

Executive Committee Meeting  
Friday, October 2, 2015  
Elgin Room - New Street Ed office  
3250 New Street, Burlington, ON  
8:45 - 2:00pm

**Present:** Dario Rossit, Sue Phillips, Kevin Shea, Sergio Borghesi. Dave Graves, Karen Linehan-Caulfield, Tracy Gedies, Cheryl Lovell, Bob Corney, Roy Smith, Bob Fularski

**Regrets:** Carol Rossit, Dave Cianfrini,

**1. Welcome, Celebrations, Introductions Kevin**

Roy Smith-New to Executive representing Board Leads

**2. Approval of Minutes – September, 2015 Kevin** approved

**3. OCTE Conference Wade /Dave**

- Workshop updates-18 spots left

Start advertising and marketing for Conference

Elementary program almost complete and would like to promote it

- Vendor updates-Bob Fularski was to check if check arrived from General. Check was sent April 15<sup>th</sup> to wrong address. Check cancelled and new cheque has been issued

Attending McMaster today with Best Buy electronic equipment

Keisha-Bio on whoever is going to present will be arriving shortly and would like to post on website

Kevin-has been suggested to change AGM date and time at the Conference. OCTE Executive has tried various time slots and there is no time better than present

**ACTION ITEM: Board Leads to provide at least two presentations, possible panel discussion on present day issues. Roy to advise which presentations to be included for Conference**

OCTE should consider increasing amount donated to McMaster Hospital Mental Health unit. When OCTE started, we donated \$5,000 for up to 8 patients, now unit has 22 patients. Suggestion that we support four hospitals in Ontario. With McMaster, we actually purchase equipment and physically bring it to the unit.

**Cheryl Lovell:Motion to create adhoc committee-four people to discuss possible OCTE donation increase or Technological Studies bursary.**

**Skills Ontario-we already donate \$1,500 annually.**

**Second: Karen- Linehan-Caulfield**

**Committee-Cheryl Lovell, Dario Rossit, Karen Linehan-Caulfield, Dave Graves**

#### **4. Treasurer's Report Bob**

Meeting with Financial Advisor on Friday October 9, 2015. Suggested two one year GIC for \$50,000 each. Changing bank account to avoid extra cheque fees. \$37 to be able to write 60 cheques. Constant Contact-issue with non payment-didn't contact us. Bob Fularski has given them his personal email to avoid this happening again.. Amount charged has increased significantly because our membership number has increased and plus fee is in US funds. Last cheque was issued for over \$400, used to be \$100. We were without Constant Contact service for three weeks. Contract had expired.

#### **5. Skills - Additional Funding support for colouring books Kevin**

Skills Colouring books has been a huge success and Skills Ontario is asking OCTE for donation of \$2,000 towards printing more books.

**Dave GRAVES MOTION-That OCTE support donation of \$2,000 towards Ontario Skills Second Cheryl Lovell**

**Approved. Kevin to inform Gail Smyth of decision**

#### **6. Retirement Survey - Discussion on sharing Kevin**

552 Responses out of potential 5,200-5,600 Ontario Teachers-125 plan to retire 1-3 years(23%), 83 plan 4-5 years, 65 plan 6-7 years, 223 plan 8 Plus, 7 plan ten year or plus, 9 plan 12 years plus, 2 plan-13 years plus, 8 plan 15 years plus, 2 plan-16 plus, 6-plan 18 plus, 12 plan-20 plus, 28 Teachers plan on moving to Administration.

Geographical responses available from Kevin

Survey results were shared with Aldo Cianfrini (Ministry of Education Officer) October 1<sup>st</sup>. Should we provide results to other organizations? Information to be shared with Board Leads and TECHO. **ACTION ITEM: Kevin to send out**

**7. Letter to the OCT Kevin.** Kevin drafted letter and changes made as per Executive. Letter basically reads that Technological Teachers have their credentials added on OCT website. Letter to go out next week.

#### **8. Board Leads Update Roy Smith**

Meeting last week at Fern. About 45 people in attendance. Aldo Cianfrini was there. Spoke about Elementary Funding for Robotics, Memo to Directors was sent out. Possible Vendors list. Ministry of Labour inspections coming. Work orders from past have they been resolved? Starting to look for decibal levels which was never checked before. Ministry of Labour also looking at Risk assessments for projects, Comes from Coroner's Report. Safety Net Resources on OCTE Website would be beneficial for members. **ACTION ITEM: OCTE to send out to all OCTE Members reminder of the Safety Net Resources. Kevin to prepare draft.**

3 D Printers-Memo went out to Directors that nano particles are being emitted from spools of plastic and there could be air quality issues

Promotional Video is being done

Long Range Planning-Suggest a plan in place to advocate for funding from Boards or Ministry

Discussed possible sessions that Board Leads could present at OCTE Conference

No future date set but email correspondence will continue. Planned meeting for February 2016

### **9. Representative to attend OTF Forum Kevin**

Sergio suggesting Paul Fraser on attending on OCTE behalf, might be able to attend. If Paul cannot attend, Bob Fularski would attend. Kevin to contact Paul Fraser

