OAME Board of Directors' Meeting Minutes

Minutes of a regular meeting of the Board of Directors of OAME/OEAM held at the Holiday Inn Express, February 7-8, 2014

Present: Sonia Ellison, Cathy Hall, Paul Alves, Fred Ferneyhough, Lynda Ferneyhough, Bill Otto, Tim Sibbald, Claudio Attanasio, Melissa Black, Tom Boland, Cathy Chaput, Jung Choi-Perkins, Pamela Chun, Greg Clarke, Jen Gravel, Suhana Kadoura, Kyla Kadlec, Pat Kehoe, Mary Lou Kestell, Jill Lazarus (Saturday), Freda Liu, Jelena Loncar, Bill Lundy, Sheridawn Maloney, Judy Mendaglio, Sandra Jean Price, Lori Schuyler, Jane Silva, Ann Michele Stenning, Bart Vanslack, Christine Sasso, Anne Yeager.

Regrets: Frank Di Pietro, Cheryl Geoghegan, Kathy Kubota-Zarivnij, Gina Micomonaco, Immaculate Namukasa, Todd Romiens, Paulene Washington, Lori Yee.

Special Guests Jacqueline Hill (PRMA representative), Dwight Stead.

7:00-7:15: President's Welcome and Remarks: Sonia Ellison

- Sonia welcomed the board and wished them a Happy New Year and talked about the recent Leadership Conference and an education forum that she attended in December.
- Director updates, housekeeping: Lynda Ferneyhough told people to submit their claims and cash their cheques.

7:15-8:00: Reports

- NCTM: Todd Romiens – The NCTM report was included in the agenda.
- OAME2014: Dwight Stead reports that registration for the conference is open. He also outlined some of the keynote and featured speakers for the conference. Anne Yeager provided information about the e-conference within the conference.
- OMO2014 Greg Clarke outlined the plans for the Ontario Mathematics Olympics to be held May 30-31 at Lakehead University's Orillia campus.
- 8:00 – 8:15 SPaRC presentation: Bill Otto and Pat Kehoe made a presentation on behalf of SPaRC. The rotation for election of Chapter Representatives was reviewed. This year, CHAMP, NOMA, TEAMS, ISOMA and GOLDEN will appoint their representatives for 2014-2017. Bill outlined the process that we will be following tomorrow to modify the Terms of Reference for each of the committees and indicated that they should be considering their Critical Path.
- 8:15– 9:30 OAME2015: Paul Alves & Dwight Stead
    - planning and next steps for Board-run conference

Saturday February 8, 2014

The morning began with an announcement of the revision of the agenda.

9:00 – 9:15: General meeting of the Board of Directors.

9:15 – 10:15 – Committee Work
10:15 – 10:30 – Questions from Members to Authors of the Written Reports
10:30 – 12:00 – Continue work on planning for OAME 2015.

Committee of the Whole will focus on questions from planning for 2015.

9:00-10:00 – **General Meeting Of The Board Of Directors**:

- Approval of the Agenda: The revised agenda was approved on a motion by Tim Sibblad, seconded by Kyla Kydlac. Carried.
- Approval of Minutes Oct.18-19/13–Once approved, the minutes will be posted on the website. Bart, Cathy Hall. Carried.
- Financial Picture: Lynda Ferneyhough presented the Financial Report as of January13, 2014. Moved by Tom Boland, seconded by Pat Kehoe that the report be accepted. Carried.
- Notices of Motion: (Sonia Ellison) Motions were presented by SPaRC last night.
- Nominations for the 2014/2015 Board - Cathy Hall reports that Tim Sibbald has agreed to stand for President Elect and that Judy Mendaglio has agreed to stand for Vice-President. There are no nominations for Directors. Since this is after the deadline for nominations, the Executive Committee will appoint Directors for the two positions. There will be no voting necessary this year.

9:15 -10:15: ALL COMMITTEES: Work Period (Communications/ Outreach/ Curriculum/ Strategic Planning & Renewal)

CHAPTER REPORTS

CHAMP is busy preparing for OAME2014. We are excited about the Keynote Speakers: Sugata Mitra, Jo Boaler, and Mawi Asgedom and the Featured Speakers: Ralph Benmergui, Damian Cooper, George Couris, Brent Davis, Cathy Fosnot, George Hart, Dan Meyer, and Marian Small, and also the many excellent sessions by educators, included in our program. The eConference is a new feature to help engage some of our far-flung educators in some excellent PD opportunities. After the success of the mini eConference with Daman Cooper in the Fall, we have a little more confidence in the running of this larger eConference. Check it all out and register (NOW OPEN) at www.oame2014.ca

GOLDEN Report: We have recently brought in new members to fill executive positions in our chapter. We have started making a new website and are busy planning our mini-conference in April. While we are contemplating moving the mini-conference to the fall or running a fall social, this will not happen until the 2014/2015 school year.
We are still looking for a new OMO director! We need either one or two people who would be willing to take on or help someone with this role.
Our next chapter meeting will be held on February 10, 2014 at the District School Board of Niagara Board office, where some of the plans for our mini-conference and other events will be organized. We welcome all new members to our team and always invite new ideas!

GVMA is holding the fall conference on November 6. Planning will begin at our February meeting. GVMA has posted the K D Fryer Award on GVMA's website; teachers and administrators will be notified about the Fryer Award shortly.

ISOMA had a great start to the school year. On January 16th, they held their annual ISOMA math conference and it was a great success. Thank you to Krista Festarini and her colleagues at St. Clement's School for organizing and hosting the event. The evening consisted of 3 sessions and a light dinner. All participants left the event energized and full of enthusiasm. A change to the program this year was the replacement of a keynote speaker with organized discussion groups throughout the evening. There were three time slots and each time slot offered a variety of information sessions to choose from (topics including using technology, improving/enhancing communication in the math classroom, incorporating more problem solving, etc.) and 1 moderated discussion group where teachers could meet and discuss the "hot topics" in math. ISOMA hopes to continue these discussions by hosting more informal meetings throughout the year.
Our next big event of the year will be the ISOMA Math Olympics being held on Friday, April 11th at

Holy Trinity School. Brad Stephens and his colleagues are currently working on the planning of the event and we look forward to seeing the students challenge themselves during the event.

