

Canadian Society for the Study of
Education
XL Annual General Meeting
Waterloo, Ontario
27 May 2012

Société canadienne pour l'étude de
l'éducation
XL^e Assemblée générale annuelle
Waterloo (Ontario)
Le 27 mai 2012



AGENDA

XL ANNUAL GENERAL MEETING

Wilfrid Laurier University
27 May 2012
4:30 P.M. - 5:45 P.M.

1.	Call to Order and Adoption of Agenda	Gervais
2.	Approval of the Minutes	Gervais
	2.1 AGM, May 2011, University of New Brunswick	Gervais
	2.2 Business Arising from Previous Minutes	Gervais
3.	President's Report	Gervais
4.	Secretary-treasurer's Report	Ng-A-Fook
	4.1 2011 Financial Report	
	4.2 Appointment of Auditors for 2012 to 2015	
	4.3 2013 Budget	
5.	Elections and Governance	
	5.1 Report of the 2012 Nominating Committee	Gervais
	5.2 Election of the 2013 Nominating Committee	Gervais
	5.3 Canada Not-For-Profit Corporations Act	Gervais
6.	Presentation of Awards	Gervais
7.	New Business	Gervais
8.	Next Meeting (University of Victoria, June 2013)	Gervais
9.	Adjournment	Gervais

Please join us at the CSSE President's and the Association of Canadian Deans of Education Reception to celebrate the accomplishments of our award winners, to meet your CSSE Board of Directors, and to reconnect with colleagues from across the nation.

The Turret, Fred Nichols Campus Centre, Wilfrid Laurier University, 6:00 P.M.

The voice of Canada's educational research community • La voix de la communauté canadienne des chercheuses et des chercheurs en éducation

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Association francophone des doyennes et des doyens, des directrices et des directeurs d'éducation du Canada (AFDEC) • Canadian Association for Curriculum Studies (CACS)
• Canadian Association for Educational Psychology (CAEP) • Canadian Association for Teacher Education (CATE) • Canadian Association for the Study of Educational Administration (CASEA)
• Canadian Association for the Study of Women and Education (CASWE) • Canadian Association of Deans of Education (CADE) • Canadian Association of Foundations of Education (CAFE)
• Canadian Educational Researchers' Association (CERA) • Comparative and International Education Society of Canada (CIESC)

Association canadienne de chercheurs en éducation (ACCÉ) • Association canadienne des doyens d'éducation (ACDE) • Association canadienne en psychopédagogie (ACP)
• Association canadienne pour la formation des enseignants (ACFE) • Association canadienne pour l'étude de l'administration scolaire (ACÉAS) • Association canadienne pour l'étude des fondements de l'éducation (ACÉFÉ) • Association canadienne pour l'étude du curriculum (ACÉC) • Association canadienne pour l'étude sur les femmes et l'éducation (ACÉFÉ) • Association francophone des doyennes et des doyens, des directrices et des directeurs d'éducation du Canada (AFDEC) • Société canadienne d'éducation comparée et internationale (SCÉCI)

MINUTES OF THE
XXXIX ANNUAL GENERAL MEETING
OF THE
CANADIAN SOCIETY FOR THE STUDY OF EDUCATION
University of New Brunswick and St. Thomas University
FREDERICTON, New Brunswick
29 May 2011

Present were: Fernand Gervais (President), Kathy Sanford (Past President and CASWE), Sharon Rich (2nd Vice-president), Sharon Cook (Secretary-Treasurer), Dwayne Donald (CASIE), Lori Friesen (CCGSE), Don Klinger (CERA), Michael O'Sullivan (CAFE), Jim Sharpe (ACDE), Lynn Thomas (CATE), Dawn Wallin (CASEA), and approximately 50 members of the Society.

1. Call to order and Adoption of agenda

Fernand Gervais called the meeting to order at 4:30 P.M. local time.

MOTION that the agenda be adopted.

Schmid/Rich
CARRIED

2. Approval of minutes

2.1 AGM, May 2010 in Montréal

MOTION that the minutes of the XXXVIII Annual General Meeting be approved.

Wiens/MacCleave
CARRIED

2.2 Business arising from the previous minutes

No business was discussed.

3. President's Report

Fernand Gervais delivered the president's report to the members. The report will be annexed to official minutes.

4. Secretary-treasurer's report4.1 2010 Financial Report

Sharon Cook presented a report to the members highlighting various aspects of the financial year ended and the estimates for the current year. Dr. Cook asked for comments and questions.

MOTION that the 2010 financial report be accepted.

