



Palliser District Teachers' Convention Association



**Minutes
Full Board Meeting
Hyatt Hotel
October 3rd, 2020
9:00 a.m.**

The link for the Saturday board meeting is:

<https://zoom.us/j/98876566441?pwd=RDJqMnkrTGdqeTlGN1hJbU1rSkgxQT09>

In attendance: S. Buchfink, A. Caporicci, E. Clarkson, A. Craigie, C. Crane, A. Doyle, V. Doyle, M. Doz, D. Egert, R. El Asté, N. Emond, A. England, L. Fagan, C. Fraser, , L. Gibson, A. Gillespie, C. Gonsalvez, R. Hatch, K. Hinton, B. Hohenwarter, T. Hrysak, S. Leppa, , K. McElroy, P. Morck, J. Munton, , K. Nakaska, A. Neefe, S. Paton, A. Rai Nannan, D. Saunderson, M. Shain, Y. Toney, C. Vandermeer, A. Van Vliet, C. Wasylynuik, S. Watson, J. White, B. Yagos, J. Yersh,

Absent: B. Baum, L. Neville, W. Lorenz, L. Murphy

1. **Call to order** and welcome – 9:00 a.m.

2. **Land Acknowledgement**

3. **Approval of Agenda**

- Addition of Social Media to 7.8 under Executive reports and to move 7.9 DR report to after Correspondence and addition of 7.11 ATA Staff Officer.
- **Motion: That PDTCA adopts the amended agenda of the October 3rd, 2020 meeting. Moved by Ryan Hatch/Seconded by S. Paton . CARRIED**

4. **Minutes of previous meeting**

- **Motion: That PDTCA approve the minutes of the May 9, 2020 PDTCA meeting. Moved by Andrea Craigie/Seconded by S.Paton CARRIED**

5. **Correspondence**

- Notice of Absence for Saturday only – L. Neville
- Daniel Maas – Online Teacher's Convention 2021
- Daniel Maas – Online Exhibitor Directories
- Daniel Maas – 2021 Planning and Collaboration Opportunities
- Daniel Maas – Registration of Associate Members and Certain Non-Members
- Daniel Maas – ATA Convention Professional Staff Changes
- Daniel Maas – Convention Updated Contracts and Advice in Light of COVID 19
- Michelle Watt resigned as she changed schools – replacing her is Jolene Becker
- Jessica Grayson – Teacher's Convention Schedule and Contacts
- Melissa Purcell – Updated Land Acknowledgement
- Dennis E Theobald, Executive Secretary - Council and Subgroup Activity

During the COVID-19 Pandemic

6. Treasurer's Report – S. Leppa

- S. Leppa presented the financial report.
- S. Leppa presented the Auditor's Financial Report. One person from each local needs to give one copy to their Local ATA treasurer.
- We are supposed to be in the 20 – 50 % surplus – we have a 45% surplus
- S. Leppa will email the Auditor's Financial Report to all Local Treasurers
- **S. Leppa/S.Paton moved the Auditor's Financial Report as presented. Carried.**

7. Executive Reports

7.1. President – J. Munton – (report posted)

- President Email: president@pdtca.org
- Has attended many online meetings with Daniel Maas and Chris Gonsalvez regarding the upcoming convention planning
- ATA has started a private Facebook page for Convention Executives – totally optional if you want to join
- We rescheduled our last month's meeting to after PEC so we had more information about what was going to happen with this year's Convention
 - PEC decided that all 2021 Conventions will be online
 - Future zoom meetings with other convention boards to discuss speaker sharing/idea sharing for the 2021 convention
- Redistributing roles on executive and full board to help with online planning
- Fall PDAC – will take place online - Saturday, November 28, 2020
 - Paulette Morck and Jenn Munton will be attending for PDTCA
- Web host training – Chris Gonsalves and Daniel Maas will train anyone willing to become Zoom hosts during the Online 2021 Teacher's Convention

7.2. Past President – A. Craigie (report posted)

- Remind all your teachers in your local the deadline to apply for Alternate PD during Convention is January 10, 2021
- New this year, requests must be submitted to the Convention Attendance Committee through <https://ATA.smapply.ca>
- The procedure is outlined under the "Delegates" tab on the PDTCA.ORG website. <https://www.pdtca.org/alternate-pd-request.html>

7.3. Vice President – J. White (No report)

- Nominations for Honorary President will still occur this year.
- Honorary President will be chosen later in this meeting.

7.4. Program – P. Morck (Report Posted)

- Program Chair Email: program@pdtca.org
- 261 speaking proposals said they would do a virtual session
- **Speaking Proposal** is still open to submit speaking proposals for anyone wanting to do a virtual session - get the word out <http://www.pdtca.org/submit-speaking-proposal.html>
- Paulette has emailed the other conventions that are at the same time to see if they are interested in working together
- ATA is willing and ready to help us put this Online Convention on.

7.5. **Facilities** – C. Crane (Report posted)

- New Event Manager for the Hyatt
 - Rebecca Norris (Event Planner)
- The contract for the 2021 has been cancelled. We are working on the 2022 contact.
- L. Neville met with the Hyatt and Convention center to go over the cancellation policy.
- The Hyatt is willing and ready to help us with doing this online Convention
- **Convention Meeting Dates**
 - We added two extra meetings due to planning an online convention
 - **October 23, 2020 Executive only**
 - **November 20/21, 2020**
 - December 4, 2020 Executive only
 - January 15/16, 2021
 - February 18/19, 2021 Convention
 - March 26/27, 2021
 - May 27/28, 2021

7.6. **Exhibits** – T. Hryszak (report posted)

- Rick Readman from Superior Show Services had given us a reduced footprint for this year.
- Tara will be working with Bertha and Sherry on refunding all monies collected for the 2021 pre-paid booths.
- Tara is looking into how we can get exhibitors connected with delegates, without opening up a virtual space.

