



# Palliser District Teachers' Convention Association



**Minutes  
Full Board Meeting  
Stephen Room – Hyatt Hotel  
Hybrid - Zoom Online Meeting  
September 16th, 2023  
9:00 am (Breakfast 8:30).**

Zoom Link: <https://us06web.zoom.us/j/87612974230?pwd=ankxdG00MGpYNStHU0VqVm42SWFoQT09>

**In attendance:** S. Buchfink, A. Caporicci-Urovitch, D. Dumont, P. Ehrman, S. Engel, A. England, C. Fraser, L. Gibson, C. Gonsalvez, R. Hatch, K. Hinton, B. Hohenwarter, T. Hrysak, G. Hunter, B. Kirk, J. Lafrenière, S. Leppa, P. Morck, K. Muir, J. Munton, L. Murphy, L. Neville, S. Paton, C. Pawelko, M. Shain, J. White

**Virtual:** L. Avramovic, S. Gammie, R. Kruger, D. MacArthur, A. Pollard, A. Rai Nannan, Y. Toney, S. Watson, C. Wasylynuik, J. Yersh, B. Yagos

**Absent:** B. Baum, E. Clarkson, C. Crane, S. Doikas, K. McElroy, K. Nakaska, S. Rasmussen

**1. Call to order, Welcome and Land Acknowledgement – 9:07 am**

1.1. Land Acknowledgement – read by Jill White

**2. Human Rights Statement – read by Jill White**

- As an organization that promotes and is committed to respecting human rights and ensuring a safe, secure, and healthy environment for all, the Alberta Teachers' Association (ATA) works to ensure that all present at or participating in ATA programs and events are protected from violence and harassment.
- All ATA members are therefore expected to promote and defend the fundamental human rights of everyone engaged in ATA programs, activities, or other ATA work. ATA members are expected to treat one another with fairness, respect, and dignity and to uphold the highest standards of professionalism, accountability, competence, and integrity as representatives of the provincial Association as well as their respective locals and subgroups.
- Furthermore, ATA members are obliged to act to prevent violence and harassment wherever possible and report to the appropriate person in authority any suspected breaches of this statement that come to their attention.

**3. Approval of Agenda**

- **Motion:** That PDTCA adopts the agenda of the September 16<sup>h</sup>, 2023, meeting. **Moved by Tara Hrysak/Seconded by Paulette Morck. Carried**

**4. Minutes of previous meeting**

- **Motion:** That PDTCA approve the minutes of the June 3<sup>rd</sup>, 2023 – Hybrid - in person/zoom online PDTCA meeting. **Moved by Ryan Hatch/Seconded by S. Paton. Carried**

**5. Business arising from the June 3<sup>rd</sup>, 2023, minutes:**

**5.1. Constitution and Policy Review**

5.1.1. **Notes from March 20, 2023** (these highlighted notes will be removed once the changes are accepted)

- We need to add and/or clarify: when our convention year starts and ends (Starts with May meeting, ends with March meeting) 12.1
- that Executive elections are held at the March Meeting; first new convention year meeting is in May (or early June) added to 7.6.
- Board members must have served at least one year in order to be eligible to for executive positions – Added to 7.5

5.1.2. **AMENDMENTS AS OF SEPTEMBER 15, 2023** (text in purple)

- 6.2 and 6.2.2.2.
  - 6.3.1 - clarify that the numbers will be recalculated every odd convention year.
  - Added 7.6.2. In order to run for President, board members must have served on the executive for at least one year. Renumbered old 7.6.2 to 7.6.3
  - 7.7. (Delete existing 7.7. then add...) If a board member elected to the executive in March does not have their term renewed by their respective local, there will be a by-election for that executive position at the next regularly scheduled board meeting.
  - 7.8. Removed 'for a one-year term' - renumbered 7.8.1
- Jenn Munton/S. Paton moves that we approve the constitutional changes as presented on September 8, 2023.
  - Chris Gonsalvez/Paulette Morck would like to propose an amendment to the motion. Carried.
  - Jenn Munton/S. Paton moves that we approve the constitutional changes as amended on September 16, 2023. Carried

The next step with these Constitutional Changes now goes to each Local to vote on the Constitutional Changes. Each Local is entitled to one vote. If this passes at the Local level, it is then sent to Provincial Executive Council to approve.

