



Full Board Meeting
Palliser District Teachers' Convention Board

Hyatt Hotel – 9:00 a.m.

April 18, 2015



In Attendance: S. Buchfink, A. Craigie, T. Crosby, A. England, I. Foster, L. Gibson, B. Hohenwarter, L. Hrabok, T. Hrysak, C. Kirk, R. Krasnodemski, S. Leppa, C. Mertens, D. Meyers, P. Morck, J. Munton, L. Neville, T. O'Neill, J. Partlo, S. Paton, J. Raitz, D. Sellers-Myshchyshyn, M. Shain, L. Tarcon, S. Thibault, Y. Toney, L. Tschritter, S. Watson, J. White, J. Williams, Yagos, B.

Absent: A. Amirault, C. Crane, J. Fenton, M. Glavine, D. Keenan, M. Lund, A. Neefe

1. Call to order 9:00 am

- J. Raitz ran the meeting today as J. Fenton was away
- Introductions

2. Approval of Agenda

- **Motion: L. Neville/S.Paton moved that the agenda be approved. Carried.**

3. Minutes of previous meeting

- **Motion: J. Munton/S.Paton moved that the minutes be approved. Carried.**

4. Correspondence

- Thank you note from Lianne Enderton our Honorary President – sent a small gift for each board member.
- Notice of Absence from D. Sellars-Myshchyshyn – Friday, April 17/15
- Notice of Absence from Alyssa Amirault, Christine Crane, Derek Keenan, Monica Lund, Ashley Neefe, Sarah Watson, Alysa Amirault, Michelle Glavine, Jordan Fenton (Saturday only)
- Re: Construction happening during Karen Sudom's presentation
 - Letter of apology to Jordan from Mariott
 - Letter of apology to Jordan from CTCC
- Evaluation Draw winners:
 - Fairmont Palliser Hotel - Carla Assenheimer Prairie Land
 - Hyatt Hotel – Christy Lunde – Rocky View School Division
- From Mark Yurick – (PDAC) – Combined Professional Development Area Conference and Invitational Symposium April 24/25, 2015
- From G. R. Thomas – Association Policy and Candidacy for Provincial or Federal Elected Office
- From Patrick Loyer – Spring Convention Meeting April 23, 2015.

5. Treasurer's Report - S. Leppa reported financial report

- S. Leppa presented the budget and balance sheet
- All speakers have been paid
- All locals have paid their convention fees

6. Reports

6.1. **President** – J. Fenton – see report posted

- Thank you to everyone one on the executive and board members for their great job.

6.2. **Vice President** – J. Raitz – see report posted

- Thank you to everyone. I have enjoyed my many years on the board, learning new skills, meeting fabulous people and interesting speakers.
- Stepping down from Vice-President role
- Thank you to all board members for signing up for duties
- Duty sign up was done through Google Docs and worked well
- Lianne Enderton was our Honorary President
- Long Term Service – Shari Visvanathan (7 years) and Kelly Smith (6 years), Michelle Silver-Rushford (24 years) and Sharon Rhodes (20 years).
- **Recommendations for Next Year**
 - Two board members assigned to put up the large convention posters, sessions signs for each room, and full signs in the TELUS Convention center – Thank you to Michael Shane for doing these jobs on his own.
 - We invite Michelle and Sharon to be recognized again next year due to the fact they could not attend this year.
 - Smaller sized vests will need to be ordered.

6.3. **Program** – Andrea Craigie – see posted report

- Thank you to the D. Keenan, B. Yagos, S. Leppa and all of the program committee for their hard work.
- Keynote speakers received mostly positive feedback
 - Dr. Ed Dixon, Dr. Alex Russell, Michelle Cederberg, Dylan William, Robb Nash, Eva Olsson
- Sessions
 - 42 local presenters
 - 36 free sessions
 - 17 offsite sessions
- Many people missed having an onsite book vendor
- Sched app was again popular
- Please check out the evaluations that are posted online

- Online speaker proposal is open now but closes June 30.
 - **Recommendations for next year**
 - Try to book at least one recognizable name as keynote
 - Maintain/increase off site sessions
 - Bring book vendor back
- 6.4. **Facilities** – L. Neville – see report posted
- Thank you to Jill White, executive and board members
 - Noise Complaint
 - Occurred in a Friday session between the Convention center and Marriott hotel
 - Letter of apology from the Marriott Hotel was sent to the speaker – (gave a certificate for a hotel room)
 - Letter of apology from the Marriott Hotel to our convention board
 - Luncheon, reception, coat check, a.v., room set ups went very smoothly
 - Very few issues this year – except for the noise complaint in Mac Hall D on Friday – Marriot Hotel and CTCC have written apology letters and made financial remuneration towards the cost of the room rental
 - Glenbow museum – 110 teachers enjoyed this
 - Contracted room blocks were very close: Hyatt 348/350 and Palliser 107/110
 - The Flipped room concept for the Exhibition hall were well received. Tradeshow opened at 8:30 and Pre-Function area opened at 7:30 for delegates.
 - Marriott – Food/Beverage is needed however we do not always meet the monetary expectation
 - Many delegates commented about not having a book seller
 - Coat check was not as well used but the weather was nice, keep for next year
 - Bands/Musical Groups for next year are: Palliser;
 - We are still asking for Wi-Fi – constant question
 - **Recommendations for next year**
 - Delegates would like to see paper maps of the exhibit floor plan
 - Keep the walking directions available for delegates
- 6.5. **Publicity/Website/Evaluations** – B. Yagos (report posted)
- All evaluations are online.
 - Excellent convention – lots of positive comments
 - Posters were well received, nice to have the color coding
 - We will add a big poster of the Exhibit floor plan

