

Summer Conference August 10, 2021 – Day 1

Jason Shilling Opening

Max Fawcett – Keynote Speaker

Mark Swanson – Hot Topics and Questions

- Curriculum timeline – slide presentation
 - 57/61 Alberta school boards are not piloting the new curriculum

Teacher Safety about the upcoming year with no safety measures in place

- Make sure our concerns are sent to the Hazards Assessments

Will the ATA send out recommendations for Safety Measures to all school boards?

- Yes

Convention Sessions – Danny Maas

Wed. August 18 at 1:00 to talk about sharing pre-recorded sessions

- Speakers will need to give consent if we share with other conventions
- Possible changes to contract will need to happen
- Cost needs to be consistent
- **Discussion Items**
 - 2022 convention
 - Changes to alternate PD
 - Convention Review implementation update
 - Additional topics of interest
- **2022 Online Convention**
 - We may have the opportunity to meet as an executive at the facility depending on Government
 - Delegates may also be able to travel and meet together
 - At this time ATA are asking us to not have any sessions related to the New Curriculum
 - Zoom will be the main video platform
 - SCHED is also being used
 - Morgex - unofficially they want to cover the costs of the licencing, as well as a dollar amount to go towards a speaker for each/all conventions
 - Approved both Loudco and Encore
- **Alternate PD Requests**
 - Convention Attendance page – gives criteria – needs to be updated
 - ATA has created an online request form that is looked at centrally from the ATA – This was approved by ARA
- **Committee on Convention Review**

- Shared where we can find the information
- **Didi Heer – Session on Finances for Convention**
 - For all convention executive to better understand convention expenses as a whole.
 - Refresher that was talked about in April 2021
 - Surplus and Budgeting will be talked about the most
 - A year in review
 - Surplus and budgeting
 - Local
 - Honorarium during Covid
 - CRA
 - Overview of Convention
 - Convention board/Executive Committee
 - Treasurer
 - Surplus and Budgeting
 - Everyone has a surplus due to Covid
 - Locals are trying to reduce or spend their levy to zero
 - Conventions have an uncertain reality – we do not recommend that we reduce fees – as we are unsure of expenditures that may occur
 - Honorarium in the time of Covid (photo)
 - Honorarium remains taxable
 - Payments made even though there are no expenses – i.e., Meals – these are taxable as well if over \$500.00
 - CRA
 - Views any form of allowance for office expenses and equipment as taxable benefit if there is no requirement to surrender receipts to substantiate reimbursement of expenses.
 - CRA requires implicit method of calculation to determine and support mileage/transportation allowance
 - Out of Country Speakers - R105 form needs to be filled out by the speaker – give a \$1000 deposit but withhold 15% until form is signed

Wednesday, August 11, 2021 – Summer Conference Day 2

- **Specialist Councils and Conventions: Pooling Resources, Working Together & Finding Efficiencies**
 - Convention and specialist councils' commonalities
 - Volunteer run
 - Speaker contracts
 - Venue contracts
 - Quality PD
 - Member focused
 - How can we support each other

- Convention:
 - Promote council membership
 - Accept specialist council presentations
 - Have a space for councils to share
 - Share highly rated speakers
 - Specialist Councils
 - Councils can fill in session gaps
 - Share highly rated speakers
 - Advise exceptional keynotes
 - Promote conventions – to get more volunteers (univ. students)
 - Build pre-recorded sessions to use
 - Breakout Rooms
 - Mural App – everyone gave numerous ideas for how we can work together

Maggie Shane – Understanding Privacy Laws and Best Practices in Collecting and Managing Information

- Slide presentation is available – Maggie’s cell number - 780-699-9311
- Planning
 - Retention of
 - Venue contracts is 10 years – at some point records need to be sent to Barnett House – they will be securely destroyed when necessary
 - Speaker Contracts is 10 years
 - Speakers need to sign a PIPA release
 - Send to Barnett House and they will destroy them
 - Speaker Evaluations
 - Must not be disclosed outside of ATA – can share with other convention associations
 - Retention – 3 years
 - Send to Barnett house and they will destroy them
 - PIPA Forms
 - Signed and attached to the contract – Maggie will create these forms – just tell her what you want them to say
 - Retention – Permanent (archival)
 - Deposit: ATA Archives at Barnett House
 - Registration
 - CASL – (Canadian Anti-Spam Legislation) - requires us not to use commercial electronic message – CEM – where money is involved
 - Event
 - In-person – opt out signs for photos (Maggie will create)
 - On-line – recording notices
 - The Near Future – Bill C-11
 - The Consumer Privacy Protection Act (CPPA)

- Moving towards the European model
 - Main focus is consumer interests
 - What IS personal information?
 - That which identifies an individual
 - Anything can be personal information depending on the context

Microsoft 365 for Subgroups

- Association is just launching 365 with staff
- **Microsoft Teams**
 - Group messaging
 - All files, messaging stay in tack
 - File Sharing & Collaboration
 - Teams' meetings – Video calls
 - Similar to zoom meetings
 - Document collaboration – can be loaded for all to edit
 - Hybrid Meetings – works well
 - Create in Outlook (default)
 - New ATA email address will be given
 - Teams Chat –
 - Similar to messaging
 - One person and groups
 - Group Task Management
 - Create and see group tasks
- **Microsoft Outlook**
 - Share an email to teams for collaboration
 - Share an email to OneNote for Filing
 - OneNote - Can take notes, integrated with outlook
 - Meeting Polls
 - One Drive -Secure Cloud Storage and Sharing
 - Similar to google drive
- If we would like to pilot the Microsoft 365 - email Danny Daniel.Maas@ab.ca
- Check with executive if they are interested in joining this pilot program

Closing Keynote – Hayley Wichenheiser

- Excellent closing Keynote!!