

## BOARD OF DIRECTORS MEETING

December 2 and 3, 2000

Doubletree Hotel, Burlingame

The meeting was called to order at 9:30 A.M. by President Aaron Spain. Other members in attendance included *Southland Representative* Kathy Allen, *California Department of Education Liaison* Beth Breneman (Saturday only), *GSDCTE Representative* Oscar Browne, *Central Representative* Caroline Caracciolo, *Member at Large* Bob Chapman, *Member at Large* Pat Ellis, *Treasurer* Anne Fristrom, *Convention Coordinator* Punky Fristrom, *Upper Representative* Teisha Hase, *Secretary* Carleen Hemric, *CALIFORNIA ENGLISH Editor* Carol Jago, *Vice President* Cheryl Joseph *Capitol Council Representative* Susan Karpowicz, *Resolutions Chair* Jim Kliegl, *Member at Large* Olga Kokino, *FACET Representative* Janeen Langenheim (representing Faith Nitschke), *Past President* Robin Luby, *Policy/Legislative Chair* Don Mayfield, *CATE 2001 Chair and Member at Large* Akiko Morimoto, *Member at Large* Anna Roseboro, *Membership Chair* Linda Stockton, *TUCATE Representative* Carol Surabian, *Redwood Representative* Joan Williams, and *Member at Large* Bill Younglove. Absent: *Member at Large* William Burns, *Member at Large* Claudia Keith, and *Member at Large* Mahlon Woirhaye.

**A. Fristrom moved and Kliegl seconded the approval of the September, 2000 minutes. MOTION PASSED.**

**Luby moved and Roseboro seconded the approval of the agenda. MOTION PASSED.**

### REPORTS OF OFFICERS

PRESIDENT - Spain expressed his pride in CATE's leadership in promoting more affiliate representation in NCTE and the recognition of that leadership by the NCTE President and Affiliates Representative at the convention. He attended the HSEE meeting in Sacramento in September, represented CATE at Asilomar 50, sat in on a CYRM meeting in San Francisco, and will represent CATE at the Asilomar planning meeting in January.

Spain reported that members of the Executive Committee are working with Zaragoza-Diaz to nail down good lobbying days for a Sacramento visit.

A candidate for CATE 2002 Chair is being sought.

PAST PRESIDENT - CATE was represented at NCTE by Spain, Luby, Joseph, Mayfield, Hemric, and Younglove at the Business Meeting and Affiliate Breakfast. Directors also invited exhibitors in the Exhibit Hall to exhibit at the CATE Convention. Jim Burke was honored as CEL Exemplary Leader Award winner, and Don Mayfield as Region 8 Intellectual Freedom Award winner. An NCTE Resolutions Committee member expressed her gratitude to CATE for its input for the NCTE Resolution concerning opposition to high stakes testing.

Upcoming NCTE events include the CCCC Winter Workshop - January 3-6, 2001 - Clearwater Beach, FL; NCTE Region 8 Leadership Seminar - February 17-18, 2001 - San Jose; CCCC Convention - March 15-17 - Denver; NCTE Spring Conference - March 29-31, 2001 - Birmingham, AL; the Whole Language Umbrella Conference- July 26-29, Chicago.

Lisa Hernandez from Southland Council attended NCTE and received one of the Prentice Hall-sponsored Leadership Development Awards and participated in the roundtable discussions at the Affiliate Breakfast. Luby chaired one of these discussions.

CATE Awards of Merit and Classroom Excellence Awards nominees from each council and one CATE Distinguished Service Award for the state nominee are due at this meeting. Letters to Award Winners will be sent in early January; awards will be scheduled at meal and general sessions during the Ontario Convention.

