

**CATE Board Meeting Minutes**  
**December 1-2, 2012**  
**Santa Clara Hyatt Regency**

Present: **Liz McAninch, President**, Michelle Berry, Bob Chapman, Charleen Delfino, Susan Dillon, Carrie Danielson, Angus Dunstan, Kim Flachmann, Bill Foreman, Punky Fristrom, Anne Fristrom, Carol Jago, Jim Kleigl, Ron Lauderbach, Carole LeCren, Denise Mikkonen, Kristy Orona-Ramirez, Maggie Potter, Meghan Schimmel, Pam Stark, Carol Surabian, Jeannine Ugalde, Joan Williams, Bill Younglove,  
Absent: Jill Hamilton-Bunch, Nancy Himel, Jayne Marlink, Debra Martinez, Megan Petersen

I. Call to Order: 8:40

- A. Motion to accept the September minutes with a friendly amendment to change the error in the cost of a 3-year-membership and a spelling error. **Moved by M. Berry, seconded by C. Delfino. Motion carried.**
- B. Motion to accept the December agenda. **Moved by M. Berry, seconded by R. Lauderbach. Motion carried.**

II. President's Report (Liz McAninch)

- A. President attended NCTE, gave update
- B. Update on CSC Asilomar Conference and SCTE Fall Conference
- C. Please remember to send Annual Report. Please put "Annual Report,Your Name, and Position" in the subject line.

III. Vice President (Susan Dillon)

- A. Meeting update  
Next meeting is at Hyatt Regency. May meeting is to be arranged and depends on whether we still owe room night penalty to Hyatt after the convention. May 3-5 are the dates.

IV. Past President (Charleen Delfino)

- A. See online
- B. Award packets are due!
- C. Positions that are open this year are: Secretary, 2015; MAL Elementary, 2016; MAL Secondary 2016 (Local council, a petition, or CATE Board needed to nominate See CATE Policies.)
- D. Nominee for the Distinguished Service Award is Leo Ruth from Central Council. **Moved by C. Delfino, seconded by R. Hockensmith to accept Leo Ruth for Distinguished Service Award 2013. Motion carried.**
- E. CATE Scholarships--Danielson, Mikkonen, Orona-Ramirez, Younglove, Delfino are on the committee that organized the procedures for these scholarships. The Board discussed the details for who is eligible and for what expenses the scholarship will pay. **Moved by A. Dunstan and seconded by B. Chapman to table the discussion until tomorrow. Tabling approved.**

- F. Report on NCTE

V. Secretary (Carrie Danielson)

- A. Please give committee reports electronically
- B. Minutes posted to CATEweb, roster updated, resolutions published on CATEweb. Policies updated on CATEweb.



TOTAL	968	922	860	935	648	988	1008	987	-21
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VIII. Convention Coordinator (Michelle Berry)

- A. Thank you to all who are helping with the convention
- B. Renegotiations with Town and Country Hotel for CATE 2014--some issues need to be discussed in Convention Committee
- C. CATE 2013 is going well, workshops will be posted in *California English*
- D. Flyers are being distributed.
- E. Negotiations are underway about technology needed for presentations.
- F. Exhibits--M. Berry has sent out invitations to numerous companies
- G. We will be asking for financial help from local councils.

IX. Convention Co-Chair (Maggie Potter)

- A. Planning and organizing is well underway
- B. Flyers distributed at NCTE
- C. Lorraine Tracy, Kathy Nichols will help at the convention.
- D. Get the word out as much as you can!
- E. We are asking for donations for new teachers

X. CATE 2014 Convention Chair (Carole LeCren)

- A. Things are progressing but nothing concrete to report
- B. Theme is *Paying It Forward*

XII. Report of Liaisons

A. *California English* (Carole Jago)

- 1. Negotiated a lower price with publisher.
- 2. English Companion Ning helps to get word around for Call for Manuscripts

B. California Literature Project (Carol Jago)

- 1. Working to help with Common Core consistency
- 2. Focus on Cross-Curricular Literacy
- 3. Struggling, as all are, with limited budgets
- 4. Smarter Balance Consortium has announced that there will only be one performance task for English on the standardized test. (It will be a test worth listening to!)
- 5. There won't be a delay for CCSS implementation because of worry and concern of states. States will have to step up to the demands.

C. CTA

- 1. Debra Martinez wasn't in attendance but sends thanks for CATE's support on the state propositions in the last election.
- 2. No update about CTA support for the convention.