### **10. OCE Aerospace Challenge - support Dario- Possible Industry Rep. Attend one day tradeshow in Toronto-OCTOBER 8,2015. ACTION ITEM Bob Fularski to attend and report back next meeting**

### **11. Tracy Gedies - Pathway Development project (11:00am) Tracy**

Explanation of pathways provided chart. Still ongoing negotiations as to various pathways for Technology Teachers. Brock is the main University ONCAT is working with and Queen's and Windsor to follow under umbrella agreement. Hopefully, they will follow same pathways. Awaiting from various partners to signing agreements to solidify pathways. Lots of good information for teachers for advancing categories. Tracie has been invited to present at OCTE Conference

### **12. Membership and Conference registration up-date -Carol (Dario)**

24 members to date-6 paid by Credit Card, 18 by Affiliation. 1 Executive. 8 Boards have affiliated. 4 Paid, 4 invoiced. 1 Conference Registrant

### **13. Report of Committees**

I. Communications Sergio

- Website-assuming all requests have been updated. Asking to review specific components of website to ensure they are current. **ACTION ITEM: Executive members to check website and report any changes to Sergio**

- Newsletters-Person who had volunteered for Newsletter, has respectfully declined this week. Looking for alternate person. Targeting for OCT 18<sup>th</sup> deadline for news articles to be submitted to Sergio.

- Membership-Constant Contact issue was with expiry of Contract. That has been rectified. Google Groups is our best method of contacting members as the members are very much involved.

- Marketing- sustainability is being considered for marketing with product, pricing, transactions. Will present at November meeting as to progress

### **II. Curriculum Karen**

- OCTE ISLPP Update Karen-Mike Scott to be providing update on status. Erin Carey is busy videotaping. Karen is currently writing next proposal for another Ministry Project. More details to follow

- PD Bob-
  - Health and Safety Wayne-no report
- III. Awards Dave
- IV. Constitution & Bylaws Bob- no report at this time. Will report changes at next meeting (November)
- V. Elementary (STAO) Cheryl / Susan- Ron Ballentine has submitted resignation from Elementary committee. Searching for new people to join Elementary panel. STAO-willing to work more with us (OCTE), providing reciprocal agreement. Have been invited to be at STAO Conference scheduled for November 12-14,2015. **ACTION ITEM: post link for STAO Conference and provide link to STAO for OCTE conference.**

#### **14. New Business**

**ACTION ITEM: OCTE to pursue accident investigation at Thames Valley DSB as to what happened, whether teacher was qualified. Can use this information to advocate for proper qualified staffing in Technological areas.**

**ACTION ITEM: Executive members to register as OCTE Members**

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### **Previous Meeting Action Items**

**ACTION ITEM:** Bob Fularski to contact Steve Tagney to obtain certificate of Non For profit and report back to Kevin

**ACTION ITEM:** Bob to find incorporation Form (Approx 2004)

**ACTION ITEM: Kevin to draft something to send to Sergio to send to Peter Beens. Send out to last year's members, link to these companies**

**ACTION ITEM:** Bob Corney write draft as a Discussion document. Suggestions for number of Board Directors? Any suggestions 3-5 ?Possibly for our list of Vendors? Who would select these Board members.

**ACTION ITEM: Sergio :Website needs to be updated to new 2015-2016 Registration Form**

**ACTION ITEM: OCTE Executives to review their respective areas on the Website. To be done ASAP as we have just started new school year**

Is Wayne Cramp continuing to be Health and Safety Chair? **ACTION ITEM:** Karen to contact Wayne

**ACTION ITEM: If Erin Carey could send the google Doc which would be posted on the website for nominating award recipients. Form was developed at Fern June 2014. This form to be posted and set up to be submitted to Dave Cianfrini and Cheryl Lovell. Goal to have form up by early November 2015**

Are you or any teacher planning on retiring or moving into administration role in next 2-3 years or are you aware of someone in your Technical Department who is planning to.  
**ACTION ITEM. Kevin to send a draft to Aldo for approval and then put on Survey Monkey**

**ACTION ITEM:** Please wear White OCTE Dress shirt for McMaster presentation

**According to Kevin Shea, all above Action Items completed**

**15. McMaster Children Hospital - Donation Drop Off - 1:00pm**  
Meeting adjourned 12:20 p.m.

**Meeting Dates for the coming year at the New Street Education Centre:**

1- Sept 1 2015 Dave Graves Home

**2- Friday October 2,2015 Elgin Room New Street-McMaster Presentation for 1:00 p.m. Start meeting at 8:30 a.m.**

3- Friday November 6,2015 Elgin Room New Street

4- Thursday December 3,2015 Conference Call 9:00-11:00 a.m.

5- January no meeting

6- Friday February 5,2016 Elgin Room New Street

7- Friday March 4,2016 Elgin Room New Street

8- Friday April 1,2016 Elgin Room New Street

9- OCTE conference May 12 to 14 2016- Hilton Meadowvale, Mississauga

10-Fern Planning session June 10 to 12 2016