## 6. Correspondence

- Notice of Absence from Brenton Baum, Christine Crane, Kathy McElroy, Susan Rasmussen, Karen Nakaska,
- Jason Schilling – Human Rights Statement
- Daniel Maas – Convention Update June 2023
- Marianne Moffatt – Summer Conference Information
- Jill White – Proposed Constitutional Changes

## 7. Treasurer's Report

- S. Leppa presented the financial report.
- S. Leppa went over the Audited Financial Statement – Management Report
  - Thank you, Bertha, for all your hard work getting this organized to give the Auditor.
  - Sherry Leppa/Ryan Hatch moves to adopt the Auditor's Financial statement (Management Report) as presented. Carried

## 8. Old Business

### 8.1. Summer Conference

- Alison England and Sue Paton attended.
  - Lots of great information

## 9. New Business

- 9.1. **Fall PDAC** – Best Western Hotel - Calgary – November 24/25, 2023.
  - Tara Hryszak, Alison England, Sue Paton will attend.
- 9.2. **Fall Convention Association Meeting** – Calgary, November 24, 2023
  - Jill White, Alison England, Tara Hryszak, Larry Neville will attend.
- 9.3. **Honorary President Nominations** – Jill White
  - Cameron Campos nominated Greg Poile, a retired teacher from Foothills School Division to be our Honorary President for the 2024 Convention year.
    - **Amanda Caporicci-Urovitch/Kristine Hinton moved that Greg Poile be our Honorary President for the 2024 Convention year. Carried.**
- 9.4. **Budget** – Sherry Leppa presented the budget for 2024.
  - Registration fees will remain the same for the 2024 Convention – No fee increase
  - **Carolyn/Bernie Kirk moves that the PDTCA board accept the budget as proposed for the 2024 Convention as presented. Carried.**

## 10. Executive Reports

- 10.1. **President** – Jill White – (Report posted)
  - President Email: [president@pdtca.org](mailto:president@pdtca.org)
  - **Work Completed**
    - Sent out information to all member Local Presidents regarding our proposed constitutional changes.
    - Sent out Notice of Motion to Local Presidents and Board members regarding vote for the proposed constitutional changes.
  - **Work in Progress**
    - Amending proposed constitutional changes as needed and sent them to Local Presidents with the Notice of Motion.
  - **New Business/Action Items**
    - PDTCA board will vote on these changes at the September 16<sup>th</sup>, meeting, and if passed, they will go to member Locals to vote on.
    - 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.
      - Discussion - At the request of a board member the **Adhoc Committee – Convention by Numbers** will start up again with the similar committee members and any others that would like to be involved. The purpose of the meetings will be to look at cost savings if we have some of our meetings board meetings online as well looking at the updated data received from Danny Maas. The meetings would be online. No date has been set yet. Previous committee members were Karen Nakaska, Jill White, Amrit Rai Nannan, Carmen Wasyluniuk, Susan Paton, Michael Shain, Sherry Leppa, Kristi Muir, Danny Maas, and Bertha Yagos. The last time we met was April 28, 2021. This was an online meeting. The committee will be chaired by Jill White. Board members wishing to be involved can email the chair at: [jill.k.white@gmail.com](mailto:jill.k.white@gmail.com)
      - Board members were in favor of this committee reconvening.
  - **Items/Questions for the Executive and/or Board**
    - Board Members – please make sure you look at your duties in the Policy Handbook. (pg. 9)

