

CATE Board Meeting Minutes
December 3-4, 2011
Double Tree Hotel Burlingame
835 Airport Boulevard Burlingame, CA
650-344-5500

Present: Charleen Delfino, Michelle Berry, Bob Chapman, Carrie Danielson, Susan Dillon, Angus Dunstan, Kim Flachmann, Bill Foreman, Anne Fristrom, Punky Fristrom, Nancy Himel, Richard Hockensmith, Carol Jago, Jim Kleig, Jill Hamilton-Bunch, Ron Lauderbach, Lisa Ledri-Aguilar, Liz McAninch, Denise Mikkonen, Kristy Orona-Ramirez, Maggie Potter (Sun.), Joan Williams, Bill Younglove. **Absent:** Tish Griggs, Jayne Marlink, Debra Martinez, Shelly Medford, Megan Petersen

I. Call to order

President Delfino called meeting to order at 8:45

II. Approval of September 2011 minutes

Motion by Michelle Berry and seconded by Bob Chapman; minutes approved.

III. Adoption of December 2011 agenda (Note change in committee order)

Motion by Bob Chapman and seconded by Liz McAninch; agenda approved.

IV. CATE Board Reports

A. President (Delfino)

1. Goals for presidency

- a. Increased efficiency to stay within the budget
- b. Increase membership of teachers of color
- c. Address needs of new teachers
- d. Work with Cindy Conlin to update website and keep it current

2. Attended NCTE in Chicago

- Attended excellent convention
- Saw an example of New England Teachers of English website and Delfino suggests that we look at it as a model
- "Soul of the People" good video about Depression Era
- "American Teacher" would be a good film to use at CATE Convention (counter to "Waiting for Superman")
- "Race to Nowhere" is another film to use at CATE Convention--we need to look at the costs

3. Annual Report

- Example provided
- Due December 18,2011
- Send as an attachment
- Annual Report and position on subject line of email

4. Council participation

- How can we help small councils revive? There are places in the agenda to discuss this.
 - Discussion of how to reach and encourage teachers to participate in councils and in CATE
5. Work on format for May virtual meeting
 - WebX and Cisco are possibilities
 6. Attended CETA-Asilomar.
 - Theater teachers at Asilomar
 - Small but interesting convention
 - They will have a representative at CATE Convention
 7. Correspondence sent
 - John Pearson--thank you for his tax assistance
 - Dean Vogel--thank you for the continued assistance from CTA
- B. Vice-President (McAninch)
- CATE Convention room list will come around
 - February 9 is the CATE Board meeting in Ontario
- C. Past President (Chapman)
1. NCTE Convention Report
 - Excellent film on *To Kill A Mockingbird*--"Hey Boo"
 - Advocacy Day (Chapman will not attend)--he will see Sen. Boxer at an earlier time.
 2. CATE Elections

Nominations: Liz McAninch for President, Richard Hockensmith MAL Unspecified, Jill Hammilton-Bunch, MAL Small Council; Jim Kleigl, MAL Secondary. **Motion by Richard Hockensmith to extend the nomination process until Sunday December 4. Seconded by Lisa Ledri-Aguilar; Motion approved.**
 3. CATE Awards-
 - **Motion by Bob Chapman to approve for Award of Merit--Southland's--Los Angeles County Museum of Art (LACMA) Evenings for Educators Program. Seconded by Nancy Himel. Motion approved.**
 - **Motion by Bob Chapman to approve the following people for Classroom Excellence Award: Kelly Baker (Southland), Lisa Ledri-Aguilar (GSDCTE), Megan Day(Redwood), Laura Behrens (TUCATE), Dan Reynolds (Central) and Mark Olsen (Kern). Seconded by Punky Fristrom. Motion approved.**
 4. Distinguished Service Award
 - **Motion from Bob Chapman that the CATE Board approve Carleen Hemric for Distinguish Service Award. Seconded by Punky Fristrom. Motion approved.**
 5. **Angus Dunstan moved that the Board suspend the Policy Regulations on the Virginia Reid Scholarship in order to fill the Scholarship before the 2012 CATE Convention. Seconded by McAninch. Motion approved. (GSDCTE and Southland will both look)**
- D. Secretary (Danielson)
1. Directory update
 2. Business cards available if needed