Atleo/Hopper
CARRIED

4.2 Appointment of auditors for 2011

Sharon Cook, on behalf of the Board of Directors, recommended that CSSE continue with the current firm of McCay, Duff & Company LLP.

MOTION that the firm of McCay, Duff & Company LLP be appointed auditors for 2011.

Wallin/Van Nuland
CARRIED

4.3 2012 Budget

Sharon Cook presented the 2012 budget that was recommended by the Board of Directors. Dr. Cook highlighted that CSSE continues to be in good financial shape. Dr. Cook asked for comments from the membership.

MOTION that the 2012 budget be approved.

Thomas/Van Nuland
CARRIED

5. Elections5.1 Report of the 2011 Nominating Committee

Fernand Gervais reported that Marc-André Éthier (Montréal) was elected by acclamation as 2nd vice-president for the term 2011-2013. Dr. Gervais thanked the other committee members Stéphane Allaire and Chantal Pouliot.

MOTION that the report of the nominating committee be accepted.

Sanford/Starr
CARRIED

5.2 Election of the 2012 Nominating Committee

Fernand Gervais recommended, on behalf of the Board of Directors, that the 2012 Nominating Committee be comprised of the following members:

Kathy Sanfard, University of Victoria (Chair)
Lynn Thomas, Université de Sherbrooke
Allyson Hadwin, University of Victoria

Dr. Gervais then called for additional nominations. No further nominations were received. The committee was elected by acclamation. The committee would be seeking nominations for the position of president or president-elect and 2nd vice-president (Anglophone rotation).

5.3 Amendments to bylaws

Fernand Gervais introduced the proposed changes to the bylaws to the membership. The proposed introduction of a new officer, president-elect, would allow for an improved succession plan for the president of CSSE. If approved the succession would be one year as president-elect, followed by two years as president, and followed by one year as past president.

MOTION that sections 8.1, 8.2, 8.3 and 8.6 be replaced as follows:

- 8.1 The officers of the Society shall be the President, Past-President OR President-Elect, First Vice-President, Second Vice-President and Secretary-Treasurer.
- 8.2 The elected officers of the Society shall be the President, President-Elect OR Past President, First Vice-President and Second Vice-President.
- 8.3 The President and Vice-presidents shall hold office for two years from the date of appointment or until their successors are elected or appointed in their stead, such appointment to take place immediately after the Annual General Meeting of the year in which they were elected or appointed. The President-Elect and Past President shall hold office for one year from the date of appointment or until their successors are elected or appointed in their stead, such appointment to take place immediately after the Annual General Meeting of the year in which they were elected or appointed.
- 8.6 Thereafter, the President-Elect and Second Vice-President shall be elected by ballot by the members of the Society. The President-Elect shall assume the presidency for two years, the year after their election. The Second Vice-President shall become First Vice-President the year after their election. The President becomes Past President for one year after their presidency.

Fisher/Schmid
CARRIED

6. Presentation of Awards

Sharon Cook presented the Carol Crealock Award on behalf of CSSE, as selected by CASWE, to Lorna McLean (Ottawa).

Lisa Starr presented the CCGSE mentorship award to Nancy Heath (McGill).

All the recipients of these awards as well as the recipients of the awards offered by the Associations and Special Interest Groups were congratulated. The supporters and reviewers who make the awards possible were also thanked.

7. New Business

There was no new business.

8. Next meeting

The next annual general meeting is tentatively scheduled for 27 May 2012 at Wilfrid Laurier University in Waterloo, Ontario.

9. Adjournment

MOTION that the meeting be adjourned.

Schmid

The meeting was adjourned at 5:05 P.M. local time.

CSSE PRESIDENT'S REPORT 2012

Fernand Gervais

As president of the Canadian Society for the Study of Education, I am very pleased to welcome you to the CSSE's 2012 conference at Wilfrid Laurier University and the University of Waterloo. The theme of the 2012 Conference, "Crossroads: Scholarship for an Uncertain World," emphasizes the significant changes faced by higher education in general and the field of education in particular. The 2012 Conference will once more offer researchers the opportunity to meet and exchange ideas on important issues in their disciplines, but equally to discuss how we can—and must—react to the changes that are remodelling our world. I invite you to take every opportunity to share knowledge, reflection and questions from various disciplines, ideologies, and geographical places.

As you know, CSSE is involved in several activities that mobilize a great deal of energy. I am thinking particularly of the annual conference, the *Canadian Journal of Education*, and a whole group of other projects carried out so well by our colleagues. In this regard, I must underscore the commitment and hard work of the *CJE* editors, Carla Di Gorgio (UPEI) and Stéphane Allaire (UQAC); our associates who work on the website and database, Kim Peacock (Alberta) and JoAnne Davies (Alberta); our representative on the Joint Committee on Standards for Educational Evaluation, Lyn Shulha (Queen's); our representative on the Canadian Commission for UNESCO, Marianne Larsen (Western); and last but not least, our Director of Administration, Tim Howard.

