



Palliser District Teachers' Convention Association

Minutes

**Executive Board Meeting
Hospitality Suite – Hyatt Hotel
Hybrid - Zoom Online Meeting
September 15th, 2023
2:30 p.m.**

Zoom Link:

<https://us06web.zoom.us/j/86716827102?pwd=NVBHcnppR0JhUERNdUdzOTINSGM3QT09>

In attendance:

A. England, S. Leppa, Munton, L. Neville, S. Paton, J. White, P. Morck

Virtual: L. Avramovic, C. Gonsalvez, B. Yagos

Absent: B. Baum, C. Crane, K. Nakaska

1. **Call to order, Welcome and Land Acknowledgement** – 2:33 pm
 - 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 15th, 2023, meeting. **Moved by Jenn Munton/Seconded by S. Paton. Carried**
4. **Minutes of previous meeting**
 - **Motion:** That PDTCA approve the minutes of the June 2nd, 2023 – Hybrid- in person/zoom online PDTCA meeting. **Moved by Paulette Morck/Seconded by S. Paton. Carried**
5. **Business arising from the June 2nd, 2023, minutes:**
 - 5.1. **Constitution and Policy Review**

- Tomorrow we will make a motion that PDTCA approves the constitutional changes.
- Some amendments were added based on advice from Provincial ATA
- The ATA Locals and the PDTCA board members have received a copy of the changes ahead of time.

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
- Welcome Chris Gonsalvez as our new ATA Staff Officer

7. Treasurer's Report

- S. Leppa presented the financial report.
- S. Leppa went over the Audited Financial Statement
 - Thank you, Bertha, for all your hard work getting this organized to give the Auditor.
 - S. Leppa will make a motion tomorrow to accept the auditor's financial statement.

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 – J. White will run this tomorrow.

9.4. Budget – Sherry presented the budget for 2024.

- Registration fees will remain the same for the 2024 Convention – No fee increase
- A motion will be made tomorrow to accept the budget for the 2024 Convention.

10. Executive Reports

10.1. President – Jill White – (Report posted)

- President Email: 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 16th, 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. We will need to look at the remuneration for Larry Neville's contracted position, our speaker fees, and any other outstanding cost items in our policy.
 - Board Members – please make sure you look at your duties in the Policy Handbook. (pg. 9)
- 10.2. **Past President** – Jenn Munton (No report)
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- 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 tomorrow
 - 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
 - **Program Assistant** – Paulette Morck
 - **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
 - Sessions are 60 minutes in length with 20 minutes between sessions.
 - 3 Keynotes
 - 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
- **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.
 - The new Stampede Convention Centre should be up and running sometime in the next year with pricing to follow for a possible 2025 and beyond.
 - Grey Eagle Casino was not big enough for us for keynote/feature/breakouts.
 - The Calgary Convention Center remains the best situated facility in or around Calgary for the number of teachers we have, who also need hotels for travelling delegates.
- **New Business/Action Items**
 - Encore AV would like us to sign a contract for 2024 which will be a freeze on 2023 pricing.
 - Calgary Convention Center would like us to sign a contract for 2025 which would be a freeze on 2023 and 2024 pricing.
 - Lindsay will make a motion tomorrow.
- **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. Hryszak (Report posted)

- Exhibits Email – exhibits@pdtca.org
 - **Work Completed**

- Processed booths through the summer.
 - Invoiced all booth registrations.
 - Attended Zoom call with TELUS SPARK Science Center
 - **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)
- Have plans to continue to increase engagement throughout the year.
 - Starting to advertise the program.
 - Board members get their name in a draw for every person they get to sign up for our social media - \$200.00 Visa Card
- 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 8th and closes midnight February 11th. Teachers will continue to be able to cancel after February 11th 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 is not a Pre-registration.
 - **New Business/Action Items**
 - Are we doing the big posters this year? Yes, we want them. How many? 5 sounds good.
 - 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. The items that are taxable: Online meeting board meeting reimbursement of \$50 and any out of school hours' time ex. - 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** – 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 or by the short URL 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 Paulette Morck/Tara Hrysak. Carried

11. Action Items

11.1. Local Concerns

- None

Meeting adjourned by J. White/S. Paton at 6:13 p.m.