Nominations are awaited for Members at Large Unspecified, Secondary, and Elementary, Secretary, and Membership Chair. Nominations are due today, December 2. The receipt deadline for further nominations (by petition) will be the scheduled beginning of the Annual Business

Meeting. All nominees should bring a photo and policy statement of no more than 100 words for the ballot. Nominees for office will speak during the Annual Business Meeting; ballots will be mailed as soon as all new members from the convention have been entered into the rolls; ballots will be due April 30.

**Browne moved and P. Fristrom seconded that San Diego be allowed to nominate two elementary candidates (team teachers) for the Classroom Excellence Award. MOTION PASSED.**

**Hase moved and Chapman seconded to allow Upper to nominate two secondary candidates for the Classroom Excellence Award. MOTION PASSED.**

VICE PRESIDENT - Joseph noted that the November Advisory phone conference had involved planning the agenda for this meeting. She also handled housekeeping details for this meeting - rooms, lunches, snacks, etc.

COUNCIL REPRESENTATIVES COMMITTEE - Williams reported on the December 1 meeting of the Council Committee Representatives. The group discussed the core values and input from the various council committees. The writing contest was discussed, and some of the presidents noted that the topic was too narrow and the examples not diverse or contemporary. An open prompt idea was considered. Another idea was that standards and domains be emphasized so that the contest would not require an extra assignment. Nominations and Awards were discussed. Upper had everything in order. The Awards process was discussed including the development of a policy to assist with funding of attendance costs for classroom excellence award members. Ideas included a letter to the awardee's principal asking for funding, council committees' funding of the costs, or finally a provision for a council's requesting funding from the CATE Board for the award winner. **Williams moved and Browne seconded to refer the proposal for CATE assistance in funding Classroom Excellence Awards winners to the Executive Finance Committee for consideration. MOTION PASSED.**

The group suggested that form letters frequently used by council committee presidents be included in the President's Handbook.

MEMBERSHIP - Stockton reported that the current membership total is 2660, a loss of 49 since September with Central sustaining the greatest loss of 101. Twenty-four new half price memberships were processed in November. Seventeen new members joined at half price at the CRA Convention in San Jose, and \$811 in merchandise was sold. The booth was staffed by Stockton, Lorraine Tracey and Al Adams. The credit cards were a big success. Flyers inviting exhibitors at CRA to exhibit at CATE were distributed.

New membership brochures advertising CATE 2002 and noting that we now take credit cards will be printed.

NCTE books, pins, bookmarks, and prop-ups will be on sale at CATE 2001. Suggestions for other merchandise is solicited. Writing contest and literary map promotional posters will be displayed.

All councils are reminded that they have five free promotional memberships to award as they wish.

CATE and council banner costs are being investigated.

SECRETARY - Hemric asked for directory corrections.

CATE 2001 - Morimoto reported that confirmation notices with complimentary registration forms have been sent to 170 presenters. Exhibitors from NCTE and CRA were solicited. Lucy Calkins, Marilyn Whirry, and Yvonne Thornton are possible speakers for CATE 2002.

P. Fristrom requested Board room reservations on-line as soon as possible. Southland and Kern Councils have agreed to sponsor the New Teachers Reception. Pat Ellis has been able to get permission to have the convention flyers distributed through the Los Angeles School District. Eighty-three exhibit booths have been confirmed. Board members are reminded to bring gifts for

exhibitors and books for new teachers and to be ready to volunteer for work at the convention. A few credit card registrations have been processed. A planning meeting for CATE 2001 will be held in Ontario on January 20, 2001, to go over convention details. A chair for CATE 2002 should be selected. Requests for site proposals for CATE 2006 have been sent.

LEGISLATIVE REPORT - Mayfield reported that the two NCTE Resolutions had to do with high stakes testing and a test takers' bill of rights. The next issue of *CommuniCATE* is devoted to high stakes testing. *CASE AGAINST HIGH STAKES TESTING* by Alfie Kohn is recommended.

Zargoza-Diaz suggests that we call new Assembly and Senate members and indicate that we represent CATE. Senator John Vasconcellos is the new chairperson of the Senate Education Committee and Assembly Member Virginia Strom Martin is the new chairperson for the Assembly Education Committee.