MAC2 had a great start to the year enjoying a fall evening with Damian Cooper by way of participating in an e-conference held by CHAMPS. We also held a Professional Development night of Math. It was pleasing to all as our brains were stimulated by Olympic - style math activities. Even though the winter winds were howling, the night was well attended. The chapter has been busy planning for the 2014 OMO which will take place this spring at Lakehead University, Orillia Campus, where students and teachers alike are sure to enjoy a fun-filled time of math.

NOMA continues to have a focus on creating connections across our large geographic region. We are thrilled that about our upcoming online session *Use of Structures for Effective Professional Learning*. This is a partnership with NWOAME. Dr. Tim Sibbald (Nipissing University / Northern Ontario Mathematics Association) and Dr. Jennifer Holm & Lakehead University / Northwestern Ontario Mathematics Association), will host the session February 19, 2014, with a particular focus on northern Ontario educators who have limited numbers of local colleagues to help support their professional growth. Reflective practice and models of professional learning (e.g. action research, lesson study, peer coaching, mentoring, etc.) will be discussed, with a lens on how to implement these practices to support learning.
In addition, NOMA will host a mini-conference on April 5 in North Bay. This is another great example of how NOMA is reaching out across its geographic area to provide professional learning opportunities for educators. Dr. Marian Small and Amy Lin are both scheduled to host a keynote and breakout sessions with a focus on deepening our understanding of curriculum, content, and instructional strategies.

NWOAME executive is busy planning a February 25th math evening for members and guests. As well as presenting an opportunity to promote the benefits of NWOAME membership, the evening will also feature an PD session facilitated by Ann Kajander and Tom Boland, co-authors of a newly published math resource, Mathematical Models for Teaching, Reasoning without Memorization. As well, we are planning Pi-Day activities for early March and our Regional Math Olympics is scheduled for late April. We are also promoting the e-Conference aspect of OAME 2014, with at least one board thus far registering to take part in the May 9 event.

PRMA offered "Sugar and Shares" sessions, where teachers would bring best practices and other ideas to share with participants. We offered two sessions (one the east and one in the west) due to our large area. The participants at the first Sugar and Share thought it was beneficial and some great ideas were shared. The second session was cancelled due to poor enrolment. We are trying our next meeting to be via Google Hangout so members do not have to travel. We are planning on having guest speakers to talk about innovation in the classroom at our March meeting,

QSLMA returned to holding its annual mini conference to November, following the disappointing results due to bad weather's happening on its attempt at a February date. Numbers met expectations, drawn in large measure by Amy Lin as keynote speaker.
Unfavorable weather did plague us again in December, leading to the cancellation of a social event planned for early December. Plans are afoot for another event during a more benign month.

TEAMS held the 20th Annual Mini Conference in October 2013. The conference was a huge success, riding the wave from the OAME 2013 annual conference, last May. Over 250 delegates attended and enjoyed the keynote speaker: Marian Small talk on Proportional Reasoning. The second session delegates were able to choose from over 10 other break - out sessions.
TEAMS directors are busy preparing for the Toronto Math Olympic to be held in late March/early April. From the TMO, TEAMS will select an all-star team to send to the OMO 2014. TEAMS is looking forward to another successful TMO with participation from TCDSB and TDSB schools.

The **WOMA** executive is organizing an early spring mini-conference entitled Mathmagic. As in the past, attendees will register using MCIS and attend two sessions, each running 50 minutes in length. A keynote speaker will address the participants after a pizza supper. Details of the event will be available on the OAME website and WOMA members will be informed of the mini-conference by email.

In **Y4MA** we have an exciting conference coming up on February 27th with speakers covering topics from Patterning to Algebra, for primary teachers and intermediate/senior teachers. A workshop on problem solving strategies is being offered for Junior teachers. Our guest speakers include: Connie Quadrini, Karen Timson and Tara Cook, among others.
On April 9th, Y4MA will be hosting the regional Intermediate Math Olympics. We look forward to challenging our students to an evening of engaging mathematics.

OTHER REPORTS
The **NCTM** Illuminations is a very large resource for teaching mathematics, funded by the Verizon foundation. You can access it through Illuminations@nctm.org. Illuminations also has a new web site which allows access to lesson plans, brain teasers, games for teaching math and stories related to how teachers have success
in using NCTM materials. Through Illuminations you can also access thousands of free Digital Resources for K – 12 teaching using Thinkfinity, a Verizon generated resource. Go to www.thinkfinity.org. Through this web site you can view lessons
on most mathematics' topics for any grade level. They have also just launched a series of videos showing classroom procedures for handling students who are unruly and do not come to class prepared to learn. Teachers who have experience in this
area are videotaped giving tips on how to handle situations involving these students. There are 19 videos in this series. Some are very good with ideas for classroom discipline and ways to help others may not be as useful. Some of the titles are: Staying Calm: A Classroom Management Strategy
Classroom Management Strategies to Take Control of Noisy Students
Time Management and Classroom Management Strategies – Consequences as an
Effective Classroom.
Using the Illuminations web site you can also access over 40 new lesson plans, covering most of the current curriculum. Each lesson provides a context, a plan, an activity sheet with answers and ideas for expanding the lesson.