D. CCSS (Bill Younglove)

- 1. Smarter Balance has lots of information on their website to help understand the tests that are being developed.
- 2. Standard Finder 9--CD--correlates the Common Core with the CST.
- 3. Diane Ravitch has a good article in the *New Yorker*
- 4. B. Younglove recommends looking at *Educational Leadership* (ASCD)
- 5. Los Angeles County Department of Education publication about steps to implement the CCSS

### XIII. Report by CATE Council Representatives

- A. Capitol--(Angus Dunstan) Kelly Gallagher came and Capitol gained new members. It was expensive, but it brought people in.
- B. Central--(Susan Dillon) Asilomar was a great experience. It was good to meet the winner of the Chiyo Scholarship
- C. Fresno--(Meghan Schimmel) Trying to rebuild Yosemite Conference--theme is chosen. Jeff Wilhelm will speak. Please pass out flyers at local events--maybe *California English*, bags at CATE 2013--
- D. San Diego--(Jeannine Ugalde) Promising Practices was successful with Carol Jago
- E. Kern--(Kim Flachmann)vFirst Year Experience is going well. We organized a trio of workshops with three different speakers: Chris Tovani, Kelly Gallagher, and Carol Jago.
- F. Redwood--(Bob Chapman) Continuing to build organization...
- G. Southland--(Richard Hockensmith) Carol Jago came to speak at a conference.
- H. TUCATE--Trying to organize some activities or conferences. Bill Younglove has agreed to come speak.
- I. Upper--(Pam Stark) and Gina Cole are trying to restart Upper. They are collecting ideas about how to proceed. Charleen Delfino and Carol Jago visited to help.

### IX. Report of Committees

#### A. Executive Finance

Present: **Susan Dillon**, *Michelle Berry, Carrie Danielson, Charleen Delfino, Angus Dunstan, Anne Fristrom, Punky Fristrom, Liz McAninch, Denise Mikkonen*

##### 1. Convention Expenses

- a. Convention 2013 seems to be staying within the speaker budget. It depends on travel expenses so the totals are still unknown.
- b. Committee discussed contractual arrangements made by councils and potential changes to Policy 8.7.

##### 2. Cost cutting

- a. Committee discussed the possibility of moving CATE Convention to school sites--universities, school campuses. The committee felt this is not advantageous at this time.
- b. Exhibit Hall still makes money, not as much as in the past, but it is still lucrative.

- 3. Treasurer needs someone to review the CATE treasurer's books. She plans to do the review before the convention.

#### B. Publications Committee

Present: *Bob Chapman, Carol Jago, Ron Lauderbach, Carole LeCren, Kristy Orona-Ramirez, Meghan Schimmel, Bill Younglove* Absent: *Jill Hamilton-Bunch, Nancy Himel, Jayne Marlink, Megan Petersen*

- 1. B. Chapman explained that he was leading the group this time because Jill wasn't in attendance.
- 2. Need NCTE Literary Magazine Coordinator for California:  
Bob Chapman will ask Liz McAninch who the previous person was, and contact him/her to find out potential candidates. Bob will also contact Tamara McCarthy (teaches in Modesto) she is involved in publications, and she might do it too.
- 3. The committee discussed Kristy's Orona-Ramirez's role as CATE's new Facebook Administrator. Issues involved the difference between a Facebook page that

allows posting from people who are friends or to limit it to postings that have to go through the Facebook Administrator for approval. We also discussed identifying the purpose of Facebook—is it to post events, or to allow members to gush about what a wonderful time they’re having at a session at the convention. Meghan shared that on FACET’s Facebook page, friends share articles they’ve read. Carole LeCren asked Carol Jago to explain Jim Burke’s original CATENet—is that kind of pedagogical back-and-forth discussion. Or is the purpose to simply post events?

4. Committee judged the CATE Creative Writing Contest entries.

Winners:

Grades 3-4	Celine Cen, Poway	GSDCTE
Grades 5-6	Audrey Gillcrist, Fallbrook	GSDCTE
Grades 7-8	Steven Sage Higginbotham, Visalia	TUCATE
Grades 9-10	Jordan Brooks, Chula Vista	GSDCTE
Grades 11-12	Karla Mendoza, Chula Vista	GSDCTE
College	no winner awarded	

5. The CATE Professional Writing Contest prompt is available.

**6. Motion: This committee proposes that Kristy Orona-Ramirez and Michelle Berry become the Facebook Administrators, functioning under Policy 6.5. Moved by B. Chapman and seconded by C. LeCren as stated in 6.5. Motion carried. This board action changes Policy 6.5. (See addendum below.)**

