

Minutes of Annual General Meeting
CPF Vancouver North (CPF VN)
Location: Henry Hudson School
November 18, 2010
6:30-7:30 pm

Attending: see attached sign-in sheet

CPF Member	School	Executive Member
Kate Gregory	Henry Hudson	President
Lynne Spencer	Henry Hudson	Vice President
Anne DeWolfe	Kitsilano High	Secretary
Veronica Pacheco-Sanfuentes	Kitsilano High	
Lisa Pindera	Queen Elizabeth Annex	
Rosita Di Fruscia	General Gordon	
Debra Dawes	Trafalgar	
Lesley Douglas	Kitsilano High	
Lettie McLean	Jules Quesnel	

1. Welcome & Introductions

Kate Gregory welcomed all to the meeting. Attendees introduced themselves.

2. President's Report on Chapter Activities in 2009/10

Kate presented an overview of the Chapter's activities over the past year. She noted:

- 2009/10 was a good year for the Chapter but a tough budget year for the VSB
 - CPF Vancouver Office was very helpful and supportive re possible Henry Hudson school closure due to VSB budget shortfall. In September 2010, Hudson was dropped from the VSB's potential school closure list
 - A survey was developed with VSB for parents with children on the waitlist for FI kindergarten to ascertain if they were leaving the public school system for private schools or other school districts.
 - Chapter had successful socio-cultural grant applications and was able to offer subsidized Children's Festival tickets
 - Information sheets were developed to provide parents with information on FI education
- See attached detailed 2009/10 Chapter Activities Report.

3. 2009/10 Financial Statement

As of September 30, 2010, CPF VN had a surplus of \$3,043.21, as shown on the attached Financial Statement.

4. Internal Chapter Grants

There was a discussion about chapter grants and how they can be used:

- It is expected the 2010/11 budget will support a \$600 grant for each CPF VN school
- Grant must be used to enrich the FI program

- After school programs qualify for the grant and can be offered at school as long as a VSB rep or teacher is present
- Grant application process was reviewed
- Screening a movie at the Dunbar Theatre was discussed as an event for all FI schools

5. Term Extension for Chapter Executives

The CPF VN by-laws require half the Chapter executives to be elected at each AGM. This is to ensure continuity. Executives are elected for a two year term and may be re-elected for additional terms to a maximum of six years.

Motion: *Given 2008/09 was a year of reorganization for the CPF VN Chapter and the executive was new to CPF, it was moved that the term for the current executive (Chapter President, Vice President and Secretary) be extended for one additional year and expire at the end of the 2010/11 term.*

Moved by: Deborah Dawes

Seconded by: Lisa Pindera

Motion Carried

6. Proposed 2010/11 Plan & Budget

There was a discussion of the proposed goals for 2010/11 (see attached list) and the members supported it. *French Equivalency* was added as an additional goal under the Information heading.

The proposed budget (see attached) for 2010/11 estimates revenue of \$8,281.21, expenses of \$7,561.25 for a balance of \$719.96.

Motion: *It was moved that the Proposed 2010/11 Budget be approved as circulated.*

Moved by: Lisa Pindera

Seconded by: Rosita Di Fruscia

Motion Carried

7. Chapter Renaming

Motion: *Given all CPF VN elementary schools feed into the FI program at Kitsilano High School, and there is much confusion between this Chapter's name "Vancouver North" and the "North Vancouver" Chapter, it was moved that the CPF VN name be changed to "CPF Kitsilano".*

Moved by: Lynne Spencer

Seconded by: Lisa Pindera

Motion Carried

Kate agreed to check with CPF to ensure the name change is doable.

Adjournment

There being no further business, the meeting adjourned at 7:30 pm.

2010 CPF AGM Nov 18, 2010

Name

School

CPF member?

Kate Gregory

Hudson

yes

Lynne Spencer

Hudson

yes

Anne Deloche

Ritsikano High School

yes

Veronica Ramirez-SanJuanes

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yes

Lisa Pinders

DEA

yes

Rosita DiFrancia

General Gordon

yes

Debra James

Trafalgar

yes

Lestery Douglas

KITS

yes

Patricia McKeam

Johns Personal

yes



Canadian Parents for French – Vancouver North Chapter

CPF Vancouver North 2010 AGM Agenda:

