

MINUTES
CATE Board of Directors Meeting
May 2-3, 2015
Doubletree Burlingame
835 Airport Blvd, Burlingame, CA, 94010
Phone Number: 866-460-7456

To Do/Actions to Take
Before the
Next Board Meeting:

Saturday, May 2, 2015

Present: Jeannine Ugalde, Susan Dillon, Angus Dunstan, Mary Adler, Bill Younglove, Gini Wozny, Kathy Nichols (visitor), Richard Hockensmith, Michelle Berry, Joan Williams, Denise Mikkonen, Liz McAninch, Carmen Carrillo, Pat Stark, Nancy Himel, Carol Surabian, Sue Sommer, Patrick Keough, Charleen Delfino, Jill Hamilton-Bunch, Greg Johnson, Kim Flachmann, Carole LeCren

I. Call to Order

The meeting was called to order at 8:35 AM.

II. Consent Docket

The following item of business may be voted upon by a single vote of the Board without discussion, unless and except for any item which anyone of the Board desires to have discussion about at the meeting, in which case, each item so noted will be withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket:

A. Approval of February 2015 Minutes

B. Adoption of May 2015 Agenda

ACTION ITEM: The consent docket to be accepted. Moved by Berry, seconded by Surabian, Passed.

III. Board Reports

A. President (Mikkonen)

1. Success of CATE 2015

Mikkonen shared compliments that she heard during the convention.

2. Elections ratification

ACTION ITEM: To give Mikkonen the authority to ratify the election after the results come in, since the board is meeting before the election is complete (because *California English* was published this year so that the due date of the ballot is after the May board meeting). Moved by Berry, seconded by Williams. Passed.

3. Board Reports

Mikkonen clarified that she wants reports from each member that speaks to what we do as professionals, thereby justifying why the membership is supporting our elected position on CATE. Discussion ensued about why to include our professional activities instead of just the CATE-related events in the board reports. She reminded the board that all the reports get posted on CATEweb. Thus, having “no report” does not look good; conversely, including one’s activities in the profession helps show the public what we do as members and elected representatives of CATE. Hockensmith pointed out that in the policies it is only required of the board to make an annual report for the annual board meeting (covering the calendar year). Mikkonen said that as president she could

require board members to do certain tasks. It was suggested that the Policy Committee consider adding required board meeting reports to the policies.

4. West Ed/Scale Training

Mikkonen shared from her own board report how she was involved in helping score SBAC testing at the 4th grade level. She shared that the language of the testing and the scoring was fascinating, and that she left the experience convinced that the one thing that the students need is stamina. They don't score for spelling, but they do for punctuation and mechanics. As a scorer, she was also required to take the test. The result was that it helped her know how to design curriculum. The test she was scoring was not a reading test, it was a research task. Citing sources is required. Scoring was not a checklist, but completely tied to the standards. She felt reassured that the test is valuable.

5. Invitation to NGSS Systems Implementation

Mikkonen was invited, as CATE president, to participate in helping to write the science standards. Discussion ensued about one of the classroom activities on this year's 11th grade SBAC that involved environmental science; it was pointed out that reading non-fiction articles is going to be part of our common core world. It was suggested that pairing non-fiction articles with literature is a good way to incorporate non-fiction. We, as ELA teachers, educate students about how to read the articles; the subject area teachers instruct students in the content. Mikkonen pointed out that students were asked to read three articles on the test she scored and a third of the students were asked to write each of the three types of writing: information, argument, narrative. It was also pointed out that the classroom task about environmental science (one of the tasks on the SBAC for 11th grade) did not "teach" science, but provided a review of information that allowed students to access prior knowledge when they did the performance task on the SBAC. ACTION ITEM: Moved by Berry, seconded by Delfino for CATE to fund Mikkonen's flight to attend the NGSS implementation standards seminar that she has been invited to, not to exceed \$400; she already talked her district into paying for her sub. Passed.

B. Vice-President (Guina)

Susan Dillon, subbing for Trevor Guina, reported. Dillon suggested that we need new name cards. LeCren volunteered, as incoming secretary (pending her election), to take over the board meeting name cards.

1. Attendance at Meetings

Mikkonen reminded the board that it is important to tell the president if you cannot make it to a meeting. Johnson requested that the updated number of people attending a board meeting be sent to everyone so board members know how many copies to make of anything that they need to distribute to board members at the meeting.

2. Meeting dates and possible sites for 2015-2016 CATE Board Meetings:

Possible dates:

| | |
|---------------------------|-------------------------------------|
| Costa Mesa Hilton | September 12-13, 2015 |
| North? TBA | December 5-6, 2015 |
| Costa Mesa Hilton | CATE 2016 Convention February 19-21 |
| North? Maybe Santa Clara? | April 30-May 1 |

Discussion ensued about possible conflicts for the spring meeting with Mother's Day, graduation dates, etc. The date above was chosen by consensus as the one that works best for the most people.

To Do/Actions to Take Before the Next Board Meeting:

- Policy Committee to look at the policy that governs when/how board members write reports.

- Everyone: Make note of board meeting dates for next year. Make reservations for September meeting.

C. Past President (McAninch)

McAninch reported that she doesn't think it is too soon for councils to think about nominations for all the awards (see below).

1. NCTE Convention: November 19-22 in Minneapolis

Make sure that councils who are affiliates of NCTE send a representative to NCTE, and make sure to attend the TWO required meetings at NCTE in order to maintain your status as an NCTE affiliate. In addition, CATE is an NCTE affiliate; one of the requirements is that all board members be members of NCTE.

2. CATE 2016 in Costa Mesa/Award Assignments

A. Virginia Reid - Southland

B. Classroom Excellence

Elementary – Capitol, Redwood

Middle – Southland, TUCATE, Upper

Secondary - Central, Kern

College – Fresno, San Diego

It is very difficult to get the nomination/affirmation letters--start early, and pursue those letters. Hard copy is preferred rather than e-mail. Peers and students are lovely letters to solicit. Mary Adler asked how to solicit nominees for awards. Discussion ensued about how to do that, with suggestions about asking superintendents and principals (doesn't really work), looking for people who are active in presenting at conferences including the Writing Project--especially for elementary teachers, perhaps asking union presidents or looking at people nominated for "teacher of the year" in the area; PTA was also suggested as a resource. People who are working behind-the-scenes at the district, or who are helping with common core are additional possible nominees. **ALL PACKETS FOR NOMINEES MUST BE COMPLETE AT THE DECEMBER MEETING.**

C. Awards of Merit – recognizes persons or organizations that contribute to the support of literacy, etc.

Berry shared that Punky Fristrom was disappointed that no council nominated anyone for an Award of Merit at CATE 2015.

