

Project for the Advancement of Childhood Education (Canada)



ANNUAL GENERAL MEETING

Tuesday May 30, 2017 6:00pm-8:00pm

**Consulate General for Jamaica,
303 Eglinton Avenue East, Toronto, M4P 1L3**

Agenda

Moderator: Kamala-Jean Gopie

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| 1. Welcome | Sandra Whiting |
| 2. Greetings from Consul General | Lloyd Wilks |
| 3. Minutes of 2016 AGM (for Approval) | |
| 4. Annual Report 2016 | Sandra Whiting |
| 5. Adopt-A-School | Diana Burke |
| 6. Auditor's Report | Sharon Barnes-Simmonds |
| 7. Recognition of Retiring Officers | Sandra Whiting |
| 8. Election of Officers (for Approval) | |
| 9. Keynote | Ron Rock Exe Dir. of Boys & Girls Club Scar. |
| 10. Members' Forum | |
| 11. Adjournment | |

REFRESHMENTS

P.A.C.E. (Canada)
Project for the Advancement of Childhood Education (Canada)

ANNUAL REPORT 2016-2017
(year ending March 31st, 2017)

PACE'S FOUNDER



Since the organization was founded by Dr. Mavis Burke O.Ont., O.D. in 1987, P.A.C.E. (Canada) has served as a connector of caring individuals to the extremely worthy cause of early childhood education, so that little girls and boys can have hope for brighter futures than their families and communities would be able to provide for them on their own.

MESSAGE FROM THE PRESIDENT



We are now half way through our 30th year as we continue to honour the work and contributions & caring of all those who made the organization strong.

Last year I said we must continue to look to the future. What new initiatives must we undertake? We know we need to increase the Number of our adopted schools and we continue to work to do so.

The Education Ministry in Jamaica and The early Childhood Commission will be sharing their plans for the

sector at our upcoming Strawberry Social on June 4th and we look forward to hearing about these new initiatives.

We know we must embrace changing times and market more using the internet and social media and we have begun an aggressive marketing campaign to let more people know about PACE and the work we do

We continue the process of meeting with stakeholders in 2017.

In 2016 we were busy getting our house in order and that work continues. In 2016 PACE Canada contributed to the Boys & Girls Club of East Scarborough and I look forward to seeing their playground built, with our PACE plaque in place, later this summer of 2017.

In 2017 memberships and getting new schools adopted are and will continue to be a priority. I would be remiss however if I do not stress that we **NEED** more donations and we **NEED** to find alternate funding sources to continue the work.

We need to fund our administrator in the office and increase the number of hours. There is lots to do and we cannot only rely on volunteer help if we are to grow.

Our membership has served us tremendously well over the years however the time is now ripe for an infusion of fresh blood into the life veins of the organization so that we can grow and impact even more young lives. This is why we must be aggressive in marketing and reaching new audiences however it takes time and money to do so (as we are constantly reminded that 'it takes cash to care'!)

It has been my pleasure and privilege to serve and I continue to be energized by the hard work and support of our board and members and pay special thanks to all who adopt schools as we help young children succeed.

May we continue to have exciting and interesting times!

A handwritten signature in black ink, appearing to read 'Sandra Whiting'.

Sandra Whiting

ADMINISTRATIVE OFFICE

We are pleased to welcome Carl Edmonson as our new Administrative Officer, he will be working on a part-time basis. Carl has over ten (10) years of progress experience in social services, customer care, training and development, and community services with municipal, provincial, national and international organizations both in the public and non-profit organizations encompassing executive leadership, administration, teaching and learning, human resource management, coaching and collaborative partnerships and team-building.

He is an Elementary Teacher (Jamaica) by profession however he has a degree in Human Resources and has also had significant administrative experience in not for profit community service organizations.

FUNDRAISING CHAIR: Sandra Whiting

The Board approved an ambitious Fundraising plan in 2015, with a goal a goal to raise \$50,000 each fiscal year and with that in mind we submitted: Two grant proposals were done and sent to The Junior League fund and to the Telus Mobility fund, unfortunately we did not get approval.

Funds that were raised from various projects are as follows:

Toy Drive	\$1,040.00
Strawberry Social in June	\$3,757.00
30 th Anniversary	\$25,760.00
Annual donations from friends & supporters	\$3,793.00
Total	\$34,350.00

Adopt-A-School Brunch was not held in 2016 due to lack of volunteer resources to do the event.

