

## Website, Publicity, Evaluations Report – Bertha Yagos – January 16, 2016

1. Is anyone interested in taking a panoramic view of one of our Saturday Board Meetings like the one on our website, which is really old.
2. We are doing our own evaluations this year using Survey Monkey. The link will be on our home page as well as under Sessions. I will do a printable pdf of the Convention at a Glance – a small version of the big posters showing the session info by time and Venue and post this on the home page of the website. I will also create a printable evaluation template pdf with places for 4 sessions on one sheet. It will be located on the home page of the website. To help you remember what you wanted to record in order to evaluate the session, please print out 2 of these sheets and bring them with you to convention. That way you know the questions we are looking for you to answer and you can jot down some comments. When you get back to school, you can simply enter the info into on a computer or tablet.
3. Pre- registration will open on February 1<sup>st</sup> and will close February 14<sup>th</sup>. The instructions are already on the website, but the sessions are not listed yet. It would be very helpful if all teachers pre-registered on the website before convention. Teachers will have delete rights to remove themselves from a session. This will only work for their own login. Teachers at the top of the list are considered registered up to the maximum number allowed which is listed in the session title. So just count down from the top to see if you are in. The bottom of the page shows the number listed on that page, so it is not hard to figure out.
4. Bracelets: I packed them in multiples of 100. Please bring what you do not use to the Honorary President's Reception on Wednesday night. Give bracelets to contracted teachers only, or their sub if they are on leave. Do not give them to any other subs, as we need to record how many subs attend from each local. All others, with associate ATA membership, retired teachers, student teachers, out of district, need to get their bracelet at the Convention Information Desk. Pass the bracelets out by school at your next local council meeting. It is best to phone or email each school and ask the PRINCIPAL how many teachers (bodies not FTE) work at the school and pack a bracelet for each body.