D. Distinguished Service Award– Nominations are invited from Past Presidents in June; also, nominations may come from the CATE Board of Directors, CATE Councils or by petition from 20 CATE members.

E. Fristrom and Henke Scholarships - Southland

D. Secretary (LeCren)

LeCren reported that she is subbing for Danielson, and will do all the following by or at the next meeting.

1. Directory Update

2. Business Cards

3. Request for Submission of Clearly Written Reports

E. Treasurer (Johnson)

Johnson reported that this is his first report without his "training wheels," and pointed out that he saved paper by putting both reports on one sheet of paper. Dunstan joked that it wasn't in true Fristrom spirit unless he also used the back of recycled CATE handouts from previous meetings.

•Council Presidents:
Take note of which awards you need to find nominees for--and start the process so you have the paperwork at the beginning of the December board meeting.

•LeCren: By next meeting, make name cards, update directory, find out how to make business cards.

1. Financial Report

Some highlights of the report: that the registration for the convention was \$70,000 over expected income. Meal attendance was higher. Johnson asked about the “in and out” accounting for the California Writing Project’s PreConvention. Berry clarified that CWP gets to keep their profit, which is indicated on the report (\$4751.30). The report does not include outstanding balance and the registrar’s salary. Hockensmith pointed out that roughly the convention profit looks like it will be about \$90,000. Ugalde asked why it looks like the membership is down; Berry and Johnson pointed out that as the new/renewing memberships are calculated, the money will move from registration to membership. As of now, we will not need to take anything out of reserves. Berry shared thanks for several people/situations that resulted in the reduction of many costs for the convention. She also suggested adding a line or relabeling the line: AV to AV/WiFi to accommodate the ongoing cost of providing wifi at conventions. She also suggested changing New Teacher Reception to New Teachers, since the expense is not necessarily for a reception, but has lately been for a booth. Johnson asked about the Scholarship - Reid line; that it needs to be in a separate account. He also pointed out lines in the budget where we are in the right ballpark. He asked about when he has to pay NCTE; Ugalde and LeCren shared that NCTE affiliates have to submit a report in June. Over the last calendar year, the Vanguard investments have made about \$20,000. Hamilton-Bunch asked what the cost for CYRM involves; McAninch clarified that the organizations that support CYRM pay a \$300 annual fee, which will be going up to \$400 next year. Himel shared that John Green just won CYRM for *The Fault in Our Stars* and she is really hoping that he will accept his award at CATE. Hamilton-Bunch also asked what the Policy & Censorship line in the budget supports. Dunstan explained that in the past it would support travel to go to Sacramento for Advocacy Day in order to meet with legislators and present them with our resolutions.

2. Reimbursement Updates/Reminders

Johnson announced the room cost in the hotel is \$133.52 per night (half that if a board member is sharing a room). He also asked for a hard copy of airline bills for reimbursement.

3. Budget Proposal

The proposed budget is not on the report. Berry clarified that a preliminary budget is usually discussed during the advisory call prior to the May board meeting. She said that the Executive Finance committee will work it out on Sunday.

F. Membership Chair (Williams)

Williams shared that Jim Kliegl sends his regrets for missing his final board meeting (due to knee replacement surgery) after his 20-year association with the board.

1. Membership Increase

Williams pointed out that membership has increased, due to the convention attendance, where many attendees were funded by administrators for common core workshops. She also pointed out that both Central’s and Southland’s membership increased, which is unusual, since increases usually occur in the geographical area of the convention.

2. Written Instructions for Conferences

Williams pointed out that the policy actually does delineate where councils should send information/money about members who sign up at local events; they will deal with

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•Johnson: Relabel
some lines in the con-
vention budget.

•Council presidents of
NCTE affiliates: Don’t
forget to file your
NCTE reports.

clarifications in the committee meeting. New members' names should be sent to the Membership Chair, remittances should be sent to the Treasurer, and membership fees should be sent to Precision. Surabian pointed out that the policy needs to address the advent of electronic payments.

3. Fee Increase in July

The increase in membership fees must occur on July 1; the 1200 remaining membership brochures must be used before then; in case anyone wants to do a huge membership push prior to July 1--feel free to ask Precision for membership brochures. Most importantly, if a council is having a conference, the membership fee prices **MUST** increase as of July 1. Mikkonen pointed out that board members may want to renew their own memberships before July 1.

4. Electronic Rosters

Williams pointed out that board members **MUST** be members of CATE. She can give councils a copy of the roster electronically this weekend. She will also be sending the roster to NCTE to make CATE eligible for a membership award, because of our increase. She also sent the list on behalf of the councils that are NCTE affiliates. She reminded us that Policy 11.1 requires CATE board members to be NCTE members. She distributed reminders to board members who are not on the list of NCTE members.

G. Convention Co-Chairs 2015 (Delfino/McAninch)

1. Convention Evaluations

Delfino distributed a summary of the evaluations, but warned the board that the number of evaluations returned was a small sample (69). Flachmann pointed out that it appeared that many college credit participants were required by administrators to attend professional development, and many of them were allowed to choose what type of professional development to attend. Delfino shared that over half of the respondents would attend CATE again, pending funding. Over half were also teaching for 1-5 years. LeCren pointed out that it was a strange combination of younger teachers and available funding. Delfino pointed out that the attendees liked the Super Sessions and that they should continue. LeCren explained the rationale behind changing from General Session/Keynote Speaker to Super Sessions.

Adler asked about posting handouts (like NCTE does) to be available to attendees. Discussion ensued, which included the difficulties involving copyright (posting online, taking photos then tweeting with the wrong attributions, etc.), the fact that attendees may not appear in person if they can access information online, attendees taking too many handouts if a presenter leaves the handouts near the door instead of distributing them to individual attendees, providing monitors for "big draw" presenters, electronic handouts. LeCren pointed out several of the logistics issues. Hockensmith suggested a written contract with the presenters about the copyright issues so that CATE wouldn't be held liable. Himel volunteered to find out how NCTE does it. Berry summarized that this issue needs to be dealt with in the Convention Committee.

