



Palliser District Teachers' Convention Association



**Minutes
Full Board Meeting
Hyatt Hotel
Hybrid - Zoom Online Meeting
October 1st, 2022
9:00 a.m.**

<https://zoom.us/j/92986462883?pwd=V0tFWml2dU1laTZ1N3I4dTNJK2Jldz09>

Website for minutes: <https://www.pdtca.org/boardinfo.html>

In attendance:

In Person: S. Buchfink, A. Caporicci-Urovitch, C. Crane, P. Ehrman, S. Engel, A. England, C. Frazer, S. Gammie, R. Hatch, K. Hinton, B. Hohenwarter, T. Hrysak, G. Hunter, B. Kirk, R. Kruger, S. Leppa, P. Morck, K. Muir, J. Munton, L. Neville, S. Paton, C. Pawelko, A. Pollard, A. Rai Nannan, M. Rogers, M. Shain, H. Srayko, J. White, J. Yersh

Virtual: E. Clarkson, D. McArthur, S. Rasmussen, S. Watson, B. Yagos,

Absent: L. Avramovic, B. Baum, S. Doikas, L. Gibson, J. LaFreniere, D. Maas, K. McElroy, L. Murphy, K. Nakaska, Y. Toney

1. Welcome & Call to order – 9:00 a.m.

- 1.1. Land Acknowledgement – read by Michael Shain
- 1.2. Alternate PD – <https://ata.smapply.ca> Deadline to apply - January 10, 2023
- 1.3. <https://www.pdtca.org/boardinfo.html>

2. Approval of Agenda

- Add 8.1 Honorary President Nominations
- **Motion:** That PDTCA adopts the amended agenda of the October 1st, 2022, meeting. Moved by R. Hatch/Seconded by S. Paton. Carried

3. Minutes of previous meeting

- **Motion:** That PDTCA approve the minutes of the May 28th, 2022 – Hybrid- in person/zoom online PDTCA meeting. Moved by T. Hrysak/Seconded by S. Paton. Carried.

4. Unfinished Business arising from the May 28th, 2022, Minutes

4.1. Constitution Review/Policy Review – Dec. 8 & 9, 2022

- Jenn Munton/Susan Paton moved that PDTCA strike a committee to review and revise its constitution and policy handbook. Carried

- We need to choose two board members to that would like to join the executive at the December Policy meeting.
 - A. Rai Nannan, and Bev Hohenwarter
- **Convention By Numbers**
 - For clarification this committee will start up again after the Constitution/Policy Meeting
 - Jill White, Christine Crane, Michael Shain, Susan Paton, so far.

5. Correspondence

- Daniel Maas – Support for French Language Services
- Daniel Maas – Updated Process for Changing Convention Assignments
- Daniel Maas – Convention 2022 Update
- Daniel Maas – Convention Keynote Speakers, Convention by Numbers,
- Jessica Grayson – SCHED Site set up for PDTCA 2023
- Daniel Maas – Alberta Teachers’ Retirement Fund Participation
- Tracey McFeeters – Important Email Security Alert – Email Phishing
- Phil McRae – Strategic Planning Grant Program
- Michelle Jarvis – Honorary President Nomination letter for Doug Lerke
- Amanda Caporicci-Urovitch – Honorary President Nomination letter for Greg Poile
- Notice of Absence from Karen Nakaska (Saturday only), Lindsay Avramovic, Lesley Gibson, Lisa Murphy, Kathy McElroy, Yvonne Toney,
- Resignation from Nicolas Emond

6. Treasurer’s Report

- S. Leppa presented Audited Financial Statement
- **S. Leppa/P. Morck moved the 2022 Audited Financial Statement as presented. Carried.**

7. Old Business

7.1. Summer Conference – Aug. 8-12, 2022

- Jen Munton and Susan Paton attended Summer Conference in Banff
- Women in Leadership speaker was amazing, and Danny Maas is looking into booking her to speak at all 2023 Conventions – sponsored by Morgex.
- UPC Leadership has a panel discussion – 6 of the 7 candidates were there.
- See Jenn Munton’s Past Presidents report for more details
- Do the Goose Chase App to get delegates involved in Convention participation
 - Jenn is interested in setting this up for Convention 2023
 - Looking for anyone who is willing to help with getting this organized.

