



Palliser District Teachers' Convention Association



Minutes Full Board Meeting Online – using Zoom March 27, 2021 9:00 a.m.

Virtual attendance: B. Baum, S. Buchfink, A. Caporicci, E. Clarkson, A. Craigie, C. Crane, A. Doyle, V. Doyle, M. Doz, D. Egert, N. Emond, A. England, C. Frazer, L. Gibson, A. Gillespie, C. Gonsalvez, R. Hatch, K. Hinton, B. Hohenwarter, T. Hrysak, S. Leppa, W. Lorenz, K. McElroy, P. Morck, J. Munton, K. Nakaska, A. Neefe, L. Neville, S. Paton, A. Pollard, A. Rai Nannan, D. Saunderson, M. Shain, A. Van Vliet, C. Vandermeer, C. Wasylynuik, S. Watson, J. White, B. Yagos, J. Yersh

Absent: L. Fagan, K. Muir, L. Murphy, Y. Toney

1. **Call to order** – 9:00 a.m.

2. **Land Acknowledgement** read by Jenn Munton

3. **Approval of Agenda**

- Addition of Social Media under Executive reports, addition of Convention by Numbers under Old Business and move the D.R. report to the beginning of Executive reports.
- **Motion: That PDTCA adopts the agenda as amended for the March 27, 2021 meeting. Moved by Ryan Hatch/Seconded by Amy Van Vliet. CARRIED**

4. **Minutes of previous meeting**

- **Motion: That PDTCA approve the minutes of the January 16, 2021 PDTCA meeting. Moved by Andrea Craigie/Seconded by Ryan Hatch. CARRIED**

5. **Correspondence**

- Notice of Absence from Kristi Muir
- Carrie Vandemeer has resigned
- Daniel Maas – Spring Convention Meeting
- Daniel Maas - Convention Association Annual Report
- Jessica Grayson – Link for Annual Report
- Daniel Maas – Convention Financial Forecasting for 2022
- Mark Swanson – 2021 Joint Spring PDAC and DEHR Conference

6. **Treasurer's Report – S. Leppa** (report posted)

- S. Leppa presented the financial report.
- S. Leppa went through the profit and loss and the balance sheet
- Spoke about Convention Financial Forecasting for 2022
 - S. Leppa will send a financial report to Daniel Maas and Dede and give a summary of where PDTCA is at financially.
 - The Association want us to prepare a written statement that will be sent to the board and our locals
 - S. Leppa has written this statement with the approval of the executive.

The following is a statement on behalf of PDTCA's executive in regard to convention financial forecasting for 2022 as requested by ATA.

PTDCA executive recommend our delegate fees remain the same for the upcoming 2021-2022 convention year. (\$94.00 + gst)

This recommendation is based on the following considerations:

- **Cost Uncertainty:** We feel we don't have the ability to decrease delegate fees as there is a cost uncertainty for budgeting facilities and AV in a time where vendors may increase their costs substantially to make up for loss of revenue from last year. Every year we budget at least a 5-7% increase for these types of costs therefore it would be financially prudent to continue this practice. With the recent pandemic our executive feels this is a conservative increase where a 10% increase or higher may be more realistic.
- **ATA Accumulated Surplus:** Barnett House requires we maintain an accumulated surplus between 20 to 50% to ensure expenses and payments are covered at any given time. We receive partial payments from member locals in the fall and then again in the spring however making deposits for facilities and keynote speakers, etc. can occur anytime during the year so having a surplus allows us to have monies available at any given time.