3. Explanation of Policy Review

F. Treasurer (A. Fristrom)

1. Financial Report

- Federal informational tax return sent electronically, state return mailed, and report to CA Sec. of State mailed.
- Treasurer Report on finances

Checking Account-----	\$ 34,324.38
Memorial CD-----	6,731.06
Marilyn Kahl Memorial CD-----	0.00
Vanguard GNMA Portfolio-----	50,560.73
Vanguard Index Trust-----	<u>33,404.85</u>
Total-----	\$ 125,021.02
- Discussion of details of Financial Report
- \$12,000 has to be paid to Convention Hotel and some of the speakers have to be paid three days before they appear

G. Membership (Williams)

1. Electronic rosters

- Available upon request
- NCTE Roster is available upon request in order to compare it to your council membership and to possibly contact people who are not on the council list.

#	COUNCIL	9/09	12/09	2/10	4/10	10/10	2/11	4/11	9/11	11/11	+/-
1	Redwood	31	34	22	23	21	18	23	24	28	+4
2	Upper		20	7	17	16	16	---	30	31	30
3	Capitol	70	60	38	43	38	42	88	83	80	-3
4	Central	317	250	180	203	278	281	308	235	252	+17
5	Fresno	36	34	20	31	28	28	26	24	22	-2
6	TUCATE	21	20	19	30	25	24	12	11	9	-2
7	Kern		24	25	31	33	35	29	60	70	68
8	Southland	310	303	226	426	403	416	267	271	334	+63
9	San Diego	106	94	72	80	70	74	75	77	78	+1
	50 Out-of-state		17	18	17	21	19	20	15	16	16
	55 Libraries	20	21	20	20	19	18	17	17	17	--
	99 Comps	3	3	3	2	2	2	1	1	1	--
	TOTAL	975	882	655	929	954	968	922	860	935	+75

2. Communication and procedures

- Joan Williams met with Cindy Conlin to improve the accuracy of membership lists.

3. Recruitment

- We need to continue all efforts even if they only produce one or two members
- Try to work on the NCTE lists
- Councils are asked to share any recruitment ideas
- Badge ribbons will be ordered

H. Convention Coordinator (P. Fristrom)

1. Update on 2013 renegotiations- Convention center contract for 2013 has been renegotiated and signed. In return for giving up the exhibit hall on Thursday, we have received immediate payment of \$4,000, a reduction from 800 rooms required for a \$6,600 rebate to only 325 rooms required. It will cost CATE \$4,000 for Curtin to move the exhibit hall in Thursday evening. We will save approximately \$200 in guard fees for Thursday night because the exhibitors will not move in until Thursday morning.

I. CATE 2012 Report (Hamilton-Bush and Flachmann - 7 minutes)

1. Program update
 - Some workshops will be combined
 - Many presenters applied
2. Other
 - Flyers are available--they don't have one of the speakers
 - There is a book seller now
 - Mike Rose will speak

J. CATE 2013 Report (Potter, Petersen absent)

1. The Convention Chairs are in the initial stages

VI. Report of Liaisons

A. CWP (Jago)--Jayne Marlink put out a reminder for the Professional Writing Prompt for CE and many were submitted. There were so many good submissions that Carol Jago will spread the submissions out over two CE additions. Writing Project is striving to continue services in this educational and budgetary climate.