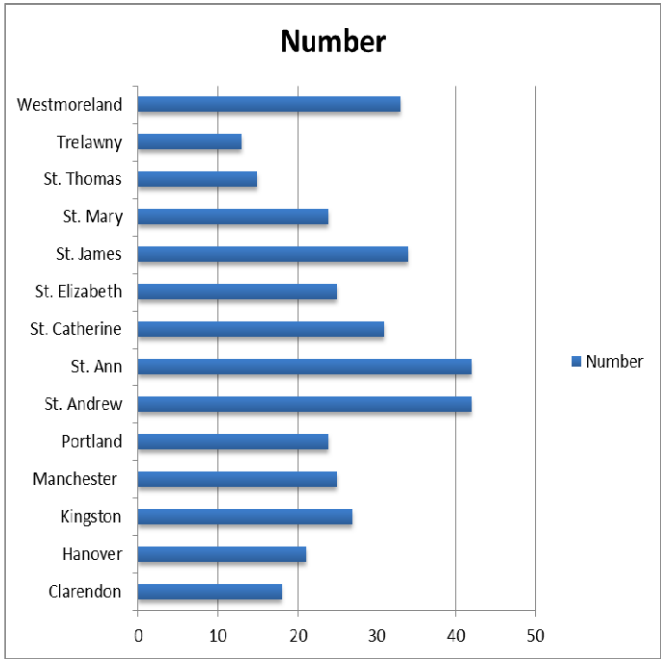
Our special thanks to Dr. Masi for his caring and work in raising funds each year for his 10 adopted schools

We also wish to acknowledge the generous support of JN Bank as we have received FREE rental of our office premises as part of their ongoing support of PACE Canada.

Fundraising continues to be challenging and we need more volunteers to assist with this task. We plan for an aggressive Fall campaign in 2017

ADOPT-A-SCHOOL PROGRAM
CHAIR: Diana Burke **Vice-Chair:** Joan Smith

In Fiscal 2017 the Adopt-A-School Program welcomed 21 newly sponsored schools and 12 schools were closed or merged. There are now 374 active schools sponsored through P.A.C.E. on our database which are distributed by Parishes as follows:



Adopt –A-School Sponsorships remitted in October 2016 was C\$45,325 for disbursement to 111 schools and Gift Boxes of educational supplies sent in December 2016 to 72 schools totaled \$7,900. Another C\$52,605 disbursed to 111 schools in April 2017 will be reflected in the next Fiscal year’s financials.

School sponsorships included P.A.C.E. Sponsored schools, schools sponsored through our partnership with the Helping Hands Foundation and the continued generous support of members and associates.

P.A.C.E. continues to have a strong partnership with the Jamaica Ministry of Education – Early Childhood Commission. The Board selected Ms. Michelle Campbell,

Director, ECC Sector Support Services to receive the 2017 PACE Founder’s Award for her outstanding support of PACE Canada and Early Childhood Education.



We are also pleased to report that construction has commenced for the Sam Sharpe Teacher’s College – Infant School (photo below) in Montego Bay and PACE provided over C\$108M towards this development.

EDUCATION



CHAIR: Patricia Chorney Rubin and Colette Kane

Continuing in the spirit of Early Childhood Education, P.A.C.E. has continued to support and recognize students who have been enrolled in the Early Childhood Education Diploma or Degree programs in George Brown College, Toronto Canada and Shortwood Teachers' College, Kingston Jamaica. The George Brown College recipients of the 2015-16 \$500 bursaries were Eda Bilgn and Aline Madian. P.A.C.E. President Sandra Whiting presented them their award at a ceremony hosted by George Brown College on April 14, 2106.

Mrs. Masie Wint, the Administrator the Dudley Grant Memorial Trust Foundation will present awards to two Early Childhood teachers later this year.

On September 26, 2015 P.A.C.E., Toronto District School Board and George Brown College hosted a Parent Conference titled Gateway To Success: Partnering to Promote Success in School . This event was to enlighten families as to what their child would be learning in the Full Day Kindergarten program and how important it is to have their voice heard as their child's advocate. The guest speak was none other than Mrs. Ceceile Minott, Head of the Caribbean Child Development Centre, UWI Open Campus, Jamaica. Mrs. Minott spoke to the importance of understanding culturally sensitive parenting styles while bridging education together to ultimately work towards children's successes.