Priority issues include assessment (STAR, HSEE, ELD), teacher training, instructional materials aligned to standards, and finance.

Unfinished business for 2001 for the Education Committees - June 30, 2001 is the sunset of the pupil testing law, equalization of school district revenue limits, teacher retention, and conditions of children.

CALIFORNIA DEPARTMENT OF EDUCATION - Breneman reported that Senate Bill 2 requires California public school students to pass an exit examination in language arts and mathematics to receive a high school diploma and repeals the requirements for minimum competency testing. The High School Exit Exam (HSEE) will be administered for the first time in Spring 2001 to freshmen only, the first group that will have to pass the test beginning in 2004. Students will receive pass/fail score results of the exam within eight weeks and will have multiple opportunities to retake the exam if one or both parts are not passed. There will be two pieces of writing: one response to literature and one of the following: expository, persuasive, narrative, or a business letter. A Teachers Guide will be available on the Internet with sample items and scoring guides. Students with Exceptional Needs must pass the HSEE to receive a high school diploma and will be given the test with appropriate accommodations as required on the student's IEP. There will probably not be time limitations for anyone. The test must be passed in English. Districts may defer the requirement for English Learners to pass the HSEE up to 24 months from enrollment in California public schools. English Learners must complete six months of instruction in reading, writing, and comprehension during that 24 months. Students may take the test multiple times before twelfth grade. There will be approximately 20 forms of the test. Schools are mandated to provide remediation. The California High School Proficiency Test is likely to be eliminated. The GED (a national test) is being revised to reflect national standards. The CDE's website will have continuous debates on HSEE. <http://www.cde.ca.gov/statetests/hsee/hsee/html>

A Supplemental Evaluation Report (Hummero) includes a recommendation that policy makers should give serious consideration to delay the year in which the HSEE actually counts. The HSEE panel recommends to the CDE that this year's test be practice only. This official change would require legislative action, and the issue will probably be discussed at next week's meeting of the SBE.

The California Standards Writing Assessment for Grades 4 and 7 will be administered as follows: March 27 for all schools, year round sessions, and programs in sessions on that date and on May 8 for schools not in session on that date. All students are required to take the assessment except those exempted with IEP's from the Star testing program and students whose parents request in writing that they not be tested. The types of writing assessed will include - Grade 4: narratives, responses to literature, or summaries of reading materials; Grade 7 - autobiographical narratives, responses to literature, persuasive compositions, or summaries of reading materials. Each student will produce a piece of writing in response to a prompt. Scoring will include writing strategies and convention for the student's grade and all previous grades. A six-point rubric will be used for scoring the papers. All scoring will be done by professional readers outside the state. The State Board of Education will be discussing how to report the writing assessment scores at future meetings.

A NAEP-like metric for the standards-based English language arts test will be part of the reporting in 2001. The levels will be advanced, proficient, basic (and basic may include a higher and lower group). For further information on language arts testing, contact Adam Berman (916-653-4710).

The *English Language Development Standards* document is available on the Department's website ([www.cde.ca.gov](http://www.cde.ca.gov) - click on Standards and Assessment, then click on ELD). The English Language Development Test has been mandated for implementation in the spring of 2001. This test is designed to assess students' progress in acquiring fluency in English whereas the Stanford 9 and the SABE/2 assess students' academic achievement in the various content areas tested in English and in Spanish. Students will be tested annually in reading, writing, speaking, and listening. The reading and writing portions will be administered to groups while listening and speaking will be administered individually. The test is required of all English learners in the state (identified on the Home Language Survey). Growth will be determined using the proficiency levels identified in the ELD standards for each grade span. The test will be used to help identify students for program placement, to monitor their progress, and to help determine students' reclassification to Fluent English Proficient. There has been no specific adoption of materials linked to the ELD standards. For further information on this test contact Jeanette Spencer (916-657-5367). The ELD standards were developed to serve as the basis for assessment rather than as the basis for curriculum development.

