



Palliser District Teachers' Convention Board (PDTCA) Executive Board Meeting Minutes



Hyatt Hotel/Virtual Meeting
March 24th, 2023 – 2:00 p.m.

Zoom link: <https://zoom.us/j/99998966566?pwd=dS93RWY1ZTNOREMvYUF0WUo1Y0JjUT09>

In attendance: L. Avramovic, C. Crane, A. England, T. Hrysak, S. Leppa, D. Maas, J. Munton, L. Neville, S. Paton, J. White, P. Morck, B. Baum, K. Nakaska

Virtual: B. Yagos,

Absent:

1. Call to order – 2:00 pm

2. Land Acknowledgement – Read by Jill White

3. Approval of Agenda

- **Motion: That PDTCA adopt the agenda of the March 24th, 2023, meeting.**
 - Moved by Lindsay A. /Seconded by S. Paton. CARRIED

4. Adoption of minutes of the previous meeting:

- **Motion: That PDTCA approve the minutes of the January 20th, 2023, PDTCA meeting.**
 - Moved by Paulette Morck/ Seconded by Susan Paton 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, C. Fraser, B. Kirk, J. Lefreniere, D. MacArthur, M. Shain, Susan Paton (Saturday only)

6. Treasurers Report - Sherry Leppa (posted)

- Thank you to everyone for making my job so much easier, especially Bertha!!
- Sherry presented the balance sheet and the Profit and Loss
- We had 4048 teachers' pay for attending PDTCA.

7. Unfinished Business arising from the January 20th, 2023, minutes.

7.1. Policy Changes that were made at the Dec/Jan meeting.

- Tabled to May meeting -

7.2. Constitutional changes that were made/suggestions.

- Jill sent out an email today outlining the areas she would like us to discuss. This email is giving locals a rationale on the reasons we would like to make these changes to the PDTCA Constitution (see attached email). The executive will discuss and make changes to this email before being sent out to the Full Board and Locals. This email will be discussed at the Full Board meeting tomorrow.
 - 6.2.1 We would like locals to align their constitutions to the PDTCA constitution.
 - When new board members should be elected and attend convention meetings
 - Constitutional changes - Notice of Motion should be given at the Full Board meeting at the June meeting so that board members can take this information back to their locals so we can vote at the September Full Board meeting.
 - Constitution 6.4 – see email from Jill.
 - We would like to remove the cap of 40 board members – if we must have a cap - having a cap of 45 would be better.
 - Amend the 6.4 Constitution to say: [\(see attached email/letter from Jill White\)](#)
 - Also amend the Local Reps to read [\(see attached email/letter from Jill\)](#)
 - Need to determine how many teachers each local will get on the board based on a %
 - Also add that these numbers are reviewed every 2 years based on the number of teachers per local.

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**

- Present key proposed changes to our Constitution to 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
 - Keynote times
 - Friday was quiet.
 - Some Exhibitors expressed a concern of not being allowed next year.
 - 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 – use digital logos instead.
 - Consult with Muslim teachers to help accommodate their spiritual needs.

8.2. Past President – Jen 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.
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8.3. Vice President – Christine Crane (report posted)

- **Work Completed**
 - FAQs on website
 - 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.
- 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 this out to all board members to forward to Local ATA secretaries to distribute to all teachers.
 - **New Business/Action Items**
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- 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 at no change in room rate.
 - **Work in Progress**
 - Facilities Team will be meeting with the PDTCA President on March 24th 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 worried about next year and their status.
 - Having Goosechase quests within the Exhibits Hall helped generate traffic.
 - Having Owl's Nest in the Hall was a 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.
- 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 13th however, due to weather there were many cancellations – people on the waiting list were notified by email.
- **Website**
 - Our speaking proposal will open April 3rd, 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 at the Full Board Meeting as a Thank you!
- **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**
 - 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)

- Will report tomorrow.
- Talked about how decisions are made at PEC.

- In-person/on-line convention
- Exhibitor guidelines

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

- Lots of communication after convention
- Annual report – Due in May
- March 15 – Virtual meeting via Facebook group
 - talking about online vs in person – mostly due to expenses
 - Exhibitor guidelines are based on member’s feedback.
- April 27 – Spring Convention Meeting
- April 28/29 – Spring PDC

Motion: That PDTCA receive the committee reports as presented.

Moved by Jenn Munton/Seconded by Susan Paton CARRIED

9. Old Business

9.1. See above.

10. New Business

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

11. Action Items

11.1. **Local Concerns**

- Rocky View would like a survey sent out on how convention should be delivered.

Adjourned at 6:30 pm