- 10.2. **Past President** – Jenn Munton (No report)
- No report
- 10.3. **Vice President** – Christine Crane (Report posted) - Absent
- **Work Completed**
    - supported Alison with some programming ideas.
  - **Work in Progress**
    - Emailed board members to bring nominations to the September meeting for the 2024 Honorary President – see policy 9.3 for criteria.
  - **Action Items**
    - Honorary President Nominations to be done at the Sept. 16<sup>th</sup>, 2023, meeting.
    - Notify the Honorary President once chosen.
    - Get names of people who need a new convention vest.
    - Bring cards to the January meeting for board members to sign.
    - Determine who get the long-term service awards then invite to the Honorary President’s reception.
- 10.4. **Program** – Alison England (Report posted)
- **Program Chair Email:** [program@pdtca.org](mailto:program@pdtca.org)
  - **Work Completed**
    - Thank you to so many people who helped me – see report for details.
    - Attended Summer Conference
    - Thursday/Friday morning start at 9:00 am – 3:20 pm
    - Sessions are 60 minutes in length with 20 minutes between sessions.
    - 3 Keynotes – All will present in Exhibition Hall.
      - Catriona Le May Doan – 2 Thursday morning sessions
      - Jared Cooney-Horvath – 2 Thursday Afternoon sessions
      - Phyllis Webstad – 2 Friday morning sessions
    - Cool Things
      - Vanessa Vakharia – Math Guru
      - Dr. David Naylor – Physics professor
      - Lots of Offsite sessions – see report for details.
      - More than 100 sessions put on by PDTCA teachers.
  - **Work In Progress/Action Items**
    - Still looking for a Francophone Keynote speaker
    - Completing the program with sessions we still need: LGBTQ+, ELL, FRANCOPHONE
    - Completing contracts for two keynotes: Phyllis Webstad (<https://orangeshirtday.org/phyllis-story>) and Jared Cooney-Horvath
- 10.5. **Facilities** – Lindsay Avramovic (Report posted)
- **Facilities Chair Email:** [facilities@pdtca.org](mailto:facilities@pdtca.org)
  - **Work Completed**
    - Hotel rooms, Conference Suite and Stephen Room have been booked for the PDTCA Executive Meeting being held on September 15th and whole Board Meeting being held on September 16th.
      - Room blocks have been reduced in the event that PDTCA maintains hybrid meetings (as we are currently doing) or completely virtually for Executive and/or Board meetings.

- Contracts are signed for Executive and Board meetings for the rest of 2023 and 2024 at the Hyatt and Fairmont Palliser.
  - Contracts are signed for 2024 and 2025 for Hyatt and the Fairmont Palliser for the annual event's guestrooms blocked rate.
    - Price of hotel rooms remains at 2023 rate of \$249 +tax per standard room for our annual PDTCA Convention.
  - **Work In Progress**
    - We are currently working on a venue review for Executive & Board Meetings and our Annual PDTCA Convention, as per the directive/request by the Board. While we have contracts with the Calgary TELUS Convention Center, Hyatt, and Fairmont Palliser in place for 2024 and 2025, we are looking for cost savings where feasible and practical.
      - Three different venues have been explored: Stampede Convention Center, Grey Eagle Casino & Hyatt/Calgary Convention Center. (See report for details)
  - **New Business/Action Items**
    - Encore AV would like us to sign a contract for 2024 which will be a freeze on 2023 pricing.
    - **New:** We are going to post the Local ATA Banners Digitally this year. Please email Larry Neville with your digital Local banner. \* Reps need to let their locals know of this change.
    - Calgary Convention Center would like us to sign a contract for 2025 which would be a freeze in 2023 and 2024 pricing.
      - Lindsay Avramovic/S.Paton moves that PDTCA sign a contract with Encore for Audio Visual for the 2024 Convention and sign a contract with the Calgary Convention Center for the 2025 Convention event. Carried.
  - **Convention Meeting Dates**
    - December 1, 2023, Executive Meeting/Policy Review – Palliser Hotel
    - January 19/20, 2024, Executive Meeting/Full Board Meeting
    - February 22/23, 2024 (Annual Convention)
    - March 22/23, 2024, Executive Meeting/Full Board Meeting
    - May 31/June 1, 2024, Executive Meeting/Full Board Meeting
    - September 20/21, 2024, Executive Meeting/Full Board Meeting
    - December 2024 - TBD Executive Meeting/Policy Review
- 10.6. **Exhibits** – T. Hrysak (Report posted)
- Exhibits Email – [exhibits@pdtca.org](mailto:exhibits@pdtca.org)
    - **Work Completed**
      - Processed booths through the summer.
      - Invoiced all booth registrations.
      - Attended Zoom call with TELUS SPARK Science Center
      - Liaised with Alison England helping with Program.
    - **Work in Progress/Action Items**
      - Processing booths as they come in.
      - Reach out to booths that have not yet registered.
      - Liaise with CCTCA and see if I can drum up a few from their list.
    - To Date we have 58 reserved booths and 67 open booths.
- 10.7. **Social Media** – Paulette Morck (Report posted)

