

**35th Annual Meeting Program  
Canadian Parents for French P.E.I.  
Wednesday May 2, 2012  
The Havilland Club, Charlottetown**

- 6 p.m. Welcome—President Amanda Moore  
Short introduction of guests
- 6:10 p.m. Supper
- 7:00 p.m. Sylvie DeSousa—French For the Future PEI coordinator  
Erick Parent, Concours d'art oratoire student prize winner  
Maria Dalton, EWC student prize winner  
Amanda Moore, CPF PEI President—year in review

**Guest Comments**

Director French Programs Coordinator, Guy Albert  
Directeur général La Commission scolaire de langue française, Giles Benoit  
President of the PEI Teachers Federation, Giles Arsenault  
President Comité acadien & francophone de l'Est, Tina White  
Eastern School District French Programs Curriculum Consultant, Deneen Gallant-Norring  
Western School Board French Programs Consultant, René Hurtubise  
Office of the Commissioner of Official Languages—François Albert

Thank you's staff and board

Recognitions: J. Elmer Hynes Award Winner Presentation/Len Hynes

*5 minute break*

- 7:45 p.m. Business Meeting See agenda below
- 8:00 p.m. Closing remarks

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**35th Canadian Parents for French - P.E.I.  
Annual Business Meeting Agenda  
Wednesday May 2, 2012—Havilland Club, Charlottetown**

Call to order-President Amanda Moore  
Explanation of the procedures (insert)  
Presentation and approval of April 28, 2011 A.G.M. minutes (pg 2)  
Business arising from minutes  
Presentation and approval of 2010/2011 Audited Financial Statements (pg 3-8)  
Presentation of 2011/2012 **Unaudited** Financial Statements (pg 9)  
Presentation of the 2012/13 Budget (pg 110)  
By-law changes—none  
Appointment of auditor for 2012/13—Tony Hansen  
Nominating Committee report on the 2012/13 Provincial Board of Directors  
The slate of officers presented by Claude Parent

President	Amanda Moore
Vice President	Dottie Daly
Secretary/treasurer	Maryse Perreault
Members at large	Nancy Matheson

New business—Date and place of 2012/13 AGM (Thursday May 2, 2012)  
Adjournment and announcements

**CANADIAN PARENTS FOR FRENCH PEI LTD. ANNUAL GENERAL MEETING MINUTES  
Havilland Club, April 28, 2011**

**Attendance:**

Board of Directors:

Claude Parent	Past President
Amanda Wilson	President
Nancy Matheson	Member/Kings
Dottie Daly	Vice President

Others:

Gail Lecky	Executive Director CPF
Shanda Rae	Programs Officer
Monique Doiron	Canadian Heritage Officer
Lucille Fontaine	Coordinator French Programs
Angela Brothers	Board Nominee
Deneen Gallant Norring	ESD French Consultant

1. MEETING CALLED TO ORDER

President Amanda Moore welcomed everyone for coming and the meeting was called to order.

2. MINUTES OF THE PREVIOUS AGM PRESENTED AND APPROVED

MOTION: That the minutes of April 30, 2010 be approved.

**M/S Dottie/Nancy – Carried**

3. BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

4. PRESENTATION AND APPROVAL OF 2009-2010 AUDITED FINANCIAL STATEMENTS

MOTION: That the 2009-10 audited financial statements to be approved.

**M/S Nancy/Dottie – Carried**

5. PRESENTATION AND APPROVAL OF 2009-2010 NON-AUDITED FINANCIAL STATEMENTS

MOTION: That the 2010-11 non-audited financial statements will be accepted and forwarded on to the auditor.

**M/S Angela/Nancy – Carried**

6. PRESENTATION AND APPROVAL OF 2011-12 BUDGET

MOTION: That the 2011/12 budget be approved.

**M/S Angela/Nancy – Carried**

7. PRESENTATION AND APPROVAL OF BY LAW CHANGES

There were no buy-law changes this year.

8. APPOINTMENT OF TONY HANSON AS THE AUDITOR FOR 2010-11

MOTION: That Tony Hanson will be the auditor for 2010-11.

**M/S Dottie/Angela – Carried**

9. NOMINATING COMMITTEE REPORT – Claude Parent

The election slate is as follows:

President – Amanda Moore	Vice President – Dottie Daly	Secretary \Treasurer – Maryse Perreault
Member at Large – Nancy Matheson and Angela Brothers		
Leaving the Board	Claude Parent	

*(Continued on page 3)*

*(Continued from page 2)*

Because Claude Parent has accepted a position on the National board he is no longer eligible to be on our Branch Board of Directors. Therefore we will not have this position this year.

