



# Palliser District Teachers' Convention Association



## Minutes Executive Board Meeting Zoom Online December 4<sup>th</sup>, 2020 9:00 am to 3:00 pm

Zoom online: <https://zoom.us/j/94961237478?pwd=QkdUTEtnZ0ZMRHBYN2d3aUVYbIR4UT09>

### In attendance Virtually:

A. Craigie, S. Leppa, S. Paton, J. Munton, L. Neville, J. White, B. Yagos, C. Crane, P. Morck, C. Gonsalvez, A. Doyle,

**Absent:** T. Hrysak, B. Baum, K. Nakaska

1. **Call to order at 9:06 am**
2. **Land Acknowledgement** – read by Jenn Munton
3. **Approval of Agenda**
  - **Motion: That PDTCA adopts the agenda of the December 4<sup>th</sup>, 2020 meeting.**  
Moved by Jill White/Seconded by S. Paton . CARRIED
4. **Minutes of previous meeting**
  - **Motion: That PDTCA approve the minutes of the November 20<sup>th</sup>, 2020 PDTCA meeting.** Moved by Sherry Leppa/Seconded by S. Paton CARRIED
5. **Correspondence**
  - Notice of Absence – Brenton Baum, K. Nakaska, T. Hrysak
6. **Treasurer's Report – S. Leppa**
  - S. Leppa presented the Balance Sheet for the financial report.
7. **Executive Reports Updates**
  - 7.1. **President** – J. Munton – (No report)
    - President Email: [president@pdtca.org](mailto:president@pdtca.org)
    - Thank you to everyone on the executive and board for doing such a great job
  - 7.2. **Past President** – A. Craigie
    - Remind all your teachers in your local the deadline to apply for Alternate PD during Convention is January 10, 2021
    - No requests for alternate PD at this time
  - 7.3. **Vice President** – J. White
    - No new updates at this time

- Will be meeting with Jenn to come up with a Google Form to send out to all board members asking who would like to become Moderators

#### 7.4. **Publicity/Website/Evaluations** – B. Yagos

- The program is near complete – sessions will be on the website next week
- Website
  - Keep watching the website for updates
- Bertha will code the sessions in SCHED that can only be watched at the time
  - One \* is live but will be recorded and will show two \*\* when the recording is available and posted.
  - Two \*\* is a pre-recorded session which can be watched any time after the scheduled time.
  - ! Will only be available once during the scheduled timeslot. Some are live and some are pre-recorded but all these sessions will be removed immediately after the scheduled time slot.
- ZOOM rooms needed at Convention
  - 16 rooms for Thursday
  - 10 rooms for Friday
- Moderators Needed - 70 sessions will need moderators
  - Board members will be able to sign up for the session they would like to moderate rather than signing up for a full morning or full afternoon.

#### 7.5. **Program** – P. Morck

- Program Chair Email: [program@pdtca.org](mailto:program@pdtca.org)
- Andrew is now connected with Dr. Jane Goodall's people in order to start advertising that she is speaking on Friday morning.
- **Thursday Morning Keynotes** (9:00 – 10:45 am) (Keynotes are either pre-recorded or live and then all will be available for 48 hours):
  - **Minnijean Brown-Trickey**
    - <https://www.thelavinagency.com/speakers/minnijean-brown-trickey>
    - She is booked and willing to send a pre-recorded tape to do her keynote virtually
  - **Stuart Ellis Myers**
    - <http://speakerscanada.com/stuart-ellis-myers>
    - Booked and he is willing to do a recording that will be available for the two days.
  - **Anthony Johnson and Dr. James Makokis**
    - <http://speakerscanada.com/anthony-johnson-james-makokis>
  - **Marius Bourgeois** Francophone Keynote booked
  - **Dr. Jane Goodall** – Friday, Feb. 19/21 at 9:00-10:00 am (pre-recorded)
  - **Rick Mercer** – Friday, Feb 19/21 at 2:00 – 3:00 pm. – Live session (This session was shared by SEATCA for 1/3 of the fee)
- Our final date for pre-recorded sessions to be handed in is January 18, 2021
- Jason Schilling's introduction – no more than 15 minutes – we would like his introduction before Dr. Jane Goodall's session – The session will start at 8:45

- 10:00. Jason will speak for the first 15 minutes and then introduce Dr. Jane Goodall.
- It was then decided that both days would start at 8:45. Jenn will do her welcome at 8:45 on Thursday with the Keynotes starting at 9:00 am.

#### 7.6. **Facilities** – C. Crane

- Met with Bertha to talk about how the Help Desk
  - Will have a zoom room with Bertha, Paulette, and Christine plus a French speaking person to help with Francophone will be available to help anyone (possibly Veronica Doyle as our French person at the Help desk)
- We will not be looking to ATA for permission to have an in person at the hotel
- Online training with the moderators
  - Sessions should be smaller and possibly longer than at PDAC – Chris will look into booking Danny Maas and Dan Grassick to help with the Zoom moderator training (Done)
  - No in person training is allowed by ATA
  - Moderators will want to make sure they have good WIFI
  - Moderators should be familiar with the workings of ZOOM
- Christine also attended PDAC and felt it was very valuable
- We can add to SCHED in the message board “Sessions MAY be recorded”
- Met with Ursala from CCTC – want to use the recording room at CCTC with FMAV – Larry will book this room for the pre-recording session. January 19, 2021 from 10 am – 2 pm.
  - What does Jenn’s introduction look like – Is she introducing the keynotes or just giving a welcome
  - Jenn’s pre-recording will be a separate link at 8:45 with Jenn’s Welcome (It would run like her own session)
  - Jenn’s pre-recorded session will look like
    - O Canada
    - Land Acknowledgement
    - Welcome and Thank you to PDTCA Board
    - Housekeeping information –
- Internet Speed Test
  - OOKOLA can test the speed of your internet at any time – 10-15 megabytes per second
- We have booked a hotel room, parking and food voucher for our Honorary President – Theresa O’Neill – to be used at her convenience.
- Hyatt Hotel has offered one-night hotel room with parking for us to give away