H. Convention Chair 2016 (Stallones)

1. Convention Committee Chair Positions

Berry reported for Stallones (who experienced possible food poisoning and is sick in her room). She has returning convention committee chairs in many of the main positions, and some new members from Southland to help.

To Do/Actions to Take Before the Next Board Meeting:

- Council Presidents: Make sure that advertising for upcoming events reflects the new membership fee of \$50.

- All board members must be members of CATE and members of NCTE (since CATE is an affiliate of NCTE). If your own local council is an affiliate of NCTE, your board members must also be NCTE members.

- Himel: Find out how NCTE deals with making session handouts available online.

- Berry: Discuss making handouts available online on next convention committee agenda.

2. Major Speakers

Here are the speakers that Stallones is in the process of signing up (subject to change pending the signing of contracts--so don't advertise these speakers until they're posted on CATEWeb): Hector Tobar (*Deep Down Dark*) for the Saturday Banquet. Denis LaHane. Another speaker recommended by Carol Jago: Miriam Pawel (biographer, researcher). Kelly Gallagher for a super session one day; Doug Fisher and Nancy Frey for another day. The CYRM Elementary Winner. There is one spot left for a speaker.

3. Sponsors

Berry reminded the councils that their sponsorship is greatly appreciated and she hopes that it will continue.

4. Program/Presenters/Strands

One of the strands will be about interdisciplinary teaching. Stallones and Foreman are still working on the wording of the strands, which is one of the reasons that the Call for Presenters is not active on CATEweb yet.

I. Convention Coordinator (Berry)

1. Successes and Kudos for CATE 2015

Berry shared several stories from the convention, and complimented the hotel. We had 139 more attendees than at CATE 2014 in San Diego.

2. Registrar and Exhibits Manager Reports.

Berry shared feedback from the "paid" employees. Having the treasurer and the registrar sitting together at one end of registration worked well, and facilitated membership/registration clarifications.

3. Committee Discussion: Registrar Concerns, 2016 Progress

Berry managed to renegotiate with the Costa Mesa hotel for an increased room block of 625. Berry, because of the increased attendance, has sent out additional requests (RFP's) to northern California for the 2019 Convention.

4. Updates on Future Conventions: 2016 Costa Mesa/OC; 2017 Santa Clara; 2018 San Diego; 2019 RFP's to Bay Area and Sac; 2020 RFP's to SoCal area

V. Report of Liaisons

A. CTA

Martinez not present. Report sent via e-mail.

1. The Senate's proposed No Child Left Behind rewrite doesn't go far enough. Sen. Lamar Alexander, the Tennessee Republican who is chairman of the Senate education committee, and ranking Democrat Sen. Patty Murray of Washington state recently reached an agreement on a rewrite of No Child Left Behind that, if it were to become law, would significantly reduce the federal role in local public education. The "Every Child Achieves" proposed legislation would, for example, shift decisions about how to evaluate teachers, what to do about low-performing schools and other matters from the federal government to states and local school districts. But there is something it would not do: eliminate federally mandated standardized testing for grades 3-8 and once in high school.

2. May 13, 2015-California Day of the Teacher

"Day of the Teacher" arose out of legislation co-sponsored by CTA and the Association

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•Council Presidents: Discuss with your council's board members about donation/sponsorship for the CATE Convention.

of Mexican American Educators. Sen. Joseph Montoya wrote the bill and it was adopted in 1982. California has patterned its celebration after the traditional “El Dia del Maestro” festivities observed in Mexico and other Latin American countries.

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3. CTA SUPPORTS SENATOR’S MOVE TO SUSPEND MISALIGNED HIGH SCHOOL GRADUATION TEST. CTA is supporting SB 172 by Sen. Carol Liu (D-La Cañada-Flintridge) which suspends the California High School Exit Exam (CAHSEE). The bill would also remove the CAHSEE as a graduation requirement for students in Grade 12 in 2016-17, 2017-18, and 2018-19. CTA believes graduation requirements must be well-balanced and broadly based. Such requirements should also provide for both the core curriculum required of all students and specialized education, including career technical education and college preparatory education. State Council took unanimous action to support eliminating the CAHSEE because it has outlived its usefulness.

B. CWP

Marlink not present. Report sent via e-mail.

1. Most of you know that because of my cancer treatments, I can’t join you this weekend. I want to make sure though that you know how grateful I am for your Facebook posts, cards, emails, prayers, positive thoughts, healing vibes, and so much more. I’ve got a long haul ahead of me, but the very first plane flight I will probably be allowed to take will be to Orange County for CATE 2016.

2. My planning committee has been working with me already on the Pre-Convention Day, and we will be in good shape to get Carole the info she needs for the flyer. Please send me any info that comes out of the convention group’s planning this weekend that we’ll need to know about as we plan.

3. Many of you probably received the Constant Contact email re CWP summer programs for teachers: (<http://myemail.constantcontact.com/CWP-Summer-Programs-for-Educators-Across-California.html?soid=1113243900489&aid=ohWhMKeQ-sc>). An updated version with even more programs should go out in a few weeks. Feel free to forward the info to colleagues.

4. CWP local projects are also sponsoring a wide range of programs for students this summer. To find them, link here (<http://www.californiawritingproject.org>) and then link to Regional Sites on the navigation bar. Find the project closest to you and look for the info on young writers programs, Migrant Education writing academies, college writing workshops, digital writing camps, etc.

C. CLRP

Jago not present. No report.

D. *California English*

Jago not present. Report sent via e-mail.

1. The May issue of *California English* included the CATE2015 ballot and all the CATE Creative Writing Contest winning entries. There is something about having all of the student work presented at once that seemed to work really well. Please let me know your thoughts on this.

2. I put out a call for contributors to the next issue of the magazine focusing on the digital Matthew Effect on Twitter and immediately received inquiries from potential writers. I will continue to do this periodically over the next few months. I think it is important to draw from a wide pool of teachers and avoid becoming inbred – though it is always great to be able to go to California educators who have long written for *California English* with a request. They never turn me down.