The SBE and the CDE are seeking reviewers to evaluate the K-8 Reading/Language Arts/English Language Development Instructional Materials for the 2002 Adoption. Applications are due January 31, 2001. For applications contact Deborah Keys of the Curriculum Frameworks and Instructional Resources Office (916-654-1281).

An Advisory Review Committee is now being formed for a final review of the California Recommended Literature List. Invited committee members will be given a month to examine the existing literature list electronically. The list will undergo a final edit by the CDE Press and will be merged with the California Reading List linked to the SAT 9. Debby Lott (916-323-4800) is the CDE coordinator of this project.

A copy of *Strategic Teaching and Learning* was distributed to every county and district office this October. Three grass roots content literacy networks have been formed in the Bay Area, South, and Central Valley. Notify Breneman (916-323-5798) of any exemplary literacy programs.

In December an announcement will be made of schools eligible for big money awards for which districts must apply.

The meeting was recessed at 12:35 P.M. for lunch and holiday gift exchange.

The group reconvened at 1:40 P.M. for a presentation by Miles Myers concerning the Asilomar Conference on Testing and Accountability to be held March 30, 31, and April 1, 2001. **P. Fristrom moved and Stockton seconded that CATE become a co-sponsor of this conference and contribute \$2000 from the Leadership budget toward the conference expenses. In return CATE would then be allowed to send up to five representatives to the conference at a \$75 discount. MOTION PASSED.**

TREASURER - A. Fristrom reported a CATE Checking Account balance as of December 2, 2000, of \$12,554.55, a Savings Account 1 balance of \$63, 036.49, a Savings Account 2 Balance of \$37, 284.21, a Memorial CD of \$11,739 19, a Marilyn Kahl Memorial CD of \$7,568.94., a Vanguard GNMA Portfolio of \$55,095.30, a Vanguard Index Trust of \$29,828.03, and a Vanguard Value Index Fund of \$24,421.43.

Taxes for 1999-2000 have been filed, and records are available for perusal.

#### COMMITTEE REPORTS

EXECUTIVE/FINANCE (Joseph, chair; A. Fristrom, P. Fristrom, Hemric, Kliegl, Luby, Morimoto, and Spain) **Joseph moved and Stockton seconded to substitute and for or in Policy 1.1.2 and to remove for the past year. “Past year” in this context means January 1 to December 31 in Policy 1.3.1. MOTION PASSED.**

**Joseph moved and Karpowicz seconded to change four to five and add (5) Special requests to underwrite classroom excellence and distinguished service awardee’s convention attendance. MOTION PASSED.**

Morimoto has donated a laptop for CATE use.

**Joseph moved and Stockton seconded that CATE pay the registration and expenses to send the president or his designee (from President’s travel) and four other delegates (from Other Travel) to the Asilomar Conference on Testing and Accountability. MOTION PASSED.**

**Joseph moved and Stockton seconded to send four members to the NCTE Spring Leadership Conference.**

**P. Fristrom moved and Browne seconded tabling this motion until NCTE requirements are clarified. MOTION PASSED.**

PUBLICATIONS (Chapman, chair; Browne, Ellis, Jago, Karpowicz, Kokino, Langenheim, Mayfield, Surabian, Williams, Younglove) **Chapman moved and P. Fristrom seconded to add in the state of California following transportation in Policy 2.1.2. MOTION PASSED.**

The Writing Contest ad in *CALIFORNIA ENGLISH* has been revised to update Redwood and Capitol contacts and include Upper and to highlight the deadline. Next year’s contest will eliminate the Professional category. The 2002 contest may change. The committee discussed domain based prompts rather than themes. Contest packets will be mailed to all local contest coordinators and presidents.