- Sched.org – will add a field for each day
- None of the speaker evaluations have been emailed to the speakers because we have not received them. Speaker evaluations were done provincially again this year. This question will be asked at the up coming Spring Convention meeting.
- Speaking proposal is open and will remain open until June 30.
- Pre-registration needs to be changed for next year.
 - The problem was that too many delegates wanted to be deleted which then changed the number available
 - Bertha has an idea of how to solve this problem. Delegates will now have the ability to add or delete their name.
 - With this change we will not need anyone to take pre-registration
- Board Members need to make sure they record the sessions they are in charge of
 - Training will be done for all board members for entering the data
 - Some would like to write it on paper and then input the numbers into the computer.

6.6. **Exhibits** – J. Munton – see report posted

- Thank you to Tara Hryszak for all her help this year.
- Thank you Bertha for all her work setting up the new registration software.
- Exhibitor of the year – Inside Education
- 158/156 were requested, 156 paid, ATA and PDCTA are provided at no charge
- We oversold and added to the floor plan.
- St. Georges' were very helpful.
- Exhibitors gave positive feedback
- Security guards from the Convention Center were used this year and this worked very well.
- Flipped room very well for many reasons
- Pre registered booths to date 20% have pre-booked
- **Recommendations for next year**
 - Increase cost to \$561.75 (regular booth) \$456.75 (not for profit) due to fee increase with rental fees
 - Monitor booth costs so we do not take a loss.
 - Have a security guard for the Wednesday move in time.

6.7. **Past President** – C. Mertens – see report posted

- Honorary President was Lianne Enderton.
- Reception was held in the Atrium, new menu, very nice.
- Recommend booking the Atrium again next year
- 28 Alternate PD requests - 22 were approved, 4 deigned, 5 appealed, One of the appeals were approved by the executive
- Policy review committee met in September, revisions were made and approved at the January 17, 2015 meeting.
- Updated Policy is posted on the Website.
- Policy changes will be brought up as needed rather than wait until the next policy changes meeting

6.8. **Secretary** – S. Paton

- Attendance sheet
- Notice of Meeting – If you are receiving a hotel – Jill White needs to be notified if you need a hotel room or not.

L. Neville/S. Paton moved the committee reports.

6.9. **District Representative** – D. Sellers – Myshchyshyn (report posted)

- All pictures in Diane's report are hyperlinked
- Specialist council and ATA table will combine at Teachers' Convention
- PEC approved Livingstone Range Teachers' to attend the SWATCA teachers convention – this vote was done school by school
- Diane will take some of these issues back to PEC
 - This will be a financial issue for convention due to the fact that each local continues to get a minimum of 2 reps for our Convention Board.
 - Is there an appeal process for the convention board due to financial reasons

7. **Old Business**

7.1 **Policy - none**

- Policy is updated and on the website
- Policy changes to be looked at
 - Up date the parking for speakers

8. **New Business**

8.1. **Summer Conference** – August 10 – 14th, 2014 (Banff Centre)

- Two paid positions to attend – decision of who will attend will be made at the May meeting.

8.2. **Spring PDAC and Convention Seminar** – April 22-24, 2015
(Edmonton)

- Andrea Craigie and Jordan Fenton will be attending the Convention meeting
- Andrea Craigie will be attending PDAC on April 23-24, 2015.

8.3. **Electronic Evaluation**

- See Website Report

8.4. **Elections**

- Past President Chris Mertens will run the elections
 - Program Chair – Andrea Craigie
 - Facilities Chair – Larry Neville
 - Exhibits Chair – Tara Hrysak
 - Treasurer – Sherry Leppa
 - Secretary – Susan Paton
 - Vice President – Jennifer Munton
 - President – Jordan Fenton
 - Past President – Chris Mertens
- Motion: **Sherry Leppa moved that we appoint Bertha Yagos as our Contracted Financial Executive Assistant for 2015/16. Michael Shain/S. Paton. Carried**
- Motion: **Sherry Leppa moved that we appoint Bertha Yagos for the publicity, website, evaluations position for 2015/16. Jennifer Munton/S. Paton. Carried**
- Larry Neville appointed Jill White for the Facilities Assistant
- Andrea Craigie appointed Derek Keenan for the Program Assistant.
- Tara Hrysak will appoint her assistant at the May meeting.

9. Action Items

9.1 Local Concerns

L.Neville/S.Paton moves to adjourn at 10:37.