10:15 – 10:30 **Questions from Members to Authors of Written Reports**
Written/Oral Reports ONLY if needed *Please email your report to EDs@oame.on.ca by Jan.31, 2014, for inclusion in the agenda.*
- Outreach – Paul Alves
- Communications – Tim Sibbald
- Chapter Representatives – Lynda Ferneyhough
- Strategic Planning – Bill Otto
- Curriculum Committee – Cathy Hall & Sonia Ellison
- Executive Directors' Report – Lynda Ferneyhough
- OAME 2014 Conference – Paul Alves
- Leadership 2013 – Sonia Ellison
- Ministry of Education – Trish Steele
- OTF/Ministry of Education Subject Association – Tim Sibbald
- Field's Institute – Paul Alves, Judy Mendaglio
- NCTM – Todd Romiens
- Nominations – Cathy Hall
- College Student Achievement Project – Bill Otto

10:30 – 12:00 - Continue work on planning for OAME 2015.

12:30 – 1:30 pm **COMMITTEE OF THE WHOLE** (Each OAME 2015 Committee Reports to the Board and receives feedback from others if necessary)

Moved by Tim Sibbald, seconded Pamela Chun, that the Executive Directors be charged with finding a point person for OAME 2015 for an honorarium of $5000 and to open a bank account for OAME2015. Carried.

Moved by Bill Otto, seconded by Tim Sibbald, that the OAME board of directors be appointed as the OAME 2015 planning committee and assume the roles and responsibilities associated with the conference planner. Carried.

Moved by Jane Silva, seconded by Pamela Chun, that we direct the point person to investigate the use of Humber College as a venue for OAME 2015 and secure a contract with the college. Carried.

Sub-committee chairs - was not addressed.

2:30- 2:45 pm: EduGains new look. Rod Yeager conducted an Adobe Connect session outlining the changes to the EduGains website.

Motions from SPaRC: Changes to the Terms of Reference regarding Committees

Moved that:
The Chapter Representatives have reviewed the proposed language changes for the Terms of Reference relating to the Chapter Representative Position and recommends to the Board that these changes be approved with the edits provided. These changes are noted in the attached side-by-side comparisons (new language vs original language) and are highlighted in green.
Moved by: Tom Boland
Seconded by: Bill Otto

Chapter Representatives 1. (a) Bring written reports from their Chapters to meetings of the Board of Directors and report Board activities to their Chapter. (b) Promote OAME/AOEM membership and its activities. (c) Ensure that their Chapter submits an annual report as stipulated in By-Law 6. (d) Respond to requests for action, feedback, or information from Executive Committee or Board. (e) Ensure that if their chapter is applying for a Chapter Project Grant, the application is submitted to the Executive Director(s) by May 15. (added Feb 4, 2006)	**Chapter Representatives** **The duties of Chapter Representatives** shall be to: (a) Bring written reports from their Chapters to meetings of the Board of Directors and report Board activities to their Chapter. (b) Promote OAME/AOEM membership and its activities. (c) Ensure that their Chapter submits an annual report as stipulated in By-Law 6. (d) Respond to requests for action, feedback, or information from Executive Committee or Board. (e) Ensure that if their chapter is applying for a Chapter Project Grant, the application is submitted to the Executive Director(s) by May 15. **f) Serve on committees as assigned.** **g) Fulfill duties as outlined in By-Law 14.** **h) Fulfill duties as assigned by the President and/or the Executive Committee.** **i) Refer to the critical path document(s) for your role and forward recommended changes to the Executive Director(s) for those document(s) by the May Executive meeting.**

Moved that:
The Communications Committee has reviewed the proposed language changes for the By-Laws and Terms of Reference relating to this Committee and recommends to the Board that these changes be approved with the edits provided. These changes are noted in the attached side-by-side comparisons (new language vs. original language) and are highlighted in green.
Moved by: Bart VanSlack
Seconded by: Bill Otto

PROMOTIONS COMMITTEE 1. **Membership** (a) A Chair, an Executive Liaison and a number of other members as deemed necessary 2. **Function** (a) Enhance and promote mathematics throughout the Province of Ontario by means of (i) promoting membership in OAME/AOEM in cooperation with the Executive Director(s) (ii) promoting math within the community	1. **Membership** (a) Voting Members: A Chair, an Executive Liaison and at least one other member of the Board who is not listed in (b). (b) Non-voting members: The Editor of the Ontario Mathematics Gazette, the Editor of the Abacus, the Advertising Manager, and the Coordinator of the OAME/AOEM Web Site 2. Function (a) Enhance and promote mathematics throughout the Province of Ontario by means of (i) promoting membership in OAME/AOEM in cooperation with the Executive Director(s) (ii) promoting math within the community
Publications COMMITTEE (publications) 1. **Membership** (a) Voting Members: A Chair, an Executive Liaison and at least one other member of the Board who is not listed in (b). (b) Non-voting members: The Editor of the Ontario Mathematics Gazette, the Editor of the Abacus, the Advertising Manager, and the Coordinator of the OAME/AOEM Web Site 2. **Function** (a) Review and propose revisions, as required to the Terms of Reference for the Editor of the Ontario Mathematics Gazette, the Editor of the Abacus, the Advertising Manager and the Coordinator of the OAME/AOEM Web Site. (b) Submit a proposed annual budget for the Ontario Mathematics Gazette (OMG), the Abacus and, if applicable, the OAME/AOEM Web Site, to the Finance Committee. (c) Assist the editors of OAME/AOEM publications in producing the best possible product within the framework of the guidelines and financial restrictions. (d) Encourage submission of articles to the editors and relevant information to the Web Site Coordinator. (e) Review proposals for the publication and distribution of materials other than the Ontario Mathematics Gazette and Abacus for the improvement of mathematics education and make recommendations to the Executive Committee. (f) Advertise the positions of Editor of the Ontario Mathematics Gazette, the Editor of the Abacus, the Advertising Manager and the Coordinator of the OAME/AOEM Web Site when required, and make recommendations of suitable candidates to the Executive Committee, and with their approval, to the Board of Directors for final approval.	(b) Review and propose revisions, as required to the Terms of Reference for the Editor of the Ontario Mathematics Gazette, the Editor of the Abacus, the Advertising Manager and the Coordinator of the OAME/AOEM Web Site. (c) Submit a proposed annual budget for the Ontario Mathematics Gazette (OMG), the Abacus and, if applicable, the OAME/AOEM Web Site, to the Finance Committee. (d) Assist the editors of OAME/AOEM publications in producing the best possible product within the framework of the guidelines and financial restrictions. (e) Encourage submission of articles to the editors and relevant information to the Web Site Coordinator. (f) Review proposals for the publication and distribution of materials other than the Ontario Mathematics Gazette and Abacus for the improvement of mathematics education and make recommendations to the Executive Committee. (g) Advertise **to all OAME members** the positions of Editor of the Ontario Mathematics Gazette, the Editor of the Abacus, the Advertising Manager and the Coordinator of the OAME/AOEM Web Site when required, and make recommendations of suitable candidates to the Executive Committee, and with their approval, to the Board of Directors for final approval. (h) Keep considerations of equity foremost in all deliberations.