3. The following two issues were inspired by two of those people: Ruth Nathan and Cheryl Hogue Smith. Both had written pieces that were excellent but didn't really fit within the calls for manuscripts we had. The more I talked with Cheryl and Ruth, the more convinced I became that both of their articles would be wonderful anchor pieces for individual issues of CE. When I went to write the "Educating the Imagination" call I immediately thought of Tom Newkirk's new book from Heinemann *Minds Made for Stories* and contacted him about writing a piece for us. He said yes! I will contact Heinemann about taking out an ad for his book as well.

4. Thanks for all that you do to help me make CATE's journal something of which we can all be proud. I submitted the journal for an NCTE award. As per Bill Younglove's suggestion I sent them the September 2014 issue on "Creativity in a Time of Standards."

5. *California English* Call for manuscripts

September 2015 The Digital Matthew Effect (deadline August 1)

According to Annie Murphy Paul, researchers are beginning to document a digital Matthew Effect, in which students who are already advantaged gain more from technology than do students who are less fortunate. As with books and reading, the most-knowledgeable, most-experienced, and most-supported students are those in the best position to use computers to leap further ahead. What are you doing in your classroom to help bridge the digital divide and help all your students thrive in an interconnected world?

November 2015 Educating the Imagination (deadline October 1)

Although the Common Core calls for narrative as one of the three types of required writing, the practice of having students write fictional stories seems to be falling by the wayside. In our urgency to prepare students for college and career are we forgetting about educating their imaginations? What might be lost if students neglect their storytelling skills? How do you integrate the writing of fiction, poetry, and drama into your curriculum? How do you assess and/or celebrate these products of students' imaginations?

January 2016 Making Classrooms Safe Spaces (deadline December 1, 2015)

E. CCSS Younglove

Younglove shared that the demise of CAHSEE--95% pass it--he clarified that anything that he states in his report may be in flux, as things are changing. In fact, Mikkonen announced that she just saw something within the last day about how CAHSEE is to be replaced by SBAC. Younglove shared that much of what is going on in the state is a reaction to the Vergara case (that students in low-performing schools have been discriminated against because of the talent of the teachers provided for them). In response, there are several bills in process to change how teachers are evaluated--either the levels of evaluation or the support provided for teachers who receive low evaluations. ETS

has been chosen for testing Common Core standards. Maybe one third will be teacher-scored, which could be good professional development for teachers. There may be as many as three years or more before baseline data is established. There will be more money--AB 631 (Bonilla)--available to education. Federal revision of No Child Left Behind, to be renamed Every Child Achieves Act (current 600+ pages), is in process. The committees have expanded the definition of common core--the result is what gets tested: English, math, and science are the current subjects. The revision has fewer restrictions, eliminating rating of schools, but will still include annual testing. Himel asked if the turnaround time for this year's SBAC will be faster. Younglove discussed how getting the results back can inform teachers' decisions for students. Mikkonen pointed out that formative tests on the SBAC can be purchased by districts to administer, and that those formative tests may be designed for quick turnaround of results that could be used by teachers. Younglove shared that councils may want to consider local legislators who are former teachers or helpful to education as nominees for the CATE Award of Merit.

F. CYRM

Not present. No report submitted..

VI. Report by CATE Local Councils

A. Capitol

Dunstan is trying to reconstitute his council's board by calling Sacramento-area people who attended CATE 2016.

B. Central

Dillon shared about Asilomar Oct, 9-11, 2015. McAninch shared how they select their CATE Creative Writing Contest winners as first place winners and then writers-of-distinction (no second or third place positions). They hold a reception where they read their writing, get a book, and \$20 toward a bookstore.

C. Fresno

Schimmel not present. Report sent via e-mail.

1. I am happy to report that FACET continues to move along and, be it slowly, gather interest from new and experienced teachers to increase our growth. There is some concern and a feeling of urgency among our group as we will be without a president and treasurer by the end of June when school is out for our area. Our current board is working to transition some of the newcomers into leadership roles and encourage them to be more involved and lead the way in planning and implementing new events/activities FACET wishes to put on or be involved in.

2. Collaboratively the board has created a mission statement for the local organization feeling that it was important for us to clearly distinguish ourselves from the other active organizations in the central valley. At the end of March FACET proudly continued their yearly sponsorship of CSU Fresno's Young Writers Conference with two awards presented to two outstanding writers! Many members of our FACET board and Yosemite Conference Committee have actively supported SJVWP events such as attending Poem in the Pocket activities and Sherman Alexis speaking appearance as the opening event of the Arne Nixon Center's Censorship Conference at Fresno State. We are also proud that YC Committee member Jaclyn Smith participated in the first ever Dinuba recording of a teacher simulation with Sara Brown Wessling, 2011 National Teacher of the year, and the Teaching Channel.

3. Our Yosemite Conference Committee and its leader Marina Santos have been meeting

regularly and have been actively promoting the 2015 conference on November 6th-8th. Marina has been partnering up with Tulare County Office of Education, Tim Budz, to market the Yosemite Conference at the Sara Brown Wessling and Doug Fisher PD series.

4. The committee is in the final stages of choosing a keynote speaker for the conference and will be making final decisions within the next few weeks. SJVWP will once again graciously donate \$1500.00 towards a keynote speaker who emphasizes writing instruction. Because of this we have taken extra time to choose an appropriate speaker for the job.

5. The YC Committee is also pleased that CSU Fresno Professor Alison Mandaville, Director of English Education and Credential Programs, is writing a grant, that will fund a symposium for new teachers and will pay for their conference fees. We are delighted to work with Allison and hope this will spark a life long interest in our organization for many of the young teachers who attend YC 2015.

6. YC Chair Marina also recently organized a brainstorming meeting with teachers and administrators in Dinuba to increase the membership in TUCATE! Yea Marina! She also asked me to mention to you all that she “was delighted to be a part of the CATE conference because (she) was able to see the behind the scenes organization of it and build relationships with the members.”

7. As this will be my last board report to you as FACET President, I would like to thank all of you for your continued guidance, support, and friendship as I have served on the CATE board. I hope this is not goodbye, but just so long for a little while. I wish all of you, and CATE, continued success and hope we can continue to keep in touch.

D. Greater San Diego

Ugalde reported that GSDCTE had their first Beer and a Book event. She also reported that Greater San Diego Reading Association representatives attended the event. She asked the CATE Board if they want to consider communicating with California Reading Association (CRA). Ugalde reported that GSDCTE’s writing contest coordinator, Steve Rodriguez, is willing to speak and share how he runs the contest in SD for any fellow council writing contest coordinators who may want suggestions for how to expand the contest.