In recent years, we have undertaken several initiatives, including our membership in the World Educational Research Association (WERA), our ongoing knowledge mobilization efforts such as the "Snapshots," our support for short-term scholarly events, and the new face of our website. Other initiatives have begun more

recently; I am thinking particularly of our cooperation with CNIE, CSSHE and CASAE, and our researchers' participation, greatly appreciated I should add, in the 2012 AERA Conference in Vancouver, as well as our engagement of a coordinator to manage our development projects.

As I indicated in last year's report, 2011–2012 has been an important year for reviewing our activities as a whole, and this process will continue. As an example, we will be giving special attention to the restructuring of our membership in 2012–2013. It goes without saying that any suggestions for major changes will involve a consultation with both the members and the Board of Directors.

As I get ready to leave the presidency, I would like to take this opportunity to sincerely thank the many people who work to ensure that CSSE continues to provide its members with valuable opportunities. We say this year after year, but it is important to point out that this conference is made possible by the efforts of your association presidents, who make up the Board of Directors, the *CJE* editorial board and the CSSE executive. Executive members of your various associations provide valuable leadership to CSSE through the Board of Directors, as Programme Chairs, and on the *CJE* editorial board. I must mention as well that I am greatly indebted to the members of the CSSE executive, Nicholas Ng-A-Fook, Marc-André Éthier and Victor Glickman, upon whom I have relied all year for valuable advice and support.

In concluding, I would also to thank the chair of the this year's programme committee, Julie Mueller, and her team, as well as Winona Phachanla and the Wilfrid Laurier Faculty of Education, and all the volunteers whose organizational skills and foresight have made the 2012 CSSE conference here at Wilfrid Laurier University and the University of Waterloo a reality. We hope that this conference and your visit to Waterloo will be a memorable experience.

**CANADIAN SOCIETY FOR THE STUDY OF EDUCATION
SOCIÉTÉ CANADIENNE POUR L'ÉTUDE DE L'ÉDUCATION**

**FINANCIAL STATEMENTS
ÉTATS FINANCIERS**

**DECEMBER 31, 2011
31 DÉCEMBRE 2011**

INDEPENDENT AUDITORS' REPORT

To the Members of the
Canadian Society for the Study of Education

Report on the Financial Statements

We have audited the accompanying financial statements of the Canadian Society for the Study of Education, which comprise the balance sheet as at December 31, 2011, and the statements of changes in net assets and revenue and expenditure 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.

Auditors' 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 auditors' 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 auditors consider 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.

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MCCAY DUFF LLP

Chartered Accountants

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PROFESSIONAL CORPORATION

G W TRICKEY C.A.
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MARGARET N. EGAN C.A.
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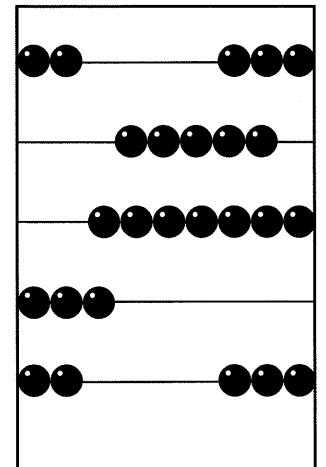
JASON T. HOWARTH C.A.
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KAREN M. FREAKE C.A.
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RYAN A. MILLER C.A.
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THOMAS W HOWARTH C.A.
PROFESSIONAL CORPORATION
CONSULTANT

ROBERT D SHANTZ C.A.
PROFESSIONAL CORPORATION
CONSULTANT



INDEPENDENT AUDITORS' REPORT

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 organizations of this type, the Society derives revenue from charitable donations, conference receipts and publications, 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 Society. Therefore, we were not able to determine whether any adjustments might be necessary to the revenues and expenses referred to above, net revenue (expenditure) and cash flows from operations for the year ended December 31, 2011 and December 31, 2010, and current assets and net assets as at December 31, 2011 and December 31, 2010. Our audit opinion on the financial statements for the year ended December 31, 2010 was modified accordingly because of the possible effects of this limitation in scope.

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 Society for the Study of Education as at December 31, 2011, and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Report on Other Legal and Regulatory Requirements

As required by the Canada Corporations Act, we report that, in our opinion, these accounting principles have been applied on a basis consistent with that of the preceding year.

