OAME Board Virtual Meeting
June 6, 2020 10 am
Minutes

All Committees (both Standing and Ad Hoc) should try to meet virtually before the Board meeting. Please contact Fred to set up a time. Committee minutes will be included with the Board meeting minutes, so send a copy to Lynda ASAP. Any issues needing Board input should be discussed during the Committee of the Whole portion of the Board meeting. Otherwise, the minutes will suffice for sharing information not requiring Board discussion. The future of the Ad Hoc Committees is up for review so please include a report on what your committee has done, what your committee has planned and, if necessary, to re-define the committee's future role.

Attendance:

David Petro, Jill Lazarus, Paul Alves, Sandra Jean Price, Anne Yeager, Liisa Suurtamm, Bart Van Slack, Melissa Black, Melissa Baker-Cox, Freda Liu, Jimmy Pai, Judy Mendaglio, Pamela Chun, Franca Genco, Gina Micomonaco, Cal Armstrong, Kathy Pilon, Kerri Evershed, Glen MacDonald, Corrine Russell-Pritoula, Heather T, Keith, Alvarine Aldridge, Nutcase, Bill Otto, Tim Sibbald,, Kathy Kubota-Zarivnij Mary Lou Kestell, Greg Clarke, Fred Ferneyhough, Lynda Ferneyhough.
Guest:
Regrets:.

1. **Business and Motions**
    - The President's Report will be done at the end of the meeting.
    - Welcome and any virtual meeting protocols needed. Greg started with etiquette pertaining to meeting online. We are using Zoom Meetings today, not Zoom Webinar, so questions should be entered into the Chat pod.
    - Paul provided the land acknowledgement.
    - Approval of the Agenda. There was an amendment to the agenda - the appointment of a new College Representative. Moved by Anne Yeager, seconded by Tim Sibbald, that we approve the agenda. Carried.
    - Approval of the Minutes of the Board meeting March 27, 2020. Moved by Paulene Washington, seconded by David Petro, that the minutes of March 27, 2020 be approved. Carried.
    - Financial Report as of May 31. (Lynda will send this out before the meeting). The current budget was presented for perusal. Lynda explained a number of items, focussing on the loss of income. The net loss (deficit) will be about $78 502. This will be taken out of our reserves. A hold has been placed on special projects. Moved by Pamela Chun, seconded by Anne Yeager, that the Financial Report be accepted.
    - We need a process for reviewing our new Board director positions (Emeritus Executive Member, College Representative, University Representative). Paul Alves has asked the current representatives to begin defining their role and developing a Critical Path.
    - Notice of Motions:

- ❖ Moved by Cal Armstrong, seconded by Judy Mendaglio, that the Communications Committee would like to have a French translation of the President's message included in the Gazette and the expense be included in the future budget. Lynda indicated that about 25-30 of our members are from a French language background. Many are members of AFEMO, a French Language The fee will be
    - ➢ If this motion is approved, the Communications Committee will look at other features that could be translated.
    - ➢ There is no plan at the current time to translate into indigenous languages.

2. **Critical Paths**

Every Committee and position should have reviewed and updated their critical paths. Note: We need a new name for this feature. Do you have suggestions? Each committee (both Standing and Ad Hoc) should meet with Fred Ferneyhough over the next couple of weeks to go over their critical path. They can be found in the Executive Shared Drive.

3. **Reports**

- OAME2020 Virtual Conference Report: Paul Alves displayed a slide show of the report of the Virtual Conference from last month.
  David Petro and Paul Alves spoke to the rollout.
  Greg Clarke spoke to the website.
  Melissa Black spoke to support from the vendor/exhibitor community.
  Fred spoke to the platform, including licenses for chapters and sponsorship by Texas Instruments.
- ClubHouses launched - Corrine Russell-Pritoula will address this in the Curriculum Committee Report
- L2020 will now be a virtual conference. Judy Mendaglio to speak to this. Judy was not able to report anything at this time.
- OAME2020 - our thanks to the PRMA/SAME conference organizing committee. Incredible job in a difficult time. We cannot say enough about how much work went into the planning for OAME 2020 and we can understand how disappointing it was to have to cancel the event.
- Congratulations to Judy Mendaglio who has been appointed to the Samuel Beatty Fund committee. The Samuel Beatty Fund is a fund administered by the University of Toronto to promote mathematics education. They accept applications from students, including undergraduate students, and award monies to worthy applicants. Samuel Beatty was a math professor at the University of Toronto and this fund helped fund the Gazette for a few years.
- NCTM has been going through the exact same things as we at OAME are experiencing. They have had to cancel many of their spring sessions (they had postponed some as well). They have put 100 days of math on-line. You can visit the website www.nctm.org to view their offerings.
- We have lost our College Representative. According to By-Law 9.8, the Board of Directors may appoint a replacement for the remainder of the term. We need to know the pleasure of the Board on this matter. Bill Otto indicated that, although the By-Law permits us to leave the position blank, this role has two years remaining on the term, and, in the past, we have only left this vacant is when there is a short period of time in the term. Bill also indicated that this does not have to be immediately.

