



## Palliser District Teachers' Convention Board (PDTCA)

### Full Board Meeting Minutes

Hyatt Hotel/Virtual Meeting

March 25<sup>th</sup>, 2023 – 9:00 a.m. (Breakfast – 8:30)



Zoom link: <https://zoom.us/j/93014994282?pwd=QkQ3dUI4UzhvYkVrQzJDZ05xa1V4QT09>

#### **In attendance:**

Lindsay Avramovic, Brenton Baum, Christine Crane, Sandy Doikas, Perter Ehrman, Shayna Engel, Alison England, Sandra Gammie, Lesley Gibson, Ryan Hatch, Kristine Hinton, Bev Hohenwarter, Tara Hrysak, Gloria Hunter, Sherry Leppa, Daniel Maas, KathyMcElroy, Paulette Morck, Kristi Muir, Jenn Munton, Karen Nakaska, Larry Neville, Carolyn Pawelko, Andre Pollard, Amrit Rai Nannan, Susan Rasmussen, Marcy Rogers, Holly Sprayko, Jill White, Jennifer Yersh

#### **Virtual:**

Sandy Buchfink, Eileen Clarkson, Corrinne Fraser, Rita Kruger, Yvonne Toney, Sarah Watson, Bertha Yagos

#### **Absent:**

Amanda Caporicci-Urovitch, Bernie Kirk, Jacqueline Lefreniere, Dawn MacArthur, Lisa Murphy, Susan Paton, Michael Shain

#### **1. Call to order – 9:00 am**

#### **2. Land Acknowledgement – Read by Jill White**

#### **3. Approval of Agenda**

- **Motion: That PDTCA adopt the agenda of the March 25th, 2023, meeting.**
  - Moved by Paulette Morck /Seconded by Jen Yersh CARRIED

#### **4. Adoption of minutes of the previous meeting:**

- **Motion: That PDTCA approve the minutes of the January 21<sup>st</sup>, 2023, PDTCA meeting.**
  - Moved by Ryan Hatch / Seconded by Bev Hohenwarter CARRIED

#### **5. Correspondence**

- Peter Mackay – Updated Land Acknowledgements in slide/PDF with and without pronunciation
- Jessica Grayson – Session Description for ATA sessions
- Dennis Theobald – Important legal considerations related to upcoming provincial election.
- Philip McRae – Strategic Planning Grant
- Daniel Maas – ATA Post-Convention Survey Changes
- Daniel Maas – News Release for PDTCA 2023 Convention
- Daniel Maas – Spring Convention Meeting and Convention Treasurers Seminar
- Daniel Maas – Sample text for Convention Exhibitors No Longer Allowed

- Daniel Maas – Convention Association Annual Report
- Daniel Maas – Alternate Convention Payments
- Notice of Absence –A. Caporicci-Urovitch, B. Kirk, J. Lefreniere, D. MacArthur, M. Shain, Susan Paton (Sat. only)

## 6. Treasurers Report - Sherry Leppa (report posted)

- Thank you to everyone for making my job so much easier, especially Bertha!!
- Sherry presented the balance sheet and the Profit and Loss

## 7. Unfinished Business arising from the January 21<sup>st</sup>, 2023, minutes.

### 7.1. Policy and Constitution Update

- Jill shared the following proposed changes to the Constitution Section for Board Members to share with their Locals:
  - 6.4 Composition of the Board by fair representation by each local:
    - The formula will be calculated based on the number of active members in each Local.
    - Include a minimum of 1 rep per Local for the first 100 active members, and 2 reps total for any number between 100 and 200.
    - Each local with more than 200 active members will get an additional rep for every 125 (or greater part thereof) after 200, to an absolute maximum representation of 40% of voting board members. *(This last point is intended to ensure that the board doesn't get too big, and that there is not domination by any one local.)*
    - Include a requirement to calculate our board distribution once every \_\_\_\_\_ years (to be determined - perhaps every 2 or 4 years? Likely an even number because our locals vote members in for 2-year terms).
    - The current Constitution and **suggested** changes would be as follows:

The maximum number of local representatives on the convention board ~~shall be forty (40)~~ distributed as follows:

6.4.1. Canadian Rockies Local No 59 may elect or appoint up to two (2) local representatives; (155 active members, 2 representatives)

6.4.2. Chinook's Edge Local No 17 may elect or appoint up to three (3) local representatives; (329 active members, 3 representatives)

6.4.3. Christ the Redeemer Local No 29 may elect or appoint six (6) local representatives; (511 active members, 5 representatives)

6.4.4. Foothills Local No 16 may elect or appoint up to five (5) local representatives; (444 active members, 4 representatives)