8. New Business

8.1. Honorary President Nominations – Christine Crane

- Nominations for the 2023 Convention
 - Doug Lerke from Prairie Land Local
 - Greg Poile from Foothills Local
- A secret ballot was held – Convention 2023 Honorary President is Doug Lerke

8.2. Fall PDAC – Glenmore Inn and Suites – Calgary, Alberta

- Friday evening November 25 and Saturday, November 26, 2022
- Speaker - Dr. Dwayne Donald – Indigenous Studies – U of A
- Tara Hrysak and Susan Paton will attend Fall PDAC

8.3. Fall Convention Meeting – Glenmore Inn and Suites – Calgary, Alberta

- Friday, November 25, 2022 – during the day
- Jill White, Alison England, Larry Neville, and Tara Hryszak will attend the Fall Convention meeting

8.4. Budget

- S. Leppa presented the 2023 Budget
- S. Leppa/J. Munton moved to adopt the 2022/23 budget as presented. Carried

9. Executive Reports

9.1. President – Jill White – (Report posted)

- President Email: president@pdtca.org
- **Work in Progress:**
 - On-Site Childcare during Convention
- **New Business/Action Items:**
 - Select 2 new board members to join the Constitution/Policy Review
 - Who would like to write a grant for the Strategic Planning Grant
 - Reconvene Convention by Numbers committee
 - Honorary President nominations
- **Strategic Planning Grant** – Deadline Oct. 15/22
 - Is there anyone willing to take this on
 - Jen Yersh has offered to do this grant writing. Thank you, Jen!

9.2. Past President – Jenn Munton (Report posted)

- **Work Completed:**
 - Attended Summer Conference
 - Goose Chase idea
 - Shari Graydon – possible speaker to be sponsored by Morgex
- **Work in Progress:**
 - Birthday cards – set up a google doc
 - Setting up a Goose Chase Committee
- **New Business/Action Items:**
 - Who is interested in helping with the Goose Chase sign up link
<https://docs.google.com/document/d/1xE92dXna9PkAbDsWIzWx90T5gl eC7W8L4o5rWNA0DCw/edit>
 - Birthday cards sign up
<https://docs.google.com/document/d/18B8pvEG3vIkWkLpE8SKfvAoaPy wEDIMsO5yKl3k uY4/edit>

9.3. Vice President – Christine Crane (Report posted)

- **Work in Progress:**
 - Will support Jenn and Jill with the review of “Convention by Numbers”, Policy and Constitution
 - Organizing a Policy/Constitution review for December
- **New Business/Action Items:**
 - Will look after Honorary Presidents nominations and election
 - Honorary President 2023 will be Doug Lerke from Prairie Land
 - Will bring cards to sign at the January meeting
 - Will order vests and name tags for new board members

- At the Executive meeting Christine moved that we invite the Past Honorary Presidents for 2021 and 2022 along with the long-term service board members to the Honorary Presidents reception

Christine Crane/S. Paton moved that we invite the Past Honorary Presidents from the Conventions 2021 and 2022 to the 2023 Honorary Presidents Reception including hotel and parking and one guest for each honoree. Carried

9.4. Program – Alison England (Report posted)

- **Program Chair Email:** program@pdtca.org
- **Thursday morning Keynotes:**
 - Tom Jackson: Actor, Musician, Activist
 - Jessica Holmes: Celebrated Comedian (Royal Canadian Air Farce), Author, Mental Health Advocate
 - Dr. Lisa Bélanger: Behavioural Change Expert | Researcher
- Still searching for a francophone keynote
- **Friday Featured Speakers**
 - Jeremy Dias
 - Martin Boyce
- **Offsite Sessions so far:**
 - Airdrie: Alternative Schools; cooking
 - Downtown Calgary, Nose Hill Park, Fish Creek Park – Learning Outdoors
 - Okotoks – Fly Fishing, Curling
 - Chestermere – Foods
- 45+ Local speakers from PDTCA teachers
- Follow on Facebook – Palliser District Teachers’ Convention
- Twitter - @palliserc

9.5. Facilities – Lindsay Avramovic – Absent (Report posted) – Larry Neville presented

- **Facilities Chair Email:** facilities@pdtca.org
- **Work Completed:**
 - Met with both Hyatt and Fairmont Palliser hotel reps – all of which are new reps
- **Work in Progress**
 - Wednesday, February 22 – all board members are given one night’s accommodation so board members can attend the Honorary Presidents Reception. Sue Paton will send out a google sheet to sign up for a hotel room on Wednesday evening. You can share with another board member and get two nights.
 - We have been working on revisions to our handbook for roles of the Facilities Chair, and Contracted Facilities Assistant.
- **New Business/Action Items:**
 - Hyatt Hotel booking link is live until Jan. 20, 2023 - \$249. +tax
 - Fairmont Palliser Hotel booking link is live until Jan. 20, 2023 - \$249. +tax
 - Facilities team is considering a review of venues and costs going forward for PDTCA events and meetings.
 - Jenn Munton/S.Paton moved that our Facilities team look at researching ways to reduce expenses for planning and running our convention. Carried.

