to wish them a good new school year.
- September 22, 2015: Produced and sent Family Studies Resources E-mail Blast to members.
- October 15, 2015: Participated in Regional Representative teleconference.
- December 22, 2015: Produced and sent Family Studies Resources E-mail Blast to members.
- February 17, 2016: Participated in the Regional Board of Director's teleconference.
- February 18, 2016: Sent e-mail to members to remind them to renew their memberships.

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- March 9, 2016: Participated in the Regional Board of Director's teleconference.
 - March 9, 2016: E-mailed members to invite them to our 2016 AGM and workshops.
 - March 10, 2016: E-mailed members an invitation to the Ontario Home Economics Conference.
 - March 22, 2016: Produced and sent Family Studies Resources E-mail Blast to members.
 - April 1 & 2, 2016: At the OHEA (Ontario Home Economics Association) 2016 Conference (Burlington , ON) represented OFSHEEA, prepared and gave brief oral report and delivered oral greetings from OFSHEEA.
 - April 23, 2016: Participated and attended OFSHEEA AGM, Spring Workshops held at Meadowvale Secondary School and the Board of Directors Meeting.

Submitted by Camille Naranjit

Central East Regional Director's Report

Position vacant

Western Regional Directors' Report

- Represented OFSHEEA by responding to various emails and inquiries from Western members and potential members.
- Advocated the importance of an OFSHEEA membership at school board and public events.
- Planned for Western Regional Workshop/Networking event the week of August 16-22 (ultimately cancelled due to OSSTF contract negotiations).
- Updated members via email on upcoming workshops/conferences and any cancellations due to ongoing OSSTF contract negotiations.
- May 19, 2015: Prepared OFSHEEA E-blast.
- June 13, 2015: Participated in Board of Directors Meeting
- October 15, 2015: Participated in Regional Representative teleconference.
- November 17, 2015: Prepared OFSHEEA E-blast.
- February 16, 2016: Prepared OFSHEEA E-blast.
- February 17, 2016: Participated in Regional Representative teleconference.
- March 9, 2016: Participated in Regional Representative teleconference.
- March 11, 2016: Prepared and submitted Western Representative report to OFSHEEA secretary.
- April 23, 2016: Attended OFSHEEA AGM and Workshops.
- April 23, 2016: Attended and participate in OFSHEEA Board Meeting.

Submitted by Jennifer Hill

Northern Regional Director's Report

- June 13, 2015: Participated in Board of Directors Meeting.
- December 10, 2015: Participated in Regional Representative teleconference.
- February 17, 2016: Participated in Regional Representative teleconference.
- March 2016: Collected resources for the OFSHEEA E-Blast.
- April 23, 2016: Participated in AGM and Spring Workshops held at Meadowvale Secondary School.

Submitted by Lorna Tremonti

Awards Report

- No report to be submitted.

Archives Report

- Proper archiving methods are to be continually explored through the Archives of Ontario at York University.

Conference Committee Report

- No report to be submitted.

Membership Report

- For the 2015-2016 membership year, there were a total 94 members.
 - Individual memberships: 90 members
 - Retired memberships: 3 members
 - Student memberships: 1 member

Submitted by Derek Wun

Communications Rep Report

- Replied back to emails regarding downloading issues, membership inquires or issues. Upload and post email blasts onto OFSHEEA website.
- October 22, 2015: Accepted position as Communications rep.
- October 29, 2015: Met with Derek Wun to discuss new role as Communications rep.
- November 4, 2015: Sent November 4th email resource blast.
- November 4, 2015: Posted resource onto OFSHEEA website.
- November 11, 2015: Sent November 11th email resource blast.
- November 11, 2016: Posted resource onto OFSHEEA website.
- November 18, 2015: Sent November 18th email resource blast.
- November 18, 2015: Posted resource onto OFSHEEA website.
- November 28, 2015: Sent November 28th email resource blast.
- November 28, 2015: Posted resource onto OFSHEEA website.
- December 1, 2015: Sent December 1st email resource blast.
- December 1, 2015: Posted resource onto OFSHEEA website.
- December 3, 2015: Uploaded new advertisement to email resource blast.
- December 3, 2015: Resent December 1st email resource blast.
- December 8, 2015: Met with Derek Wun to discuss website and resource issues.
- December 9, 2015: Sent email resource blast.
- December 9, 2015: Posted resource onto OFSHEEA website.
- December 18, 2015: Posted resource onto OFSHEEA website.
- December 20, 2015: Sent December 19th email resource blast.