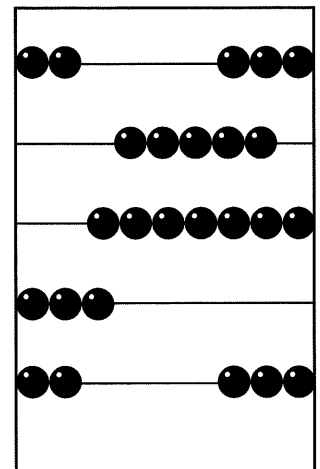
Mccay Duff LLP

McCay Duff LLP,
Licensed Public Accountants.

Ottawa, Ontario,
May 27, 2012.

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CANADIAN SOCIETY FOR THE STUDY OF EDUCATION

BALANCE SHEET

AS AT DECEMBER 31, 2011

		<u>2011</u>	<u>2010</u>
ASSETS			
CURRENT			
Cash		\$ 127,707	\$ 270,280
Short-term deposits		232,028	147,533
Accounts receivable		70,810	59,109
Prepaid expenses		<u>16,978</u>	<u>11,536</u>
		447,523	488,458
CAPITAL	(note 5)	<u>1,821</u>	<u>2,828</u>
		<u>\$ 449,344</u>	<u>\$ 491,286</u>
LIABILITIES			
CURRENT			
Accounts payable and accrued liabilities		\$ 76,144	\$ 87,918
Funds held in trust for members	(note 6)	55,163	46,575
Deferred revenue		<u>55,850</u>	<u>46,864</u>
		187,157	181,357
NET ASSETS			
UNRESTRICTED		260,366	307,101
INVESTED IN CAPITAL ASSETS		<u>1,821</u>	<u>2,828</u>
		<u>262,187</u>	<u>309,929</u>
		<u>\$ 449,344</u>	<u>\$ 491,286</u>

Commitment (note 7)

Approved on behalf of the Board of Directors:

Director

Director

CANADIAN SOCIETY FOR THE STUDY OF EDUCATION

STATEMENT OF CHANGES IN NET ASSETS

FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>2011</u>	<u>2010</u>
UNRESTRICTED		
Balance - beginning of year	\$ 307,101	\$ 319,928
Net revenue (expenditure) for the year	(47,742)	(14,665)
Allocation from Invested in Capital Assets	<u>1,007</u>	<u>1,838</u>
	<u>(46,735)</u>	<u>(12,827)</u>
Balance - end of year	<u>\$ 260,366</u>	<u>\$ 307,101</u>
INVESTED IN CAPITAL ASSETS		
Balance - beginning of year	\$ 2,828	\$ 4,666
Purchase of capital assets	-	996
Amortization	<u>(1,007)</u>	<u>(2,834)</u>
	<u>(1,007)</u>	<u>(1,838)</u>
Balance - end of year	<u>\$ 1,821</u>	<u>\$ 2,828</u>

CANADIAN SOCIETY FOR THE STUDY OF EDUCATION

STATEMENT OF REVENUE AND EXPENDITURE

FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>2011</u>	<u>2010</u>
REVENUE		
GRANT		
S.S.H.R.C. - Travel grant	\$ 13,305	\$ 13,468
MEMBERSHIPS		
Individual	84,390	96,880
Institutional	<u>17,685</u>	<u>16,655</u>
	102,075	113,535
OTHER REVENUE		
Charitable donations	1,073	1,078
Conference receipts	73,283	108,601
Interest and exchange	7,900	4,941
Miscellaneous	1,156	2,106
Secretariat services	<u>59,600</u>	<u>58,800</u>
	143,012	175,526
PUBLICATIONS		
Canadian Journal of Education (schedule)	19,886	16,004
Other publications	<u>-</u>	<u>10</u>
	<u>19,886</u>	<u>16,014</u>
TOTAL REVENUE - carried forward	\$ 278,278	\$ 318,543