The conference was well received and families and children were seen engaged in conversations and meaningful play.



GATEWAY TO SCHOOL:


WHEN:
September 26, 2015
9:00am to 3:00pm

WHERE:
Firgrove P.S.
270 Firgrove Crescent,
Toronto, M3N 1K8

The Toronto District School Board invites you to come join educators, families and community partners as we share ideas that support a successful start to school for your kindergarten child.

Come join us for a fun-filled day as we learn about:






- ❖ Play-based Learning
- ❖ Early Literacy
- ❖ Numeracy at Home
- ❖ A Day in the Life of Kindergarten



SPECIAL GUEST
Ceceile Minott
The Caribbean Child Development Centre,
University of the West Indies

In partnership

Community agencies and publishers will be on site



Please register online at:
<http://bit.ly/1JNMBP2>
Or complete the following form

Name:
Phone:.....
Number of people attending:.....
Dietary restrictions/ preferences:
Do you require childcare?
☐ Yes ☐ No
• If yes, for how many children?
.....
• Age(s):.....
Do you require translation services?
☐ Yes ☐ No
• For which language?
.....

Please return to your home school office by **September 18th 2015.**

CHILDREN ISSUES

CHAIR: Candice Walker

It is our honour to outline the highlights from the Children's Issues Committee from 2016. The two remarkable events that took place were as follows: Child's Day celebration in partnership with the Boys & Girls Club of East Scarborough and P.A.C.E Canada's annual Toy & Book Drive.

Child's Day Celebration

On Thursday, November 17th, 2016 P.A.C.E Canada honoured children on Child's Day with some of the families and Registered Early Childhood Educators from the Boys & Girls Club of East Scarborough. A child focused ice-breaker game and a brief workshop on the importance of learning through play, were P.A.C.E Canada's contributions to the event. The parents had a blast and most importantly the children felt special that they were being acknowledged.

After approval from the Board and meetings with Mr. Ron Roc Executive Director of The Boys and Girls Club of Scarborough; PACE donated \$7000.00 in funds for the construction of a children's playground. They Club will be responsible for the construction and PACE will have a plaque for our donation

Toy & Book Drive

P.A.C.E Canada's annual Toy & Book Drive took place on Friday, December 2nd, 2016 at the Jamaican Consulate. The evening represented a 'Jamaican Market Stall', where attendees purchased toys and books. The event raised \$1,040.00 in gift baskets along with Sangster's boxes. And the items purchased at the event were donated to the Catholic Children's Aid Society of Toronto and the Boys & Girls Club of East Scarborough.

COMMUNICATIONS

CHAIR: Mark Fullerton

This has been a very exciting year as we launched various initiatives to promote our 30th anniversary. One highlight was the announcement in September of our new partnership with BrandEQ to assist us with our branding and promotions. They helped us to develop new branding for all of our communications including a new colour scheme, logo, and business cards. Also, with their guidance, we had a completely new website design, and all of the content was migrated, tested, and launched on December 16. Special thanks to Nadine Spencer and her team.

We opened a merchant PayPal account as we now have the capability to sell merchandise on the website. Other new features include a blog, and the ability for the Communications team to update the content directly. We published 14 blogs since the site was launched. An Instagram account (@PACECanada) has been added to our social media portfolio. All of the social media platforms have been rebranded.

Over the years we have collected a large number of artwork from the Basic Schools in Jamaica, and these have now been digitized and are being used in promotional material. The original pieces have been framed and are being sold on the web site and at the Strawberry Social.

We welcomed Arlene Rocha in April as a new member of the communications team.

At the request of the Board we conducted an evaluation of the various back office tools (Donor Perfect, Canada Helps, and Constant Contact) to determine if there were overlapping features. Our analysis indicated that each one was fit-for-purpose. Consequently we decided to activate our own Constant Contact account, and have published 11 communications during the year. We thank Diana Burke for letting us piggy back on her account for the past few years.

The P.A.C.E. brochure has been updated and republished to reflect the current activities of the organization.