Editor of the Ontario Mathematics Gazette	**Editor of the Ontario Mathematics Gazette**
1. **Appointment** See Terms of Reference: Communications Committee 2. **Term of Office** (a) The term of office of the Editor of the Ontario Mathematics Gazette (OMG) shall be for two years with one year extensions where all parties are agreeable. 3. **Function** (a) Select an editorial board (associate editors) for the term of editorship. (b) Select reviewers and ensure that articles receive an independent review prior to publication (i) A new reviewer for the Ontario Mathematics Gazette must be either a current or past member of OAME/AOEM. (added Feb 3, 2007) ii) Reviewers shall be provided with a copy of the vision statement of OAME/AOEM and use it as a guiding principle in reviewing articles. (added Feb 3, 2007) (c) Publish the Ontario Mathematics Gazette four (4) times yearly, namely in September, December, March and June. (d) As deemed necessary by the Editor or the Communications Committee, make recommendations to the Communications Committee regarding the Graphic Designer or the Printer to be employed in the production of the OMG. Prepare material in camera-ready form for the printer. (e) Be responsible for the preparation and delivery of camera-ready proofread materials to the printer for each issue. (f) Cooperate with the Executive Director(s) and committee chairs, in particular Chairs of Awards and of Nominations and Elections to ensure that appropriate materials for the operation of OAME/AOEM are included in the appropriate issues. (g) Cooperate with the Editor of the "Abacus" to ensure that this publication is included in each issue and that the number of pages in the combined publication is within budget limitations. (h) Submit an annual budget to the Communications Committee. (i) Serve as a non-voting member of the Communications Committee. (See Terms of Reference: Communications Committee.) (j) Serve as a Director. (See Constitution: 7.2.1.2.) 4. **Expenses** (a) The Editor is to be reimbursed for all expenses related to the publication of the OMG. (b) The Editor, upon approval of the Executive, may be reimbursed for Professional Development expenses up to $1000 annually effective September 1, 2003. (June 7, 2003) (c) The Editor is to submit to the Executive Director(s) regular accounting of funds received for expenses.	1. **Appointment** See Terms of Reference: Communications Committee 2. **Term of Office** (a) The term of office of the Editor of the Ontario Mathematics Gazette (OMG) shall be for two years renewable where all parties are agreeable. 3. **Function** (a) Select associate editors for the term of editorship (b) Select reviewers and ensure that articles receive an independent review prior to publication (i) A new reviewer for the Ontario Mathematics Gazette must be either a current or past member of OAME/AOEM. (added Feb 3, 2007) ii) Reviewers shall be provided with a copy of the vision statement of OAME/AOEM and use it as a guiding principle in reviewing articles. (added Feb 3, 2007) (c) Publish the Ontario Mathematics Gazette up to four (4) times yearly. (Committee – do we need more specific wording here and for the Abacus editors?) (d) As deemed necessary by the Editor or the Communications Committee, make recommendations to the Communications Committee regarding the Graphic Designer or the Printer to be employed in the production of the OMG. Prepare material in camera-ready form for the printer. (e) Be responsible for the preparation and delivery of camera-ready proofread materials to the printer for each issue. (f) Cooperate with the Executive Director(s) and committee chairs, in particular Chairs of Awards and of Nominations and Elections to ensure that appropriate materials for the operation of OAME/AOEM are included in the appropriate issues. (g) Cooperate with the Editor of the "Abacus" to ensure that this publication is included in each issue and that the number of pages in the combined publication is within budget limitations. (h) Submit an annual budget to the Communications Committee. (i) Serve as a non-voting member of the Communications Committee. (See Terms of Reference: Communications Committee.) (j) Serve as a non-voting board member. 4. **Expenses** (a) The Editor is to be reimbursed for all expenses related to the publication of the OMG. (b) remove this item (b) The Editor is to submit to the Executive Director(s) regular accounting of funds received for expenses. 5. Honoraria The editor shall receive an honoraria determined by the Finance Committee at their September meeting.