Nominations were called from the floor.

SLATE WAS APPROVED BY ACCLAMATION

10. DATE OF NEXT ANNUAL MEETING

The next AGM will be held the first weekend in Thursday May 3, 2012.

11. ADJOURNMENT

MOTION: To adjourn.

**M/S** Dottie/Nancy – **Carried**

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## Notes section

# Audited Financial Statements 2010-2011

## INDEPENDENT AUDITOR'S REPORT

To the Members of Canadian Parents for French PEI Ltd.

We have audited the accompanying financial statements of Canadian Parents for French PEI Ltd., which comprise the statement of financial position as at March 31, 2011, and the statements of operations and net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.



### **Basis for Qualified Opinion**

In common with many charitable organizations, Canadian Parents for French PEI Ltd. derives revenue from donations and cash receipts, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the organization and we were not able to determine whether any adjustments might be necessary to revenues other than grants, excess of revenue over expenses, assets and net assets.

### **Qualified Opinion**

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of Canadian Parents for French PEI Ltd. as at March 31, 2011, and the results of its operations and cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

The financial statements of the organization as at March 31, 2010 were audited by another auditor who expressed a modified opinion on those statements in his report dated September 20, 2010.

*BDO Canada LLP*

Charlottetown, Prince Edward Island  
July 12, 2011

# CANADIAN PARENTS FOR FRENCH PEI LTD.

## Statement of Financial Position

March 31, 2011, with comparative figures for 2010

	2011	2010
<b>Assets</b>		
Current assets:		
Cash	\$ 47,228	\$ 60,564
Accounts receivable	7,254	7,255
Term deposit - restricted	30,000	30,000
Term deposit - unrestricted	45,451	44,227
Prepaid expenses	2,500	-
	<u>\$ 132,433</u>	<u>\$ 142,046</u>

## Liabilities and Net Assets

Current liabilities:		
Accounts payable and accrued liabilities	\$ 33,907	\$ 50,336
Net assets		
Appropriated (note 3)	30,000	30,000
Unappropriated	68,526	61,710
	<u>98,526</u>	<u>91,710</u>

## Commitments (note 4)

	<u>\$ 132,433</u>	<u>\$ 142,046</u>
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See accompanying notes to financial statements.

On Behalf of the Board:

\_\_\_\_\_ Director

\_\_\_\_\_ Director

# CANADIAN PARENTS FOR FRENCH PEI LTD.

## Statement of Operations and Net Assets

Year ended March 31, 2011, with comparative figures for 2010

	2011	2010
<b>Revenue:</b>		
Canadian Heritage grant	\$ 112,200	\$ 110,000
Camp	7,170	16,457
Donations and fundraising	1,307	789
Employment grant	1,600	2,520
Government grant	53,670	46,458
Interest	1,224	4,289
Memberships	4,393	4,917
	<u>181,564</u>	<u>185,430</u>
<b>Expenses:</b>		
Honorariums	16,949	34,275
Operations	17,994	18,361
Other	22,984	21,334
Publicity	8,289	11,811
Salaries and benefits	91,397	91,093
Travel	17,135	15,261
	<u>174,748</u>	<u>192,135</u>
Excess of revenue over expenses (expenses over revenue)	6,816	(6,705)
Net assets, beginning of year	91,710	98,415
Net assets, end of year	<u>\$ 98,526</u>	<u>\$ 91,710</u>

See accompanying notes to financial statements.

# CANADIAN PARENTS FOR FRENCH PEI LTD.

## Statement of Cash Flows

Year ended March 31, 2011, with comparative figures for 2010

	2011	2010
Cash flows from operating activities		
Cash receipts from contributors	\$ 180,323	\$ 186,786
Cash paid to suppliers and employees	(193,659)	(179,328)
Interest received	-	4,289
	(13,336)	11,747
Cash flows from investing		
Increase in investments	-	(4,289)
Net increase (decrease) in cash	(13,336)	7,458
Cash, beginning of year	60,564	53,106
Cash, end of year	\$ 47,228	\$ 60,564

See accompanying notes to financial statements.