We also participated in the Jamaica National expo to promote our activities and acquire new prospective members. The team has been in close contact with The Boys and Girls Club of East Scarborough, on the progress of the new playground, and now that they are getting close to ground breaking, we will be taking photos as the pieces are installed. We contacted Sam Sharpe to clarify some of the content in their recent

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press release regarding the ground breaking for the new facility.

We were contacted in December by a non-member who was taking some supplies to Jamaica while on vacation. The items were more suited for older kids. Thanks to Trisha Williams-Singh from the ECC, the items were collected and passed on to the Child Development Agency who take care of state children and interact with children at risk.

Working with Alton Brooks, our counterpart from JCA, we have established a cross promotional agreement to publish events of mutual interest. This includes our newsletters and social media updates. The Consulate General of Jamaica also publishes our events in their newsletter. We also publish updates via the Canada Helps website.

Another significant event for the team was the participation in the Field Trip to Jamaica in April. It was a privilege to meet the students and staff in person. We have collected lots of new videos and photos for future promotions. Some of them have been incorporated into the Strawberry Social program and agenda. A major initiative for the coming year will be to digitize the history of P.A.C.E. so that it can be published on the website and social media. With the assistance Candice Walker we have started to capture the history that was published by Dr. Mavis Burke up until 2007. We will also be reviewing material in the office and from past AGM meetings.

MEMBERSHIP

CHAIR: Jacqueline Thomas

Over the past thirty years, P.A.C.E. (Canada) has grown to become an awesome organization, where members and supporters have an opportunity to contribute to basic schools in Jamaica and Canada. Our membership has grown and overtime has fluctuated, and we now have a large database of friends and supporters. New members, we are delighted that you have joined us and we welcome you as a valuable member of our organization. You have begun an amazing journey to helping young people and we welcome your contributions and assistance in volunteering in any of our socials and functions.

I take this opportunity to pay tribute to our members who have recently passed on. Our beautiful butterflies who danced in the wind, your memories lives on.

We are celebrating our thirty-year anniversary and look forward to another thirty years and beyond and can only do this with your continued help and support. Thank you!

PACE Canada PR & Marketing Report

CHAIR: Nadine Spencer

Brand Identity Rebuilding and Redesigning of website: Colour Scheme to reflect P.A.C.E colours |
Photographic theme | Photographic style

- Developed 30th Anniversary Logo and Redesigned PACE's Logo
- Developed and print business Cards for President and Board of Governors
- Developed Letterhead to reflect P.A.C.E 30th Anniversary
- Developed and Printed Brochures
- Designed and Printed Membership Forms
- Developed and produced P.A.C.E Marketing materials

Facebook, Instagram, 30th Anniversary PR Campaign Developed messaging collateral. Presented Collateral message to Board November 2016. Produced and developed P.A.C.E 30th Anniversary video. Distributed on all social media platform, Vimeo, YouTube, PACE Website and all community events where permitted to show January 2017. Distributed 30th Anniversary materials at Community events. Creation, designed and Printing of three (3) Pull up Banners, Web- Maintenance which is On-going.

Coordinate Media and PR for P.A.C.E's School visit Contacted Jamaican Media outlets. Developed and dispatched Media Advisory | weekly Follow-ups prior to the event and daily Follow-ups during the week of the Breakfast Meeting-March- April 2017

Strawberry Social-Developed advertising flyers

Designed and printed tickets

Set- up Eventbrite portal

Distribute Flyers at Community Events: Wolmers, Sisters Rise, First Fridays

Online web advertising -ONGOING

Design layout and Print Program Book May 2017

Public Relations- Press Releases to various media outlets

- PACE Kicks off its 30th year
- School Visit
- Strawberry Social

Advertising- Advertising PACE Strawberry Social

- Alfa Radio
- Online

Social Media- Ongoing promotion and awareness of PACE's work on line: Twitter, Facebook Instagram

On behalf of the children and the members of P.A.C.E. (Canada)'s Board of Directors and Executive Committee, thank you for your continued support.

