

**CPF BC-Yukon Branch Board Meeting
March 31, 2015 – 6 pm by Conference Call**

Board members present: Patti Holm (chair); Diane Tijman; Greer Cummings; Marguerite Kuiack; Darian Pang, Rebecca Beuschel
Staff present: Glyn Lewis

Minutes: Marguerite Kuiack	Action Items: Darian Pang
Timekeeper: Rebecca Beuschel	

6h00

1. 6h11 Call to Order and Motion to approve the agenda
Motion to approve the agenda: MSC Rebecca/Diane
2. Approval of the March 3, 2015 minutes
Motion to approve the minutes: MSC Greer/Darian
3. Reminder of our CPF mission statement and strategic plan focuses p. 4
4. Finance – Updates – Greer, Glyn
\$25,000 of surplus funds – how to spend

Discussion Points:

- *Finance committee is a good place to have discussion and to bring ideas back to the board re: surplus funds.*
- *There is a meeting on June 8 -year end review*
- *Greer will bring this forward to the Finance Committee to discuss how to most effectively spend this surplus.*

Motion to refer this topic to next finance committee meeting MSC Greer/Darian

- *Today is fiscal year end*
- *Ben/Alicia and Glyn are in process of getting things ready for auditor*
- *Investment processed according to the discussion and decisions from last meeting*

5. Advocacy Issues – Glyn, Marguerite, others

- Review SUCCESES and access issues in Surrey, Tofino, Whitehorse
- Clarity re: French immersion proclamation – Could this be broadened for Yukon’s desire to recognize a broader definition of FSL programs?

Discussion Points:

- *Whitehorse: additional classes will open at another school to accommodate the 23 children on kindergarten waitlist.*
- *Advocacy is taking place for new early immersion program in Tofino and they are querying what that looks like for the region (small, rural area, long distance to district FI program in Port Alberni) before further discussion.*

- *Patti updated the Board on the meeting with the Commissioner of Official Languages*
- *Commissioner spoke passionately with regards to the MacLean's article that was recently printed*
- *Commissioner carries some authority and reports to Parliament*
- *Office of Commissioner publishes an annual report on the state of bilingualism in Canada*

- *Surrey: media attention with Gloria Makarenko of CBC*
- *Glyn attended a meeting; Surrey kindergarten enrollment was discussed.*
- *Looking to create some new spaces*
- *Advocacy over past year is helping to open up spaces*

Can a broader definition of French language programs be considered?

Discussion Points:

- *There is time to consider and discuss this further. Glyn will explore this question with Heather as it seems it has come up in the past.*

Branch-level actions vis-à-vis FSL teacher shortage

- Possible MLA meetings, Teacher Regulation Branch meetings
- SUCSESSES: March 23 and March 30 - Commissioner of Official Languages and French Ambassador
- Mon, April 13 MLA meetings, ie Skills and Training, etc: Diane, Greer, Glyn, maybe Patti.
- Teacher Regulation Branch meeting to schedule.

Discussion Points:

- *MLA meetings / trying to set up meeting/ Linda Beddouche is new manager of French programs at the Ministry*
- *April 13 meeting for the Monday trying to move to the Friday afternoon (to accommodate attendees)*
- *Teacher regulation branch meeting after Victoria meetings*
- *Open to board members who are available*

- *French Ambassador's visit: the French Attaché wants to meet again*
- *Can he be invited to face to face meeting in May 29-31?*

6. Reports

<p>French for the Future – brief update</p> <ul style="list-style-type: none"> • <i>Date is April 30th</i> • <i>Animators, volunteers available for day; layout booked</i> • <i>Ready to go</i> • <i>Darian/Glyn to work out who from board can attend</i> 	Darian	
<p>Follow up to BC Family French camps meeting</p> <p>-What next?</p> <p>-possible plan for board members to visit the French camps?</p> <ul style="list-style-type: none"> • <i>Do we want the board members to visit in summer? Too expensive.</i> • <i>Office is pushing out registration for BC French camps</i> • <i>April is a good time to do this as people start to think about summer</i> • <i>Glyn to share notes with BCFFC from last meeting/ discussion notes</i> 	Glyn	
<p>Reports from National Committees</p> <p>National By-laws</p>	By-laws – Diane	

7. Committees

Policy	Plans for policy review -writing long term contract policy, -Personnel Policy Handbook (was on hold waiting for clarification from CPF National) -Google doc **Committee work at late May meeting <ul style="list-style-type: none"> • <i>April 11</i> • <i>Can work on long term on April 11</i> 	Diane, Patti, Greer, Glyn
Teacher awards	upcoming dates, publicizing in CRU - done **Committee work at late May meeting	Diane, Marguerite
Bouquet de merci	upcoming dates, publicizing in CRU - done **Committee work at late May meeting	Rebecca, Marguerite
Finance	upcoming dates for finance – June 8 **Committee work at late May meeting	Greer, Darian, Patti
Nominations	upcoming dates, publicizing in CRU - done **Committee work at late May meeting	Diane, Darian
	DEADLINE for all committee reports to the Annual Report – July 20, 2015	
	<ul style="list-style-type: none"> • <i>Let Kirsty know if not getting CRU</i> • <i>All opportunities are advertised and waiting for applicants</i> • <i>July 20 deadline for all of our committee reports as Glyn needs these reports to complete the annual report</i> • <i>Bouquet de merci - need nominations</i> • <i>Is there is list of previous winners? On the website</i> 	