6.4.5. Livingstone Range Local No 14 may elect or appoint one (1) local representative; (16 active members, 1 representative)

6.4.6. Palliser Local No 19 may elect or appoint up to four (4) local representatives; (350 active members, 3 representatives)

6.4.7. Prairieland Local No 36 may elect or appoint up to two (2) local representatives; (161 active members, 2 representatives)

6.4.8. Rocky View Local No 35 may elect or appoint up to eleven (11) local representatives; (1486 active members, 12 representatives)

6.4.9. Three Drums of Wheat Local No 20 may elect or appoint up to four (4) local representatives; (418 active members, 4 representatives)

6.4.10. *Unité locale francophone* No 24 may elect or appoint up to two (2) local representatives. (~200 active members, 2 representatives)

- 6.2.1 Beginning and ending of our Convention Board year
  - We would like to note that our Convention year runs from our May meeting (second meeting after convention) and ends at the conclusion of our March meeting (first meeting after convention). Exact wording has yet to be determined.
  - Suggestion is that members that were voted before these changes would be grandfathered until the end of their term.

- **Board members can share the feedback about the above areas of changes with Jill through email or at the May meeting. Then the Executive will use the feedback to send out a Notice of Motion to the Board members to vote on at the September/October meeting.**
- **Jill will also be sending a letter outlining these changes to our Local Presidents for feedback as well.**

## 8. Executive Reports

### 8.1. President – Jill White – (report posted)

- Thank you to all PDTCA members for all your support and hard work in helping us return to our in-person convention format.
- **Work Completed**
  - Larry and I met with Danny Maas and other Convention Executive members from around the Province via Zoom on Wednesday, March 15th to discuss in-person convention experiences across the different districts.
  - We found out in February that we did not receive funding through the ATA Strategic Planning Grant. Thanks to Jenn Yersh for applying on our behalf.
- **Work in Progress**
  - The Executive, Amrit Rai Nannan, and Bev Hohenwarter have made progress on our Constitution and Policy Review. We met on Saturday, January 22nd, after our full board meeting, and feel we are close to having it ready to vote on. I will reach out to District Representatives and Local Presidents to share key changes before we vote on this as a board in May.
- **New Business/Action Items**
  - Will present key proposed changes to our Constitution to the full board then Local Presidents and District Representatives.
  - After the work on our Constitution and Policy review concludes, we will reconvene the Convention by the Numbers Committee using the updated data we have received from Danny Maas. We will need to look at the remuneration for Larry's contracted position, our speaker fees, and any other outstanding cost items in our Policy.
- **Items/Questions for the Executive and/or Board – (see report for details)**

- In person observations were positive
- Keynote times were brought up.
- Friday was quiet.
- Some Exhibitors expressed a concern of not being allowed next year due to the new guidelines.
- Look into having prayer space for Muslim delegates.
- **Considerations/Recommendations for Next year (see report for details)**
  - Adjusting the times for Keynotes
    - possibly having only 2 Keynotes – one on each day.
    - Also starting the Keynotes later in the day, instead of 8:30 am.
  - Ensure school admin and school boards are aware and will be reimbursed if a session is hosted in their school.
  - More streamline of our costs
  - ATA guidelines for Exhibits will hurt our in-person convention – We would like PEC to reconsider these requirements.
  - **Eliminate the use of physical local banners for 2024 – use digital logos instead!!!!**
  - Consult with Muslim teachers to help accommodate their spiritual needs.

## 8.2. Past President – Jenn Munton (report posted)

- **Work Completed**
  - Goosechase game for delegates.
  - Executed balloon feature.
  - Attended CCTCA event – got a few exhibitors to come to PDTCA.
  - Hosted executive meetings and took care of suite.
  - Worked on Policy/Constitution
  - Providing storage for the 7 poster stands, PDTC2 signs, and hospitality items.
- **New Business/Action Items**
  - Work on Goosechase again
  - Purchase an A and a #4 and reuse the letters.
  - Provide designated times to open the suite during convention days to provide refreshment and connection for our board members.
  - Help where needed.

## 8.3. Vice President – Christine Crane (report posted)

- **Work Completed**
  - FAQs on website moving to social media.
  - Honorary President reception
  - Sign up duties went well– recommend that if they change duties to change names on the Google Doc
  - Mailed The Long-Term Service award cards to Andrew, Ashley, and Theresa
- **Work in Progress**
  - Thank you note from Theresa.
  - Continue to support Jenn and Jill with the Convention by the Numbers review for the Constitution and Policy Handbook review.
- **New Business/Action Items**
  - Would like to attend Spring PDAC – April 28/29, 2023.
- **Considerations/Recommendations for Next year**

- Need only four posters for At a Glance for each day, two for exhibits, and one offsite
- Need only four poster stands – two for exhibits and two for PreCon area.
- Preregistration was crazy with all the cancellations and manual adjustments.
- Add duties for Thursday morning of Hyatt lobby.
- Lots of Vests! Don't need to order more next year.