E. Kern

Flachmann reported that this is the first year that they pulled off everything that they wanted to do. She wanted to add to her posted report that before their conference, they had a pre-conference prep session: Prep at the Padre (a renovated hotel), where they paid for beer and hors d’oeuvres, and mentored presenters. After the conference, they debriefed, and called it Tacos and Margaritas at La Cabaña. Part of the debriefing was to acknowledge the award winners (those who were at the conference to receive their awards, and people who weren’t able to attend). She also started a book club, inspired by something Kelly Gallagher said at a presentation in Bakersfield: “If you aren’t reading as much as your students, shame on you.” Flachmann also announced that she just received a CAP money award to buy *The International Bank of Bob* (One Book, One Bakersfield) for the participating schools.

F. Redwood

Wozny present. Report sent via e-mail.

1. TO: We just finished judging our CATE Creative Writing contest winners and will be honoring those winners at a ceremony at HSU May 30th. I will be thanking all the classroom teachers that participated and will encourage those that aren’t already CATE members to check us out. We will then also invite those teachers to our September meeting which will be held at the Humboldt Area Foundation.

2. Our numbers have increased since the convention and we are focusing on getting even more before next February. In addition to an active Facebook page we have also recently added a website and a Twitter account. Please follow us! 3. Our last meeting March 9th, was well attended, with our usual suspects and some new members as well. Amy Conley gave a brief presentation about her upcoming book, *Teachers, Mindset, and Motivation: Connecting Kids to Their Passion, Purpose and Positivity*. Her work focuses on the relationships that teachers build with students. She talked about how people learn and the power of the teacher and how positive psychology is important to the classroom. It was informative and invigorating.

4. I'm excited to go to my first non-convention board meeting and am also excited to be working with Cindy Conlin on the CATE website to refresh the old look.

G. Southland

Lockwood not present. Report sent via e-mail.

1. Our board met in March and we had two guests, one of whom agreed to fill our secretary position, which Jane Medina has to vacate. (Courtney met the guest at the CATE Conference.)

2. Our Spring Social Activity is still in the planning stages, and we hope to have a spring—not a summer—event. Logistical problems with trying to get event people to return e-mails, commit to a docent, etc., have plagued our planning. We may be touring Chinatown and sharing a lunch in late May/Early June.

3. We have a new, and low-cost, venue for our Fall Conference—the UTLA building in downtown Los Angeles. Our membership chair, Christine Jacobson, did an analysis of our members and found the majority live in Los Angeles, so our next Fall Conference will be more centrally-located for most of our members. (Thanks to our guest who suggested the venue and made the contact for us.) We have some speakers and workshop leaders committed, and we are adding to the roster. The topic is Visual Literacy in the English Classroom.

4. We had our yearly election—through e-mail—and sixteen members voted. With our e-mail urging, some of those sixteen SCTE members tried to vote for the CATE candidates on-line, but I guess we were two months early. Suggestion: It might be useful to post the CATE slate right after the CATE Convention, since it is still on people's minds.

H. TUCATE

Surabian reported about the Yosemite Conference, November 6-8. Debra Dean will be a main speaker, and the focus will be on writing. The time is during the beginning of the off season, so they have more negotiating power with the venue. She encouraged everyone to come.

I. Upper

Stark reported that Upper has been going to Yuba College, and next time she will bring CATE membership brochures. She shared that she signed up for lifetime membership in CATE as she will be retiring from teaching at the end of this school year, and Gina Cole will be taking over as president starting in September.

At 11:30 PM, Mikkonen announced that the standing committees should meet for half an hour, then return for lunch at noon. Williams has the traveling CATE drapes if anyone wants them for upcoming CATE events in their councils. Standing committees reported out after lunch.

VII. Standing Committee Meetings

A. Convention Coordinating Committee

Present: Michelle Berry, Charleen Delfino, Greg Johnson, Nancy Himel, Liz McAninch, Denise Mikkonen, Susan Dillon

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Before the
Next Board Meeting:

Berry reported out from the committee.

Registrar's Report:

Berry started the report by sharing issues from Cindy Conlin, the convention registrar, that were brought up in her report.

ACTION ITEM: To approve to fix the web not to exceed \$400. Moved by Berry, seconded by Hockensmith. Passed.

ACTION ITEM: Purchase invoice software, not to exceed \$100. Moved by Berry; seconded by Ugalde. Passed.

ACTION ITEM: P.O.s must be mailed with signature and actual encumbered number, and not accepted online. Moved by Berry, seconded by McAninch. Discussion ensued about the pros and cons. Berry asked to table the vote until tomorrow, in order to investigate further.

Berry also shared that Conlin reported that there are software platforms that will do online registration, charging a credit card fee, and a percentage to process that order. Conlin suggested investigating them for the future, knowing that it may make her job obsolete in the future.

Exhibits Manager's Report:

The highlights of Himel's report included: Almost as much income this year as last year; no artists/clothing people were available; pampering was well-received; walls were needed to separate session space; food helpful in/near the EH for lunchtime sessions; and pop-up entertainment may happen next year.

ACTION ITEM: Increase the price of each level of booth \$50, keeping the early discount. Moved by Berry, seconded by Ugalde and Keough. Discussion: We are eliminating the longevity discount (two-year returnees). This would increase the prices to \$550, \$500, \$450. Passed.

As Exhibits Manager, Himel is a paid sub-contractor. It has come to our attention, that because she is not a volunteer, she cannot be a board member according to our bylaws. Himel will still be welcome at board meetings, but she will have to pay her own way to any board meeting. She was already a non-voting member.

ACTION ITEM: To renew the contract for Nancy Himel as exhibits/sponsorship/advertising manager. Moved by Berry, seconded by Ugalde/Keough. Surabian asked how this same issue applies to Carol Jago, who is also paid for her duties as editor. The answer was that Carol Jago usually pays her own way. Discussion ensued. Passed.

ACTION ITEM: Proposed budget for CATE 2016 (see below). Moved by Berry, seconded by Williams/Johnson. Discussion ensued. Passed.