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- January 6 2016: Assisted in resolving downloading issues for members.
 - January 6, 2016: Sent January 6th email resource blast.
 - January 6, 2016: Posted resource onto OFSHEEA website.
 - January 8, 2016: Resent January 6th email resource blast.
 - January 8, 2016: Assisted in member downloading issues.
 - January 13, 2016: Sent January 13th email resource blast.
 - January 13, 2016: Posted resource onto OFSHEEA website.
 - January 13, 2016: Assisted in answering membership questions.
 - January 19, 2016: Discussed membership opportunity and gave sample resources to a non-member.
 - January 23, 2016 Sent Gwenyth Bailey Simpson award to email blast.
 - January 27, 2016: Sent January 27th email resource blast.
 - January 27, 2016: Posted resource onto OFSHEEA website.
 - January 27, 2016: Answered questions regarding member resources.
 - February 2, 2016: Answered questions about resources and memberships.
 - February 6, 2016: Answered questions about resources and memberships.
 - February 7, 2016: Sent February 7th email resource blast.
 - February 7, 2016: Posted onto the OFSHEEA website.
 - February 9, 2016: Sent Regina Help Award email blast.
 - February 16, 2016: Sent February 16th email resource blast.
 - February 16, 2016: Posted onto the OFSHEEA website.
 - February 16, 2016: Answered questions about memberships.
 - February 17, 2016: Sent email about AGM and workshops.
 - March 1, 2016: Sent email about AGM and workshops.
 - March 2, 2016: Responded to emails about memberships and accounts.
 - March 3, 2016: Sent March 3rd email resource blast.
 - March 3, 2016: Posted onto OFSHEEA website.
 - March 9, 2016: Responded to emails about memberships and workshops.
 - March 9, 2016: Sent email about AGM and workshops.
 - March 10, 2016: Sent March 10th email resource blast.
 - March 10, 2016: Posted onto OFSHEEA website.
 - March 11, 2016: Sent Communications rep report.
 - March 22, 2016: Sent March 22nd email resource blast.
 - March 22, 2016: Posted onto OFSHEEA website.
 - March 22, 2016: Replied and answered emails regarding memberships and workshops.
 - March 23, 2016: Sent OCT Call for Facilitators email blast.
 - March 24, 2016: Sent OFSHEEA PROXY Form email blast.
 - March 27, 2016: Replied back to emails regarding resource blasts.
 - March 30, 2016: Replied back to emails regarding resource blasts.
 - March 30, 2016: Sent March 30th email resource blast.
 - March 30, 2016: Posted onto OFSHEEA website.
 - April 9, 2016: Sent OHEA Petition form email blast.
 - April 11, 2016: Sent Spring workshops, AGM, and proxy forms to email blast.
 - April 19, 2016: Resent Spring workshops AGM and proxy forms to email blast.
 - April 20 2016: Conference call about Spring Workshop.
 - April 23, 2016: Attended Spring Workshop and AGM meeting.

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- April 26, 2016: Sent email blast about CHEF Trustee.
 - April 27, 2016: Uploaded documents from Jennifer Hill's conference onto OFSHEEA website.

Submitted by Nahid Mawji

Editorial Report

- April 23, 2016: Attended the Spring Workshops.
- April 23, 2016: Attended the OFSHEEA Annual General Meeting at Meadowvale Secondary School.
- April 23, 2016: Sent regrets as unable to attend Board of Directors Meeting.

Submitted by Carole Booth

**OFSHEEA Board of Directors
2016-2017**

Officers

President	Derek Wun
Past President	Vacant
Vice President	Camille Naranjit
Treasurer	Vacant
Recording Secretary	Cassandra Francois
Regional Director's Representative	Jenni Marr
Directors-at-Large Future Directions	Roula Hawa
Directors-at-Large Corporate Sponsorship	Jennifer Hill

Regional Directors

Eastern	Emily Ellwood
Central East	Vacant
Metro Toronto	Jenni Marr
Central West	Niki Bales
Western	Jennifer Hill
Northern	Lorna Tremonti

Standing Committee Chairs

Archives	Cassandra Francois
Awards	Derek Wun
Conference Committee	Various Members of the Board
Editorial	Carole Booth
Membership	Nahid Mawji
Communications/Website	Nahid Mawji
Nominations	Camille Naranjit
Resolutions	Derek Wun/Camille Naranjit



**Materials for the Annual General Meeting
Saturday, October 22, 2016
11:00 a.m. - 12:00 p.m.
Meadowvale Secondary School, Mississauga, Ontario**

AGENDA

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|------|---------------------------------------------------------------|-----------------------------------------|
| 1.0 | Call to Order and Announcements | <i>Derek Wun, President</i> |
| 2.0 | Approval of Agenda | <i>Derek Wun, President</i> |
| 3.0 | Introduction of Current Members of the Board | <i>Derek Wun, President</i> |
| 4.0 | Minutes of AGM 2014 | <i>Cassandra Francois, Secretary</i> |
| 5.0 | Treasurer's Report 2015-2016 | |
| 6.0 | Appointment of Reviewer of Accounts | |
| 7.0 | Summary of the Annual Reports | <i>Derek Wun, President</i> |
| 8.0 | Resolutions | <i>Camille Naranjit, Vice-President</i> |
| .0 | Introduction of Slate of Officers for the Board for 2016-2017 | <i>Derek Wun, President</i> |
| 10.0 | Other Business | |
| 11.0 | Adjournment | |



**Minutes of the Annual General Meeting
Saturday, April 23, 2016.
12:30 p.m.
Maple High School, Maple, Ontario**

1.0 Call to Order and Announcements

Derek Wun, President

At 12:50 pm, Derek Wun called the meeting to order.

