

PROVINCIAL EXECUTIVE COUNCIL MINUTES

**Executive Planning Meeting
August 19-21, 2025**

**Studio C
The JAG Hotel**

I. PRELIMINARIES

The planning meeting of the 2025-2027 Provincial Executive Council was held at The JAG Hotel, St. John's, NL, from Tuesday to Thursday, August 19-21, 2025.

Participating in the meeting from Provincial Executive were: Dale Lambe (Chair), Trent Langdon (Past President), Sean Weir, Angela Dawe, Russell Stockley, Hollis Cull, Della Way, Lynette Snook, Kelly Loch, Ian Adey, Patrick Murphy, and Marie-Chantal Hurley. Participating from Staff were: Ian Crewe, Wade Rogers, Darlene Johnson, Jennifer Tulk, Bob Johnston, Miriam Sheppard, Jody Saunders, Jamie Kieley, David Locke, Deana Hatcher, John Veitch, Gabriel Ryan, Samantha Lee, and Jeanine Warford-Hodder.

REGRETS: Tracey Payne

In his introductory remarks, the Chairperson welcomed Executive and staff members to the first planning meeting of the 2025-2027 Provincial Executive. He then read the NLTA Mission Statement and Land Acknowledgement.

II. EXECUTIVE REFERENCE MANUAL

Mr. Ian Crewe, Executive Director, reviewed with Provincial Executive the Executive Reference Manual which contains the Association's policies and procedures for Provincial Executive members.

Topics included:

1. Policy on President of NLTA
2. Your Role as Executive Member
3. Meeting Preparation (The Executive Kit)
4. Bringing Issues to the Executive Table (The Agenda)
5. "Housekeeping" Items – Action Sheet; Executive Notes; Executive e-mail; Policy Handbook; Executive Contact Information; NLTA Staff Responsibilities, etc.
6. Norms
7. Policy Guidelines for Branch Visitation/Contact – It was noted that each Executive member is responsible for a number of branches located, where possible, within the region where they live.
8. Policy Guidelines for Special Interest Council Contact/Visitation - Members are also responsible for liaison with Special Interest Councils (SIC). Members were encouraged to make regular telephone or email contact with their branches/councils. Although they are not required to attend SIC meetings, they were encouraged to attend at least one meeting during the year.
9. Branch Special Interest Council Contact Assignments 2025-27
10. Governance and Administration

11. Corporate Services
12. Programs and Services
13. Communications
14. Policy on Committees
15. General
16. Meetings
17. Reporting
18. Policy Guidelines re Requests for Additional Committee Funding
19. NLTA Staff Directory

III. OVERVIEW OF ORGANIZATIONAL STRUCTURE

Ms. Darlene Johnson, Assistant Executive Director, reviewed with Provincial Executive the organizational and operational structure of the Association.

IV. EXECUTIVE MEETING NORMS

Mr. Crewe reviewed with members the Executive meeting norms. By consensus the following norms were reaffirmed or determined for future Executive meetings:

- The Chair will begin meetings on time (normally 9:00 a.m.) once a quorum is available (a quorum is 7 Executive members). Showing up on time is important and respectful
- The Chair will begin each meeting with the Land Acknowledgement
- The Chair will also recognize the NLTA Mission Statement at the beginning of each meeting
- The Order of Business (agenda) will follow the format outlined in the **Advice on the Conduct of Meetings**
- Executive members will review meeting materials in advance of meeting
- The Chair will recognize speakers and call for votes
- Notices of motion and agenda items provided in advance when possible to be added to agenda (does not apply to motions arising out of debate around the table)
- Agenda items should be provided in advance of meeting whenever possible
- Local issues/concerns should be directed to appropriate staff person prior to Executive meetings for timely response
- Discussions/debates/motions should be issue/topic focused
- Executive Director serves as parliamentarian and advisor to Executive
- The Chair is to refrain from debate
- Discussions and debates are conducted respectfully
- Committee reports are to be voted in block unless pulled for questions or require Executive action
- Opportunity will be provided at end of meeting for the sharing of good news stories
- In-camera meeting provided for internal discussions when necessary. The Executive Director is to be present for all discussions pertaining to operations
- Lunch will be provided onsite and two menu options will be provided
- Designated break times
- When Executive meetings are held outside the NLTA building, the location of washrooms, including any available gender neutral facilities, will be communicated to attendees

- If a member of Executive has a concern/complaint regarding the conduct of another Executive member(s), the concern should be communicated, in confidence, to the other party with the intent of seeking a mutual resolution in keeping with the spirit of the NLTA Code of Ethics. If such a matter cannot be resolved between Executive colleagues, the parties may seek the assistance of the President
- Executive members should remove themselves from the conversation/room in situations whereby there may be a conflict of interest

V. SOCIAL MEDIA

Ms. Jennifer Tulk, Communications Officer, reviewed the use of Social Media in relation to the role of Executive members. Questions were entertained during the discussion.