Sandra Whiting, President, P.A.C.E. (Canada)

President: Sandra Whiting
Adopt-A-School: Diana Burke
Treasurer: Sharon Barnes- Simmonds
Secretary: Mardi South
Immediate Past President: Dr. Mary Anne Chambers
Directors: Diana Burke, Lorna King
Children's Issues: Candice Walker
Communications: Mark Fullerton
Education: Patricia Chorney Rubin and Colette Kane
Fundraising: Sandra Whiting
Membership: Vacant

Audit Firm: Rebecca Lyn Chartered Accountant Professional Corporation

Founder: Dr. Mavis E. Burke O.Ont., O.D.

Honorary Patron: Her Excellency Janice Miller, Jamaica's High Commissioner to Canada

Honorary Member: Mr. Lloyd Wilks, Jamaica's Consul General to Toronto

Patrons: Dr. Pamela Appelt O.D., Dr. Inez Elliston O.Ont., Dr. Rita Cox, Ms. Kamala-Jean Gopie, Mr. B. Denham Jolly, Dr. Ralph Masi.

Life Members:

Dr. Bromley Armstrong C.M., O.Ont., Ms. Enid Akhtar, Ms. Dorothy Cooke, Mrs. Norma Fernandez, Ms. Marblet James, Ms. Lillie Johnson O.Ont., Mr. Ron King, Mrs. Loretta Spencer, Ms. Thelma Carey-Thompson, Mr. Gifford Walker & Mrs. Raphaelita Walker

Partners:

Boys and Girls Club of East Scarborough
Carpenters' District Council of Ontario
Catholic Children's Aid Society of Toronto
Consulate General of Jamaica (Toronto)
Early Childhood Commission
George Brown College,
H.E.A.R.T Trust, National Training Agency
Jamaican Canadian Association
Jamaica National Building Society
Keith McLeod / Ralph Masi Sponsorship Fund
Sam Sharpe Teachers' College
Ministry of Education, Youth, and Information (Jamaica)

EXECUTIVE COMMITTEE OFFICERS – NOMINATIONS 2016-2017

Position	Incumbent 2015-2016	Status at Year End	Outlook	Nominations
President	Sandra Whiting	Completed first year of second two year term	Available to complete second term	Incumbent: Sandra Whiting
Secretary	Mardi South	Completed first year of first two year term	Available to complete second year of first two year term	Incumbent: Mardi South
Treasurer	Sharon Barnes-Simmonds	Completed first year of first two year term	Available to complete second year of first two year term	Incumbent: Sharon Barnes-Simmonds
E.V.P. Adopt A School	Diana Burke	Completed first year of second two year term	Available to complete second term	Incumbent: Diana Burke
VP Co-Chairs Education	Collette Kane & Patricia Chorney Rubin	Completed first year of first two year term	Available to complete second year of first two year term	Incumbents: Collette Kane & Patricia Chorney Rubin
VP Communications	Mark Fullerton	Completed second year	Available to complete first year	Incumbent: Mark Fullerton

Position	Incumbent 2015-2016	Status at Year End	Outlook	Nominations
		of first two year term	of second year term	
VP Fund Raising	Sandra Whiting	Completed first year of first two year term	Vacancy - unavailable to complete second year of first term	Nominee: Nominated by: Seconded By:
VP Children's Issues	Candice Walker	Completed first year of first two year term	Available to complete second year of first two year term	Incumbent: Candice Walker
VP Membership	Jacqueline Thomas	Completed first year of first two year term	Vacancy - Unavailable to complete first term	Nominee: Maxine Bailey Nominated by: Sandra Whiting Seconded By: Mardi South
Immediate Past-President (voting)	Dr Mary Anne Chambers	Ex-Officio		Incumbent: Dr Mary Anne Chambers

BOARD OF DIRECTORS

Position	Incumbent 2013-2014	Status at Year End	Outlook	Nominations
President & Chair	Sandra Whiting	Completed first year of second two year term	Available to complete second term	Incumbent: Sandra Whiting
Secretary	Mardi South	Completed first year of first two year term	Available to complete second year of first two year term	Incumbent: Mardi South
Treasurer	Sharon Barnes-Simmonds	Completed first year of first two year term	Available to complete second year of first two year term	Incumbent: Sharon Barnes-Simmonds
EVP Adopt-A-School	Diana Burke	Completed first year of second two year term.	Available to complete second term	Incumbent: Diana Burke
Director (Member at Large)	Lorna King	Completed first year of second two year term	Vacancy - Unavailable to complete second term	Nominee: Denise Cole Nominated by: Sandra Whiting Seconded By: Mardi South