Derek recognized the history of the association by introducing members of OFSHEEA in attendance: Ruth McDonald, Joanne Mackie, Carole Booth and Linda McCulloch.

Derek acknowledged Nahid Mawji as a present student teacher in the Faculty of Education at York University.

Board Member Camille Naranjit presented greetings from OHEA. She presented OHEAs literacy initiative and OHEAs intent on petitioning for a mandatory food course for high school graduation. OHEA is aiming to build a social media presence to promote the idea of food and health and home economics in society.

Linda McCulloch presented greetings from OFS3HLC. They are working with the Ministry to offer summer workshops for social science and family studies teachers, a financial literacy project, a review of family studies AQs, and a proposal for partnering with OFSHEEA, and the Aga Khan Museum for an untitled writing project.

Joanne Mackie brought greetings from IFHE. She reminded those present about the IFHE meeting in Korea this year, and how IFHE hosts meetings every 4 years with the next meeting in the United States in 2020. She encouraged everyone to visit www.ifhe.org for more information.

Derek Wun recognized the history of the association by introducing past presidents of OFSHEEA.

Derek Wun introduced scrutineers for the AGM: Roula Hawa and Camille Naranjit.
Minute checker: Isabel Marques-Kontos (Vice President)
Meeting Minutes recorded by Cassandra Francois (Secretary)

Derek Wun discussed OFHSEEA's proposal to the Ministry regarding updating the financial literacy resources that are currently published on OFSHEEA's website. The proposal has been approved. The callout for writers will happen in early June.

Derek Wun also discussed OFSHEEAs partnership with the OTF curriculum forum in offering summer institutes around the province. Registration for these institutes will open in early June.

Add to agenda: Ruth McDonald wanted to add to Other Business re: suggesting that Adelaide Hoodless be put on the \$100 bill.

2.0 Approval of Agenda *Derek Wun, President*

At 1:02pm, Derek Wun moved to accept the agenda as amended.
Isabel Marques-Kontos seconded.
All in favour, 0 abstained.
Motion carried.

3.0 Introduction of Current Members of the Board *Derek Wun, President*

At 1:03pm, Derek Wun introduced current members of the board.
Each member stood up and named their positions.
Missing: Emily Ellwood, Lorna Tremonti, and Tammy Storms (relinquished her position on the board as of December 2015).

Camille Naranjit stated that all members from two years ago can vote on new and old business.

4.0 Minutes of AGM 2014 *Cassandra Francois, Secretary*

Cassandra Francois moved motion to accept the minutes as amended.

Roula Hawa seconded.

All in favour, 0 abstained.

Motion carried.

5.0 Treasurer's Report 2014-2015

At 1:14pm, Derek Wun presented the financial report as prepared by OFSHEEAs administrator.
Derek moved motion to accept the financial statement as written.
Linda McCulloch seconded.
All in favour, 0 abstained.
Motion carried.

6.0 Appointment of Reviewer of Accounts

At 1:16pm, Derek moved motioned to appoint Stevenson-LaHocki as our accountants for the next fiscal year.
Joanne Mackie seconded.
All in favour, 0 abstained.
Motion carried.

7.0 Summary of the Annual Reports

Derek Wun, President

At 1:17pm, Derek moved motion to accept the Annual Reports written.
Heather Bamford seconded.
All in favour, 0 abstained.
Motion carried.

8.0 Introduction of Slate of Officers for the Board for 2015-2016

Derek Wun, President

At 1:20pm, Derek introduced himself as the new president for 2015-2016.
Tammy Storms has resigned from her position as the Central East Regional Representative. No replacement for her as of yet.
Position of Treasurer is currently vacant.
Ruth McDonald informed the board that the newly created position of Communications Representative should be under standing committee chairs.

At 1:23pm, Derek Wun moved motion to accept the new Slate of Officers.
Heather Bamford seconded.
All in favour, 0 abstained.
Motion carried.

9.0 Other Business

At 1:23pm, at 1:23 Ruth McDonald, representing Canadian Home Economics Foundation, discussed CHEF awards given for research in home economics. The “Resource for Youth” award is named after Patricia Hames, who was a Family Studies administrator at the Ontario Ministry of Education and an OFSHEEA Honourary Member. CHEF is a registered charity.
Adelaide Hunter Hoodless has been nominated to be one of the women to be on the new \$100 bill. As Family Studies and Home Economics educators, Ruth McDonald encouraged everyone to vote.

10.0 Adjournment

At 1:27pm, Derek Wun thanked everyone for their support in his role as OFSHEEA President.

At 1:28pm, Derek Wun moved motion to adjourn the meeting.
Heather Bamford seconded.
All in favour, 0 abstained.
Motion carried.