- ✓ 1. Report on chapter activities 2009/10
- ✓ 2. 2009/10 financial statement
- ✓ 3. Chapter grants to member schools
 - Purpose and some suggested activities
 - Kits bursary
- ✓ 4. One-time amendment to bylaws to allow present board to extend term one year
- ✓ 5. Proposed plan and budget for 2010/11
- ✓ 6. CPF discussion points for upcoming VSB Modern Languages Advisory Committee meeting
 - CPF K waitlist survey, learning support in FI, TREK
- ✓ 7. Socio-Cultural Grant Applications
- ✓ 8. Upcoming Parent Survival Night (K - Grade 1) Dec.1

Chapter Activities 2009/10

Advocacy

- lobbying against education cuts (the CPF letter campaign for reinstatement of the Annual Facilities Grant was successful, and helped convince the province to restore \$110 million funding to BC schools)
- responding to those calling for cuts to French Immersion (we wrote an editorial that demonstrated the program is NOT a financial drain on the school district – in fact, it makes money for the VSB)
- helping parents respond to the closure pre-notification of Henry Hudson Elementary (which was subsequently removed from the potential closure list).
- Participated in the Modern Language Advisory Committee meetings of the VSB.
- Developed a trial online survey of parents on FI K waitlist. We hope to collaborate with the VSB on distributing the survey this year.
- Helped parent with sibling priority issue.
- (Van South) Helped develop options for FI students taking TREK program

Enrichment

- Provided over 100 discounted Children's Festival tickets to parents.
- Successful 2009/10 SC grant applications for Tennyson and Gordon (though Gordon ended up not holding event).
- Successful 2010/11 SC grant applications for Children's Festival ticket sale, Bilingualism Rocks performances, and movie night and book fair.
- Distributed 10 free Amuse-toi kits to members with preschool aged children.
- Established chapter grant program.

Information

- Sponsored two parent information sessions by Sallie Boschung, French Early Literacy Specialist
- Provided advice to parents on 2010/11 FI K waitlist
- Developed two new information sheets: How to Help Your Child at Home and Fostering Literacy at Home
- Distributed flyer on FI K registration to preschools.
- Attended some VSB school K and Gr. 1 parent information nights.
- Maintained a list of local French-language resources
- Distributed information of interest via e-mails and newsletters.
- Informed members of local events and resources via newsletters and e-mails.

Membership

- We have 84 active members (as of Nov. 1) at seven schools.

CANADIAN PARENTS FOR FRENCH (CPF)
Vancouver North Chapter 2010 - 2011
Budget as of September 2010

INCOME

Balance from June, 2009	\$3,089.82
2009/10 Socio-Cultural Grant – Tennyson	\$446.25
Extra Socio-Cultural Grant payment	\$446.25
Reimbursement for Volunteer gifts	\$94.22
Childrens' Festival Tickets	\$1,054.25
Bank Interest	\$1.68

TOTAL INCOME	<u>\$5,132.47</u>
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EXPENSES

Information sessions - our portion of the total cost	
November 2009 session K-Gr.1 Tennyson	\$79.00
March 2010 session Gr. 2-4 L'Ecole Bilingue	\$22.45
Scholarships - Kitsilano Secondary (April 2010)	\$300.00
Promo material, xeroxes & bulletin board expenses	\$69.25
Socio-Cultural Grant for Tennyson	\$446.34
Childrens' Festival Tickets	\$1,078.00
Volunteer gifts	\$94.22

TOTAL EXPENSES	<u>\$2,089.26</u>
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NET INCOME	<u><u>\$3,043.21</u></u>
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The Vancouver North bylaws state:

“The term of a chapter executive is two years. A chapter executive may be re-elected to additional terms to a maximum of six years. To ensure continuity, approximately half the chapter executives shall be elected at each...Annual General Meeting”

Our proposed change: to allow the current executive to continue until the 2011 AGM (in October).

Why?

- Stefanie Gajdecki, who was interested in becoming new Van North president this year left FI.
- The other two Vancouver chapters have new presidents this year, so it would be good to have one continuing exec. The chapters work together on many things, and share ideas and resources. At this point, we think is important to ensure continuity at Vancouver level.
- Much of our first year was spent getting up to speed on CPF. It was a new chapter, and the exec was mostly new to CPF. By the second year we were ready to hit the ground running.
- Another two year term would be too long for several of us.

\$300 Chapter Grants

Purpose of Chapter Grants:

- **Enrich French Language Learning** at your school by offering a fun project, activity, or event.
- **Engage CPF members at your school** and personalize the chapter by consulting with members on how to use the money and then working together on a project.
- **Stimulate membership in CPF** by raising awareness of CPF and what it does, and also (if appropriate) offering a discount to any activity or event to members.