7. Executive Reports

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

- President Email: president@pdtca.org
- A big thank you to the executive and board for all of their hard work
- FMAV were wonderful to work with and helped out in so many ways
- Appreciated being able to record my opening for all delegates to watch at the start of our Convention
- Thank you to Jill White and the Adhoc committee to get the Convention By Numbers updated.
- **Highlights**
 - The quickness at which we as a board were able to pull together an amazing online convention
 - The relationships with SWATCA, SEATCA and CCTCA in sharing speakers was a bonus for all
 - Providing teachers, the ability to attend so many more sessions than ever before. The extra time given to watch prerecorded sessions really gave teachers more time to see everything they wanted.
 - Moderators had fun hosting their session
- **Recommendations:**
 - Have several executive/board members in attendance for Spring PDAC and Convention meetings as we begin to plan for next year
 - Continue to offer Francophone Keynote
 - Remain flexible in whatever the delivery method will be for next year. The delivery will be set by PEC.
 - Moderators who host a networking session should be reimbursed at speaker cost as more is expected of that moderator.

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

- Alternate PD - 15 requests – 12 fit the criteria
- This is Andrea Craigie's last meeting as she has resigned her position on the board. We will elect a new Past President during elections as written in the constitution.

7.3. Vice President – J. White (Report Posted)

- Huge thank you to the executive and the board
- Honorary President was Theresa O’Neill from Christ the Redeemer
- Long term service board member was:
 - Theresa O’Neill
 - We will honor her at the next in-person convention
 - She has sent many thanks to all of us for recognizing her.
- Moderator Role was very valuable and well received
 - Networking moderators were very busy and the sessions needed to be longer, offer grade specific sessions, watch the scheduling so they don’t overlap a live session specific to that subject.
- **Recommendations for next year:**
 - Lengthen networking sessions and need to be better explained
 - Offer grade specific networking sessions
 - If possible don’t schedule networking sessions at the same time as subject specific sessions
 - Moderator remuneration needs to be looked at
 - Networking moderators should be paid a speaker session fee
- **Convention By Numbers**
 - We need to look at the Contracted Position remuneration
 - We will start with this remuneration. This committee will be made up of an ATA person, a DR, President, and Treasurer.
 - We need to look at updating the Speaker Fees remuneration
 - We would like to keep the same committee and any others that would like to join. The committee consist of Amrit Nannan, Michael Shain, Carmen Wasylynuik, Sherry Leppa, Susan Paton, Jill White and Karen Nakaska.

7.4. **Publicity/Website/Evaluations** – B. Yagos (Report posted)

- A great big thank you to everyone for trusting me during this unprecedented time and all the unknowns and things to figure out. Thank you for the flowers and gift certificate from Lowes.
- I feel the entire convention went extremely well and we can be confident in whatever we do next year.
- **Recommendations:**
 - Recordings need some polishing – When to start recording –
- **Evaluations**
 - session evaluations are posted on the minutes page

7.5. **Program** – P. Morck (Report posted)

- **Program Chair Email:** program@pdtca.org
- A big thank you to B. Yagos, C. Crane, L. Neville, T. Hrysak, V. Doyle, A. Doyle, A. England, the Encore team, the ATA team (Danny and Chris) and the PDTCA board
- Special thank you to all the people who stepped up to Moderate
- **Highlights:**
 - All keynotes were well received
 - Online format was enjoyed by most. Many teachers reported doing MORE PD this year!
 - Very positive remarks from Francophone delegates about Francophone keynote
 - Help desk was very appreciated and used a fair bit

- People seem to like using SCHED
- **Suggestions for Next Year:**
 - Having a virtual help desk regardless of online or in person
 - Potentially doing more sharing of virtual big-name keynotes, regardless of our format

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

- **Future Convention Meeting Dates**
 - May 28/29, 2021 - Online
 - Sept. 24/25, 2021
 - January
 - Convention Feb. 24/25, 2022
- Thank you to Bertha Yagos, Chris Gonsalvez, Larry and Etienne from Encore, the executive team, and our moderators
- Signed Contracts for the TELUS Convention Center for the 2022 Convention – they would like a deposit by September 8, 2021
- Larry Neville is working on booking with the Hyatt for the next 3 years
- We hope we hear back from PEC soon so we can go ahead and book our facilities without paying a cancellation fee
- **Recommendations**
 - If online – delegates need to use a laptop or computer for Zoom vs. a mobile device
 - If online – get permission to have videos for 30 days instead of 48 hours
 - If online – don't start recording too soon
 - Locals to put their banners with links to their local websites
 - Have a zoom desk at the help desk even if we are having an in-person convention
 - FAQ need to be updated based on this year's questions

