

**Board of Directors' Meeting Agenda**  
**Thursday, March 6, 2008**  
**Long Beach Hyatt Regency Hotel**  
200 South Pine Avenue  
Long Beach, CA 90802  
(562) 491-1234

**Wednesday, March 5, 2008**

- Arrival for non-local Board members and presidents
- Pre-con meeting at 4:00PM for local committee, convention chair, convention coordinator, and principal Board members in Shoreline AB at the Hyatt.
- Presidents' meeting, 7:30PM, Tides Restaurant at the Hyatt: discussion will include council breakfast agenda review (resolution review and feedback to submit to Resolution Chair and committee), business meeting protocol, and other topics as needed

**Thursday, March 6, 2008**

**8:00 AM** Continental breakfast and set up for meeting.

*Please bring gifts for publishers, books for new teachers, copy of minutes and agenda, and posted Board reports at this time. (If you have not posted your report on CATEweb by March 5, please place 40 copies of your written report on the table provided in the meeting room at this time.)*

*Because of the time constraints of this meeting, it would be much appreciated if everyone would post and read reports ahead of time so that oral reports may be short.*

**8:30 - 9:30**

1. Call to order
2. Approval of December Board minutes
3. Adoption of today's agenda
4. CATE Board reports
  - A. President (Berry - 10 minutes)
    1. Correspondence and activity since December
    2. Report highlights
    3. Commendations
    4. Reminders for convention
      - a. Awards schedule
      - b. Seating 1 per table, except for Saturday banquet; carry business cards
      - c. Reserved tables are for council president of winners, winners' family, speakers and introducers, convention coordinator and convention chair
      - d. Hospitality suite 1710 - do come to welcome speakers and award winners
      - e. Presidents - greet your winner, escort to suite and to event
      - f. Punky to distribute Bylaws amendments for business meeting
  - B. Vice-President (Delfino - 5 minutes)
    1. Advisory Committee Report
    2. JCIM meeting
    3. Plans for May meeting
  - C. Past President (Rippee - 10 minutes)
    1. NCTE Liaison Report
      - a. Nominations for NCTE Awards due May 1

<http://www.ncte.org/groups/affiliates/awards/109279.htm>

- b. New Early Career Educator of Color Leadership Award
- c. Task Force (handout)
2. CATE elections
3. Awards
4. Other
- D. Secretary (Tracey - 3 minutes)
  1. Directory Update
  2. Policies
  3. Other
- E. Treasurer's Report (A Fristrom - 10 minutes)
  1. Financial Report
  2. Reimbursement Updates/Reminders
  3. Other
- F. Membership Chair's Report (Williams - 7 minutes)
  1. Membership figures update
  2. CATE booth coverage (sign up please)
  3. Friday Membership Chairs' Meeting (TBA)
  4. CATE membership gifts
  5. New membership brochures
  6. Council membership ribbons distribution
  7. Other
- G. Convention Coordinator's Report (Hase - 10 minutes)
  1. Room Arrangements
  2. Room pickup update
  3. LBCC—exhibit space/ contract F&B
  4. Exhibits Information
  5. Board Invitations
  6. 2008
    - a. Appreciation
    - b. Budget effects
  7. 2009
  8. 2013
  9. Ads re: NCTE program
- H. Convention Chair's Report (Himel - 10 minutes)
  1. Updates
  2. Board Duties
  3. Other
- I. President of Presidents' Report (Dunstan - 3 minutes)

**9:30 - 10:15**

5. Report of Liaisons

- A. CDE (Goodwin - 7 minutes)
- B. Policy Analyst (Zaragoza-Diaz - 7 minutes)
- C. CYRM (Fleming - 3 minutes)
- D. CWP (Marlink - 5 minutes)
- E. CLRP (Jago - 3 minutes)
- F. California English (Jago - 3 minutes)
- G. CATEweb (Wilson - 3 minutes)
- H. CATENet (Burke - 2 minutes)
- I. CCCC (Younglove - 3 minutes)
- J. CTA (Martinez - 3 minutes)

**10:15 - 10:30 BREAK**

**10:30 - 11:45**

6. Standing Committee Meetings

(Reminder: Give written minutes and delegated tasks to be included in the minutes to secretary by end of meeting.)