#### C. Membership Committee

Present: *Joan Williams, Kim Flachmann, Bill Foreman, Richard Hockensmith, Jim Kliegl, Maggie Potter, Carol Surabian, Jeannine Ugalde*  
Absent: *Gina Cole, Debra Martinez*

1. Committee suggests that the Board include someone whose job it is to create a position like MAL English Language Learners or possibly a TESOL liaison to bring more expertise to the board about English Language Learners. P. Fristrom suggested an Ad Hoc committee and Policy and Censorship will consider it tomorrow.
2. Committee also suggests a convention include a strand for instruction for English Language Learners.
3. Committee discussion about cost cutting. Perhaps we need to increase dues. Discussion also of a learning community discounts.
4. Surveys--
  - a. a plan for a survey at the convention--electronic and print. Computers will be set up at the Membership Booth. The purpose is to find out how we can serve their needs better.
  - b. a survey for those whose membership we lose, in order to

find out why

c. Membership Chair will try to contact members to ask them how to keep them involved as members of CATE.

## **Sunday, Dec. 2, 2012**

### X. Presidents' Meeting

A. Updating and editing of the Presidents' Handbook continues.

B. A. Dunstan and B. Foreman are in charge of finding volunteers for upcoming convention.

### XI. Committee Reports continued

#### A. Policy and Censorship/Resolutions

Present: *Angus Dunstan, Bill Foreman (Resolutions), Bob Chapman, Carrie Danielson, Kim Flachmann, Carol Jago, Jim Kliegl, Kristy Orona-Ramirez, Bill Younglove* Absent: *Jayne Marlink, Debra Martinez*

1. Our resolution with regard to English Language Learner credentialing was used by English council at CSU to pass a similar resolution. CTC now says that they did not really mean how it is being interpreted. B. Foreman and A. Dunstan then went to a meeting with members of the CTC and did a comparison of the new World Language requirements and the present English requirements and as a result, CTC has decided to add more requirements to the new credential. Teachers who want to also teach in the English classroom will have to do more to prove that they satisfy the requirements to teach in the English classroom.

2. **Motion by A. Dunstan and seconded by R. Chapman to invite CATESOL to send a liaison, at their expense, to our September Board meeting with the idea that this might become a permanent position. Motion carried.**

3. Discussion and editing of new resolution regarding the Common Core State Standards

**Motion to accept the resolution by B. Foreman and seconded by A. Dunstan. Motion carried.**

#### **Resolution on Common Core State Standard Mandates for Student Reading**

(approved by the CATE Board of Directors, December 2, 2012)

Whereas the Common Core State Standards were adopted by California in August 2010, and

Whereas the CCSS directs schools and teachers at the secondary level to choose nonfiction readings as the majority of students' overall reading assignments, based on the 2009 reading frameworks for the National Assessment of Educational Progress (NAEP), and

Whereas the NAEP framework is aimed at increasing students' overall reading requirement rather than decreasing the amount of literature they read, and

Whereas this guideline, listed on page 5 of the Common Core document, contains a footnote that reads "The percentages on the table reflect the sum of student reading, not just reading in ELA settings. Teachers of senior English classes, for example, are not required to devote 70 percent of reading to informational texts. Rather, 70 percent of student reading across the grade should be informational," therefore

Be it Resolved that the California Association of Teachers of English advise school administrators at all levels that the CCSS's guidelines regarding fiction and nonfiction apply to the aggregate of students' readings in all their school subjects, and

Resolved, that CATE ask state agencies to disseminate this understanding of the new standards to school boards, district and school-site administrators, and to decision makers throughout the process of curriculum development and implementation.

4. Discussion and editing of a new resolution regarding Compensation for Implementation of the Common Core  
**Motion to accept the Resolution by B. Foreman and seconded A. Dunstan. Call of the house. Motion carried.**

**Resolution on Compensation for Costs Associated with the Common Core**  
(approved by the CATE Board of Directors, Dec. 2, 2012)

Whereas implementing the Common Core State Standards (CCSS) will require increased cooperation between English language arts teachers and teachers of other subjects such as math, science, and social studies, and

Whereas the new emphasis of the CCSS on expository, persuasive, and workplace writing, as well as writing in other disciplines, may require further education for English language arts teachers now in service, and

Whereas the method for fostering the cooperation and collegial cross-training necessary for the implementation of the CCSS will be left to individual schools and districts, and

Whereas the implementation of the CCSS will require greater responsibilities and time commitments from English language arts teachers, as well as educational expenses in some cases, therefore

Be it Resolved that the California Association of Teachers of English remind schools and districts of their contractual obligations to reimburse or otherwise compensate English language arts teachers for their time and expenses associated

with implementing the CCSS when such duties and expenses exceed current contractual obligations.

