



Palliser District Teachers' Convention Board (PDTCA)

Full Board Meeting Agenda

Hyatt Hotel Calgary, Alberta

(9:00 Hybrid/Online – using Zoom) – Breakfast 8:30
March 23rd, 2024



Zoom Link: [PDTCA Board Meeting March 23, 2024 9:00 a.m.](#)

Welcome: Chris Gonsalvez provided the Woo clap to gather feedback about the convention.

In attendance: L. Avramovic, S. Buchfink, A. Caporicci-Urovitch, C. Crane, S. Doikas, D. Dumont, S. Engel, A. England, C. Fraser, C. Froese, S. Gammie, C. Gonsalvez, K. Hinton, B. Hohenwarter, T. Hrysak, S. Leppa, K. McElroy, P. Morck, J. Munton, L. Murphy, K. Nakaska, A. Rai Nannan, S. Rasmussen, M. Shain, C. Wasylynuik, J. White

Virtual: B. Baum, E. Clarkson, P. Ehrman, L. Gibson, G. Hunter, A. Jacques, B. Kirk, R. Kruger, L. Neville, K. Muir, Y. Toney, S. Watson, B. Yagos, J. Yersh

Absent: J. Lafrenière, R. Hatch, D. McArthur, S. Paton

1. Call to order and Land Acknowledgement – 9:02 am

2. Human Rights Statement

- 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 adopt the agenda of the March 23rd, 2024, meeting.**
- Amend to move 8.1 changes to the policy discussion to the end of the meeting section 14. **Moved by J. Munton and Seconded by C. Crane**
- Amend to remove the in-camera session Section 12. – **Moved by Chris Gonsalvez and Seconded by C. Crane**
- Amend to add Chris Gonsalvez to run the elections. **Moved by K. Nakaska. and Seconded by C. Crane**

- Amend to move Summer Conference to after elections moved by Paulette M. Seconded by C. Crane
- Moved to accept the agenda as amended by K. Nakaska. /Seconded by C. Crane. CARRIED

4. Adoption of minutes of the previous meeting:

- Motion: That PDTCA approve the minutes of the January 20th, 2024, PDTCA meeting.
- Moved by T. Hrysak/Seconded by A. Rai Nannan CARRIED

5. Correspondence

- Jill White – Email with a list of CCTCA guests for convention
- Daniel Maas – 2024 Convention greeting from President Schilling
- Daniel Maas – Information on Central Table Bargaining Reps at Convention
- Daniel Maas – Convention Treasurers Seminar and Spring Convention meeting
- Daniel Maas – Annual Report 2024
- Jill White – Emails with Constitutional Changes – vote from the different locals.
- Annie Jacques is replacing Andre Pollard on the board.
- Notice of absence - J. Lafrenière, S. Paton, D. McArthur, A. Pollard

6. Action Items

6.1. Local Concerns

- Correspondence from Canadian Rockies, Foothills, Christ the Redeemer, and emailed letters regarding concerns about the convention fee increase.
 - Jill gave more information about some of the questions that arose from the letters.
 - Refer to website for more information to be able to give to Local CSR's

7. Treasurer Report

7.1. S. Leppa presented the financial report.

8. Unfinished Business arising from the January 20th, 2024, minutes.

~~8.1. Discuss the changes made to the Policy at the Policy meeting on December 1st, 2023. This policy has been on the minutes page for all to read to see the changes and come prepared to vote on these changes.~~

~~8.2. PDTCA Proposed Fee Increase—C. Wasylynuik. moved that we move the Proposed Fee Increase until after the Reports in the Agenda Seconded by A. Rai Nannan. CARRIED~~

9. Old Business

9.1. Status of Constitution Review

- Have received 9 of the 10 locals, all in favor of the Constitution Review Changes.
- Canadian Rockies has not put a motion in their minutes accepting the changes.
- Recommended to Locals to reelect the minimum number of Board Representatives as per the table in Jill's report.