# 2011/12 Income & Expense plus Balance Sheet NOT-AUDITED

<b>REVENUES</b>	
Canadian Heritage Grant	\$112,200
Corporate Donations	\$1,735
Sales	\$210
Membership income	\$4,623
HRDC Grants	\$821
Canada Works	\$1,320
Other (Youth Projects)	\$500
Camp registration	\$5,950
Camp Grant—Dept of Education	\$6,000
<b>Total revenue</b>	<b>\$136,322</b>
<b>EXPENSES</b>	
Travel	\$14,085
Publicity	\$8,182
Salaries	\$67,776
Honoraria	\$11,711
Operations	\$17,845
Other	\$15,096
<b>Total Expenses</b>	<b>\$134,845</b>
<b>NET INCOME</b>	<b>\$1,764</b>

<b>ASSETS</b>		<b>EQUITY</b>	
Cash	\$39,484	Retained Earnings	\$78,282
Investments (restricted and other)	\$9,942	Current earnings	\$1,764
Accounts Receivable	\$6,976	<b>Total retained Earnings</b>	<b>\$80,046</b>
<b>Total Assets</b>	<b>\$116,402</b>	In trust , Chapters	\$864
	<b>LIABILITES</b>	<b>Liabilities and equity</b>	<b>\$116,402</b>
Accounts Payable	\$22,170		
<b>Total Liabilities</b>	<b>\$35,491</b>		

**Proposed budget for the 2012-2013 fiscal year**

<b>ORGANIZATION'S NAME</b> CPF-PEI Ltd	<b>PROGRAMMING YEAR</b>	<b>FROM</b>	01	04	2011	<b>TO</b>	31	03	2012
			<b>DD</b>	<b>MM</b>	<b>YYYY</b>		<b>DD</b>	<b>MM</b>	<b>YYYY</b>

Expense Categories	TOTAL EXPENSES	REVENUE SOURCES			
	Required financial resources	Amount requested from Canadian Heritage	Others (describe)	Organization's financial contribution	In-kind
Salaries	\$89,166	\$65,500	\$4,550	\$13,716	\$5,400
Honoraria	\$19,150	\$8,700	\$7,400	\$1,300	\$1,750
Travel	\$16,365	\$5,000	\$3,000	\$7,265	\$1,100
Publicity	\$8,500	\$6,000	\$250	\$0	\$2,250
Operating Costs	\$21,435	\$18,000	\$2,500	\$85	\$850
Others (describe)	\$15,325	\$9,000	\$3,600	\$725	\$2,000
In-kind	xxxxxxx				
Total	\$169,941	\$112,200	\$21,300	\$23,091	\$13,350

## Other Income

Corporate donations/Concours	\$400
Department of Education/projects	\$6,000
Membership	\$3,500
Ad and general sales	\$400
Camp registrations	\$7,000
Summer Works Project	2,000
Special projects	\$500
Canada Day	\$1,500
<b>Total</b>	<b>\$21,300</b>

**FSL Enrollment in PEI**

Grade	Immersion					Core				
	07-08	08-09	09-10	10-11	11-12	07-08	08-09	09-10	10-11	11-12
Kindergarten				323	384				18	19
1	309	304	327	347	300	26	18	19	24	17
2	275	291	275	295	313	16	25	18	22	26
3	269	260	271	272	300	75	39	24	20	21
4	246	270	264	278	277	1149	1292	1113	1002	1096
5	276	215	261	264	278	1240	1421	1101	1145	1020
6	274	276	232	255	250	1337	1509	1220	1124	1138
7	463	513	551	434	443	1298	1961	1179	989	920
8	418	439	501	446	415	1237	1083	1283	1144	965
9	455	405	492	455	436	1326	1071	1373	1189	1118
10	431	443	359	373	407	441	336	392	328	285
11	390	399	300	290	311	199	161	166	146	129
12	378	324	292	301	226	101	91	78	99	56
Totals	4184	4139	4125	4333	4340	8445	7980	7966	7250	6810
Total enrollment	21007	20536	20249	21162	21037	21007	20536	20249	21162	21037
FSL as % of total	19.9	20.15	20.37	20.47	20.63	40.20	38.85	39.34	34.3	32.37
Eligible students	20119	19617	19335	20137	20183	20119	19617	19335	20137	20183
FSL as % of eligible	20.7	21.09	21.33	20.41	21.50	41.97	40.68	41.2	36.0	33.74
Eligible is deemed as total enrollment less French language and private schools/ from Department of Education statistics/web site. From 2011 on it is only less the French schools. Enrollments include intensive and extended French programs * 195 in enhanced and intensive										

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# CPF PEI Board of Directors

**President :** Amanda Wilson

**Past President:** Claude Parent

**Vice President:** Dottie Daly

**Treasurer:** Maryse Perreault

**Members at Large:** Nancy Matheson and Angela Brothers

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Amanda, Dottie and Reese, CPF PEI volunteers at the National  
AGM 2011