B. CLRP (Jago)

D. California English(Jago)

- Next issue will include the Convention information. There are fewer pages and fewer issues so many editorial decision, both positive and negative, have to be made to adjust to the change.
- Carol J. is always looking for new artists to highlight in CE

E. CCCC (Younglove)

- Dept. of Education reduced the number of agencies from 5 to 7
- Bill Younglove would like people to read and give input on his "Think Piece" regarding curriculum mapping of Common Core Standards
- CATE pays \$100 for membership to CCCC
- Bill Younglove provided his report on the October 29, 2011 CCCC meeting

F. CTA (Martinez not present)

- Report Online
- Sent a generous \$6000 check to help with 2012 Convention
- Good Teaching Convention is coming up and CATE Board is encouraged to attend if possible

VII. Report by CATE Councils

A. Capitol (Dunstan)--Online--Encourages one-on-one invitations to teachers about council and CATE events

B. Central (Dillon)--Online--Steinbeck workshop flyer available

C. Fresno not present--Online

D. Greater San Diego (Ledri-Aguilar)--Online--Promising Practices with Jim Burke was held in October and format with discussion tables was successful

E. Kern (Flachmann)--Online--Two Membership Drives--Drop-by Christmas Party "CATE and Cookies" So far there is a lot of interest. They will have drawings of books by the speakers at upcoming convention

- F. Redwood (Vacant)--Online--(Chapman, Williams) Fifteen people at the last dinner meeting--They are pairing up with Redwood Writing Project on some events. Student teachers are attending.
- G. Southland (Himel)--Online--Carol Jago will be speaking at Fall Conference 2012. Kelly Gallagher was the featured speaker of Fall Conference 2011. One hundred and thirty four people attended, which was significantly more than the year before.
- H. TUCATE (Surabian--Online--Elementary teachers are responding to some events.
- I. Upper not present--Online

VIII Standing Committee Meetings

A. Executive/Finance: Liz McAninch, Michelle Berry, Bob Chapman, Carrie Danielson, Charleen Delfino, Anne Fristrom, Punky Fristrom, Jill Hamilton Bunch,

1. Additional ways to reduce costs
 - We have to wait until after the Convention to see our financial status
 - When Cheryl Hogue Smith renegotiates the 2013 Santa Clara contract it may affect our financial status.
 - **Motion by Liz McAninch to move Memorial CD to GNMA account. Seconded by Angus Dunstan. Motion carried.**
 - May's electronic meeting will hopefully reduce costs.
2. Convention expenses
 - Possibly comments will come from the Convention Committee
3. Electronic Meeting for May
 - Charleen Delfino and Bob Chapman did extensive research into electronic meeting media.
 - There are certain software requirements that Bob Chapman can email to us.
 - There are many concerns about the logistics of the May meeting
 - Anne Fristrom will check on conference call
 - Advisory Committee will test electronic meeting.
 - **Motion by Liz McAninch to delegate decision about electronic meeting to President Delfino. Seconded by Angus Dunstan. Motion approved.**
4. Financial support for NCTE Teacher of Excellence
 - We can't afford to give \$ to send Teachers of Excellence to NCTE
5. Discussion of ways to build bring life to councils that are not active and growing
6. **Motion by Liz McAninch and seconded by Bob Chapman to change the Virginia Reid Scholarship Policy. Motion to Table the discussion by Ron Lauderbach. Carol Surabian seconded. Tabling carried (One nay-Richard Hockensmith)**

B. Publications: Angus Dunstan, Susan Dillon, Bill Foreman, Carol Jago, Nancy Himel, Jim Kleigl, Ron Lauderbach, Bill Younglove, Absent: Jayne Marlink, Shelly Medford, Megan Petersen

1. CATE writing contests status and update
2. NCTE Writing Contests changes in format and scoring
 - Judging will be changed and not done at the state levels any more. There is still a need for judges so please let Charleen Delfino or Liz McAninch know if you would like to volunteer.
3. California English
 - Possible CE issue having to do with culturally sensitive teaching, materials, and education
4. Policy 6.2.5 about California English. **Moved by Angus Dunstan and seconded by Nancy Himel, to amend Policy 6.2.5 to read:**
 5. The editor receives for each issue an honorarium determined by the Board of Directors, with an amount for the editor's normal office expenditures.