Editor of the Abacus	**Editor of the Abacus**
1. **Appointment** See Terms of Reference: Communications Committee	1. **Appointment** See Terms of Reference: Communications Committee

2. **Term of Office** (a) The term of office of the Editor of the Abacus shall be for two years with one year extensions where all parties are agreeable. 3. **Functions** (a) Prepare an issue of the "Abacus" four (4) times annually for insertion in the September, December, March and June issues of the "Ontario Mathematics Gazette". (b) As deemed necessary by the Editor or the Communications Committee, make recommendations to the Communications Committee regarding the Graphic Designer to be employed in the production of the Abacus. (c) Be responsible for the preparation and delivery of camera-ready proofread materials to the printer for each issue. (d) Cooperate with the Editor of the OMG to ensure that the number of pages in the combined publication is within budget limitations. (e) Submit an annual budget to the Communications Committee. (f) Serve as a non-voting member of the Communications Committee. (See Terms of Reference: Communications Committee.) (g) Serve as a Director. (See Constitution: 7.2.1.2.) 4. **Expenses** (a) The Editor is to be reimbursed for all expenses related to the publication of the Abacus. (b) the Editor, on approval of the Executive, may be reimbursed for Professional Development expenses up to $500 over each year term of office. (February 12, 2000) (revised June 9, 2007) (c) The Editor is to submit to the Executive Director(s) regular accounting of funds received for expenses.	2. **Term of Office** (a) The term of office of the Editor of the Abacus shall be for two years renewable where all parties are agreeable. 3. **Functions** (a) Prepare an issue of the "Abacus" up to four (4) times annually (b) As deemed necessary by the Editor or the Communications Committee, make recommendations to the Communications Committee regarding the Graphic Designer to be employed in the production of the Abacus. (c) Be responsible for the preparation and delivery of camera-ready proofread materials to the printer for each issue. (d) Cooperate with the Editor of the OMG to ensure that the number of pages in the combined publication is within budget limitations. (e) Submit an annual budget to the Communications Committee. (f) Serve as a non-voting member of the Communications Committee. (See Terms of Reference: Communications Committee.) (g) Serve as a Director. (See Constitution: 7.2.1.2.) 4. **Expenses** (a) The Editor is to submit to the Executive Director(s) regular accounting of expenses. (b) The Editor is to be reimbursed for all expenses related to the publication of the Abacus. 5. Honoraria The editor shall receive an honoraria determined by the Finance Committee at their September meeting.

Moved that:
The Curriculum Committee has reviewed the proposed language changes for the By-Laws and Terms of Reference relating to this Committee and recommends to the Board that these changes be approved with the edits provided. These changes are noted in the attached side-by-side comparisons (new language vs. original language) and are highlighted in green.
Moved by: Sandra Jean Price
Seconded by: Suhana Kadoura

EARLY & FORMATIVE YEARS COMMITTEE 1. **Membership** (a) A Chair, an Executive Liaison and a number of other members as deemed necessary 2. **Function** (a) Consider initiatives and projects related to the Early and Formative Years. (b) Monitor developments in the Ministry of Education and Training that have an impact on mathematics education in the Early and Formative Years. (c) Facilitate exemplary mathematics programs in the Early and Formative Years. **TRANSITION YEARS COMMITTEE** 1. **Membership** (a) A Chair, an Executive Liaison and a number of other	**1. Membership** Curriculum Committee shall have a Chair, an Executive Liaison and a number of other members as deemed necessary. The curriculum committee may have co-chairs and sub-committee chairs. 2. **Function** (a) Promote excellence in teaching and learning of mathematics. (b) Monitor developments in the Ministry of Education and the Ministry of Training, Colleges and Universities, as well as other organizations, which may impact mathematics education. (c) Explore initiatives and engage in select projects that align with the mission and vision of OAME/AOEM.

members as deemed necessary. 2. **Function** (a) Consider initiatives and projects related to the Transition Years. (b) Monitor developments in the Ministry of Education and Training that have an impact on mathematics education in the Transition Years. (c) Facilitate exemplary mathematics programs in the Transition Years. **SPECIALIZATION YEARS COMMITTEE** 1. **Membership** (a) A Chair, an Executive Liaison and a number of other members as deemed necessary 2. **Function** (a) Consider initiatives and projects related to the Specialization Years. (b) Monitor developments in the Ministry of Education and Training that have an impact on mathematics education in the Specialization Years. (c) Facilitate exemplary mathematics programs in the Specialization Years.	

Moved that:
The Outreach Committee has reviewed the proposed language changes for the By-Laws and Terms of Reference relating to this Committee and recommends to the Board that these changes be approved with the edits provided. These changes are noted in the attached side-by-side comparisons (new language vs. original language) and are highlighted in green.
Moved by: Melissa Black
Seconded by: Bill Otto

Awards COMMITTEE 1. **Membership** (a) An Officer as Chair, appointed annually by the President, a current member of the Board and a former member of the Board, both appointed by the Executive Committee on the recommendation of the Chair. (b) The Chair shall act as Executive Liaison. 2. **Functions** (a) Solicit primarily through the Gazette candidates for all awards established by the Board. (b) Request appropriate background information regarding the nominees for the purposes of screening, selection, publication and promotion. (c) Determine a recipient for each award for which a qualified and suitable nominee has been received. Submit the proposed recipient of the Life Membership to the Executive Committee. (d) Arrange that the awards are ready for presentation and that the presenter has a résumé of the recipient's qualifications for the award (e) Coordinate awards presentations (time, place, presenter) with the host conference organizers (f) Review and update the criteria for the awards as required (g) Provide the editors of the Gazette and local media with a summary of the award winners. (h) Provide the next year's incoming Outreach Committee chair a cumulative list of candidates nominated over the past three years and not yet selected for an award. (Jun	1. Membership a) Membership will consist of five members. b) Membership will consist of a Chair, an Executive Liaison, at least two other members of the board and may include one former member of the board. (h) Provide the next year's incoming Outreach Committee chair a cumulative list of candidates nominated over the past three years and not yet selected for the award.