- **Convention Meeting Dates**
 - Dec. 8/9, 2022 (Exec. Meeting/Policy Review) Fairmont Palliser Hotel
 - Jan. 20/21, 2023
 - Feb. 22, 2023, Honorary Presidents Reception
 - Feb. 23/24, 2023 (Annual Convention)
 - March 24/25, 2023
 - June 2/3, 2023

9.6. **Exhibits** – T. Hrysak (Report posted)

- Exhibits Email – exhibits@pdtca.org
- **Work Completed:**
 - As of September 25, we have 24 paid and confirmed booths, 16 reserved and awaiting payment and 5 booths will be reserved for Owl's Nest Books.
 - Global Show Services has resumed communication – Ian Ashton
 - Working with new liaison to get final numbers and a contract for February
- **Work in Progress**
 - Working with new liaison to get final numbers and a contract for February
 - Looking at Social Media campaign/contest for Exhibits
 - Working on filling booth space – 80/125 left
- **New Business/Action Items**
 - As of November 1st, the Exhibit will Booth Rate will increase by \$40.00 – booth cost \$580. + gst and \$480. + gst (not for profit)
 - New Liaison with Global Show Services, Ian Ashton.
 - Exhibitor of the Year will be chosen in January.

9.7. **Contracted Executive Assistant** – B. Yagos (Report Posted)

- **Work Completed:**
 - Thank you for all those board members who vetted the sessions during the summer.
 - Audit is complete and ready to send to Provincial ATA.
 - Speaker honoraria for Convention 2022 have been documented and sent to Provincial ATA.
- **Work in Progress**
 - We have had 317 sessions submitted as of today. 205 contracts have been approved. 160 contracts have been signed and 45 are pending.
 - Target is to have all contracts signed by November 30/22
 - Program will be online very soon
 - We have our Sched site URL available from ATA - <https://pdtca2023.sched.com/>
- **New Business/Action Items/Questions for the executive and/or board:**
 - I need to prepare honoraria reports for all board members for the 2022 calendar year and need to have social insurance numbers in case you have not submitted that to Sherry.
 - Question: Are we doing the big posters?
 - Yes – we would like three sets for Convention
 - One in the main area, one in the Hyatt, one in MacLeod
 - Also, we can add the QR Code to the poster
 - There are digital signs provided by the Convention Center

9.8. Social Media – Paulette Morck (Report posted)

- **Work in Progress:**
 - Now the program is complete, getting ready to start advertising/highlighting keynotes and feature speakers
- **New Business/Action Items:**
 - My season is starting to amp up and I have a challenge for all of you!
 - If everyone can invite/add at least three colleagues to each of our social media platforms your name will be entered into a draw to win a visa gift card for \$200.00
 - Send Paulette an email with the names of the people you have added to social media
 - Twitter @palliserc
 - Facebook: Palliser District Teacher's Convention
 - Instagram @palliserconvention

9.9. Secretary – S. Paton

- Minutes/Hi-lights will be posted on the webpage within 2 weeks of the meeting date
- Please notify the President, Facilities Assistant and Secretary if you **Will or Will Not** be attending the meeting due to breakfasts, hotel rooms, or on-line meetings.
 - We will try to make a Google Sheet for attendance for the January meeting

9.10. District Reps – K. Nakaska – absent (report posted) Don Brookwell presented

- ATA Rally – October 22, 2022 – Legislative Building in Edmonton – all are welcome – Parent/Teacher event

9.11. Provincial ATA – D. Maas – absent (report posted)

- Childcare information update
- Need to reserve 8 blocks of time for ATA sessions at all conventions
- Convention attendance link should be on all convention websites <https://ata.smapply.ca> Deadline January 10, 2023
- Possibility of having Shari Graydon speak at all conventions sponsored by Morgex
 - Do not book individually – ATA will be contacting her
- ATA Rally – Oct. 22 – DR will explain further.

Motion: That PDTCA receives the committee reports as presented.

Moved by Amrit Rai Nannan /Michael Shain. Carried

10. Action Items

10.1. Local Concerns

- none

Meeting adjourned by J. Munton/K. Muir at 11:30 am