CANADIAN SOCIETY FOR THE STUDY OF EDUCATION

STATEMENT OF REVENUE AND EXPENDITURE

FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>2011</u>	<u>2010</u>
TOTAL REVENUE - carried forward	\$ 278,278	\$ 318,543
EXPENDITURE		
ANNUAL CONFERENCE		
Travel grants	13,305	12,973
Programme	36,451	44,965
Reception	9,914	19,329
Administration	7,866	9,788
Audio visual	5,258	8,739
Miscellaneous	<u>615</u>	<u>673</u>
	73,409	96,467
BOARD AND COMMITTEE		
Board of Directors	22,260	22,875
Standing Committee and Representation	<u>10,279</u>	<u>7,334</u>
	32,539	30,209
COMMUNICATION		
Internet	698	703
Postage and courier	616	1,480
Telephone and facsimile	<u>1,790</u>	<u>1,932</u>
	3,104	4,115
FEES AND MEMBERSHIPS		
Canadian Educational Association	360	360
Canadian Federation for the Humanities and Social Sciences	9,375	7,424
Canadian Committee of Graduate Students in Education	2,290	2,740
World Education Research Association	9,136	11,773
Other memberships and fees	<u>912</u>	<u>1,066</u>
	22,073	23,363
GENERAL AND ADMINISTRATION		
Amortization	1,007	2,834
Bank charges	8,001	7,048
Insurance	4,708	4,632
Office equipment maintenance	2,241	3,952
General office	2,749	2,270
Professional fees	5,877	5,255
Rent	7,611	7,646
Salaries and employee benefits	95,708	75,642
Translation	<u>847</u>	<u>1,350</u>
	128,749	110,629
PRIZES		
Carol Crealock Award	400	-
Coutts Award	-	1,004
New Scholar Fellowships	3,365	2,330
Support for short-term Scholarly Events	<u>6,514</u>	<u>8,716</u>
	10,279	12,050
PUBLICATIONS		
Canadian Journal of Education (schedule)	39,924	43,085
Web site and informatics	<u>15,943</u>	<u>13,290</u>
	55,867	56,375
	<u>326,020</u>	<u>333,208</u>
NET REVENUE (EXPENDITURE) FOR THE YEAR	\$ <u>(47,742)</u>	\$ <u>(14,665)</u>

CANADIAN SOCIETY FOR THE STUDY OF EDUCATION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2011

1. PURPOSE OF THE ORGANIZATION

The Canadian Society for the Study of Education (C.S.S.E.), a not for profit organization, was founded May 31, 1972 and was incorporated under the Canada Corporations Act in 1984. The objective of the Society is to promote the advancement of Canadian research and scholarship in education. The Society received funding from a number of sources including the Social Sciences and Humanities Research Council of Canada (S.S.H.R.C.), contributions from Canadian educational institutions, fees from members and conference registration fees.

The Society is exempt from income tax and is a registered charity under paragraph 149(1) of the Income Tax Act.

2. SIGNIFICANT ACCOUNTING POLICIES

(a) Revenue Recognition

The Society respects the following policies pertaining to revenue recognition:

- i) Institutional membership fees are recorded as revenue in the year in which they are received unless designated by the contributor as being for a future period;
- ii) Membership fee revenue received in the current period pertaining to subsequent periods is deferred to be matched against expenditure of the subsequent periods;
- iii) The S.S.H.R.C. grant revenue is recognized during the same period as the related expenditure is incurred;
- iv) Secretariat services revenue is recognized during the same period as the service is provided;
- v) Conference revenues are recognized in the year that the related conference is presented and expenses are incurred.

(b) Capital Assets and Amortization

Capital assets are stated at cost, net of accumulated amortization. Amortization is provided on the straight line basis over five years.

(c) Foreign Currency Translation

Monetary assets and liabilities denominated in foreign currencies have been translated into Canadian dollars at the rate of exchange prevailing at year end. Revenue and expenditure items are translated at the average rate of exchange for the year.

(d) Short-term Deposits

Short-term deposits are classified as held-for-trading and are recorded at fair value. Fair values are determined as cost plus accrued interest.

(e) Volunteer Services

The Society receives the services of volunteers, the cost of which cannot be reasonably estimated. Therefore, no representation of this expenditure has been included in these financial statements.

CANADIAN SOCIETY FOR THE STUDY OF EDUCATION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2011

2. SIGNIFICANT ACCOUNTING POLICIES (Cont'd.)

(f) Use of Estimates

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the reporting period. Actual results could differ from those estimates.

3. FINANCIAL INSTRUMENTS

The Society's financial instruments consist of cash, short-term deposits, accounts receivable, accounts payable and accrued liabilities and funds held in trust for members. The fair values of these financial instruments approximate their carrying values, unless otherwise stated. It is the Board of Director's opinion that the Society is not exposed to significant interest rate, currency or credit risks arising from these financial instruments.

4. CAPITAL MANAGEMENT

The Society considers its capital to be the balance maintained in its Unrestricted Net Assets. The primary objective of the Society is to invest its capital in a manner that will allow it to continue as a going concern and comply with its stated objectives. Capital is invested under the direction of the Board of Directors of the Society with the objective of providing a reasonable rate of return, minimizing risk and ensuring adequate liquid investments are on hand for current cash flow requirements. The Society is not subject to any externally imposed requirements of its capital.