Motion carried.
5. Motion to amend Policy 6.9 about the CATE Advertising Manager by Angus Dunstan, seconded by Bob Chapman. Motion withdrawn
Angus Dunstan will rewrite 7.3 to address the issue of Advertising Manager

C Membership: J. Williams, Richard Hockensmith, Jim Kliegl, Lisa Ledri, Aguilar, Denise Mikkonen, Carol Surabian, Kim Flachmann, Carol Surabian. Absent: Maggie Potter, Debra Martinez, Tish Griggs

1. Possible Department/Group Memberships
 - This might be an incentive in a department to join and begin a collegial discussion
 - Suggested \$35 per person for a group of five.
 - Change for next year when we print new brochures
2. Council Alignment
 - Lengthy discussion of the problems of inactive councils
 - Each council has concerns with regard to its geographic location
 - Encourage inactive councils to "buddy up" and merge activities and meetings
 - Encourage local committees or chapters in councils with large, under-represented geographic areas
 - Councils should reach out and invite nearby councils
 - Membership Committee doesn't feel that collapsing councils is in the best interest of CATE at this time.
3. NCTE member roster
 - Trying to reach out to NCTE members that are non-CATE members
 - Contact Membership Chair for lists.
 - Research possibility of electronic membership reminders

4. Meeting the needs of non-members
 - Move toward online renewal option as part of email reminder to make it easier to renew.
5. CATE booth needs
 - Computer for immediately checking membership
 - Suggested that Kern and Southland people spend time at the booth to greet members
 - Council ribbons have been ordered, return extras to Joan Williams
 - Membership Chair will prepare thank you bags with chocolate kisses and postcard/bookmark for next year's convention exhibitors.

Policy 8.10.3 Motion by Joan William to change the (Kahl) policy to read as follows:

Applications will be available on CATEweb. The scholarships will be advertised by council committee representatives, at the CATE Convention, and in *California English*.

Seconded by Angus Dunstan. Motion carried.

IX. Open Discussion

- A. People's experience with the Barnes and Noble Book Fair
Barnes and Noble Fundraiser made \$78.05
 - Thank you to Nancy Himel for her hard work on this
- B. What are concerns for the success of the virtual meeting in May
 1. Commitment to do preparatory work
 2. Commitment to stay focused throughout the day
 3. Educating everyone on the proper use of the selected technology
 4. Serious look at costs

Adjourned until Sunday morning

X. Report from Council Presidents' meeting

- Council Presidents had no meeting

XI. Standing committee meetings.

A. Policy/Censorship – Jim Kliegl, Resolutions: Bill Foreman Bob Chapman, Carrie Danielson, Carol Jago, Bill Younglove, Susan Dillon, Kristy Orona-Ramirez, Richard Hockensmith, Angus Dunstan Absent: Debra Martinez, Jayne Marlink,

1. Legislative update
 - Bill Younglove expanded on his CCCC's report. He discussed the legislation that is summarized in the report. Some are regarding Common Core.
 - Carol Jago reported on the strange position California has put itself in by not applying for a waiver from No Child Left Behind so they are having to

comply with NCLB until the federal and state governments move into the new mandates. That may be a long while due to money and elections.

- Smarter Balance--California adopted assessment: individualized testing which is online. (There are two companies working on this. They are not competing but are rather like a check and balance system so that if one doesn't work, the other might.)
- Fresno Unified got a grant to bring in a partnership with ERWC to improve reading and writing. The results of that will probably filter throughout the state.

2. CATE Resolutions

- Discussion of draft of "CATE Resolution Supporting Multicultural Literature"
- **Motion to approve Resolution by Bill Forman and seconded by Bob Chapman Motion carried.**

CATE RESOLUTION SUPPORTING MULTICULTURAL LITERATURE

Background:

The study of literature allows students to experience the ideas and identities of people like and unlike themselves, and the most engaging and valuable literature challenges readers to think beyond the bounds of their routine experience.

Multicultural literature reflects the home cultures of many students in California schools, and reading about the experience of people from a variety of cultures and subcultures helps prepare California children to live in the pluralistic society that California is and most certainly will continue to be.