Motion: Moved by Tim Sibbald, seconded by Pamela Chun, that due to the resignation of the current College Representative on the OAME/AOEM Board of Directors part way through the

three-year term, the Board approves the option that someone be appointed to fill the position for the remainder of the term. Carried.
Now the Board needs to devise a process for finding an individual to fill this vacancy until August 2022. It was suggested that Chapter Representatives look at their membership for candidates, Tim Sibbald has some college reviewers in place that may be considered, and our social media platforms could be used to advertise this opening. Individuals may know of someone who would be a suitable candidate - one person indicated this in the chat pod. The Ontario College Mathematics Association may have some members who would be interested. It was suggested that a search committee be appointed to make recommendations to the Board of Directors. Greg Clarke indicated that there was another candidate at the time of the election.
Motion: Moved by Tim Sibbald, seconded by Paulene Washington, that a search committee formed to find candidates to replace the current college representative and make a recommendation for the replacement to fulfill the remainder of the term and that that decision be communicated by June 30 to the Board for approval. Carried. Now, who is the search committee? Are there members of the Board who would like to be on the search committee? Tim Sibbald was interested in being on the committee and Lynda Ferneyhough offered to serve as a point of contact. There being no other persons interested, it was moved by Paul Alves, seconded by David Petro, that the search committee consist of members of the current Executive plus Tim Sibbald as the Board's designated representative. Carried.

4. **Committee of the Whole**

From the Communications Committee. The Fiftieth Anniversary of OAME is approaching and, while the Communications Committee has struck a sub-committee plans to celebrate anniversaries of the Annual Conference, the Gazette and the Abacus, they were not taking on the Fiftieth Anniversary of the organization. Melissa Black suggested that the Ad Hoc Conferences committee could add a few members and take on this task. Elizabeth Pearsall added that, since SWOAME is the host for OAME 2022, someone from that group should be involved in this effort. It was suggested that each committee add this item to their future agendae and forward their ideas to the Ad Hoc Conferences committee or whatever group is designated as a clearing house for the fiftieth anniversary. Paul Alves will send out a poll or set up a collaborative document to all Board Members asking for ideas to mark our fiftieth anniversary. This could also be added to the online meetings coming up for all of the committees.
From the Curriculum Committee - the Clubhouses are starting this week with about forty people participating.
Outreach Committee - Wayne Erdman has been hired as the conference planner for events starting in 2023. Hosts for annual conferences are being sought. Wayne will be handling the facilities functions. The hosts do not have to be local in order to assume the responsibility for the programme. Partnerships between chapters could be considered as the hosts.
The Advocacy Committee has a paper coming out about STEM and Critical Thinking. It is hoped that these will be posted soon.

5. **President's Report and Any Other Business**

We are excited to announce that Jo Boaler has offered to do a webinar on June 29, from 4 to 5:30 pm. It will be free to members and will cost non-members $5. Registration will take place on MCIS.
Congratulations to this year's award winners.

Durham Catholic School Coaches & Jacqueline Hill

Some goodbyes - Pamela Chun is moving to British Columbia and will no longer be the Golden Chapter representative. Melissa Baker-Cox has completed her term as director. Elisa Romeo has indicated that she cannot complete her term as the College Representative. This week, we learned that Mary Lou Kestell and Kathy Kubota-Zarivnij have announced that they will not be creating the Abacus beyond next year. Anne Yeager's term as director is expiring this year. She has been on the board for 13 years and accomplished so much. Finally, David Petro has completed his term as Past-President. Much has happened during David's tenure - OAME talks, podcast, OAME learns, Google Suite and the Virtual Conference come to mind.
Judy Mendaglio takes over as President on September 1, our first person serving a two year term.
It has been a tough year with labour unrest and the pandemic. Paul wants to thank the members of the Executive for the many hours that they have put into virtual meetings so frequently and to the wider Board for their efforts and support. He hopes everyone has a restful summer.
And Judy thanked Paul for all of his efforts during one of the most difficult years that this organization has ever faced. His patience and wisdom are much appreciated.

6. **<u>Adjournment</u>**

Paul moved that we adjourn.