5. CAPITAL ASSETS

	<u>2011</u>		<u>2010</u>	
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net</u>	<u>Net</u>
Computer equipment	\$ 15,333	\$ 13,512	\$ 1,821	\$ 2,828
Office equipment	<u>5,942</u>	<u>5,942</u>	<u>-</u>	<u>-</u>
	<u>\$ 21,275</u>	<u>\$ 19,454</u>	<u>\$ 1,821</u>	<u>\$ 2,828</u>

6. FUNDS HELD IN TRUST FOR MEMBERS

The Society holds funds on behalf of several associations as they do not maintain their own respective bank accounts.

CANADIAN SOCIETY FOR THE STUDY OF EDUCATION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2011

7. COMMITMENT

The Society has leased premises to June 30, 2014. The annual minimum rent including H.S.T. is \$15,994.

8. STATEMENT OF CASH FLOWS

This statement has not been prepared as all of the relevant information is apparent from the other financial statements.

CANADIAN SOCIETY FOR THE STUDY OF EDUCATION

CANADIAN JOURNAL OF EDUCATION

SCHEDULE OF REVENUE AND EXPENDITURE

DECEMBER 31, 2011

	<u>2011</u>	<u>2010</u>
REVENUE		
Royalties	\$ 19,886	\$ 14,730
Interest and exchange	<u>-</u>	<u>1,274</u>
	19,886	16,004
Membership transfer from C.S.S.E.	<u>13,716</u>	<u>15,684</u>
	33,602	31,688
EXPENDITURE		
C.S.S.E. Administration	7,000	7,000
Administration	194	164
Production	3,502	14,054
Editorial support	21,288	15,000
Translation	3,127	1,944
Miscellaneous	1,292	-
Editorial Board	2,097	513
Advertising and promotion	524	50
Web site	<u>900</u>	<u>4,360</u>
	<u>39,924</u>	<u>43,085</u>
NET REVENUE (EXPENDITURE) FOR THE YEAR	<u><u>\$ (6,322)</u></u>	<u><u>\$ (11,397)</u></u>

Revenues / Revenus	2011	2012	2012	2013
	Actual	Approved	Budgetary	Budget
	Figures	Budget	Estimates	Budget
	Montant	Budget	Prévisions	Budget
	réel	approuvé	budgétaires	
<u>Annual Conference / Congrès annuel</u>				
Registration / Inscription ^{(1) (2)}	\$ 66,780	\$ 82,000	\$ 82,000	\$ 82,000
SSHRC Attendance Grant / Subvention de voyage du CRSH	\$ 13,305	\$ 13,305	\$ 13,305	\$ 13,305
Other - Deans - CFHSS / Autres - Doyens - FCSH ⁽⁴⁾	\$ 6,503	\$ 9,500	\$ 6,000	\$ 6,000
Sub-total / Total partiel	\$ 86,588	\$ 104,805	\$ 101,305	\$ 101,305
<u>Publications</u>				
25 th anniversary book - translation / Livre du 25 ^e anniversaire - traduction	\$ -	\$ -	\$ -	\$ -
Secretariat Services (CJE) / Services du secrétariat (RCÉ)	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
Other / Autre ⁽²⁾	\$ -	\$ -	\$ -	\$ -
Sub-total / Total partiel	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
<u>Membership / Adhésion</u>				
Associate Institutional / Associés institutionnels ^(2a)	\$ -	\$ -	\$ -	\$ -
Individual / Individuels ^(2b)	\$ 84,390	\$ 85,000	\$ 85,000	\$ 85,000
Institutional / Institutionnels ^(2c)	\$ 17,685	\$ 20,500	\$ 20,500	\$ 20,500
Sub-total / Total partiel	\$ 102,075	\$ 105,500	\$ 105,500	\$ 105,500
<u>Other Revenue / Autres revenus</u>				
Charitable Donations / Dons de charité	\$ 1,073	\$ 1,000	\$ 1,000	\$ 1,000
Interest & Exchange / Intérêt et échange ⁽³⁾	\$ 7,900	\$ 5,100	\$ 7,000	\$ 7,000
Secretariat Services / Services du secrétariat	\$ 52,600	\$ 51,000	\$ 51,000	\$ 51,000
Prizes / Prix	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Miscellaneous / Divers ⁽⁴⁾	\$ 156	\$ -	\$ -	\$ -
Sub-total / Total partiel	\$ 62,729	\$ 58,100	\$ 60,000	\$ 59,000
Total	\$ 258,392	\$ 275,405	\$ 273,805	\$ 272,805

⁽¹⁾ A five-year average was used to determine the 2012 & 2013 budget amounts.