5/04)

AWARDS
LIFE MEMBERSHIP AWARD:
The award is given to recognize a person who has contributed in a significant way to OAME/AOEM, demonstrated outstanding leadership in mathematics education, and accumulated 10 or more years of membership in OAME/AOEM.
Terms of Reference
1. A maximum of one Life Membership may be awarded in any one year.
2. There need not be a Life Membership granted each year.
3. To qualify for Life Membership, a candidate shall have
(i) ten (10) or more accumulated years in OAME/AOEM, and
(ii) have demonstrated outstanding leadership in mathematics education locally and provincially, and/or have contributed in a significant way to mathematics education in general, and OAME/AOEM in particular
4. Names and credentials of candidates for Life Membership shall be:
(i) submitted to the Outreach Committee for consideration.
(ii) submitted, after approval by the Outreach Committee, to the Executive Committee for recommendation to Board of Directors.
(iii) submitted to Board of Directors, on the recommendation of the Executive Committee, to be elected with a 75% majority of the Board of Directors members present.
5. If the Executive Committee does not accept the recommendation of the Outreach Committee for Life Membership, the Executive Committee shall make the reasons known to the Outreach Committee.
6. Nominations received after Jan 31 will be considered for the Life Membership Award during the next three calendar years. After that time the nomination must be renewed. (Jun 5/04)

AWARD FOR OUTSTANDING CONTRIBUTION TO OAME/AOEM AND MATHEMATICS EDUCATION IN ONTARIO, (formerly MONA MACGREGOR AWARD): (June 22, 2002)
The award is given to recognize an individual who has made a significant contribution to OAME/AOEM, but who is not necessarily an educator or a member of OAME/AOEM.

KENNETH D. FRYER AWARD:
The award is given annually to recognize a secondary school mathematics department which fosters collegiality, team work, and excellent classroom teaching; contributes to the overall development of students; and demonstrates leadership in the mathematics community.

AWARD FOR EXCEPTIONAL AND CREATIVE TEACHING IN ELEMENTARY MATHEMATICS (formerly MORLEY MACGREGOR AWARD): (June 22, 2002) (Jun 5/04)
The award is presented annually to recognize an exceptional and creative elementary teacher who demonstrates excellence in mathematics education by

6. Nominations received after The January Executive meeting will be considered for the Life Membership Award during the next three calendar years. After three years the nomination must be renewed.

The following is taken from the Terms of Reference following the awards and moved here. Some wording has changed, highlighted in green.

Terms of Reference
1. Nominators for the all awards shall be members in good standing of OAME/AOEM, however nominees need not necessarily be members of OAME/AOEM.
2. Nominations received after the January Executive meeting will be considered for awards to be presented during the next three calendar years. After three years, the nomination must be renewed.
3. Recipients of all awards will receive a one year paid electronic membership to OAME.

contributing to the overall development of students.

AWARD FOR EXCEPTIONAL AND CREATIVE TEACHING IN SECONDARY MATHEMATICS (formerly DON ATTRIDGE AWARD): (June 22, 2002) (Jun 5/04)
The award is presented annually to recognize an exceptional and creative secondary teacher who demonstrates excellence in mathematics education by contributing to the overall development of students

AWARD FOR LEADERSHIP IN MATHEMATICS EDUCATION (added Feb 9, 2008)
The award recognizes an educator who has demonstrated leadership by contributing in a significant way to the development of mathematics teachers and enhancing mathematics education in Ontario.

Terms of Reference (Jun 5/04)
1. Nominators for the above awards shall be members in good standing of OAME/AOEM, however nominees need not necessarily be members of OAME/AOEM.
2. Nominations received after Jan 31 will be considered for awards to be presented during the next three calendar years. After that time the nomination must be renewed.
3. Recipients of the AWARD FOR EXCEPTIONAL AND CREATIVE TEACHING IN ELEMENTARY MATHEMATICS, the AWARD FOR EXCEPTIONAL AND CREATIVE TEACHING IN SECONDARY MATHEMATICS and the AWARD FOR LEADERSHIP IN MATHEMATICS EDUCATION will receive a one year paid membership to OAME. " (Feb 9, 2008)

Futures COMMITTEE
1. **Membership**
(a) A Chair, an Executive Liaison and one other member of the Board

2. **Function**
(a) Conduct searches for and receive proposals from Chapters for sponsorship of the OAME/AOEM Annual Conference and for the Ontario Mathematics Olympics, and to make subsequent recommendations re these proposals to the Executive Committee and, with their approval, to the Board.
(b) Maintain and make appropriate changes to the Guidelines for the OAME/AOEM Annual Conference and the Guidelines for the OAME/AOEM Ontario Mathematics Olympics.
(c) Ensure that sponsoring Chapter has a copy of the appropriate OAME/AOEM Guideline.
(d) Liaise with the organizing committee of each OAME/AOEM Annual Conference or Ontario Mathematics Olympics on behalf of the Executive Committee and the Board.
(e) Make recommendations re OAME/AOEM involvement in other conferences and meetings such as NCTM (Canadian) Regionals, NCTM Annual Meetings, and joint ventures with other educational groups.
(f) Make proposals to the Executive Committee or the Board re possible future activities/directions for OAME/AOEM.
(g) Make proposals to the Executive Committee regarding

fund raising for the ongoing financial support of OMO, OAME/AOEMconferences, and OAME/AOEMprojects through grants, sponsorships and donations. (Jun 5/04)	

Moved that:
The Strategic Planning and Renewal Committee has reviewed the proposed language changes for the By-Laws and Terms of Reference relating to this Committee and recommends to the Board that these changes be approved. These changes are noted in the attached side-by-side comparisons (new language vs original language) and are highlighted in green.
Moved by: Pat Kehoe
Seconded by: Bill Otto

1. **Membership** (a) A Chair and an Executive Liaison both appointed by the President. (b) The Executive Director(s). (c) Either the President or the Past President. 2. **Function** (a) Review the Constitution, By-laws and Terms of Reference and where it deems advisable, propose changes first to the Executive Committee, and with their approval to the Board and where required to the Annual General Meeting following the guidelines for amendments as outlined in the respective documents. (b) The Strategic Planning and Renewal Committee shall receive suggestions from the membership for changes to the Constitution, By-laws or Terms of Reference, review the suggestions and either propose changes as outlined in #2(a) above or after due consideration reject the suggestions, giving explanation to the member who made the suggestion. (c) The Chair shall provide the Executive Director(s) with an updated version of the Constitution, By-Laws and Terms of Reference whenever changes are approved.	1. **Membership** (a) A Chair and an Executive Liaison both appointed by the President. (b) An Executive Director. 2. **Function** (a) Review the Constitution, By-laws and Terms of Reference and where it deems advisable, propose changes first to the Executive Committee, and with their approval to the Board and where required to the Annual General Meeting following the guidelines for amendments as outlined in the respective documents. (b) The Strategic Planning and Renewal Committee shall receive suggestions from the membership for changes to the Constitution, By-laws or Terms of Reference, review the suggestions and either propose changes as outlined in #2(a) above or after due consideration reject the suggestions, giving explanation to the member who made the suggestion. (c) The Committee shall provide the Executive Director(s) with an updated version of the Constitution, By-Laws and Terms of Reference whenever changes are approved so that a current version can be posted on the OAME website.