8. Follow up to previous action items –

Greer	Greer to follow up with Pacific Rim chapter president around advocacy; access Board of Education meeting schedule <ul style="list-style-type: none"> • <i>In progress</i>
Darian	Darian to follow up on the volunteer surveys for judges to add question about ‘what would make you more likely to come back?’ <ul style="list-style-type: none"> • <i>For Concours, Darian will send out his weekend</i>
Marguerite	Marguerite to continue liaising with Yukon government around advocacy <ul style="list-style-type: none"> • <i>Paragraph/successes for CRU for beginning of May</i>
Glyn	Carity re: French immersion proclamation – Could this be broadened for Yukon’s desire to recognize a broader definition of FSL programs? Ie. French Immersion Week vs French Celebration Week or French Second Language Learning Week. <ul style="list-style-type: none"> • <i>Talked about the broader definition of the proclamation is ongoing</i>
Glyn	Glyn to draft email template for fundraising email based on timeline for April <ul style="list-style-type: none"> • <i>Summer</i>
Diane	Diane to ask national bylaw committee about the legal state of chapters <ul style="list-style-type: none"> • <i>Did email Philip/National about this question and didn’t receive response yet.</i>
Glyn	Arrange meetings with Teacher Regulation Branch and Skills Ministry Glen working on this
Glyn	Do a Dropbox presentation for the board – May F2F Coming up
Greer	Research on financial transparency required for Yukon education funding

	Contact with BC other provinces or federally that might support us in getting clarity on the funding <ul style="list-style-type: none"> • <i>Will touch base with Greer F2F in May</i>

9. 7h40 Action items from March 3, 2015 meeting - Darian

ACTION: Patti to circulate meeting minutes to BCFFC – SENT to Glyn for forwarding

- *Resend*

ACTION: Board Members to think of ideas for surplus funds

ACTION: Darian to revise finance committee wording in minutes with Greer

ACTION: Glyn to talk to Heather about pre-concours media boost for judges

- *Getting more VIP judges*

ACTION: Marguerite to talk to Heather & Glyn about Yukon role in Concours

- *Done*

10. Review of new action items from March 31 meeting - Darian

ACTION: Branding ideas to Patti by April 10

11. Dates for next meetings:

- F2F on May 29-31 in White Rock - confirmed
- Google hangout or teleconference on May 5, if necessary
- Avoid April 28 because it's right before Concours.
- *Consider doing committee work on Friday (May 29th) early evening to maximize the time, as 2 members have to leave early on Sunday.*

12. No other business

Reminder of Concours – May 2, 2015

Patti requested that Marguerite send minutes and Darian send action items to Patti within two weeks, by April 15. Merci!

13. Motion to adjourn: MSC Rebecca/Diane at 7:42pm

Mission Statement: Canadian Parents for French is the national network of volunteers which values French as an integral part of Canada and which is dedicated to the promotion and creation of French-second language learning opportunities for young Canadians.

Strategic plan foci and other topics to keep in mind

Membership	Increasing membership, meeting members' needs	
Advocacy	New programs, media, communications, political and financial partnerships, corporate and individual donations, bequests, etc.	
Education	Accessibility, new programs	
Cultural Awareness/ Benefits of FSL	Socio-cultural activities, diversity	
Partnerships/Francophone and Francophile	Maintain, monitor, improve, increase political and financial partnerships	
Organizational strength, Human Resources	Mentoring staff, overview of staff schedules, performance reviews, office budgets	
Board Handbook, Policies and By-laws	Continually updating as needed	

Board Committees

Finance
Nominations
Bouquet de merci
Teacher awards
Policy and by-laws

Board Members

Patti Holm	President, Finance, ex-officio on all committees
Diane Tijman	Vice President, Chair Policy and by-laws, Editor: Board Handbook, Chair Nominations, Chair Awards

Rebecca Beuschel	ED Liaison for Grants Implementation, Timekeeper, Chair Bouquet de merci, Policy and by-laws
Greer Cummings	Chair Finance/Treasurer, Diversification of funding
Marguerite Kuiack	Secretary, Teacher awards, Bouquet de merci
Darian Pang	Youth Director, Action items, Finance, Nominations

Dates	Agenda items	Location
April 10-12	April 10 – announcements at BCLCA, meeting with Linda at MoE April 11-12 – policy work and ED performance review and discussion of contract renewal	Victoria Victoria
May 2	Concours	SFU, Surrey Campus
May 29-31 meet Friday late afternoon/early evening for committee work, 7:30 for appies and continue through until Sunday morning. *Greer and Rebecca must leave on Sunday morning.	Strategic plan review, policy work, funding diversification followup, possible regional conference planning, leadership presentation follow up– Rebecca, committees follow up to reports, Dropbox orientation	Ocean Promenade Hotel, White Rock
Sept.	Board meeting: Sept. with staff reports and staff luncheon	
Nov. AGM		Richmond

Conference calls **DAIL IN Number: 888-330-9943 Code 3214507#**

	Date:	Time:
	May 5, if necessary	6h pm
	June	6h pm

	July	

Finance Committee Meetings

Quarter 1 April-June	Aug. 17	5h30
Quarter 2 July-Sept	Nov. 3	5h30
Quarter 3 Oct-Dec	Feb. 16	5h30
Quarter 4/ Year end March 31/ Auditors' report	June 8	5h30