^(2a) 2010 - 9 members, 2011 - 9 members

^(2b) 2010 - 1267 members, 2011 - 1094 members, used 5-year average for 2013 budget.

^(2c) 2010 - 31 members, 2011 - 33 members, used 5-year average for 2013 budget.

⁽³⁾ includes interest receivable on \$228,500 GIC and interest earned on bank account.

⁽⁴⁾ Based on previous year.

⁽⁴⁾ In 2011, there were 810 delegates.

Expenses / Dépenses	2011	2012	2012	2013
	Actual	Approved	Budgetary	Budget
	Figures	Budget	Estimates	
	Montant	Budget	Prévisions	Budget
	réel	Approuvé	budgétaires	
Annual Conference / Congrès annuel				
Programme	\$ 7,016	\$ 12,000	\$ 11,000	\$ 12,000
Poster (Promotion) / Affiche (Promotion)	\$ 2,011	\$ 3,000	\$ 2,000	\$ 2,000
Conference Travel (Grant) / Voyage au congrès (subvention)	\$ 13,305	\$ 13,305	\$ 13,305	\$ 13,305
Other Grants / Autres subventions	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Plenary Session & Guest Speakers / Séance plénière & conférenciers invités	\$ 1,138	\$ 3,500	\$ -	\$ 3,500
Reception / Réception	\$ 9,914	\$ 15,000	\$ 10,000	\$ 10,000
Translation / Traduction	\$ 9,922	\$ 9,000	\$ 9,500	\$ 9,500
Conference Web Site / Site Web du congrès	\$ -	\$ 3,000	\$ -	\$ -
Audio-visual / Audio-visuel	\$ 5,258	\$ 7,000	\$ 7,000	\$ 7,000
Programme Committee / Comité du programme	\$ 14,571	\$ 12,500	\$ 13,000	\$ 12,500
Administration (Roundtables, AGM, Staff/Tables rondes, AGA, personnel)	\$ 10,274	\$ 12,000	\$ 12,000	\$ 12,000
Sub-total / Total partiel	\$ 73,409	\$ 91,305	\$ 78,805	\$ 82,805
Publications				
25th ann. Chapter - translation / Chapitre du 25e ann. - Traduction	\$ -	\$ -	\$ -	\$ -
CJE / RCÉ ⁽¹⁾	\$ 13,716	\$ 15,000	\$ 15,000	\$ 15,000
Other / Autres	\$ -	\$ -	\$ -	\$ -
Web and Database / Le Web et la base de données	\$ 15,943	\$ 10,000	\$ 10,000	\$ 10,000
Sub-total / Total partiel	\$ 29,659	\$ 25,000	\$ 25,000	\$ 25,000
Board and Committees / Conseil et comités				
Ad Hoc Committees / Comités ad hoc	\$ -	\$ 150	\$ 150	\$ 150
Board of Directors / Conseil d'administration ⁽²⁾	\$ 22,404	\$ 20,000	\$ 20,000	\$ 20,000
Representative Expenses / Dépenses pour la représentation	\$ 9,773	\$ 5,000	\$ 8,000	\$ 8,000
Standing Committees / Comités permanents ⁽²⁾	\$ 226	\$ 3,000	\$ 1,000	\$ 1,000
Executive Committee / Bureau de direction	\$ 136	\$ 1,000	\$ 1,000	\$ 1,000
Sub-total / Total partiel	\$ 32,539	\$ 29,150	\$ 30,150	\$ 30,150
Prizes and Activities / Prix et activités				
Carol Crealock Award / Prix Carol-Crealock	\$ 400	\$ -	\$ 200	\$ 200
Coutts Award / Prix Coutts	\$ -	\$ 1,500	\$ -	\$ 1,500
New Scholar Fellowships / Bourses pour les nouveaux chercheurs	\$ 3,365	\$ 3,000	\$ 3,000	\$ 3,000
Statistics Canada Prizes / Prix de Statistique Canada	\$ -	\$ 500	\$ 500	\$ -
Short-term Scholarly Events / Événements ponctuels axés sur la recherche	\$ 6,514	\$ 12,500	\$ 12,500	\$ 12,500
Sub-total / Total partiel	\$ 10,279	\$ 17,500	\$ 16,200	\$ 17,200
Administration and Overhead / Frais généraux du bureau				
Communications ^(a)	\$ 3,104	\$ 4,100	\$ 4,100	\$ 4,100
Cdn Cmte of Grad Students in Educ / Com can d'étudiants dipl en éduc	\$ 2,290	\$ 3,000	\$ 3,000	\$ 3,000
General Admin & Overhead / Frais généraux du bureau ^(b)	\$ 10,628	\$ 11,000	\$ 11,000	\$ 11,000
Office Equipment / Equipement de bureau ^(c)	\$ 3,248	\$ 5,000	\$ 7,000	\$ 7,000
Office & Directors Insurance / Assurance pour le bureau et les administr.	\$ 4,708	\$ 5,000	\$ 5,000	\$ 5,000
Office Rent / Loyer de bureau	\$ 7,611	\$ 7,750	\$ 7,750	\$ 7,750
Printing, Duplicating & Supplies / Imprimerie et four. de bureau	\$ 969	\$ 2,500	\$ 1,500	\$ 1,500
Professional Services / Services professionnels ^(d)	\$ 5,877	\$ 6,000	\$ 7,000	\$ 7,000
Payroll / Salaires	\$ 95,708	\$ 86,000	\$ 117,000	\$ 117,000
Memberships / Affiliations ^(e)	\$ 19,783	\$ 18,000	\$ 18,000	\$ 18,000
Sub-total / Total partiel	\$ 153,926	\$ 148,350	\$ 181,350	\$ 181,350
Total	\$ 299,812	\$ 311,305	\$ 331,505	\$ 336,505