Steps:

1. Get updated list of members at your school from Kate along with initial e-mail template.
2. E-mail members about the chapter grants; ask about meeting times and solicit ideas.
3. Set time to meet. You may need to give yourself and others time to work out details on some of the ideas (i.e., how much it will cost, or venue, provider of service etc...). Feel free to ask exec for help with ideas.
4. Mention project at PAC meeting -- invite others to join.
5. At meeting of CPF members, discuss ideas and vote on project (s) to undertake. Preferred timing would be winter or spring terms or over the summer, but Fall 2011 OK.
6. E-mail Exec with outline and budget of project. Discuss briefly how it will meet the three goals above.
7. Chapter will send cheque. Work on project with your members and have fun!
8. After project is completed, send Exec brief evaluation to help with future projects. How did your project go? What worked well and what would you do differently?

Some ideas:

- BR evening performance (this would have to be done soon!)
- Afterschool art or cooking class by Alliance Francaise
- French movie night with popcorn & doorprizes. We get free movies from the National Film Board in March, or just rent a movie.
- After school homework help desk in French
- How to help your child at home talk by Sallie Boschung, early literacy specialist, at Hudson
- Have an evening performance, or half fund a school performance, maybe for Carnival
- French book fair
- Weekend field trip
- Summer camp
- Christmas or end-of-school-year magazine with student stories

Kits bursary:

- Two ideas for increasing bursary: 1) use \$300 chapter grant as seed money for fundraiser, or 2) develop new application process that would stimulate membership, which would create more funds. It would be good to work with the other two Vancouver CPF chapters, so the bursary criteria are consistent (though amounts may vary due to different budgets)

Proposed Goals for 2010/11

Enrichment

1. Our focus during first two years was on Advocacy and Information. This year, I think we need to explore offering more enrichment.
2. Develop list of enrichment ideas and partnerships. I.e. Talk to places like Alliance Francaise and Le Centre about what they could offer.
3. Engage membership via chapter grants to schools and list of volunteer ideas.
4. Work with Kits members and other Vancouver chapters on ideas on how to increase bursary amount/stimulate membership

Advocacy

5. Survey of parents on K waitlist – collaborate with VSB
6. Work on issue of learning support in FI
7. Address issue of private vs. Public school students and TREK

Information

8. Offer two or three parent info nights (K-Gr. 1, Gr 2-4, late immersion?)
9. Additional parent info nights (How to deal w/stress, testing, Gary Neufeld)
10. Develop information sheet for late immersion
11. Learn more about DELF and inform membership
12. Develop information sheet on SPCs

13. *French Equilibrium*

Chapter Governance/Membership

13. Need to work on personalizing the chapter – e-mails and newsletters will only go so far. (See Small Change – Why the Revolution will not be Tweeted by Malcolm Gladwell for an interesting discussion: http://www.newyorker.com/reporting/2010/10/04/101004fa_fact_gladwell)
14. Talk to Van South about how they stimulate membership
15. Develop list of ideas for how to volunteer with CPF – will help encourage members to participate.
16. Reach out early to new K parents
17. Spread the word about CPF via
 - info tables
 - bulletin boards
 - PAC meetings (monthly CPF report). In a way, CPF is like the French Immersion DPAC.
18. Prepare for membership drive, SC grants over the summer
19. Do we need additional fundraisers? Or is the Children's Festival ticket sale enough?

CANADIAN PARENTS FOR FRENCH (CPF)
Vancouver North Chapter 2010 - 2011
Proposed Budget for 2010/11

INCOME

Balance from September, 2010	\$3,043.21	
SC grants		
Children's Festival Tickets	\$500.00	
Gordon BR performance	\$362.50	
Hudson BR performance	\$362.50	
Movie night + book fair	\$100.00	
Children's Festival ticket sale (110 @ \$10)	\$1,100.00	
2010 Membership rebates	\$2,813.00	delayed, needs to be verified
TOTAL INCOME	<u>\$8,281.21</u>	

EXPENSES

Pay back branch for SC overpayment	\$446.25	
Chapter grants (\$600 * 7 schools)	\$4,200.00	based on \$2800 membership rebate
Kits bursary	\$400.00	pending revision of application proce
Children's Festival tickets (110 @ \$9*)	\$990.00	CF say they may modify the group r
Gordon BR performance	\$362.50	
Hudson BR performance	\$362.50	
Movie night + book fair	\$100.00	
Parent info sessions (3 @ \$67)	\$200.00	
Additional info sessions (3 @100)	\$300.00	
Xeroxes, promotional materials	\$200.00	
TOTAL EXPENSES	<u>\$7,561.25</u>	

NET INCOME (Oct 2011)

\$719.96