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

- Thank you to Bertha for setting up a virtual space in SCHED for Exhibitors
- We had 42 exhibitors take part virtually in SCHED – they were very thankful especially since we did not charge any of the exhibitors
- Thank you to Andrew for promoting our Exhibitors through social media
- **Highlights:**
 - Exhibitor of the year – postponed due to having an Online Convention
- **Recommendations for 2022**
 - List the exhibitors on SCHED for next year
 - If online – offer the space virtually but we may need to charge
 - Offer more Social Media especially if online
 - Exhibitors need to use a different email address than if they are a speaker.

7.8. **Social Media** – A. Doyle (Report posted)

- Social media was very active during convention this year. A benefit of not having in-person connections
- A summary video was posted to Facebook, Instagram and Twitter
- Infographic shows the reach social media had connecting to delegates
- Andrew showed the video to the full board

7.9. **Secretary** – S. Paton

- Attendance for this meeting was roll call – Please check the minutes to make sure I haven't missed a meeting you have attended
- I have emailed all executive a copy of the PDTCA 2021 Annual Report to fill in all the parts that pertain to their specific executive position.
- 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 and B. Baum (D.R. report posted)

- Electoral Ballots
- Pension Issue
- Facebook page
- Alternate PD will now be taken over by ATA

7.11. **ATA Rep** – C. Gonsalvez

- Still doing lots of online specialist councils
- Spring Convention Meeting – April 23 during the day
- Spring PDAC and DEHR – April 23 evening and April 24 all day
- Summer Conference – virtually – August 10 &11, 2021

Motion: That PDTCA receives the committee reports as presented.

Moved by Veronica Doyle/Seconded Jen Yersh. CARRIED

8. **Old Business**

8.1. **Convention by Numbers** –

- **Contracted position renumeration**
 - We would like to look at this (We need a DR, ATA Staff Officer, President, Treasurer) the findings are then approved by the ATA, then brought back to the executive, then approval from the board.
- **Local Speaker Fees** – The previous Adhoc committee will look at this in the next few months (Karen Nakaska, Jill White, Sherry Leppa, Susan Paton, Michael Shain, Amrit Nannan, Carmen Wasylynuik, and Kristi Muir)
 - A meeting date was set for Tuesday, April 13th, 2021 at 7:00 pm
 - S. Paton will send out the zoom link for the above committee members

9. **New Business**

9.1. **Spring Convention Meeting – April 23, 2021**

- This meeting will happen using Zoom online. President and Program chairs are requested to attend online however as it is online more can attend if they want
- Quite a few executives will be attending this meeting

9.2. **Spring PDAC – April 23 & 24, 2021 (Friday evening and Saturday all day)**

- Zoom online conference
- A few executives will be attending

9.3. **Summer Conference (August)**

- We will decide who will attend at the May meeting

9.4. **Election of Table Officers**

- **Slate of Officers for the 2022 Convention year**
 - President – Jennifer Munton – Palliser Local
 - Vice-President – Jill White – Three Drums of Wheat
 - Past- President – Veronica Doyle – Rocky View Local
 - Secretary – Sue Paton – Chinook’s Edge Local
 - Treasurer – Sherry Leppa – Chinook’s Edge Local
 - Program – Paulette Morck – Rocky View Local
 - Facilities – Christine Crane – Foothills Local
 - Exhibits – Tara Hrysak – Rocky View Local
 - Social Media – Andrew Doyle – Rocky View Local

- Reminder for Board members to check where they are in their two-term and to ensure they have been re-elected/re-appointed prior to the May 28th meeting, or else send their replacement.

10. Action Items

10.1. Local Concerns

- None

Meeting adjourned by J. Munton/S. Paton at 11:30 am