- **Work completed – N/A**
- **Work in Progress**
  - Program is nearly complete; we are going to start with advertising etc.
- I have a challenge for all of you! If everyone can invite/add at least three colleagues to each of our social media platforms. **If you do this, please send me an email at [socialmedia@pdtca.org](mailto:socialmedia@pdtca.org) and let me know who you added and you will be entered to win a VISA gift card for \$200.00.**
  - Twitter @palliserc
  - Facebook Palliser District Teacher’s Convention
  - Instagram @palliserconvention
- **New Business/ Action Items**
  - Highlights to share with CSR reps.
  - Help with the FAQ’s web page.

10.8. **Contracted Executive Assistant – B. Yagos (Report posted)**

- **Work Completed**
  - Prepared financials and reports for audit. This is complete and ready to send to Locals and Provincial ATA.
  - Speaker honoraria for Convention 2023 have been documented and sent to Provincial ATA.
  - Have requested Sched URL to be activated by ATA.
- **Work in Progress**
  - Exhibits:
    - Made a template and adding registered booths to a map of the exhibit’s hall on the website so exhibitors can choose a booth based on availability.
  - Program:
    - Working with Alison to get the program complete.
    - Responding to emails from speakers needing help.
    - Sending out contracts as Alison approves sessions.
    - We have 390 sessions submitted. 201 contracts have been approved; 103 contracts have been signed.
  - Pre-Registration:
    - Opens January 8<sup>th</sup> and closes midnight February 11<sup>th</sup>. Teachers will continue to be able to cancel after February 11<sup>th</sup> right up to the session start time.
  - Sched:
    - Will try and get up and running by December 2023.
    - Reminder that adding a session to Sched in not a Pre-registration.
- **New Business/Action Items**
  - Will make 5 large posters with the daily schedule to hang in the Hyatt and Convention center during Convention 2024.
  - 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. The items that are taxable: Online meeting board meeting reimbursement of \$50 and any out of school hours’ time e.g.- vetting speaking proposals or committee meetings.

10.9. **Secretary – S. Paton**

- Information is posted on the webpage within 2 weeks of the meeting date
- Please notify the President, Facilities Assistant and Secretary when you cannot attend a meeting

10.10. **District Reps** – K. Nakaska - (report posted) - absent.

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- 10.11. **Provincial ATA Staff** – C. Gonsalvez – (Report posted)
  - Convention attendance requests for the 2024 teachers' conventions can be made at <https://ata.smapply.ca> at any time.
  - The ATA conventions website has been updated and fully ported to the new ATA website. It can be reached by visiting [teachers.ab.ca-->Professional Development-->Teachers' Conventions](https://teachers.ab.ca-->Professional%20Development-->Teachers'%20Conventions) or by the short url [ataconventions.ca](https://ataconventions.ca).
  - The guest registration platform is currently being worked on. More information will be made available when it is ready.

**Motion:** That PDTCA receives the committee reports as presented.  
Moved by Kristi Muir/Shayna Engel. Carried

## 11. Action Items

- 11.1. Local Concerns
- None

Meeting adjourned by J. White/S. Paton at 12:08 p.m.