



Executive Board Meeting  
**Palliser District Teachers' Convention Board**  
Hyatt Hotel – 5:00 p.m.  
April 29, 2016



**In Attendance:** L. Neville, S. Leppa, S. Paton, J. Fenton, J. Munton, A. Craigie, C. Mertens, T. Hrysak

**Absent:**

D. Sellars-Myshchyshyn, B. Yagos

**1. Call to order** 5:06 pm

**2. Approval of Agenda**

- **Motion: A. Craigie/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**

- Notice of Absence from D. Sellars-Myshchyshyn – April 29/16
- Notice of Absence from R. Krasnodemski, C. Kirk, S. Thibalt, M. Lund, J. White, B. Yagos
- Resigned due to their locals changing conventions - S. Thibalt, C. Kirk, L. Hrabok
- Resigned - R. Krasnodemski, J. Raitz, D. Keenan, C. Mertens, J. Williams
- 2016 Convention Evaluation Draw winners:
  - Fairmont Palliser Hotel – Jamie Petersen – Chinook's Edge
  - Hyatt Hotel – Erik Holder – Palliser North
- Mark P. Yurick - Professional Development Area Conference
- D. Grassick - Spring Convention Meeting – April 29/16
- B. Bossert – Spring Convention Meeting agenda
- Summer Conference information
- B. Bossert – Information about a fraudulent Email alert
- D. Grassick – Convention Debrief Survey - asking all executive to fill out the survey, this in place of the Annual Report  
<https://www.surveymonkey.com/r/PSGZJBF>

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

- All speakers have been paid
- We still have a few more sub costs to pay
- All locals have paid their convention fees
- The balance sheet and budget was reviewed
- Will be recommending a fee increase for next years budget

**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. Munton – see report posted

- Thank you to all board members for signing up for duties
- Duty sign up was done through Google Docs and worked well
- Rudy Durieux was our Honorary President
- Long Term Service members – Sharon Rhodes and Michelle Silver-Rushford – neither attended – a gift certificate from Indigo was mailed to them as a thank you for their service
- **Recommendations for Next Year**
  - Continue to have two board members posted and available to answer questions at the large Convention posters

## 6.3 Program – Andrea Craigie – see posted report

- Thank you to the D. Keenan, B. Yagos, S. Leppa, L. Neville and all of the program committee for their hard work.
- Keynote speakers received mostly positive feedback
  -
- Sessions
  - 30 local presenters
  - 25 free sessions
  - 201 onsite sessions
  - 9 offsite sessions
- Delegates were pleased with the onsite book seller
- Sched app was popular again for those who used it
- Having Wi-Fi offered for Friday tech sessions were positive
- Pre-registration system worked well this year
- **Recommendations for next year**
  - Managing pre-registrants during convention needs tweaking
  - Identify sessions requiring Pre-reg on the large grids
  - Continue to schedule blocks of rooms by level
  - Maintain/increase the number of offsite sessions
  - Offer First-Aid certification
  - Start Thursday keynotes at 8:45 with welcomes at 8:30
- **Speaking Proposal Link is now open until June 30**
  - <http://www.pdtca.org/submit-speaking-proposal.html>

## 6.4 Facilities – L. Neville – see report posted

- Thank you to Jill White, executive and board members
- Luncheon, reception, coat check, a.v., room set ups went very smoothly
- Very few issues this year – (see report for specifics)
- Glenbow museum – 126 teachers enjoyed this
- Contracted room blocks were very close: Hyatt 376/325 and Palliser 66/75
- Owl's Nest Books were well received by delegates
- Large floor map and schedules were posted around the convention center – delegates appreciated these
- Coat check was not as well used but the weather was nice, keep for next year
- Bands for next year are:
  - Prairieland, Rocky View, Three Drums of Wheat

- **Recommendations for next year**
  - Move the Owl's Nest Books into the exhibit hall with a reduced rate
  - Would like to see more AV detail from our feature speakers
  - Not having an AV switch during the day is a good idea

#### 6.5 **Publicity/Website/Evaluations** – B. Yagos (report posted)

- All evaluations are online.
- Wants to change from Survey Monkey to Google forms.
- Speaking proposal is open and will remain open until June 30.

#### 6.6 **Exhibits** – T. Hrysak – (report posted)

- Thank you Bertha for all her work setting up the new registration software.
- St. George's were amazing with making exhibits look very good
- Exhibitor of the year – Cobbs Corn Maze and Family Fun Center
- 149/158 booths purchased, ATA and PDCTA were no charge
- 14 booths were not for profit at \$456.75 and 135 at \$561.75
- We had 3 no shows
- 17 new exhibitors
- Pre-registration for 2017 started Friday of Convention – 46 have already booked and 16 have already paid.
- Security guards from the Convention Center were used this year and this worked very well.
- **Recommendations for next year**
  - Increase booth cost by \$5.00
  - Continue with having a security guard for the Wednesday move in time.
  - Cancellation policy – there will be a fee for canceling after December 1<sup>st</sup>.
  - Look into some sort of incentive for not packing up early.

#### 6.7 **Past President** – C. Mertens – (report posted)

- Honorary President was Rudy Durieux.
- Honorary President's Reception was held in the Atrium, new menu, very nice.
- Recommend booking the Atrium again next year - done
- 43 Alternate PD requests - 26 were approved, 17 denied, 0 appealed.
- Policy review committee did not meet this year
- Attended Summer Conference in August 2015 (report posted)

#### 6.8 **Secretary** – S. Paton

- Dan Grassick is asking all executive to fill out the survey, this in place of the Annual Report <https://www.surveymonkey.com/r/PSGZJBF>

#### 6.9 **District Representative** – D. Sellers - Myshchyshyn – (Absent)

### 7. **Old Business**

7.1

### 8. **New Business**

### 8.1 **Summer Conference** – August 15 – 19, 2016 (Banff Centre)

- Two paid positions to attend – decision of who will attend will be made at the May meeting.
  - Jen Munton and Andrea Craigie will be attending

### 8.2 **Spring PDAC and Convention Seminar** – April 29, 30, 2016 (Edmonton)

- Jordan Fenton attended the Convention meeting earlier today
- We did not have a representative at PDAC due to our Convention meeting at the same time - April 29, 30 2016.

#### **Highlights from the Spring Convention Meeting** (see Presidents Report)

- Fees and Process for Substitute Teachers, Distance Education Teachers, Associate Members and Teachers from Band Schools
  - For Distance/Online teachers – Barnett House will create a master list, do the in/out calculations and pay the Convention boards
  - Association members from affiliated schools will pay \$180 / year plus convention registration fee
  - Asking boards to look at what fees substitutes are charged and look to reducing it.
- Alternate PD requests and Associate Member Processes
  - Looking to find a better process to check membership
  - Seeking to find out what supports convention boards need in dealing with alternate PD
- Association Member Cards
  - Many boards are using member cards for access to convention instead of wristbands/lanyards etc.
- Common Apps and Tools
  - ATA is looking to pay for a common app for scheduling and collecting evaluation data
- Collaborative Starting Points
  - Looking for ways to engage convention boards in more collaboration
- Many items were tabled and will be discussed at the 2016 Summer Conference

## **9. Action Items**

### **9.1 Local Concerns**

- Rocky View local board members will be making a motion that substitute teachers should be free to attend convention
- Request facilities to look into a date change from April 21, 22, 2017 to April 7, 8, 2017 because Chinook's Edge and Rocky View are on Spring Break.

L.Neville/S.Paton moves to adjourn at 8:00 pm.