Position	Incumbent 2013-2014	Status at Year End	Outlook	Nominations
Director (Member at Large)	VACANT		Vacancy	Nominee: Nominated by: Seconded By:
Director – to represent ECE	Patricia Gloudon	Completed first year of first two year term	Available to complete second year of first two year term	Incumbent: Patricia Gloudon
Director (Member at Large)	Ken Bowen	Completed first year of second two year term	Available to complete second term	Incumbent: Ken Bowen
Immediate Past- President (voting)	Dr Mary Anne Chambers	Ex-Officio		Incumbent: Dr Mary Anne Chambers
* Decision Items				

Nominations Committee Members: Mrs. Kamala-Jean Gopie, Patron; Dr. Mavis Burke, Founder; Pamela Appelt, Patron

NOMINEE FOR DIRECTOR AT LARGE



Denise Allyson Cole

Is an ardent public servant with the Ontario Public Service (OPS).

When she was a teenager, her family lived in the Jane & Finch neighbourhood in the northwest part of Toronto. It was developed to house socially diverse residents, but lacked the social infrastructure vital to supporting a vibrant community. Living in Jane & Finch ignited her passion for public policy and wanting to make sure that the people impacted by government decisions get to shape them.

Denise has been involved in public policy for more

than three decades and along the way was promoted to increasingly challenging roles. In the words of a former colleague, “she is a tow truck for stuck intentions”. She is currently the Assistant Deputy Minister responsible for health workforce planning and regulatory affairs in the Ontario Ministry of Health and Long-Term Care.

Prior to joining the OPS, Denise was partner and vice-president of a public affairs firm where she provided strategic advice to diverse clients on public policy and government issues. She has also worked in senior positions within Canada’s federal, provincial and municipal levels of government.

A staunch believer in community service, Denise received the Governor General’s Commemorative Medal on the 125th Anniversary of the Confederation of Canada. She is recognized in the book, *Jamaicans in Canada: When Ackee Meets Codfish*, as one of 250 individuals born in Jamaica who have made extraordinary contributions to Canada and, in 2016, was acknowledged as one of 100 Accomplished Black Canadian Women.

Denise has a bachelor’s degree from McMaster University and a number of executive development certificates from other universities.

A fervent music fan, Denise is learning to play the saxophone.

NOMINEE FOR MEMBERSHIP
Maxine Bailey

Maxine Bailey is the Executive Assistant to the Executive Director of the Miles Nadal Jewish Community Centre and the Volunteer Coordinator for the organization from April 2009 to present. The Miles Nadal JCC as an institution that is over 85 years old and is dedicated to serving the community, cultural, educational and recreational needs of downtown Toronto.

Maxine is also the Annex Family Festival (AFF) Coordinator. An annual street event presented by the Miles Nadal JCC and the Bloor Annex BIA. Boasting over 20,000 attendees, 120 vendors, it is one of the city's top street festivals with amusements for all ages; featuring music performances, a children's village, craft and food vendors and activities for the whole family.

Ms. Bailey has over 10 years of progressive Administrative experience gained with TVOntario, an Educational Broadcaster that provide unique, relevant, high quality programs and services, plus more than 15 years with one of Canada's premier arts and cultural organizations - Harbourfront Centre.

In the area of voluntarism, Maxine is one of four founders of We Are O.N.E (Opportunities Nurturing Education). They started fundraising in 2010 and raise over \$35,000 to date to provide toilets, water tanks, a computer lab and in February 2017 a school bus for a girl's school in Tamale, Ghana. She served on the board of the Black Business and Professional Association (BBPA) from and co-chaired the annual gala presentation of the Harry Jerome Awards (1989-2000).

In addition, she's a member of the Jamaican Canadian Centre; volunteered for the Jamaica 50th Celebration - Jamaica Land We Love Gala; The University of the West Indies Benefit Gala 2017 and other non-profit organizations.

Ms. Bailey attended St. Mary High School in Jamaica, 1973 and furthered her Diploma studies in Administration at Seneca College of Applied Arts and Technology, 1979. Other training includes Professional Development in: Business Communications, Time Management and Effective Supervision.