CATE 2016 CONVENTION BUDGET

INCOME

| | |
|----------------------|---------------------|
| College Credit: | \$10,000.00 |
| Exhibits/Program Ads | 18,000.00 |
| PreConvention | 10,000.00 |
| Sponsors | 4000.00 |
| Registration | 150,000.00 |
| Misc./Rebates | 0.00 |
| From Councils | 5000.00 |
| TOTAL INCOME | \$197,000.00 |

EXPENSES

| | |
|-----------|------|
| Attrition | 0.00 |
|-----------|------|

| | |
|---------------------------|--------------|
| AV/WiFi | 9000.00 |
| Bags | 500.00 |
| CWP Reception | 500.00 |
| College Credit | 5000.00 |
| Convention Planning | 200.00 |
| Decorations | 500.00 |
| Exhibits | |
| Booth Fee | 0.00 |
| Commission- Ads&Exhibit | 5500.00 |
| Decorators | 2500.00 |
| Hospitality | 500.00 |
| Security/Staff | 700.00 |
| Gifts for Local Committee | 250.00 |
| Hospitality | 100.00 |
| Insurance | 200.00 |
| Mailing/Postage | 500.00 |
| Meal Function Costs | 70,000.00 |
| Misc. | 1000.00 |
| New Teachers | 500.00 |
| PreConvention | 10,000.00 |
| President's Reception | 1500.00 |
| Printing/Copying | 9000.00 |
| Registrar | 10,000.00 |
| Speakers | 12,000.00 |
| Friday Night | 0.00 |
| TOTAL EXPENSES | \$139,950.00 |

To Do/Actions to Take
Before the
Next Board Meeting:

ACTION ITEM: Provide half-price registrations for 12 convention committee members for CATE 2016 to be distributed by Stallones. Moved by Berry, seconded by Hockensmith. Passed.

Stallones shared (through Berry) that she likes the schedule the way it was last year, the registration fee will remain the same, and the bookseller will be Mrs. Nelson's (same as in San Diego). Fristrom noted in his post-convention report (of the 11 items he included) that it would be nice to announce the food at the first super-session so people don't eat/buy coffee before the first session.

Berry announced that Kathy Nichols and Susan Dillon will be co-chairs for CATE 2017.

B. Policy/Censorship:

Present: Angus Dunstan, Jill Hamilton-Bunch, Gini Wozny, Carole LeCren, Bill Younglove, Patrick Keough

1. CCSS Update

Younglove started by sharing information about the framework. In draft form, it is still 1345 pages long, and may be reduced to 900+ pages. Both Wozny and Dunstan asked about how this framework may be used in this time and place. He recommended that specific grade level information, as well as chapters on assessment and publisher. LeCren questioned whether the online aspect of this will appeal to new teachers, who seem to use online resources (even TeachersPayTeachers) to search for curriculum to go with the standards. Will the framework be the go-to document? Younglove (who has

read all 1345 pages of the draft) says that the document has parts called “snapshots” where it shows an example in a teacher’s classroom with a lesson plan. He also recommended the 100 pages by Carol Jago. The cost of the hard copy may be \$75 and \$100. Younglove also reviewed some of the bills that are proposing to alter teacher evaluation. He pointed out that multiple measures is preferred, and that test results should not be a component. Keogh shared that in his district there is a teacher liaison working with the administration to help develop these evaluations--the philosophy is, do teachers want to be proactive and get in front of it to offer solutions, or are teachers going to get solutions imposed on them. Multiple measures are possibilities; “value-added” measures are suspect--these are measures that will base evaluations on achievement growth (test scores from year to year). Discussion ensued about the fact that teachers should be adding value to a student’s education--the question is what is valued and how can that be measured? LeCren asked if there is something about the teacher evaluation that we can use in a resolution--even if it is to encourage those who are looking at teacher evaluation to encourage the use of multiple measures. Discussion ensued again--we all know the teacher who is less than efficient/good/etc. Jokingly we explored the idea that students who encounter less able teachers are experiencing career-readiness--in the future they will have a boss who is not the best. Dunstan asked about the upcoming Day of the Teachers: May 5 nationally, May 13 in California--we could have a resolution that celebrates the day. Discussion was that a resolution was not necessary. Dunstan also asked if CATE wanted a resolution about the CAHSEE. Younglove shared that since so much of this is in flux, a resolution at this time would be unnecessary. Discussion ensued about how districts are dealing with this “flux” time: districts are creating their own assessments to create baseline data for the possible future multiple measures (LeCren); superintendents are giving teachers what they ask for, so that when the teachers still can’t get the students to achieve down the line, the public can use that as an excuse for supporting school vouchers (Hamilton-Bunch); charter schools will become more popular (Younglove), even though the original purpose of the charter school was to take the student into the charter environment, find a way for him to succeed, then replicate that success in the public school system...that is the piece that hasn’t been done. And, when the “boutique” solution in a charter school succeeds because of the smaller size, it cannot be replicated in the public sector unless money is provided to reduce size.

2. Resolutions

The committee does not think that any of the issues discussed in committee currently warrant a resolution.

3. Budget Priorities

Dunstan reminded the group about what we used to spend money on: a policy analyst (\$1000/month for Martha Zaragoza-Diaz) and arrange to meet people in Sacramento for Advocacy Day. Dunstan suggested that we put money toward producing an information piece to be published on CATEweb regarding legislation, etc.--the type of information that Younglove provides for CATE. Whether we tweet it out, or make a place on CATEweb, we could post it with little or no cost. LeCren brainstormed the idea of bringing back resolution representatives by asking them to visit a board meeting, participate in a Policy/Censorship committee meeting, and correlate the information.

Younglove explained that the California budget starts in January and gets posted in June--thus lobbying or proposing resolutions has its best effect in the spring. Dunstan proposed that each member of the Policy/Censorship committee take Younglove’s information, during the committee meeting, to write sentences/paragraphs that will interest our membership. This kind of information will help our membership get ahead of issues instead of being reactive.

4. Old Business

Dunstan shared that he researched the nominees that the committee suggested last time for the Intellectual Freedom Award at NCTE. He did not find any of them to be a good fit for this award, so he made an executive decision not to submit a nomination this year. Younglove said that if we decide not to nominate someone this year, those people can still be options later. Keogh asked if CATE always nominates someone for this award. Dunstan and Younglove shared the backstory on several nominees, but clarified that it is not every year.

C. Leadership

Present: Carol Surabian, Pam Stark, Kim Flachmann, Richard Hockensmith, Jeannine Ugalde, Joan Williams, Mary Alder, Carmen Carrillo, Sue Sommer

1. Offices Due for Election in 2016

Surabian shared that the committee is pursuing people to run for the open offices for the next election, and hope to have more to report in September.