#### 7.7. **Exhibits** – T. Hryszak (Absent)

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#### 7.8. **Social Media** – A. Doyle

- All icons are posted on the website
- Has started promoting our Keynotes
- Has made contact with Dr. Jane Goodall’s people for permission to advertise
- Instagram: @palliserconvention
- Facebook: Palliser District Teachers' Convention
- Twitter: @palliserc
- If you have any information you want posted email [socialmedia@pdtca.org](mailto:socialmedia@pdtca.org)

### 7.9. **Secretary** – S. Paton

- Information is posted on the webpage within 2 weeks of the meeting date
- Please notify the President, Facilities Chair and Secretary when you cannot attend a meeting.

### 7.10. **District Rep** – Karen Nakaska (absent)

### 7.11. **ATA Rep** – C. Gonsalvez

- Question for ATA:
  - Can our delegates go to their school to watch their Convention Virtually because it is better internet than their home?
  - Chris will follow up with Danny as to what the ATA is telling the Superintendents regarding watching convention virtually or from home
- ATA has said that:
  - Superintendents are not allowed to tell a teacher that they must attend Convention at school
- Chris just invited Dan Grassick into our meeting to speak about SWATCA sharing of speakers for Convention
  - Rick Mercer – 2:00 – 3:00 pm on Friday
    - Possible share a keynote and/or money exchange
    - We will give SEATCA a monetary amount to have Rick Mercer under the program budget
    - PDTCA will pay SEATCA the sum of 10,000.00 – (1/3 of the cost of Rick Mercer to include him in our 2021 Teacher's Convention)

**Motion: That PDTCA receives the committee reports as presented.**

Moved by Christine Crane/Seconded by S.Paton. CARRIED

## 8. **Old Business**

### 8.1. **Fall PDAC**

- Paulette, Christine, Larry, Bertha and Susan attended
- It was set up nicely and gave us a sneak peek as to how SCHED will set up our virtual convention
- It is important that you need a break between sessions
- Good idea to go back and watch a recorded session from PDAC – it will give you a good idea what a pre-recorded/live session looks like
- Online training for PDTCA Moderators will take place on January 16, 2021 at 1:00 pm after the Full board meeting.
- Lots of great sessions were available and were recorded for later viewing

### 8.2. **Planning PDTCA's Virtual Convention**

#### • **Moderators**

- The ATA will train the moderators (Chris, Danny and Dan). In order to keep the zoom sessions small, we will have 3 ATA people to train our Moderators
  - Chris will do a training session for Moderators on January 16, 2021 at 1:00 pm via Zoom  
<https://zoom.us/j/92490271612?pwd=ekpCOWRINXV0RWFOmVBZTEJKYkpTUT09>

- Danny Maas will do a training session for Moderators on January 16, 2021 at 1:00 pm via Zoom  
<https://zoom.us/j/97850792959?pwd=MkxZK3VTRmJqb0o5KzBRdUNyb1pGZz09>
- Dan Grassick will do a training session for Moderators on January 16, 2021 at 1:00 pm via Zoom <https://zoom.us/my/dan.grassick>
- Jenn will send out Chris's pre-recorded session to all board members and those interested in becoming a moderator should watch this before the session on January 16<sup>th</sup>.
- Jenn and Jill will make a Google Form for board members to sign up if they are interested in becoming a Moderator
  - Moderators will need a strong internet connection, good computer, experience with ZOOM, attend the moderator training on Jan. 16/21 and be willing to moderate 2 to 3 sessions.
- **Bertha Update:**
  - Moderator compensation:
    - Moderators will need to train by watching the videos and attending the training session with the ATA reps on January 16<sup>th</sup>, 2021 at 1:00 pm
    - Moderators will need to sign up for at least 3 sessions to moderate
    - We will need one to two French moderators for the 4 French sessions
    - Monetary compensation will be \$100.00 (meeting expense)
    - **Jill White/Susan Paton moved that we pay our moderators a flat rate of \$100.00 meeting expense in recognition of the training time required to moderate a session. Carried**
- **Paulette Update:**
  - No extra information that wasn't already talked about already in her report
- **Christine Update:**
  - Moderator piece will be sent out by Jenn and Jill
  - Christine will meet with Bertha to come up with a "To Do" list for moderators
  - Larry is working on the pre-recorded sessions with FMAV for Jenn
- Tara, Jenn and Alison are working on a poster together
  - Tara has reached out to previous exhibitors if they would like to advertise on SCHED
  - Tara will contact Andrew to advertise these exhibitors

## 9. New Business

### 9.1. Policy Handbook Updates -

<https://docs.google.com/document/d/17lcwCv220qTs59On275kMICoaQcPsCa9xsNxtCH21Do/edit?usp=sharing>

- We made changes to 3.7 - Honorarium for Executive that was voted on at the November 21<sup>st</sup>, 2020 Full Board meeting – Convention By Numbers discussion and motions.
- We made changes to 3.10 – per diem for convention work completed outside of school hours – Voted on at the November 21<sup>st</sup>, 2020 Full Board meeting.

## 10. Action Items

Jenn Munton adjourned the meeting at 2:00 pm