The *CommuniCATE* Testing issue will be out in two weeks. The next issue (March 1) will include HSEE, the 7th Grade SAT 9 writing assessment and API. The Core Values will be presented for adoption at the Annual Business Meeting.

Creating an archive of *CALIFORNIA ENGLISH* on CATEWeb was discussed.

Mayfield is in charge of the Literary Map and is ready to pick criteria for authors. Initially he will use 50+ authors from the original map for the first round. Later rounds will be concerned about ethnic diversity, state representation, genre variety, and both known and emerging authors.

The Professional Writing Contest theme will be “Describe an ethical/professional dilemma and the process you underwent to reach a resolution.” The flyer will be ready at the convention and an ad will be submitted to Jago at the February Board meeting. Judging will be done by a sub-committee at the September Board meeting.

Ideas for a New Teachers Handbook and follow-up coverage of the Asilomar Conference in *CommuniCATE* and *CALIFORNIA ENGLISH* are topics for future discussion.

MEMBERSHIP (Stockton, chair; Allen, Carcciolo, Hase, Roseboro)The committee voted to buy more bookmarks. The one-half price memberships ends December 31, 2000. The CATE 2001 gift will be a phone card. Banners are still being investigated.

**Stockton moved and Karpowicz seconded amendments to Policy 3.1.2 to read For each Board meeting the designated mailing service will provide each council committee with a new, updated alphabetical member list. Discrepancies will be identified and communicated to the mailing service and the council committee officers in cooperation with the CATE membership chair; an addition of student teachers following students to Policy 3.3; the substitution of CATE Treasurer for mailing service in 3.5.3 b and the substitution of merchandise for publications in Policy 3.5.3 c; and changing the beginning of Policy 3.7 to read CATE Board Membership Advisory Committee The president is authorized to appoint a CATE Board Membership Advisory Committee headed by the CATE membership chair and including at least three council committee representatives and three other Board members. MOTION PASSED.**

- *CALIFORNIA ENGLISH* - Jago reported online that the production for five yearly issues of *CALIFORNIA ENGLISH* will follow this schedule: Manuscripts and Ads due/ Publication dates -

September 1/October 8; November 1/December 8; January 1/February 8; February 1/April 8; April 1/June 8. Interval between manuscript submission and publication has been dramatically shortened with manuscripts submitted and reviewed online. Jan Burke of the KAW Company has recommended a community of artists for future issues.

Heineman has purchased a full page ad for Jago's new book in the February issue.

With the additional issue a column on professional books for teachers can be added. Lynne Culp, an LAUSD high school teacher will be the writer. Marek Breiger is returning with his column, "Breiger's Bookshelf," featuring good reads for both teachers and students. Ideas for books to be reviewed will be solicited at Jago's CATE 2001 editor's session.

The Call for Manuscripts include: February, 2001 - Springtime is Test-time; April, 2001 - Taking Care of Our Young: Mentoring New Teachers; June, 2000 - Teaching Literary Terms; October, 2001- Curriculum Matters - How Do You Decide What To Teach.

CATEWeb - Jordan reported on line that CATEWeb visitation has been steadily increasing.

RESOLUTIONS - Kliegl asked that all council presidents should submit names of Resolutions Chairs to him as soon as possible.

CALIFORNIA WRITING PROJECT - Lucas reported in writing that the governor's money for the expansion of the California Subject Matter Project sites gives the California Writing Project the opportunity and the obligation to establish three more sites by February 1, 2000 to bring the CWP total sites to 20. The governor's \$20 million for the subject matter projects came with the expectation that the writing project, along with the math, science, and reading and literature projects, would make a real effort to develop 20 sites each. The other projects are also developing new sites. CWP would like to see potential CWP sites emerge from geographic and demographic needs and from contacts with people who support the CWP model. Several university sites have expressed interest in hosting available slots for CWP sites. The focus on university institutes reflects the California Writing Project's desire to strengthen the continuing relationship between California universities and public schools. The position of Co-Director for CWP will be relisted in January, 2001.