The meeting recessed at 9:00 p.m.

Wednesday, August 20, 2025, 9:00 a.m. The President was in the Chair.

VI. GOVERNANCE AND OPERATIONS

Via a PowerPoint presentation, Mr. Crewe outlined the governance and operation structure of the Association.

Topics under Governance included:

1. Electing
2. Establishing Policy
3. Strategy
4. Representation
5. Decision Making

Topics under Operations included:

1. Appointment
2. Operationalizing Policy
3. Addressing Specific Situations
4. Specialized Roles
5. Advising

VII. EFFECTIVE COMMITTEE OPERATIONS

Via a PowerPoint presentation, Ms. Johnson outlined for Executive members the policy and structure of the NLTA committees, including their formation and operation, the role of the chair, staff consultant and committee members, advice for effective committee meetings, and reporting to Executive. She also reviewed the role of Executive members with Special Interest Councils (SICs).

VIII. PUBLIC OPINION RESEARCH REPORT

Via a PowerPoint presentation Ms. Tulk provided a summary of results from the recent NLTA public and member opinion polling conducted by M5/MQO Research regarding general issues in public education and the Association's Teachers Change Live and Invest in Our Kids Campaigns.

IX. REVIEW OF PRIORITY SURVEY

Ms. Tulk reviewed the results of the membership survey on the NLTA Priorities for 2025-2027. A summary of how various issues have been ranked over recent years is as follows:

<u>PRIORITY ITEM</u>	<u>2021</u>	<u>2023</u>	<u>2025</u>
Class Size and Composition/Teacher Allocations	-	-	87.47%
Workload Concerns	88.08%	87.62%	75.67%
Membership Well-Being and Protection	83.86%	71.84%	47.11%
Collective Bargaining and Services for Members	67.25%	66.26%	45.65%
Teacher Retention and Recruitment	-	55.92%	42.15%
School Resourcing	-	-	37.18%
Defense of Teacher Rights (Grievances/Arbitrations)	44.04%	30.41%	27.99%
Providing Individualized Assistance to Teachers	39.59%	32.11%	24.00%
Providing Professional Development Opportunities	28.70%	25.10%	15.30%
Advocacy and Response to Government Initiatives	-	34.01%	14.18%
NLTA Services and Supports for Members	-	20.27%	11.13%
Promoting the Teaching Profession	20.43%	15.71%	9.60%
Membership Engagement	7.95%	3.61%	3.17%
Communicating NLTA Programs and Services to Members	11.61%	5.51%	3.09%
Partnering with Other Groups and Agencies	4.21%	2.04%	2.44%
Conducting Educational Research	3.97%	2.11%	2.12%
Other	15.98%	16.67%	16.52%

X. PREPARATION FOR MEETING WITH MINISTER

Executive members prepared for the upcoming meeting with the Minister by developing questions and identifying both a positive aspect and a current challenge related to their teaching roles, to help support a meaningful and informed discussion.

XI. GOVERNANCE SESSION

As this was the first meeting of the 2025-27 Provincial Executive, the President took the opportunity to lead a session with Executive members on general governance matters and best practices.

XII. TIMED SESSION – GREETINGS FROM THE MINISTER OF EDUCATION

Education Minister, Bernard Davis, brought greetings to Provincial Executive members and discussed his priorities as Minister. Executive members had a brief roundtable discussion with the Minister and highlighted current challenges and successes in the public education system.

The meeting recessed at 1:00 p.m.

Thursday, August 21, 2025, 9:00 a.m. The President was in the Chair.

XIII. ASSOCIATION PRIORITIES FOR 2025-27

Executive members worked in small groups to consider membership input regarding the Association priorities, review the priorities established during recent Executive terms, and discuss the major issues facing the Association for the next two years.

Mr. Crewe facilitated a session to determine the NLTA priorities for 2025-27 through consensus building. Executive members agreed by consensus that the Association priorities for 2025-27 will be:

Workload Concerns (Including Class Size, Composition, and Allocations)
Services for Members (Protection, Well-being, and Collective Bargaining)
Retention, Recruitment, and Resourcing
Solidarity (Engagement, Education, and Communication)
Advocacy on and Response to Government Initiatives

XIV. ADJOURNMENT

The planning meeting adjourned at 11:30 a.m.

CONFIRMED:

PRESIDENT

EXECUTIVE DIRECTOR

DATE

DATE

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