

## MEMORANDUM

**DATE:** May 21, 2008  
**TO:** EIE and PD Chairs  
**FROM:** Professional Issues Team  
**RE:** ESJ (Equity and Social Justice - formerly EIE) and PD Chairs Summer Seminars

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Please join us for the ESJ and PD Chairs Summer Seminars in Gimli August 18 – 19, 2008. The Seminars are designed to be interactive and require all Chairs to participate fully. Activities will be designed for both experienced and new Chairs. Each session will have opportunities for discussion and for sharing of stories, experiences, and successes. We will also have some joint sessions. We look forward to seeing you on Sunday, August 17, 2008 for dinner.

Please complete the attached registration form and return it to the MTS office by Friday, June 20, 2008.

Arrangements are as follows:

- 1) The Society will cover the expenses of one ESJ Chair and one PD Chair from each Local Association. Additional representatives are welcome to attend at local association expense subject to availability of rooms, on a first-come, first-served basis.
- 2) **Accommodation:** Rooms have been booked at the Lakeview Resort. Please indicate on your registration form if you will require single occupancy (you will be required to pay \$80.15 / night extra) or double occupancy at no extra cost. If you would like double occupancy but have no one to room with, we will assign someone to share a room with you.

Delegates choosing to stay with friends or relatives may claim **up to \$53.68 per day** in lieu of hotel costs.

**Please Note – Late Arrival**

Hotel expenses (as per MTS guidelines). If you expect to arrive after 6:00 pm, please notify the hotel as soon as possible at (204) 642-8565.

- 3) Advance registrations only will be accepted. Delegates **must register by Friday, June 20, 2008.** If you register and are unable to attend, you must provide notice **48 hours in advance by phoning Mario DeRosa at 299-6407,** otherwise expenses for room and meals will be charged to your Local Association.

- 4) Meals will be provided at the Seminar.
- 5) Conference kits may be picked up at the registration table at the Hotel.
- 6) **Dependent Care**

Where out-of-pocket costs are incurred, claim actual expenses up to \$8.50 per hour to a maximum of \$76.50 per 24-hour day, including travel days to a maximum of 2 days.

- 7) If travel arrangements necessitate more than two days, please explain and claim on your expense voucher.
- 8) All personal expenses and meals for family members are to be paid directly to the hotel. Participants' families are encouraged to pre-order their meals from the restaurant and have them delivered to the dining room.

*We're looking forward to seeing you there!*

Please note that information about this Seminar can be found on the MTS website [www.mbteach.org](http://www.mbteach.org) by clicking on the EIE or PD Chair link.

Please **fax the registration form** to Judy Berard at: **831-0877** or **1-800-665-0584** by:  
***Friday, June 20, 2008.***

cc Provincial Executive  
Association Presidents



The  
Manitoba  
Teachers'  
Society

**ESJ AND PD CHAIRS SUMMER SEMINAR**  
**August 18 – 19, 2008**  
**LAKEVIEW RESORT, GIMLI**

**REGISTRATION FORM**

Name: \_\_\_\_\_

School / Association: \_\_\_\_\_

**Please check (✓) one:**

\_\_\_\_\_ **New** ESJ Chair or PD Chair                      \_\_\_\_\_ Provincial Executive  
\_\_\_\_\_ **Experienced** ESJ Chair or PD Chair                      \_\_\_\_\_ Other \_\_\_\_\_  
\_\_\_\_\_ Association President

\* Associations are entitled to send one representative per 800 members or part thereof at Society expense.

***SUMMER CONTACT INFORMATION***

Home Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Phone:(Home): \_\_\_\_\_

E-mail (*one that is accessed regularly*): \_\_\_\_\_

Dietary Restrictions: \_\_\_\_\_

Physical Accommodations (if needed): \_\_\_\_\_

Single Occupancy (*additional cost to you*): # of guests (*if applicable*) Adults: \_\_\_\_\_ Child(ren): \_\_\_\_\_

Double Occupancy: \_\_\_\_\_ Roommate's Name and Association: \_\_\_\_\_

Smoking: Yes \_\_\_\_\_ No \_\_\_\_\_

Sunday, August 17<sup>th</sup> dinner and reception: Yes \_\_\_\_\_ No \_\_\_\_\_

Please return this form by fax to **Judy Berard at: (831-0877 or 1-800-665-0584)** by Friday, **June 20, 2008**.

*The above information and information submitted via e-mail regarding this event will be used for the purposes of processing your registration, communicating with you regarding the conference/workshop, sending relevant Society information to you in the future, and generating statistical information related to the administration of the Society.*

*Completing this registration form or e-mailing your personal information indicates your acknowledgment and acceptance of The Manitoba Teachers' Society handling your personal information in accordance with our Privacy Policy. The Manitoba Teachers' Society does not share personal information with third parties to allow them to market goods and services. The current version of the Privacy Policy may be found at: <http://www.mbteach.org/privacy%20policies.htm>*

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**Signature**