Jago reported that all subject matter projects are now under the Governor's Initiative administered by Gretchen Laue.

CAPITOL - Karpowicz reported that Capitol now has a full board and is attempting to get members at large from outlying areas. A fall mixer was held at Borders with free lattes for those who showed CATE membership cards.

CENTRAL - Caracciolo reported online that 600 educators attended the Asilomar 50 Conference organized by the Curriculum Study Commission. Five new members from elementary and high school have been added to the CCTE Board. CCTE Board goals are to continue to build membership by taking advantage of the half-price offer and by contacting education departments in local colleges. CCTE is adding a professional award to recognize up to three teachers who have contributed a great deal to the profession by sending them to Asilomar 51 as well as hosting a special dinner for the recipients and their guests.

CCTE has established a website, [cccte.org](http://cccte.org), as the major communications link with council members. Policy Chair Matt Weeks is the web master.

FACET - Nitschke reported online that FACET, TUCATE, and Kern cooperated in the Yosemite Conference with Jane Hirshfield, a Bay Area poet, as the featured speaker. CATE members will receive a flyer in May for the 2001 Yosemite Conference, October 26 and 27. Projects receiving FACET support will include monetary awards for young writers, increasing membership, and increasing participation by members.

GREATER SAN DIEGO - Browne reported on-line that GSDCTE had held its Fall Kickoff on October 23 at Borders Book Store with sessions by Borders staff discussing new books for elementary and secondary readers. Promising Practices will be held December 6-7 with Janet Allen, Janus Adams, Sharon Draper, and Kathleen Krull as speakers. Further information can be obtained from [gsdcte.org](http://gsdcte.org).

KERN - Keith reported online that the Kern Council officers are Claudia Keith - president; Heidi Olson - Vice President for Programs; Randy Hamm - Treasurer; and Nicole Cerotsky - Awards and Scholarship Chair. A new member event was held in November. Kern co-sponsored the Yosemite Conference and is planning a speaker or performance event in the spring and some casual member get-togethers.

REDWOOD - Williams reported on-line that Redwood has a new Resolutions Chair, and two people have volunteered to chair the local writing contest.

SOUTHLAND - Allen reported online that the SCTE Fall Conference was held Saturday, October 21, at 7:30 a.m. at the Doubletree Hotel in Pasadena. The 39th annual Conference of the Living Tree will be held January 12-14 at the historic Mission Inn in Riverside. A Victorian Tea will be held March 11 at West High in Torrance. A Spring Fling is planned.

TUCATE - Surabian reported that TUCATE has been busy planning WIT, the annual student writing conference planned for March 1, 2001. Victor Martinez, Juan Felipe Herrera, Alexis Khoury, David Borovka, and various other poets, novelists, and journalists will present. *DRIVING MR. ALBERT* was the most recent book club selection.

UPPER - Hase reported that Upper's nominations for classroom excellence are in, and a reception will be held in Chico for the nominees. Upper will also be able to participate in the writing contest.

**Chapman moved and Browne seconded that the meeting recess at 5:45 P.M.  
MOTION PASSED.**

**Sunday, December 3, 2000**

The meeting was called back to order at 8:45 A.M. by President Spain.

**Hase moved and P. Fristrom seconded to add a cycle for Upper to Policy 10.4.2 2001 - Secondary; 2002 - College; 2003 - Elementary; and 2004 - Middle. MOTION PASSED.**

**Joseph moved and Stockton seconded to send five members: Spain, Luby, Hase, and Aguilar-Karpowicz to the NCTE Leadership Conference. MOTION PASSED.**