*A. Policy/Censorship - ANGUS DUNSTAN, Jim Burke, Carmen Carrillo, Kathleen Cecil, Carrie Danielson, Carol Jago, Mary Anne Goodwin, Debra Martinez, Jayne Marlink, Maureen Rippee, Anne Sahlberg, Bill Younglove, Martha Zaragoza-Diaz*

1. Legislative Analyst Report (Martha)
2. Resolutions (Kathleen)
3. 4C's Report (Bill)
4. Code of Ethics (Angus)
5. Attend policy presentation Friday 10:15AM
6. Budget priorities
7. Other

*B. Convention Coordinating - TEISHA HASE, Michelle Berry, Charleen Delfino, Susan Dillon, Anne Fristrom, Punky Fristrom, Nancy Himel, Richard Hockensmith, Liz McAninch, Cheryl Hogue Smith, Lorraine Tracey*

1. CATE 2008 update and details
  - a. Sponsorship commendations
  - b. Exhibits commendations
  - c. CYRM
  - d. Reg breakdown
2. CATE 2009
  - a. Theme
  - b. Speakers
  - c. Publicity
    1. Marriott
    2. Santa Clara CVB
  - e. Prices (\$119/\$59.50)
  - f. 50<sup>th</sup> Annual
3. Sponsorship
  - a. Dispersal of certificates of appreciation
4. On-line registration: revisions necessary?
5. 2010 Convention
6. Discuss fees for commercial presentations
7. Other

*C. Leadership - CAROL SURABIAN, Kathy Allen, Bob Chapman, Cathy Cirimele, Carol Clarke, Audrey Fleming, Tish Griggs, Barbi Lapp, Susan Karpowicz, Shelly Medford, Joan Williams*

1. Leadership responsibilities of presidents at the convention
2. Recruitment for CATE Board offices
3. Recruitment for NCTE Awards AND who will take the lead for May 1 deadline
  - a. Teacher Leadership
  - b. High School Teacher of Excellence
  - c. Multicultural Teacher of the Dream
4. Budget priorities
5. Other

**11:45 - 12:30** Resolutions Committee: First reading of proposed resolutions

**12:30 - 1:30** LUNCH

**1:30 - 2:00**

7. Reports by CATE Councils

- A. Capitol Council (Dunstan - 3 minutes)
- B. Central Council (McAninch - 3 minutes)
- C. Fresno Council (Cirimele - 3 minutes)
- D. Greater San Diego Council (Danielsen - 3 minutes)
- E. Kern Council (Lapp - 3 minutes)
- E. Redwood Council (Sahlberg - 3 minutes)
- F. Southland Council (Carrillo - 3 minutes)
- G. TUCATE Council (Surabian - 3 minutes)
- H. Upper Council (Medford - 3 minutes)

**2:00 - 3:30**

8. Standing Committee Meetings

(Reminder: Give written minutes and delegated tasks to be included in minutes to secretary by end of meeting).

**A. Executive/Finance:** - *CHARLEEN DELFINO, Michelle Berry, Angus Dunstan, Anne Fristrom, Punky Fristrom, Teisha Hase, Mary Anne Goodwin, Jayne Marlink, Maureen Rippee, Cheryl Hogue Smith, Martha Zaragoza-Diaz*

- 1. Financial budget issues/priorities
  - a. Convention attrition
  - b. Convention budget
  - c. Begin to formulate 2008-2009 budget
- 2. Voting at the Business Meeting
- 3. Advisory minutes
- 4. Other

**B. Publications:** - *LIZ MCANINCH, Jim Burke, Carmen Carrillo, Kathleen Cecil, Bob Chapman, Cathy Cirimele, Carol Clarke, Susan Dillon, Nancy Himel, Carol Jago, Anne Sahlberg, Bill Younglove, Jeff Wilson*

- 1. CATE/NCTE Writing Contests status and update
  - Work on prompt for 2009
- 2. California English
- 3. CATEweb – Response to new website
- 4. CATENet
- 5. Budget priorities
- 6. Other

**C. Membership:** - *JOAN WILLIAMS, Kathy Allen, Carrie Danielson, Audrey Fleming, Tish Griggs, Richard Hockensmith, Barbi Lapp, Susan Karpowicz, Debra Martinez, Shelly Medford, Carol Surabian, Lorraine Tracey*

- 1. Plans for meeting with membership chairs on Friday
- 2. CATE membership booth plans
- 3. Discussion of continued problems with membership and action plan to eliminate and/or steps already taken since December meeting.
- 4. PowerPoint presentation for membership booth
- 5. CATE reminder cards -- creating email reminders
- 6. Budget priorities
- 7. Other

**3:30 - 3:45** BREAK

**3:45 - 4:30** Resolutions Committee: Second Reading of proposed resolutions. Committee will prepare dissemination of resolutions for council breakfasts and Sunday business meeting

**4:30 - 5:30**

11. Committee Meeting Reports. Discussion and Action Items

- A. Policy/Censorship (Dunstan)
- B. Convention Coordinating(Hase)
- C. Leadership (Surabian)
- D. Executive/Finance (Delfino)
- E. Publications (McAninch)
- F. Membership (Williams)

**5:30 6:00**

12. Old Business

13. New Business

**6:00** Adjournment

**7:00** Registration begins

Note: After Sunday Board meeting the Resolution Chair will submit revised resolutions to president, past president, and secretary.