#### 8.4. Program – Alison England (report posted)

- **Work Completed**

- A big thank you to Bertha, Lindsay and Larry, Andre, and Paulette! Thank you to everyone on this board!
- Evaluations –
  - Keynotes were well received.
  - Lots of positive comments with Francophone speakers
  - A lot of people are hoping we go on-line next year.
  - Lots of people were happy to be back in person.
  - Several commented-on topics such as a later start time, spreading out keynotes over the two days, loved the off-site sessions, wanted more high school subject sessions.

- **Work In Progress**

- Planning for 2024 is underway.
- One keynote is in the process of being booked, just waiting on seeing if there will be a change of configurations to next year's planning.
- Looking at options to better next year (see report)
- Program site will be open next week and will close on July 10, 2023. Please encourage your colleagues and or anyone in your professional network who might make a great convention presenter to submit proposals. We give preference to our own delegates to present at our conference, so have your teaching colleagues get in there! Please personally invite these people to the link on our website and encourage them to submit a proposal.
- We have an invite (copy/paste) to send out to anyone interested in doing a session. (See report) **Sue will send the invitation for speakers and presenters out to all board members to forward to Local ATA secretaries to distribute to delegates.**

- **New Business/Action Items**

- Ideas for keynotes speakers, starting time, looking forward to planning for next year.

#### 8.5. Facilities – Lindsay Avramovic (report posted)

- A big thank you to Larry for his mentorship.

- **Work Completed**

- Rooms, Suite, and Stephen Room booked for this meeting.
- Facility costs were within budget.
  - Slightly over on audio visual
- Hotel room blocks sold out.
- Encore was our vendor in all three buildings.
- Contracts are in place for the Fairmont Palliser and Hyatt Regency for the 2024 and 2025 with hotel rooms with no change in room rate for 2024 and 2025.

- **Work in Progress**
  - Facilities Team will be meeting with the PDTCA President on March 24<sup>th</sup> in advance of the executive meeting and board meeting to debrief and to discuss facilities plans for future conventions.
  - Awaiting a decision by PEC regarding in person vs. virtual conventions. We have been told that they are in person until further notice. If there is a change to virtual for '24 or '25 this has a significant effect on us as an association in terms of cancellation fees (sliding scale) and future space bookings/contract concessions.
- **New Business/Action Items**
  - Upcoming convention meeting dates
    - June 2/3, 2023
  - Extra security purchased is a wise consideration for future conventions.
  - Consideration for coat check for next year – only 100 teachers used it.
  - Facilities Proposal for Future
    - to have one keynote/feature speaker for the Thursday morning and a different one for Thursday afternoon then a Friday morning and a Friday afternoon one too. This gets our Glen/TELUS/Macleod E rooms in play for all of Thursday morning too.
    - With the decision to eliminate many of our exhibits for 2024, we could utilize EX Hall D in addition to E as Exhibition Hall D/E for this keynote/feature speaker space for the two days.
    - Have the Imperial Ballroom set as Imperial 1-9 for the two days for smaller breakout sessions all day Thursday and Friday. This means more sessions/choice for our delegates and adds the lunch hour (airwall move time) as a session spaced. Have MacLeod Hall set as Mac Hall A-D for the two days for larger breakout sessions all day Thursday and Friday. This means more sessions/choice for our delegates and adds the lunch hour (airwall move time) as a session space.

#### 8.6. Exhibits – Tara Hryszak (report posted)

- A big thank you to Bertha and Kristi and everyone else that helped.
- **Work Completed**
  - 85 Exhibitors this year and 1 dealership.
  - Many exhibitors are worried about next year and their status due to new guidelines.
  - Having Goosechase quests within the Exhibits Hall helped generate traffic.
  - Having Owl's Nest in the Hall was also success.
- **Work in Progress**
  - Work with CCTCA to coordinate booths and share more information.
  - Look at having a stage in the exhibits area to possible run demos/programs (ie. TELUS SPARK and Clay for Kids at CCTCA).
  - Look into more FNMI content booths.
  - Open registration to pre-registration early May.
  - Open registration Late May.
  - Stick with smaller space - add if needed.
- **New Business/Action Items**
  - With the new guidelines we will have 7 that do not qualify – this will decrease the number to fill the space.

- Will be sending out the letter from Danny with adjustments to the wording.