5. Discussion of the pros and cons of the new structure for Resolutions.

B. Convention Committee

Present: *Michelle Berry, Charleen Delfino, Susan Dillon, Anne Fristrom, Punky Fristrom, Carole LeCren, Liz McAninch, Denise Mikkonen, Maggie Potter, Meghan Schimmel* Absent: *Nancy Himel, Megan Petersen*

1. Maggie and Susan reported out on progress of 2013, including that tables will be set up for teaching materials for Sister Helen's Dead Man Walking Project, for Ally Condy, and for Gail Tsukiyama. When possible, this will be in the Exhibit Hall as people wait for autographs; for others in the back of the banquet/general session room.
2. I will provide all Board members with a *Where to Be* card that lets us all know where to be specifically and at what time for which events.
3. Pre-Con meeting Wednesday 4PM – purpose of meeting, who comes: Critical hotel and CC people, CATE Convention Coordinator, Senior Coordinator, Treasurer, Chairs, AV Chair. This is where each group gets to know the key players, and go over the specifics of the 4 days. You will receive an invitation – please RSVP as the hotel and CC need to know who to expect.
4. So far only Kern has asked for a suite for convention weekend. Anyone else needs to get to me asap.
5. A discussion about the importance of drawing people to exhibit hall. Coffee cart is available, but there's a guarantee of \$800 for 4 hours each day. Much discussion followed. A sponsorship will be pursued for this cart. We must all talk up the exhibit hall, and remind people there's a Passport Program with prize available.

We will need LOTS of signage and talking up the exhibit hall to attract attendees there!

6. **Moved by M. Berry and seconded by B. Chapman to allow M. Berry and/or P. Fristrom to renegotiate the Town and Country contract. Motion carried.**

C. Leadership Committee

Present: Carol Surabian, Richard Hockensmith, Ron Lauderbach, Jeannine Ugalde, Joan Williams Absent: Gina Cole, Jill Hamilton-Bunch

1. **Moved by C. Surabian Southland Fund Scholarship Policies should read as follows:**

Southland Fund Scholarships



1. Two scholarships will be awarded to two teachers **following** the rotation of the Virginia Reid Scholarship **p.26 of the CATE Policies**.
2. Names of recipients must be submitted to the Past President **at** the December board meeting.
3. Scholarship teachers will receive a convention registration, two nights lodging at half the cost of a room and the meal **where the scholarship will be awarded or the meal of their choice if they are receiving the scholarship at a general session**.
4. Awardees will be nominated by the designated council(s). **See #1 above**. The teachers selected will have demonstrated potential as future council and/or CATE leaders. **A letter of support from the person forwarding the nomination will support this assertion**.
5. One scholarship will go to a teacher who has taught ten (10) years or fewer.
6. The other scholarship will go to a teacher who has taught more than ten (10) years.
7. One of these teachers must represent an underrepresented minority group.

**Seconded by A. Dunstan. Motion carried.**

**2. Motion by C. Surabian to suspend the scholarship requirements for this year so we can easily find awardees at this late date. Seconded A. Dunstan. Motion carried**

**D. Moved by C. Delfino to give the following awards at CATE 2013**

AWARDS

DISTINGUISHED SERVICE AWARD Sat. night

**CLASSROOM EXCELLENCE AWARDS**

Redwood	Sherry Nissen	Middle	Trinity Valley Elementary School, Willow Creek
TUCATE	Vicky Edwards	Secondary	Harmony Magnet Academy, Strathmore
Kern	Brett Schnoll	College	CSU Bakersfield
Southland	Tracy Sprague	Secondary	West HS, Torrance
Capitol	Cheri Olmstead	Elementary	Korematsu Elementary School, Davis
San Diego	Sarah Cook	Elementary	Stone Ranch Elementary, SD
Upper	Tally Sturm	Secondary	Durham HS, Durham

Central	Molly Crumpton Winter	College	CSU Stanislaus
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**Award of Merit**

San Diego	Irene Hunt	Hunt for Nature,	San Diego
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Redwood	Diana Hight/Heidi Moore	Schools for Hope,	Eureka
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Central	Monica Holmes	Hicklebees	San Jose
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**Virginia Reid**

Central	Laura Guevara-Pinzon	Olinder ES,	San Jose
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**Southland Fund**

Central	Brenna Dimas	Rancho Milpitas MS	Milpitas
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**Seconded by A. Dunstan. Motion carried.**

**New Business:**

Accomplished California Teachers organization has created a statement about teacher evaluation. This group has created this document to try to bring the problem of teacher evaluation to the forefront.