In many cases, the ability of teachers to choose multicultural literature is under attack. Multicultural literature is a frequent target of challenges to the curriculum—titles like *Bless Me Ultima*, *The Absolutely True Diary of a Part-time Indian*, *The Bluest Eye*, *The Color Purple*, and *I Know Why the Caged Bird Sings* have all been challenged in recent times—and too many schools are reducing in general the total amount of imaginative literature students read in English language arts classes.

More specifically, Alford Unified School District in Riverside, California has restricted teachers' rights to choose multicultural poetry at a middle school in the district. They have questioned the motivation and intent of the teachers involved and have stripped the teachers of the ability to continue their school-wide multicultural curriculum because of the pressure of a particular political/religious community organization.

Resolved, that the California Association of Teachers of English (CATE) calls on Alford Unified School District, as well as other local schools and districts, to support teachers as they choose multicultural literature for students to read and hear in their schools, and to defend to the public the expertise of local teachers who choose literature appropriate for their classrooms.

Forward to:

Alford Unified School District
California Board of Education
California Superintendent of Public Instruction

Approved by CATE Board on December 4, 2011

3. Developing a one page fact sheet that can be sent to state legislators to lobby that addresses one issue
4. **Motion by Jim Kleigl and seconded by Angus Dunstan to change Policy 4.3 to read as follows:**

4.3 The Resolutions Committee

1. The Resolutions Committee is a sub-committee of the Policy Committee. The chair of the Resolutions Committee is appointed annually by the CATE President.
2. The purpose of the Resolutions Committee is to call for resolutions from council committees and CATE members. At the CATE annual convention, the Resolutions Committee synthesizes similar Resolutions, rejects unclear or unsuitable resolutions, and brings only endorsed resolutions to the Board but reports on those rejected.
3. The CATE Board of Directors makes final approval of resolutions to be presented at the CATE annual business meeting.
4. The Resolutions Committee reports out at the annual business meeting only those resolutions which have the approval of the Resolutions Committee and the Board of Directors.
5. The Resolutions Chair coordinates the work of the Resolutions Committee in the preparation of resolutions for consideration at the annual business meeting and provides the editor of *CALIFORNIA ENGLISH*, the moderator of CATENet, the webmaster of CATEweb, and the CATE President with clean copies of the resolutions and sense of the house motions.

Motion carried.

B. Convention Coordinating: - Punky Fristrom, Michelle Berry, Charleen Delfino, Anne Fristrom, Kim Flachmann, Jill Hamilton-Bunch, Nancy Himel, Liz McAninch, Maggie Potter Absent: Megan Petersen

1. CATE 2012
 - a. Report of co-chairs for CATE 2012, Ontario, Jill Hamilton-Bunch and Kim Flachmann.
 - b. Report of Convention Coordinator Punky Fristrom based on the Planning for CATE 2012 document
 - We were able to get a bookseller.
 - Thursday evening, we must move all the bags from the hotel to the convention center
 - Liz McAninch is working on Two Minutes for CATE
 - We may post the entire program on CATEweb
 - Three requests: 1. We need a photographer 2. Coffee cart (concessions stand) Please attend and bring teachers. 3. Promote Sunday presentation
2. CATE 2013
 - a. Report from Chair for 2013 Maggie Potter.
 - b. Report on Contracts from Convention Coordinator Punky
3. CATE 2014
 - a. We need to name a chair by May 2012

4. Motion by Punky Fristrom and seconded by Bob Chapman to change Policy 7.3.6 to read:

7.3.6. The Exhibits Manager shall also serve as the advertising manager for California English and the Convention Program.

and to change to Policy 7.4.4 to read:

4. The duties of the convention registrar shall include but not be limited to the following:

- a) Receiving all registrations,**
- b) Recording and depositing all checks,**
- c) Notifying CATE treasurer of deposits and bank receipts**
- d) Processing all registrations and meal ticket sales,**
- e) Resolving all registration problems,**
- f) Supervising the registration booth at the Convention,**
- g) Coordinating with the CATE treasurer the deposit of cash,**
- h) Forwarding membership information to the designated mailing service,**
- i) Preparing and presenting to the CATE Board at the first meeting after the convention a convention registration report.**