⁽¹⁾ From the June 1999 Board of Directors meeting, the society is to begin to transfer a set amount per member to the CJE in 1999 and beyond. For 2010 estimate and 2011 budget, a rate of \$12 per member was used.

⁽²⁾ Most of these costs will be incurred in November.

^(a) includes telephone service, long distance, Internet, postage and courier (net of shared costs)

^(b) includes advertising & promotion, bank charges, credit card commissions, translation, misc

^(c) includes mailing equipment, amortization, service contract and computer/software upgrades

^(d) includes audit and legal fees

^(e) includes membership in the CFHSS, CEA and WERA.

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Income Statement
État des résultats

	2011 Actual Figures Montant réel	2012 Approved Budget Budget approuvé	2012 Budgetary Estimates Prévisions budgétaires	2013 Budget Budget
Advertising / Annonces	\$ -	\$ -	\$ -	\$ -
SSHRC Grant / Subvention du CRSH	\$ -	\$ 12,000	\$ 30,000	\$ 30,000
Royalties / Redevances ⁽¹⁾	\$ 19,886	\$ 15,000	\$ 15,000	\$ 15,000
Transfer from CSSE for membership / Virement de la SCÉÉ ^{(3) (4)}	\$ 13,716	\$ 15,000	\$ 15,000	\$ 15,000
Interest / Intérêt	\$ -	\$ -	\$ -	\$ -
Other / Autre	\$ -	\$ 100	\$ -	\$ -
Total	\$ 33,602	\$ 42,100	\$ 60,000	\$ 60,000

Expenses / Dépenses

Management Administration / Gestion par la SCÉÉ ^{(2) (4)}	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
Administration expenses / Dépenses administratives ⁽¹⁾	\$ 2,010	\$ 1,400	\$ 2,000	\$ 2,000
Editorial Work / Travail de rédaction	\$ 14,637	\$ 9,000	\$ 13,000	\$ 13,000
Institutional administrative support / Soutien administratif institutionnel	\$ 10,153	\$ 15,000	\$ 15,000	\$ 15,000
Translations / Traductions ⁽¹⁾	\$ 3,127	\$ 2,100	\$ 3,000	\$ 3,000
Editorial Board / Comité de rédaction	\$ 2,097	\$ 2,000	\$ 2,000	\$ 2,000
Web	\$ 900	\$ 3,000	\$ 900	\$ 900
Total	\$ 39,924	\$ 39,500	\$ 42,900	\$ 42,900

Summary / Sommaire

Revenues / Revenus	\$ 33,602	\$ 42,100	\$ 60,000	\$ 60,000
Expenses / Dépenses	\$ 39,924	\$ 39,500	\$ 42,900	\$ 42,900
Surplus (Deficit) / Revenu net	-\$ 6,322	\$ 2,600	\$ 17,100	\$ 17,100
Surplus (Deficit) - Beginning / Excédent - Début	\$ 15,058		\$ 8,735	
Surplus (Deficit) - End / Excédent - Fin	\$ 8,735		\$ 25,835	

⁽¹⁾ For the 2013 budget, a five-year average has been used.

⁽²⁾ From the June 1999 Board of Directors meeting, the journal is to begin to transfer a set amount to the CSSE in 1999 and beyond. For the 2011 estimate and 2012 budget, an amount of \$7,000 and \$7,000, respectively, were used.

⁽³⁾ If the number of CSSE members increases or decreases, this revenue will increase or decrease.

⁽⁴⁾ These figures are reflected within CSSE's revenues and expenses.