The chair and Executive Liaison from each committee will be charged with the creation of a Critical Path for their committee and submit it to Lynda Ferneyhough by April, 2014

3:05 Adjournment

COMMITTEE MINUTES
CHAPTER REPS
Present: Lynda Ferneyhough (ED & CHAMP), Chris Sasso (SWOAME), Tom Boland (NWOAME), Ann Michele Stenning (WOMA), Jacqueline Hill (PRMA), Jelena Loncar (GVMA), Sheridawn Maloney (NOMA), Bill Lundy (QSLMA), Bart Van Slack (TEAMS), Pamela Chun (GOLDEN), Melissa Black (COMA), Jen Gravel (ISOMA), Freda Liu (SAME) Greg Clark (Webmaster & MAC2)
Regrets: Paulene Washington (MAC2), Gina Micamonaco (Y4MA), Claudio Attanasio (CHAMP)

1. Welcome – Lynda welcomed everyone and reminded people of common practices.
2. Bill Otto & Pat Kehoe met with chapter reps regarding the changes in constitution, by-laws. They outlined the motions that were being forward on Saturday, and asked if there were any concerns (none raised). They asked if someone from the Chapter Reps would be willing to move the motion (Tom Boland agreed to move it, with Bill or Pat seconding the motion, and speaking at the board meeting about the changes)

3. OMO 2014 – "The Number Games" - May 30th & 31st @ Orillia campus of Lakehead university. Greg distributed a regional playdown / practice contest questions package to all chapters. March 31st deadline to register teams ($110/team). Every team must choose a unique number. More details on the OMO website http://omo2014.oame.on.ca
4. Round table sharing:
    - ISOMA - need new rep for coming year – 4 people interested (yay!) – need to hold an election (OAME members of ISOMA to vote)
    - WOMA – looking for keynote speaker for spring conf
    - SAME – did online contest in lieu of workshop last year – doing again this year – worked well last time. Did local OMO contest last year even though provincial was cancelled.
    - QSLMA – Bill volunteered to be weather predicter for upcoming events (3 of 4 QSLMA events were cancelled or seriously hampered by bad weather)
    - MAC2 – Group focusing on upcoming events and having fun
    - PRMA – sugar and share sessions – eat chocolate + share resources. Next meeting in Google Hangouts
    - CHAMP – busy w conference prep – excited about speakers – looking forward to OAME 2014
    - NWOAME – more and more luck getting people out with PD and socials – little cost. Making boards aware of benefits of OAME
    - TEAMS – riding success of 2013 conf
    - NOMA – small – reachout to NB, Timmins, joining mtgs via Skype / Adobe Connect – conf in North Bay
    - COMA – had Marian Small at miniconf – keynote + breakouts (Sat miniconf). MCIS very successful to help organize event
    - SWOAME – monthly math nights- Dan Meyer in spring – challenging with such small core group

COMMUNICATIONS

Present: Board Liaison: Tim, Chair: Tom Committee Members: Lynda, Greg, Bart, Christine, Mary-Lou

1. Communications Committee Critical Path – completed at last meeting and forwarded to SPARC committee.
2. With respect to SPARC's motion that deals with changes our sections of the OAME constitution – Mover – Bart Vanslack; Seconder – Bill or Pat
3. Website: Greg reviewed several updates to the OAME general and member websites as well as updates to the MCIS web page – as usual, Greg has been a busy boy! There have been several updates and revisions to the MCIS website which have resulted in a more user friendly site on both ends. Huge thanks to Greg for his dedication and expertise.
4. Tim followed up on the idea of creating reciprocal links with other associations to promote OAME. He has communicated with other associations and will forward contacts to Greg, logos etc to Greg.
5. With respect to trying to get access to Faculty of Education placement contacts, Tim is attending the Ministry of Education Faculty of Education forum in May where he will have an opportunity to speak the issue of creating a contact list that can be used to connect with placement coordinators at different universities. Tim will provide them with email contact information.
6. OAME Website Scavenger Hunt idea for faculty students – Tim suggested that he is considering having his 2014/15 students build an OAME website scavenger hunt which we could then use at all faculties.
7. Gazette: Immaculate sent and email indicating that she has no report. Tim suggested that Immaculate write an editorial speaking to the frenzy of math controversy that seems to be in

the media. She is understandably busy, but agrees that the idea is a good one – perhaps in the form of a letter to the editor. (June Gazette) CBC has interviewed several people. Ian VanderBurgh (CEMC) wrote an excellent article in reaction to the PISA reports (Globe and Mail) … well thought out, well articulated. Tim is willing to write a draft – Tom will take charge of getting it out to all committee members for "reply all" feedback

8. Abacus: Mary-Lou - This year's focus is Geometry – have lots of topics planned, not yet sure of the order of publication. Suggestion that we advertise Abacus packages to ABQ facilitators (by topic – fractions, ratio, etc.) MLK had a letter to the editor published in the globe. Spoke to the fact that so many people in the province or hired despite the fact that they acknowledge 'hating' math. Irene McEvoy is currently working on a letter on behalf of COMA similar to the aforementioned letter that Tim is drafting on behalf of OAME. Mary- Lou will connect Tim and Irene. She will also copy Tim on her letter as well as several other letters similar in context so that he can use them to help draft our letter. Thanks Mary-Lou.
9. 2015 Conference – There is a communication component to that. Suggestion that we draft a protocol for communication between sub-committees for the 2015 committee. Paul has suggested that everyone be a part of Google Drive so that all groups can keep track of what other groups are doing. During the Committee of the Whole discussion, we will be asking the entire board how we can help to facilitate communicate among. (Tim to propose the following question to the Committee of the Whole - Please draft a short list of your communication needs and how our committee might be able to help facilitate them.)

