



Palliser District Teachers' Convention Association



**Minutes
Executive Board Meeting
Hyatt Hotel
Zoom Online Meeting**

<https://zoom.us/j/99467457173?pwd=bytHeE5pQkRIOVIBTThoUE5QVXIrdz09>

**May 8, 2020
5:00 p.m.**

In attendance:

B. Baum, A. Craigie, C. Crane, , C. Gonsalvez, T. Hrysak, S. Leppa, J. Munton, K. Nakaska, L. Neville, S. Paton, J. White, B. Yagos,

Absent: P. Morck

1. **Call to order** – 5:08 p.m.
2. **Welcome**
3. **Approval of Agenda**
 - **Addition of 8.3 Social Media Coordinator and 9.2 Honoraria**
 - **Motion:** That PDTCA adopts the Amended agenda of the May 8, 2020 meeting. Moved by A. Craigie/Seconded by S. Paton. **Carried**
4. **Minutes of previous meeting**
 - **Motion:** That PDTCA approve the minutes of the April 3, 2020 Zoom online PDTCA meeting. Moved by A. Craigie/Seconded by S. Paton. **Carried**
5. **Correspondence**
 - Notice of Absence from Michelle Watt
 - Daniel Maas – Online Spring Convention Meetings
 - Jason Schilling – Meetings during the COVID 19 Pandemic
 - Melissa Purcell – Updated Land Acknowledgement for Treaty 6,7, and 8
 - Daniel Maas – Convention Review Implementation: New Program and Exhibit Guidelines
 - Daniel Maas – Support for French Language Services at Teachers' Convention
 - Daniel Maas – Convention Association Governance During the COVID-19 Emergency
 - Daniel Maas – Convention 2021 Planning in Light of COVID – 19
6. **Treasurer's Report**
 - S. Leppa presented the financial report.

- **Motion: Sherri Leppa/S. Paton** moved that she will set up online banking for the purpose of online payments to PDTCA which will be documented through the treasurers email treasurer@PDTCA.org **carried**
- S. Leppa will make a motion that we hire Bertha Yagos for the Contracted Financial Assistant and the Contracted Website/Publicity/Evaluations position at the Full Board meeting tomorrow.

7. Executive Reports

7.1. President – J. Munton– (No written report)

- President Email: president@pdtca.org
- Attended Online Spring Convention Meeting
- **A. Craigie/C. Crane** moved that PDTCA board members receive a meal allowance of \$25.00 for participation in each of the online meetings in April and May 2020. **carried**

7.2. Past President – A. Craigie (No report)

7.3. Vice President - J. White (report posted)

- Will mention tomorrow at the Full board meeting to start thinking about nominations for the 2020 Honorary President – see policy 9.3 for criteria

7.4. Program – P. Morck (Report Posted) - absent

- **Program Chair Email:** program@pdtca.org
- **Program Assistant** – will appoint Veronica Doyle tomorrow
- **Program committee** – will ask who would like to be on this committee at tomorrows full board meeting – to sign up follow the link: <https://bit.ly/PDPC2020> to be on the program committee
- **Speaking Proposal letter** was sent to all board members to forward to local secretaries who would then send out to all teachers.
- **Featured Speakers**
 - has been booked
 - French speaking speaker
- **Speaking Proposal Deadline** is June 30/20 to submit speaking proposals – get the word out - <http://www.pdtca.org/submit-speaking-proposal.html>

7.5. Facilities – C. Crane (Report posted)

- **Facilities Chair Email:** facilities@pdtca.org
- C. Crane will make a motion tomorrow at the Full Board meeting that we appoint L. Neville to be the Contracted Facilities Assistant for the 2021 Convention.
- Hyatt is completely closed until July 1st due to COVID-19
- **Board Policy states that board members must:** “Inform the President, Secretary and the Facilities Assistant, a minimum of eighteen days prior to your absence, if you are unable to attend any board function.”
- **Convention Meeting Dates**
 - September 25/26, 2020
 - December 4, 2020 Executive only
 - January 15/16, 2021
 - February 18/19, 2021 Convention
 - March 26/27, 2021

- May 27/28, 2021
- **Room Rates** for 2021– Book now until Jan. 22, 2021 at the convention rate
 - Hyatt: Single/Double \$249.00 plus 12.27% tax
 - Fairmont Palliser Single/Double \$229.00 plus tax.

7.6. Exhibits – T. Hrysak (Report Posted)

- Exhibits Email – exhibits@pdtca.org
- 2021 Convention rates for a Regular booth are unknown until they meet with Superior Show Services
- T. Hrysak will appoint Leslie Gibson to be the new Exhibits Assistant tomorrow at the full board meeting
- Possibly reducing the number of booths from 156 to 126
- Exhibits site should be on the website by June 1, 2020
- Pre-registration is open. General registration will open as soon as the price is confirmed with Superior Show Services

7.7. Publicity/Website/Evaluations – B. Yagos (Report Posted)

- Website is continually being updated.
- Our speaking proposal site opened on April 1, 2020.
- We will be following the standards set out by ATA so that all sessions will be linked to the wording for TQS and LQS as well as the category Pre-K, Kindergarten, Division 1, Division 2, Division 3, Division 4
 - This might be difficult for people vetting these sessions as more than one person can be looking at multiple sessions
- About 60 proposals have been submitted so far.
- Please remind colleagues in your school division to submit a speaking proposal if they have something valuable to present.
- Deadline is June 30, 2020

7.8. Secretary – S. Paton

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

7.9. District Reps – K. Nakaska and B. Baum (report posted)

- Summer Conference is cancelled
- ARA – will be an online Zoom meeting

7.10. Provincial ATA – C. Gonsalvez

- We are aware of the concerns about having conventions next year
- Make sure you ask the Speakers Bureau what their cancelation policy is in case we have to go online or cancel speakers

Motion: That PDTCA receives the committee reports as presented.
Moved by A. Craigie/S. Paton. Carried

8. Old Business

8.1. Spring Convention Planning Online Meeting – April 23/25, 2020

- Tara, Paulette, Sue and Jenn attended these zoom online meetings
- Want us to keep us planning as if we are planning an in-person convention

- Information was shared about the different conventions – screen shared – was very helpful to see those numbers
- This information was emailed to all executive to take a look at

8.2. **Summer Conference** – August 2020

- Cancelled due to COVID-19 pandemic
- ATA will be doing some training via zoom meetings at a different time – this is not to recreate summer conference

8.3. **Social Media Coordinator**

- A. Craigie/S. Paton moved that PDTCA executive recommend to the full board about appointing a Social Media Coordinator to the Executive for the 2021 Convention year that would maintain social media presence, promote brand recognition and ensure brand integrity, ensure sessions are highlighted on the social media and promoted (Constitution 7.1.11) **Carried.**

9. **New Business**

9.1. **Preliminary Budget** – Sherry Leppa

- Bring back to your local that there will be No fee increase

9.2. **Honoraria**

- K. Nakaska spoke to this comparing our honoraria to other convention boards
- An adhoc committee was created to look into PDTCA honoraria – Susan, Sherri, Jill, and Jenn, plus 3 board members from tomorrows meeting. This committee will bring back recommendations

10. **Action Items**

10.1. Local Concerns

- Maybe board members should look at the differences each local gives their convention reps for attending a meeting

Meeting adjourned by J. Munton/S. Paton at 8:27 p.m.