Local	# of Teachers	# of PDTCA reps according to current Constitution	# of PDTCA reps according to proposed Constitution	Change effect from current to proposed formula
aeefa	226	Up to 2 (as Unité locale francophone)	2 + 0	No change
Canadian Rockies	153	Up to 2	2	No change
Chinook's Edge	372	Up to 3	2 + 1	No change
Christ the Redeemer	504	6	2 + 2	<2
Foothills	453	Up to 5	2 + 2	<1
Livingstone Range	16	1	1	No change
Palliser	327	up to 4	2 + 1	<1
Prairieland	181	Up to 2	2	No change
Rocky View	1509	Up to 11	2 + 10 ^(32%)	>1
Three Drums of Wheat	434	Up to 4	2 + 2	No change
TOTAL	4195	40	37	<3

10. New Business

- 10.1. Treasurer Seminar – Edmonton – Thursday, April 25, 2024
- Treasurer and President will attend.
- 10.2. Spring Convention Meeting - Edmonton – Friday, April 26, 2024
- Exhibits Chair, Treasurer, President, and Program Chair will attend.
- 10.3. Spring PDC – Friday, April 26 and 27, 2024.
- Exhibits Chair and Program Chair will attend.
- 10.4. ~~Summer Conference – August 12-16, 2024~~
- ~~• Will decide after elections.~~

11. Executive Reports

- 11.1. **President** – Jill White – report posted.
- **Work Completed**
 - Will not be running for re-election.
 - Still waiting for one local for their minutes detailing their vote on the proposed constitutional changes
 - See table in report for the specific changes.
 - **Work in Progress**
 - Addressing Local concerns specifically regarding the fee increase
 - Resigning from PDTCA
 - **Recommendations for next year:**
 - The later start time made for better keynote attendance at 9:00
 - Keynotes worked well in the one room over the two days.

11.2. Past President – Jenn Munton

- **Work Completed**
 - Worked on Goose Chase
 - Choose 5 winners through a draw.
 - Hosted hospitality for board members
 - Attended CCTCA for PD
 - Thank you to Kristi Muir and Michael Shain
- **Action Items/Recommendations for next year**
 - Look at other photo spot options.
 - Continue to provide a space for board members for socializing.

11.3. Vice President – Christine Crane – report posted.

- **Work Completed**
 - Honorary President Reception, Convention vests – no need to order more for next year.
 - Sign up duties went well.
- **Action Items/Recommendations for next year**
 - Revisit the idea of Long-Term Service Awards
 - Instead of paper posters for schedule, work with Vista technology to have demo interactive whiteboards with the schedule.

11.4. Program – Alison England – report posted.

- **Work Completed** (more detail in written report)
 - Convention 2024
 - Evaluation Analysis
 - Keynotes were well-received.
 - Lots of positive comments regarding our staggered keynotes and 9:00am start time.
 - Several comments regarding full sessions and inability to get into desired sessions. Most of these comments were from sessions on Thursday.
 - Sched is still viewed as “Registering.” Many people are thinking they are registering, but they are not.
- **Work in Progress**
 - Campaign to advertise our session proposal dates (April 15-July 26, spread the word!) **Deadline July 26th**.
 - Time and space have been booked for our in-person vetting session: July 31, 2024
 - Problem solving solutions:
 - Have larger rooms on Thursday.
 - Speakers who want smaller room could be booked on Friday.
 - Communicate with teachers that it is the speaker who is requesting the size of the room – not facilities or the program? but remembering that some of these speakers are first time speakers and teachers themselves...
- **Action Items/Recommendations**

- There will be a Program Committee Vetting session held on July 31, from 10:00 am - 4:00 pm at Trinity Christian School in SE Calgary. Plans will be made to host people from our board to bring their expertise to help select high quality sessions for our 2025 Convention. We will require board members who are able to vet for the following sessions – see report for sessions.
- Speaking proposal letter to send out to all local secretaries to send to all teachers.
- Make more cards for proposal submissions to share with teachers.
- Digital version will be emailed to Communication people at the Locals.
- Offer Exhibits to submit proposals – sometimes they will offer to speak for free.
- Some issues with Sched re: pre-registration issues – convoluted work
- Event Brite? Prepaid? Issues with getting the money back to the presenters etc.