#### 8.7. **Executive Assistant** – Bertha Yagos (report posted)

- Alison did an amazing job as a first year Program Chair – Well done Alison!
- **Work Completed**
  - Evaluations have been sent to each speaker.
  - See report for the number of teacher evaluations from 2018-2023
  - Convention as a whole was available on our website – 126 evaluations were received.
  - Most evaluations were positive, and teachers were happy to be back in person. However, many preferred an online convention.
  - **Reminder that all expenses from Convention are tax deductible – form will be posted on the minutes page if you were NOT compensated for your expenses and then you need to get it approved it from the Division Office**
  - Draw winners from evaluations.
    - Hyatt Hotel – Beatrice Bosch - Prairie Land Local
    - Fairmont Palliser – Sara MacLachlan – Livingstone Range Local
- **SCHED**
  - shows the evaluations score and comments sent in by attendees of a session so speakers can see their evaluations if they are logged in. See report for more information.
  - Recommend that we continue to add exhibitors to Sched.
  - Pre-registration closed February 13<sup>th</sup> however, due to weather there were many cancellations – people on the waiting list were notified by email.
- **Website**
  - Our speaking proposal will open April 3<sup>rd</sup>, 2023.
  - We use Caspio to host our database. I am exploring to see if there is a cheaper alternative that is as flexible.

#### 8.8. **Social Media** – Paulette Morck (report posted)

- **Work Completed**
  - Lots of engagement on our social media
    - 556 (up from 450 followers on Facebook)
    - 313 (up from 237 followers on Instagram)
    - 537 (up from 507 followers Twitter)
  - Goosechase was successful and very helpful with getting more delegates engaging on-line.
- **Work in progress**
  - Unclaimed prizes will draw in Full Board Meeting as a Thank you!
    - Winners – Ryan Hatch, Kristine Hinton, Marci Rogers, Amrit Rai Nannan, Bev Hohenwarter, Holly Srayko, Carolyn Pawelko
- **New Business/Action Items**
  - Want to check into how we can link the Goosechase with our social media.
  - Ideas for engagement through the year...?
    - Information items from Questions in evaluations, FAQ's??
    - Social Media to take over FAQ's next year.

#### 8.9. **Secretary** – Susan Paton

- **Work in Progress/Action Items**
  - Filling out the Annual Report for ATA
    - Thank you to Bertha and Sherry for add the financial parts.
  - Will send out the minutes and hi-lights within 3 weeks of this meeting.
  - Thank you to Christine for doing the minutes for me at the full board meeting tomorrow.

#### 8.10. **District Reps** – Karen Nakaska (report posted)

- Recommended that if people are signing up for a committee to let their DR know so they can support your committee nomination.

#### 8.11. **ATA Convention Lead** – Danny Maas

- Annual report – Due in May
- March 15 – Virtual meeting via Facebook group
  - Sent a copy of discussion to all Convention Presidents.

**Motion: That PDTCA receive the committee reports as presented.**

Moved by Jenn Munton/Seconded by Lesley Gibson **CARRIED**

### 9. **Old Business**

9.1. None

### 10. **New Business**

- 10.1. **Proposed Constitutional Changes** – Jill White
  - See Unfinished Business
- 10.2. **Treasurers Seminar** – Barnett House – April 27 – 1:30 – 3:30
  - Sherry Leppa is attending.
  - Jill White will possibly attend with Sherry.
- 10.3. **Spring Convention Meeting** – Barnett House – April 28 – 9:00 – 3:30
  - Attending - Alison England, Tara Hryszak, Jill White, and Christine Crane
- 10.4. **Spring PDC** – Barnett House – April 28/29, 2023 - Edmonton
  - Attending - Christine Crane, Paulette Morck, and Tara Hryszak
- 10.5. **Summer Conference**
  - Banff, Aug. 14-18, 2023 – Alison England, Sue Paton, + one board member

### 11. **Election of Table Officers for 2024 Convention Year** – Jenn Munton – Past President

- **President** – Jill White
- **Vice-President** - Christine Crane
- **Secretary** – Susan Paton
- **Treasurer** – Sherry Leppa
- **Program Chair** – Alison England
- **Facilities Chair** – Lindsay Avramovic
- **Exhibits Chair** – Tara Hryszak
- **Social Media** – Paulette Morck



## **12. Action Items to bring forward for New Business**

### **12.1. Local Concerns**

- Vests too cold? Looking into a jacket idea?
- Rocky View wants to know if there is going to be a survey of the members for PDTCA about the delivery method of convention with regards to input from rural vs. urban locals due to differing issues **New Business for next meeting?**
- Why do we have our Convention in February? Why can't we have it in September when we are planning for the upcoming year?
- Built a profile in Sched, and picked sessions and still received any of the handouts even if they didn't go to the session.

Adjourned at: 11:56 am