7. **Minutes from Committees**

<u>Outreach</u>

Talking points: June 2nd, 2020

- touching base with OAME 2021 to see what contingency plans they are making/considering just in case the conference is not face-to-face again. We need to have an Outreach meeting in advance of the board meeting anyway so I was wondering if we could invite Wayne to attend a portion of it to discuss this.
  - *Possibility of a blended program. Asked Greg to put in an option where presenters can indicate if they are willing to do virtual option, live option or either.* ***This is the preference.*** *Something on site. Negotiate with keynote to do their sessions remotely (all three are American) but live.*
  - *If it is cancelled, the intention is that it will be virtual with a fee. To be determined. Contingency plan see below.*
  - *Refund process has been an adventure for OAME 2020. Advising 2021 group to hold off collecting moneys until 90 days prior to conference. (You get charged for every transaction that is processed through iATS (in and refunds) + a percentage fee + a monthly fee.)*
  - *Considering to offer a virtual conference regardless of whether we offer a live conference or not. Flexibility to offer sessions at a variety of times including in the evening.*
  - *If social distancing is still a consideration, conferences will have to look at session capacities.*
  - *VIP package??? Option to chat with keynotes at an added cost after their keynote.*

- **Also, involving Wayne as the venue planner, to discuss with him about site choices for OAME 2023.**
    - *Site is most likely the GTA (Humber College is becoming a very easy site to work with). We need to find chapters to look after the planning of the conference.* ***ACTION*** *- We need to share at the board meeting that we need host chapter(s) for OAME 2023 under the new model with the venue planner.*
- Fred needs to check in with the committee about Critical Paths (which I believe we updated back in November). We are trying to rebrand them as Year-at-a-glance. But he will be present for a part of the meeting to just review it with us.

    ACTION *- Share completed CP with Fred.*

- lastly...something to discuss, translating to French. What impact could this have on the conference?

    Pass on to Ad hoc conference for consideration. And that this is a part of the responsibility of other committees as well. Jane to share services that are in use by TVO.

- How to present to winners? - Sandra Jean and Lori can do personally as they are from their area - or at Leadership through Judy (Jan)

ACTION - look into the possibility that Sandra Jean may be able to physically present to the Durham Catholic School Coaches at All Saints in Whitby and Jacqueline is at Port Perry High School. (wait to Oct meeting to decide)

OAME 2021
CONTINGENCY PLANS FOR COVID-19

A small group met virtually to brainstorm ideas on plans in the event COVID-19 affects the 2021 conference. Preferred options:

1. Offer a blended conference in anticipation of possible closure. This option would be available if the conference is not affected, and could be adapted if the conference had to shut down.
    a. Offer a virtual option for all delegates at an additional cost. This could be run outside of the normal hours of the conference.
    b. Non-attendees could also opt in with a nominal fee.
    c. If the conference needs to be cancelled, much of the conference would then go virtual.
    d. We will ask Greg Clarke to add radio buttons to the Session Proposal page on MCIS, asking if the presenter is willing to provide their session virtually, in person, or both.
2. If social distancing continues to be mandatory, but the face-to-face conference is still held, we would restrict the number of delegates per session.
3. If there continues to be border closures, keynote speakers could be video taped from their home city, or present live by video. These recordings could be made available to all participants via the OAME website or MCIS.

4. If the conference went strictly virtual, we would offer the conference at a nominal fee, and include the keynote addresses, along with as many additional virtual sessions as possible.

Other thoughts:

1. We will need to revisit the contracts of the keynote and featured speakers to include wording in the event of a cancellation.
2. We will need training for technical support staff and moderators
3. We could have sponsorship of individual sessions, similar to how PBS inserts sponsorship messages at the beginning of shows.
4. We could offer a VIP package whereby a very limited number of people could sign up for a virtual session with keynote and featured speakers.
5. Virtual presenters could be offered complimentary registration to a virtual conference.

SPaRC

SPaRC's mission and tasks are ever evolving with these changing times.
We focus mainly on the understanding and wording of the Constitution/By-Laws and Terms of Reference.
In the past 6 months we have had at least 5 on-line meetings.
We work from A Master running checklist that looks like this

Item	Draft Fix	Put in the Minutes of the board meeting to be addressed	Disposition (done, failed, re-write, re-word etc)

Currently we have 21 items on our Master running list in various stages of completion. The COMPLETED/DONE items include (3 action items relating to the Emeritus Position, Terms of Reference for Executive directors (1 item), OTF representation (1 item), Leadership Conference (Who is the chair at which times) (1 item) , House keeping (cross the t's and dot the I's) (2 items with 2 more to be completed before June 6)

Our "in-motion" ones include 1) The holding of two positions on the OAME Board
2) Definition of Executive Officers
3) NCTM, and Advertising terms of reference wording
4) Transitional wording of the two-year presidency.
5) Protocols that need to be housed in the terms of reference include (but are not limited to) all board members using their gmail accounts, board members use of google docs
6) waiting on direction from the executive to put a disclaimer in the awards information that states all award nominations must come through a chapter.

Sending back to the Executive to work on/consider:

Critical Paths