11.5. Facilities – Lindsay Avramovic – report posted.

- **Work Completed**

- Considerable cost savings this year for AV of approximately \$12,000.00 due to the new program format, ATA projectors, negotiating equipment.
- \$2000.00 savings at the President's Reception due to reduction/substitution of items.
- Prayer room was well received by delegates.
- Filled both hotel room blocks at the Hyatt and Fairmont Palliser.
- Forgoing our contract concession at the Fairmont (free meeting room) and using SARO for December Policy Meeting.
- Our contractual concessions at the Hyatt reduced rental costs of the imperial rooms.
- Conducted a thorough review of venues for future executive/board meetings, as well as future convention locations. (see report for details)

- **Work in Progress**

- Signing of contracts for board/executive meetings for 2025, PDTCA Convention 2026 for CTCC and Hyatt. **See Motions below.**
- Negotiating room blocks for 2026 convention with Hyatt.
 - Will explore Marriott and Fairmont Palliser as well.

- **Action Items/New Business**

- Hyatt Regency Points Account
- Memo from Executive Secretary indicating that convention board meetings cannot conflict with PEC Meetings. Moved September 20 (Executive) and Sept. 21 (Board) meeting to September 27/28th.
- Motion for venue of Executive/Board Meetings
 - See the slide presentation of hotel comparisons.
 - List of recommendations to consider – see report for more details.

- **Motion:**
 - L. Avramovic/Seconded by A. Rai Nannan move that PDTCA sign contracts for executive and board meetings in January, March, and September 2025 at the Hyatt Regency based on the venue audit presented. **CARRIED**
 - Motion to revisit the previous motion A. Rai Nannan and seconded by J. Munton.
 - Amendment that we sign contracts for all in person board and executive meetings that occur at the Hyatt for 2025 by C. Gonsalves. and Seconded by A. Rai Nannan. **CARRIED**
 - L. Avramovic Seconded by S. Doikas move that that PDTCA move the May 30, 31 2025 meetings online as a cost savings measure. See amendment above (**Note: this motion was made then the motion was made to revisit the previous motion instead. This motion was not voted on.**)
 - L. Avramovic Seconded by M. Shain move that PDTCA sign a contract with Hyatt Regency and Calgary TELUS Convention Center for 2026 PDTCA event February 18-20 based on the venue audit presented. **CARRIED**
- **Considerations for Future:**
 - See report for details.
- **PDTCA Convention Meeting Dates for 2024**
 - May 31, 2024, Executive Meeting/ June 1, 2024, Full Board Meeting
 - September 27, 2024, Executive Meeting/ September 28, 2024, Full Board Meeting
 - December 6th, 2024, Policy Review meeting

11.6. Exhibits – Tara Hrysak – report posted.

- **Work Completed**
 - We were able to fill all 124 booths!!! (One booth for PDTCA) We had a waitlist too. We did have two pre-show cancelations and were able to fill those with the waitlist.
 - Convention Day went well. Great communication between CTCC, Global Show Service and us.
- **Work in Progress**
 - Show Service has been contacted regarding new contract and prices. It has been requested that a detailed breakdown of cost be provided for 2026. All in costs and a breakdown per booth.
- **Action Items**
 - Open registration in May
 - Look at booth costs from Global/CTCC and adjust booth prices to cover costs. Increase of at least \$20 will be necessary.
 - Look for more FNMI booths.
 - Maps for entire building should be in exhibit hall.

11.7. Executive Assistant – Bertha Yagos – report posted.

- **Work Completed**
 - Evaluation results from Sched have been sent to the speakers. Overall, the evaluations were very positive.
 - Hotel room winners for submitting evaluations.
 - Gail Smith - Christ the Redeemer Local
 - Bill Holmes – Foothills Local
 - Teachers think signing up in Sched means they are pre-registered, and they are not.
 - Some issues: Teachers not showing up even though they have pre-registered.
- **Work in Progress**
 - Our speaking proposal site will open in mid-April. I have a form on the home page www.pdtca.org for potential speakers to fill in their name and email, if they wish to be notified when the speaking proposal opens.
 - Preparing speaker compensation for CRA
 - Set up data collection for speakers applying for Convention 2025
 - Transition from Caspio to Cognito for data management.
 - Suggest opening a new bank account for collecting money from exhibits via PayPal.
- **Action Items**
 - Bertha Yagos is stepping down; however, she will be available to help the next person transition.