The committee wants the Executive Finance Committee to consider reinstating the Resolutions Committee (Berry later reported that this might cost \$10,000) because the role of council resolutions committee member was a starting point for many board members. In addition, the Leadership Committee asks the convention chair to find a time during the convention for council membership chairs, council treasurers, and council registrars of small conferences to meet. This would give the state level chairs to work with them and give them time to network. The Leadership Committee encourages local councils to bring council leaders to board meetings as visitors when meetings are held in their area of the state.

Side note:

While meeting in the lobby, the Leadership Committee ran into a woman having a Kentucky Derby party, and it turned out she was a CATE member. Here is a rough list of ideas/suggestions for CATE conventions that they got from their serendipitous meeting with CATE board member Audrey Fairchild in the lobby: (some were inspired by the San Francisco Writers Convention website): Top ten reasons to attend. Gala welcome party for first timers to the convention. Open mike and read your writing. They allow writing time. Ask an expert/table talks perhaps at the gala welcome party. Have CDs and MP3s from past conferences. The two meals they do are breakfast and lunch--then encourage people to go to dinner with their new friends.

•Stallones/Berry/
LeCren: Think about creating time at CATE 2016 for council membership chairs, council treasurers, and council registrars of small conferences to meet.

•Council Presidents: Consider inviting council leaders to CATE board meetings in order to encourage/inspire them to extend their leadership roles.

•Stallones/Berry/
LeCren: Take a look at these ideas--possibilities for incorporating into future CATE conventions.

3:50 PM

IX. Group Discussion

A. Concrete Suggestions for Looking at the Budget.

Scholarship-Reid needs to be relabeled to include all the scholarships, with an established amount, and a separate account. Membership needs an increase because of the reprints. *California English* will also need to be increased because of the increase in members. Dunstan asked if CATEweb needs more allocation for improvements. Discussion ensued, with Wozny, who will be monitoring/overseeing CATEweb, sharing that she will be working with Cindy this summer. Hockensmith asked what CATE wants the website to do--to be a location for information and registration, or do we want an

interactive website? Dunstan brought up the idea of having an office manager/active retiree/long-term CATE member to be the person who does what we need to have done. Discussion ensued about board responsibilities, including how people time-manage, how people know/carry through what they have volunteered to do, how people find their niche, and how the work needs to be more equally dispersed. Discussion ensued about how to use Facebook, including discussion of people sending information and/or advertising events. There are several Tweeters on the board: Jill Hamilton-Bunch and Mary Adler. The question is, if they tweeted things on Twitter about a new ELA book, etc. and used #CATE, and Jeannine Ugalde, as the administrator, looked for #CATE once a week, and then re-tweeted the posts that would appeal to a CATE audience. Twitter can also be used for communication from person to person. Further discussion ensued, about the difference between posting/administrating and creating content.

To Do/Actions to Take Before the Next Board Meeting:

•Tweeters: For those who tweet, consider using #CATE for tweets that would appeal to an ELA teacher audience, so that CATE can re-tweet relevant material.

Roundtable: Each member shared something they appreciated/for which they were grateful. The board meeting adjourned for the day. The Presidents' Meeting was held after roundtable.

Sunday May 3, 2015

Announcements: Berry reported that Stallones is getting treated for her nausea and dehydration at the hospital, and then will be going home. Mikkonen honored Delfino for her service on the board. Himel announced that CATE should thank John Green on Facebook and Twitter for winning the California Young Reader Medal award.

XI. Report of Presidents' Meeting

Surabian reported that she shared hard copies of the President's Handbook, which will continue to be edited. Policy 10.4 concerns were discussed.

XII Standing Committee Meetings

A. Executive Finance:

Present: Angus Dunstan, Susan Dillon, Michelle Berry, Carole LeCren, Charleen Delfino, Greg Johnson, Denise Mikkonen, Nancy Himel, Liz McAninch

The committee worked out a proposed budget for 2015-2016:

INCOME

| | |
|---------------------|---------------------|
| CE Income: | \$4,000.00 |
| Convention Income: | 197,000.00 |
| Membership: | 35,000.00 |
| Misc. Income | 2,000.00 |
| From Reserve: | 0.00 |
| TOTAL INCOME | \$238,000.00 |

EXPENSES

| | |
|---------------------------|------------|
| Awards and Gifts | \$200.00 |
| Board & Advisory Meetings | 39,200.00 |
| CATE 2016 | 139,950.00 |
| CATEweb | 6000.00 |
| CE Ad Commission | 800.00 |

| | |
|---------------------|--------------|
| CE Editor Fee | 3200.00 |
| CE Mailing | 2500.00 |
| CE Office | 100.00 |
| CE Printing | 25,000.00 |
| CYRM | 400.00 |
| Credit Card Expense | 4500.00 |
| Leadership | 250.00 |
| Legal & CPA | 700.00 |
| Membership | 1500.00 |
| Miscellaneous | 100.00 |
| NCTE | 3000.00 |
| Office & Equipment | 1000.00 |
| Other Travel | 500.00 |
| Policy & Censorship | 100.00 |
| Precision Assembly | 8000.00 |
| Pres. Office | 1000.00 |
| TOTAL EXPENSES | \$238,000.00 |

Scholarship \$1500.00

To Do/Actions to Take
Before the
Next Board Meeting:

ACTION ITEM: To accept the budget for 2015-2016. Moved by Dillon, seconded by Dunstan. Motion to table the vote until after the reports of the other standing committees. Moved by Dunstan, seconded by Johnson. Passed to table the motion.

Discussion ensued about the Awards and Gifts line, putting money in the line to pay membership for the Classroom Excellence Awards winners. After much discussion, the resolution of which entity pays for the membership of the non-member awardees was tabled until the board contacts the previous secretary in order to determine if the policy was changed, or simply under discussion. Discussion ensued about how to pay for CATE's delegates to the NCTE Convention, which involved looking at Policy 8.4.

ACTION ITEM: The Board authorizes the Treasurer to create separate accounts for the Scholarship funds. Moved by Dillon, seconded by Dunstan. If the action item passes, then the Scholarship Line in the budget (currently proposed at \$1500), will not be listed under Expenses but under Investments. Younglove asked what type of accounts will be created. Johnson explained that he would go through the same bank and create several saving accounts, they would appear on the bank statements. Passed.