OUTREACH

The Critical Pathways document will be put into a Google doc and each of us on the committee will respond on it, including our initials and rationale.

Some of the responsibilities of the Outreach Committee are:

- Securing hosts for annual OMO and OAME Conference (note: Hosts needed for OMO 2016; also OMO and OAME for 2017 (and beyond))
- OMO 2015 is COMA; OAME 2016 is MAC Squared
- Awards
- Arranging the meeting of past, present and future OAME Conference Chairs
- Other outreach (e.g., contact Directors of Education to introduce them to OAME)
- Update the Conference Planner, make edits as needed (e.g., may consider including the expectation that a submission to present from someone showing a "product" will also either "pay" for the opportunity or will purchase a table/booth.

The following may require a motion:

Suggestion: If there is no Host for an upcoming Conference by a specific date, a decision is required as to how to proceed. (e.g., cancel, hire, modify)

Suggestion: A minimum honorarium (without prejudice) of $5000 (plus expenses as per OAME rates) be given to a person who is willing to take on the role as Conference Chair for 2015 since there is not a "host" chapter. This does not extend to the future when a host chapter is secured. However, if there is

If there is more than 1 person interested in the role, then a process needs to be in place to select.

An award for this year will be given for:

- OAME Life Membership
- Exceptional Creative Teaching in Secondary Mathematics
- Exceptional Creative Teaching in Elementary Mathematics

Names submitted to EDs.

SPaRC

1) Aligning constitution, policy & procedures to the new OAME Board structure.
    - Discussion throughout the weekend about process and order for continuing to align the constitution with the new board structure

2) Airfare policy
    - Executive committee has asked Directors to streamline the Airfare policy. Flights not booked far enough ahead of time are significantly more expensive.
    - Action Item: Fred is to create a draft motion to deal with this (see By-Law 18). Fred will email it to us by March 7th 2014. Committee will respond by email.
3) OAME Conference Organization Change:
    - It is now a reality that the annual conference OAME 2015 will be organized by a group other than a chapter.
    - The Outreach Committee will oversee any changes that need to be made to the Conference Planner.
    - SPaRC needs to investigate any changes/adjustments that need to be made to the Constitution/By-Laws/Terms of Reference in the event that an annual conference is being organized by the OAME Board of Directors rather than a chapter.
    - Action Item: By April 9th, SPaRC will peruse Constitution/By-Laws/Terms of Reference and email any changes they feel need to be discussed to all members of the committee
    - Action Item: Fred to set up Adobe-Connect session for Wednesday April 16th at 7:00. All committee members will join in the discussion of suggested changes.
4) Changes in Terms of Reference and By-Laws that pertain to the Executive and all Committees
    - Prior to presentation of Motions on Saturday, Fred contacted the Communications, Curriculum, Outreach Committees with the changes that had been made to the side by side comparison of the terms of reference and by-laws (based on feedback received from them in October 2013).
    - The chairs of the committees were asked to review the changes and be prepared to support the motions to accept these changes.
    - Motions presented and passed are summarized at the end of these minutes.
5) Changes in Terms of Reference and By-Laws that pertain to the Chapter Reps.
    - At the Chapter Reps meeting on Friday at 6:00 pm on Friday, Chapter Reps were presented with the side by side comparison of the terms of reference and by-laws based on feedback collected from each chapter in the fall of 2013.
    - Input was solicited and the motion to implement these changes shared. The schedule for turnover of Chapter Reps and critical paths template were also shared and reviewed.
6) Critical Path Documents
    - The chair and executive liaison for each committee are asked to collaborate on a first draft of their critical path document. They are then asked to share this draft electronically with their committee members for input and revision. Final versions of their critical path should be submitted to Lynda by April 21 in time for the Executive meeting.
    - Critical Path documents need to be submitted by SPaRC, Communications Committee, Curriculum Committee, Outreach Committee, Finance Committee, Nominations/Elections Committee, Executive Committee and Chapter-Reps Committee.
7) Review of Process for Nominations to the Board
    - Issues that have arisen in past years with soliciting people to come forward to sit on the OAME Board. Committee discussed possible solutions e.g. Past-president contacts chapters directly to let them know what positions are open and asks them to nominate people from their chapters to fill those positions, OAME Webmail sent to all OAME members making them aware of available positions and the nomination process.
    - Action Item: Bill to create a draft motion of proposed suggestions and possible

inclusion in the By-Laws and/or Terms of Reference. He will email his suggestions to the Sparc Committee by March 7th, 2014. The committee will respond by email.

8) Process for Preparing Motions Related to the Executive Committee
    - Action Item: By the end of February, Fred will send the appropriate side-by-side proposal changes with each of the remaining motions for the Board to the SPaRC members for a final quick review
    - Action Item: Prior to the April Executive Meeting, Bill will forward each of the motions (including its appropriate side-by-side proposed changes) via email to Sonia and the Executive Committee for perusal and electronic discussion prior to, and follow-up action at, the April Executive Mtg.
    - Action Item: At least two weeks before the June Board Meeting, Directors will provide the Board with the necessary Notices of Motion. Voting can then occur at the June meeting of the Board.