Motion to strike a selection committee composed of our PDTCA President, Treasurer, and DR Nakaska with the support of the ATA Staff Executive Officer Gonsalvez to make a recommendation to the PDTCA executive for a new candidate for our PDTCA executive for May 31 to present to the full board for June 1 - moved by Tara Hryszak and seconded by Christine Crane **CARRIED**

Motion to budget remuneration for the new Executive Assistant based on experience and competency up to \$25 000. - moved by Paulette Morck seconded by Carmen Wasylynuik. **CARRIED**

Motion that PDTCA budget up to \$5000 to support the transition for the new Executive Assistant. – moved by Jenn Munton and seconded by Carmen Wasylynuik. **CARRIED**

11.8. Social Media – Paulette Morck – report posted.

- **Work Completed**
 - Using the program Buffer to post across Facebook, Instagram and X was a game changer! Canva was also a life saver!
 - Donations from “Beyond Measures”, “Owl’s Nest” and “Medicine Wheel Publishing”. Both Beyond Measures and Owl’s Nest were donation/purchase match.
- **Work in Progress**

- Not getting more engagement. We need ideas!! Very small percentage of our delegates engage in social media.
- **Action Items**
 - FAQs was a minimal commitment from Social Media, should that stay on duties for executive? How do we engage more?
- **Recommendations**
 - Paulette will be stepping down as Social Media Chair and the position will be reviewed in September by the executive.

11.9. Secretary – Susan Paton

- **Work Completed**
 - 2024 Annual Report for Convention
- **Work in Progress**
 - Minutes
- **Action Items**
 - Hi-Lights

11.10. District Reps – Karen Nakaska – Report Posted

- Thank you to everyone for putting on a great convention.

11.11. ATA Convention Lead – Chris Gonsalvez

- A memo was sent with registration information for the 2024 Spring Convention Meeting and Convention Treasurer's Seminar, April 25 PM (Treasurers) - 26 (Convention Meeting)
- A memo was sent with information about the convention annual reports part A, due April 8.
- A memo was sent with registration information for Spring PDC, April 26 (eve) - 27.
- Recommend book the projectors for 2026.

Motion: That PDTCA receive the committee reports as presented.

Moved by Stacey D./Seconded by S. Gammie **CARRIED**

8.2 PDTCA Proposed Fee Increase –

- PDTCA convention fees increase to \$115.00 per delegate starting with the 2025 convention year. Moved by J. Munton and seconded by P. Morck
- Motion to amend the fee to an increase of \$12 instead of \$21 to \$106 per delegate per year starting with the 2025 convention year. Moved by M. Shain and seconded by A. Rai Nannan. **CARRIED**
- Vote on the amended motion - **CARRIED.**

~~12. In-Camera Session~~

13. Election of Table Officers – ~~Past President Jenn Munton~~ ATA Executive Staff Officer - Chris Gonsalvez

- **President – Jennifer Munton – by acclamation**
- **Vice President – Carmen Wasylynuik – by acclamation**
- **Secretary – Susan Paton – by acclamation**
- **Treasurer – Sherry Leppa – by acclamation**
- **Program – Alison England – by acclamation**
- **Facilities – Lindsay Avramovic – by acclamation**
- **Exhibits – Tara Hrysak – by acclamation**

14. Policy Changes – Discuss the changes made to the Policy at the Policy meeting on December 1st, 2023. This policy has been on the minutes page for all to read to see the changes and come prepared to vote on these changes.

Move leave it on the table this discussion until there is more information which will mean we still follow the current policy from 2021. – Moved by J. Munton and Seconded by C. Froese. Carried

15. Summer Conference – August 12 -14, 2024 in Banff
- not confirmed if Carmen Wasylynuik will attend.

Motion to adjourn at 12:11 pm by Jill White and seconded by C. Crane. Carried.

Minutes taken by C. Crane.