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

- Thank you to Daniel Maas and Chris Gonsalvez for doing an excellent job at helping us and answering the many questions we are having.
- 285 proposals 261 indicated they can do an online session
- 261 speaking proposals - How are they going to present - live or recorded
- We will need board members willing to be hosts for the Zoom online sessions during convention - ATA is offering to help teach you how to host a zoom session.
- The whole convention will be in Sched - the sessions will have links that take them directly to the online link
- Pre-registration will not be needed as Zoom has a license to set the number of delegates
- **Andrea Craigie/Tara Hryszak moved that PDTCA cover professional recording costs for local speakers, at board specified studios, excepting release time, and assist with recording costs for keynote speakers desiring this. Carried**

7.8. **Social Media** – A. Doyle

- We use three main media posts
 - Instagram: @palliserconvention
 - Facebook: Palliser District Teachers' Convention
 - Twitter: @palliserc
- If you have any information you want posted email 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 (report posted)

- Presented updates from ATA – see report posted on our website
- ATA has directed that all meetings be conducted virtually
- Make sure your teachers are aware of mental health help available to them

7.11. **ATA Rep** – C. Gonsalvez

- PDAC – online November 28, 2020
- Daniel and Chris have some ideas on how to run an online convention
- Zoom licensing - ATA will purchase so all conventions could share the expense
- Chris Gonsalvez is here to help with hosting zoom and answering many of the questions involved in hosting an online convention
- Substitute Teacher's Conference is coming up online as well
- Beginning Teacher's event will be happening in January – more details are coming
- Many conventions are using SCHED this year
- Many recorded webinars are available on <https://atapdwebinars2020.sched.com>

Motion: That PDTCA receives the committee reports as presented.

Moved by T. Hrysak/Seconded by R. Hatch. CARRIED

8. **Old Business** - None

9. **New Business**

9.1. **Fall PDAC – Online November 28, 2020**

- Paulette Morck and Jenn Munton will be attending and as it is virtual any other executive who would like to attend can

9.2. **Honorary President 2021 – Nominations (J. White)**

- Lindsay Fagan has brought forth a nomination Theresa O'Neill as the 2021 Honorary President
- Theresa O'Neill will be the 2021 Honorary President for PDTCA

9.3. **Virtual Teacher's Convention – Chris Gonsalvez**

- ATA stated that the 2021 Teacher's Conventions will be online
- ATA perspective on Attendance
 - – Believe that teachers are professionals and we will not be taking attendance – We trust that our teachers be professional – Teachers who do not attend can be brought up on Unprofessional Conduct.
- Recommending teachers find locations outside of schools where WIFI works best for them.
- PDTCA and 3 other Conventions are happening at the same time
 - We work together so that all of our delegates get to see all of our keynotes at different times throughout the day. (possibly idea)
 - Need hosts for moderators
 - Training, location, logistics
 - Recording sessions will be needed

- Hyatt or CTCC
 - Breakout sessions – we will do the recording – cost vs. live
- Zoom licenses – ATA will coordinate
 - 300 people but you can increase it up to 1000
- Zoom Webinar – up to 10,000 people
- SCHED -
 - We will use the program SCHED with the links imbedded into the program
- We decided that each session will be 45 minutes long with 15-minute breaks (Keynotes will be 2 – 45 minutes with a 15-minute break)
- ATA sessions are still available and just need to be slotted into a session time – ATA will look after themselves – moderator, zoom license, etc.
- No exhibits this year but we will have a link available for our delegates to find exhibitors
- **After much discussion we have decided to have a combination of live sessions with some pre-recorded sessions for the 2021 PDTCA convention**
 - We will use SCHED for scheduling
 - We will use Zoom and Zoom Webinar for broadcasting sessions
 - ATA President – should be a live broadcasting session
 - Next decision will be to finalize the number of speaker/sessions per time slot.
- Board member meetings will look different this year
 - We have scheduled two extra meetings at this point
 - Two extra executive and one extra full board meeting
 - We will need people to learn how to host a Zoom meeting during convention
 - Monthly emails will be coming with updated information, so board members know what is going on
 - Executive meet on October 23, 2020 from 10 – 3 and on November 20, 2020 from 10 – 3
 - Extra online Full board meeting on November 21, 2020 at 9:00 am
 - Executive will have extra zoom online meetings as needed

9.4. Budget – Sherry Leppa

- S. Leppa presented the budget
- **J. White/S. Paton moved that PDTCA board members receive a meal allowance of \$25.00 for participation in each of the online meetings for the 2020 - 2021 Convention year. Carried.**
- We will be collecting regular fees
 - We will have a surplus and decide what to do with the surplus next year
 - S. Leppa will be email all local treasurers
- The budget will be finalized at the November 21, 2020 meeting once we check into some of these new expenses that go with presenting an online Convention.

10. Action Items

10.1. Local Concerns –

- Due to this online world we are asking members to email J. White any local concerns before the meeting so that the executive can discuss it at their meeting and have answers ready for the full board meeting.

Meeting adjourned by J. Munton/S. Paton at 11:39 a.m.