**Ellis moved and Browne moved the following changes in Policy 8.11**

**8.11.2 replacing September with December, deleting have attended at least one council committee conference or CATE convention from 8.11.3d, deleting student in 8.11 4b, changing 8.11.5b to read Deadline for the scholarship application to the appropriate CATE committee will be November 15. The winner will be selected at the December Board meeting and will be notified by December 31. Small councils will be identified as Upper, Redwood, Kern, Capitol, TUCATE, and FACET, and the following addition will be made: 8.1.5e In the event that a council does not submit an application at the December meeting, then applications can be submitted by any council to the appropriate CATE committee by December 31. The members of the committee would designate a winner, recommend the winner to the Board of Directors for approval, and inform that person by January 10. 8.11.6 would have but not required inserted after invited, in 8.11.7 contest would be changed to scholarship and entry to application .**

**Langenheim moved and Hase seconded to accept Cynthia Dolguin from Southland as the Virginia Reid Scholarship recipient for CATE 2001. MOTION PASSED.**

Luby announced that the following candidates are running for CATE offices: Membership Chair - Linda Stockton; Secretary - Carleen Hemric; Member at Large Unspecified - Matt Weeks; Member at Large Secondary - Anna Roseboro.

## COMMITTEE REPORTS

**POLICY/CENSORSHIP** (Mayfield; chair: Chapman, Ellis, Karpowicz, Keith, Kliegl, Luby, Younglove) Mayfield reviewed the current Legislative Report and his attendance at NCTE/SLATE. Mayfield will send all board members a form letter of congratulations designed to be sent to all newly elected state legislators. Appropriate councils will send their revised letters to those newly elected. Mayfield will send to newly appointed Education Committee members, information about CATE, especially views on high stakes testing. Legislative Analyst Zaragoza-Diaz has begun arranging for CATE's annual legislative visit. Kokino, Jago, and Mayfield will form a committee to revise copy from NCTE's "My Child Is More Than a Test" as the first step in a public relations campaign to make the public aware of CATE's policy on high stakes testing.

**CONVENTION COORDINATING** - (P. Fristrom, chair; Ellis, A. Fristrom, Morimoto, Stockton) The committee discussed CATE 2001 including provision of shirts for sale and members to handle the Hospitality Suite.

CATE 2002 was discussed. **P. Fristrom moved and Langenheim seconded to authorize Morimoto to contract with up to two major speakers for CATE 2002. MOTION PASSED.**

**LEADERSHIP DEVELOPMENT/LIAISONS** - (Joseph, chair; Allen, Browne, Hemric, Langenheim, Surabian, Williams). The committee discussed the Leadership Conference and agreed that it should be held in Oakland or Burlingame with a combination of local and outside speakers. People attending the Asilomar Testing Conference and the NCTE Leadership Conference will be looking for possible speakers. The group commended Linda Stockton for the letters of invitation she sent last year that resulted in the recharging of Capitol and the resurgence of Upper and suggested that letters be sent again. Kathy Allen agreed to run for Member at Large Elementary and submitted a petition with the required 15 names. Joan Williams agreed to run for Member at Large Unspecified and submitted a petition with 15 names.

## NEW BUSINESS

Spain read the letter of resignation from Mahlon Woirhaye, Member at Large College. **Karpowicz moved and Chapman seconded to place three names in nomination for appointment to this position: Carmen Carrillo, Southland; Angus Dunstan, Capitol; and Joni Jordan, TUCATE. MOTION PASSED.** The Board voted by ballot and Joni Jordan was selected for the appointment.

**Williams moved and Stockton seconded that CATE provide financial support including cheapest air travel, three night's lodging, and a one-day substitute from the Memorial Fund for Redwood's Classroom Excellence Award winner to attend CATE 2001 if the district or individual cannot cover. MOTION PASSED.**

Spain read a letter from Lorraine Tracey suggesting additional funding for CYRM committee members' attendance at CATE conventions. It will be placed on the Executive/Finance Committee's agenda for the February meeting.

**Chapman moved and Kliegl seconded that the meeting adjourn at 12:00 noon. MOTION PASSED.**

Respectfully submitted,

Carleen Hemric, Secretary