B. Publications:

Present: Gini Wozny, Patrick Keough, Bill Younglove, Mary Adler, Sue Sommer

1. Web-site Update

Discussed the changes to CATEweb and the Facebook page. She will have mockups of the CATEweb revision to the September board meeting. They discussed the difference between format and content. The format will be the focus first. The site will be changed in terms of format (updating, less cluttered etc.) and content will be malleable. The web-site will be worked on over the summer presented to members BEFORE the September board meeting for comments/questions. Budget upped to \$6000 for website will help. Ideas for content were discussed in the committee:

- CE indexed
- upcoming events

•LeCren: Check with Danielson about policy updates.

•Johnson: Create new accounts for scholarship monies.

•Wozny: Work with Cindy Conlin to design new face of CATEweb, ready to present to board members before the September board meeting.

- Joining CATE
- Annual Convention
 - Funding sources
- Local councils
- Contests and awards
- Board info.
- Policy/Resolutions; Political watch

Discussion of maintenance of site and responsibility of updating content, including an update of the CATE Bylaws. Who is responsible for doing this, and how can it be done? Discussion about social media procedures ensued, including Facebook and Twitter posting rules. Wozny will bring information and examples of a social media policy for non-profits to the September board meeting. Decisions and policies about maintenance and posting for all social media will be discussed at the next committee meeting.

2. Writing Contests

Inspiring Literate Lives is the convention theme, which usually inspires the prompt for the CATE Creative Writing Contest. The committee came up with two prompts. The prompts were brought back to board and the first one was chosen.

1. There are times in our lives when we are inspired. Write about how and why a text (book, movie, article, painting, photograph, essay, etc.) has inspired you to learn more, write more, read more or live differently. Your entry may be in the form of a poem, an essay, or a piece of fiction.

~~2. There are times in our lives when we encounter a work that deeply affects us. Write about how and why a text (book, movie, article, painting, photograph, essay, etc.) has inspired you to learn more, write more, read more or live differently. Your entry may be in the form of a poem, an essay, or a piece of fiction.~~

Discussion ensued about possibly awarding winners with a monetary gift. Tabled for the time being.

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C. Membership

Present: Joan Williams, Pam Stark, Kim Flachmann, Carol Surabian, Jeannine Ugalde, Carmen Carrillo

1. Review and Redesign CATE Communications

Discussed the revisions because of the membership fee change. Williams plans to meet with LeCren to help redesign the brochure. Williams wants the councils to use the remaining 1200 brochures at Precision before July. Williams plans to look for ALL locations where the membership fee needs to be changed on July 1.

2. Budget Needs

Request for increase has already been met, according to the Executive Finance Committee's report. We were hoping for \$500 for printing, and supplemental money for things to sell at the membership booth.

3. Review Policies from December

Williams proposed changes to the Policy 10.1 and 10.2, regarding the awards. She will go over the changes, then give the text to LeCren. Changes included: 1) adding "in print form" (for submitting nominations). Surabian pointed out to McAninch that the same phrase needs to be put on the award nomination form that the past president designs; 2) revisiting the awards committee's purpose (Berry clarified that this protocol is usually used for the Distinguished Service Award); 3) "at the start of the December board meeting for board approval" so that the print forms can be sorted before the classroom excel-

To Do/Actions to Take
Before the
Next Board Meeting:

•LeCren/Wozny:
Create flyer for CATE
Creative Writing
Contest and post/give
to Jago for *California
English*.

•Williams: Look on
CATEweb and other
CATE materials for
all places where the
membership fee needs
to be changed.

•LeCren/Williams:
Redesign the member-
ship flyer.

•LeCren: Review
policies and update as
indicated.

lence awardees are approved; 4) clarification of some procedures; 5) create a new number “8”; 6) the old “8” will become a new “9”; 7) and so on for the numbering.

The committee discussed perhaps moving nominations to September, in order to notify winners earlier; since notifying awardees in December seems too late for people to register for a convention. Discussion ensued and the consensus was to keep the nomination deadline in December.

To Do/Actions to Take
Before the
Next Board Meeting:

ACTION ITEM: Discussion ensued on the tabled motion: To accept the budget for 2015-2016. Johnson shared that he appreciates the sacrifices that people make to be members of the board, financially and personally. Surabian referred to Younglove’s report about the possibility that professional development monies may not be available; Mikkonen reassured the board that there will be professional development monies available because of the common core. Passed.

IX Old Business

ACTION ITEM: Formally eliminating the \$50 discount for early registration for booth purchasers. Moved by Berry, seconded by Johnson. This is an amendment to yesterday’s action item. Passed.

ACTION ITEM: To implement a policy that no convention registrations be accepted without payment or completed purchase order. Moved by Berry, seconded by Dunstan. Dunstan asked when is it a completed purchase order? Discussion ensued about the definition and previous discussion from yesterday. LeCren clarified that there are two different issues. Passed.

ACTION ITEM: To remove the option of online POs and return to the previous procedure, including the option of e-mailing a PO for districts that cannot send mail to an out-of-state address. Moved by Hamilton-Bunch, seconded by Sommer.

•Berry: Communicate to Conlin about the action items regarding P.O.s.

Younglove sent to Mikkonen several weeks ago a list of funding resources. He recommends that this information be made available to convention attendees. LeCren offered to put the information in the convention materials.

•LeCren: Include the list of funding sources from Younglove on advertising for CATE 2016.

X. New Business

Younglove shared an article about the 50-year anniversary of Title I. Most districts are funded by at least 10% of Title I funds. Younglove shared some facts about testing, including the following:

1.6% of instructional time is taken with testing.

Students take an average of 113 standardized tests from K-12.

There are 23 distinct purposes for tests.

K-2 take 2-3 more district exams than state exams.

Forty-nine% of parents think students take too many tests.

Federal tests are not as onerous as the additions/modifications that districts add on.

Testing needs to aid instruction; anything else is superfluous.

Williams suggested that it might be interesting to read the books of our speakers for next year’s convention, read them over the summer, and discuss them at the September board meeting. Communication will occur by e-mail about this book club idea.

XI. Adjournment

ACTION ITEM: To adjourn. Moved by Dunstan. Seconded by Ugalde. Passed. 10:57 AM