C. Leadership Carol Surabian, Richard Hockensmith, Ron Lauderbach, Denise Mikkonen, Lisa Ledri-Aguilar, Joan Williams. Absent: Tish Griggs, Shelly Medford

1. Building leadership at the council level

- Organize shared activities
- Give specific role to volunteers so they feel like they need to attend
- Create list of ideas and activities for Presidents
- Try to reach out to district media personnel and acknowledge award winners and teachers
- Honor winners (students and teachers) by attending staff members faculty meetings
- Reach out to independent and charter school teachers
- Support the changes to Virginia Reid policy
- NCTE Classroom Excellence will be determined at next meeting

2. Running for office:

President-Liz McAninch

Vice President-Susan Dillon

MAL Secondary-Jim Kleigl

MAL Small Council-Jill Hamilton-Bunch

MAL Unspecified-Richard Hockensmith

Any further nominations must be by petition and before the beginning of the annual business meeting

3. Motion by Carol Surabian and seconded by Joan Williams to amend Policy 10.3.7 (Distinguished Service to read

7. Nominees will be asked to submit a professional vitae to the Past President by November 1.

Motion carried.

V. Old Business

- **Motion by Jim Kleigl and seconded by Ron Lauderbach to take review of the Policy 8.9 (Virginia Reid) off the table. Motion carried.**
- **Previous motion to accept changes to Policy 8.9 to read as follows:**

8.9 Virginia Reid Scholarship

1. The Virginia Reid Scholarship recognizes excellent beginning elementary teachers who are CATE members, and encourages further professional involvement through attending an annual CATE convention.

2. Each December, CATE will name an elementary teacher to receive this scholarship, which will provide coach airfare to the CATE convention city, registration fees, and the same per diem supplement given to the CATE delegates to the NCTE Annual Business Meeting.

3. To be eligible for the scholarship a teacher must

- a) be a full-time K-6 teacher
- b) have fewer than five years' teaching experience
- c) be a member of CATE

4. To apply for the scholarship, a teacher must

a) Write a letter of interest indicating what the teacher expects to gain by attending the convention and how the material learned in convention workshops will be shared with other teachers,

b) Obtain two recommendation letters from any combination of fellow teachers, administrators, or parents.

c) Send all three letters to local council president.

5. The scholarship winner will be selected in the following way:

a) Announcement of the scholarship will be made in the spring and summer issues of *CALIFORNIA ENGLISH*.

b) The application for the scholarship must be sent to council president by November 15. The winner will be selected by the Leadership Committee at the December Board meeting and will be notified by December 31.

c) In principle the winner of the scholarship would be selected on a rotating basis from the council areas around the state beginning with

Central	2013
GSDCTE	2014
Capitol, Upper, Redwood, Kern, Facet, TUCATE	2015
Southland	2016

d) The Publications Committee shall be responsible for the *CALIFORNIA ENGLISH* announcements and for notification of CATE council committee newsletter editors so that they may publicize the scholarship's availability.

e) In the event that there are no applicants, this scholarship will be suspended for the year.

6. The Reid Scholarship winner will be invited, but not required, to present a workshop session at a future CATE Convention and/or to contribute an article to *CALIFORNIA ENGLISH*, either about the recipient's experience at the convention or about some aspect of teaching English/language arts at the elementary level.

7. The Publications Committee will be responsible for advertising the scholarship. The Leadership Committee chair will be responsible for collecting the applications, recommending recipients to the Board of Directors, and notifying the winners.

Motion carried

VI. New Business

Bill Foreman suggested that CATE get into the business of creating a high-quality professional development organization

- Discussion followed
- This will be brought up again at the next meeting.

Motion to adjourn by Bob Chapman and seconded by Liz McAninch. Motion carried.

11:32 a.m.