**Moved by B. Foreman and seconded by A. Dunstan to adjourn. Motion carried**

**12:31p.m.**

**Addendum:**

**The following changes were made to the CATE Policies at the December, 2012 meeting. However, after doing so, the Board realized that we were changing them ahead of their expiration date. So the following changes are NOT reflected in the CATE Policies on CATEweb.org. They are published here as a record as we do update policies we may want to refer to these.**

**4.5 Council Presidents Committee**

1. A committee of representatives from each CATE council committee shall be formed each year. The committee shall be chaired by a member of this group elected each September by members of the committee.
2. The function of the committee shall be to promote communication and cooperation among the diverse CATE council committees. The committee will work toward finding solutions for council committee concerns (e.g. coordination of NCTE nominations and promotion of local activities) and will propose appropriate actions by the council committees and/or the CATE Board of Directors.
3. The Council Presidents Committee shall meet on the evening of the first day of each CATE Board meeting. The chair will be given time on each board agenda for a committee report.

## No Changes

### 4.6 Guidelines for Standing Committee Chairs

1. The CATE Board establishes standing committees for the functioning and effectiveness of CATE. CATE Standing Committees meet during the CATE Board meetings. Standing committees may function for several years, but dissolve if no longer needed.
2. CATE standing committees will be chaired by members of the CATE Board. The chair will be appointed by the President and need not be an expert in the committee's field.
3. In so far as consistent with the purposes of the standing committee, the President will seek to balance the committee membership.
4. The major duties of the committee chair are to establish the agenda and moderate the committee meetings. **Moved by Dillon and seconded Dunstan. Motion carried.**

### 4.7 Guidelines for Ad Hoc Committee Chairs

1. The CATE Board establishes ad hoc committees for the functioning and effectiveness of CATE. Ad hoc committees may function for several years, but dissolve if no longer needed.
2. CATE ad hoc committees will be chaired by members of the CATE Board. The chair will be appointed by the President and need not be an expert in the committee's field.
3. In so far as consistent with the purpose of the ad hoc committee, the President will seek to balance the committee membership.
4. The major duties of the committee chair are to establish the agenda and moderate the committee meetings. **Moved by Dillon and seconded by Dunstan Motion carried.**

### 4.8 California Young Reader Medal Committee

1. As a co-sponsor of the California Young Reader Medal program, CATE is entitled to three representatives on the state CYRM committee.
2. The CATE Board authorizes travel expenses for three members representing CATE on the state CYRM Committee to attend each meeting of the state CYRM steering committee. Travel expenses to participate in conferences of the other organizations sponsoring the medal must be approved by the CATE Board.
3. The senior CATE representative to the state CYRM Committee will be responsible for the submission of an electronic report before each CATE Board of Directors meeting and for coordinating related CYRM activities with the current convention chair
4. CATE will contribute annually to a fund set up to support the activities of the state CYRM Committee. The amount shall be determined annually by the four cooperating organizations. The funds will be administered by the California Reading Association.

**Motion by Dillon and seconded by Delfino. Motion carried.**

Expires 12/15

Motion: To change Policy 6.5 as follows:

Policy 6.5 CATE's Facebook Page

1. In order to foster communications about English/language arts instruction, policy, and education, CATE shall provide its membership with a discussion group using Facebook.
2. The CATE Board of Directors shall appoint Facebook Administrator(s) from among the members of the Board and/or from qualified applicants. The Board Publications Committee shall recommend Administrator(s). The Administrator(s) shall be appointed for a two-year term, renewable for addition two-year terms, and subject to annual review.
3. The Facebook Administrator(s) will work closely with the Publications Committee to determine the most appropriate and useful content for CATE's Facebook Page.

4. CATE's Facebook Page will be updated regularly. Other duties of the Facebook Administrator(s) shall be determined in consultation with the Publications Committee.
5. The Facebook Administrator(s) shall be knowledgeable of social networking and other Internet applications, and be familiar with the issues affecting CATE and the language arts.
6. A disclaimer containing the following information must be included in the profile of the CATE Facebook Page: "Opinions expressed on CATE's Facebook page by ' friends' are not necessarily those of CATE."

**Motion by Chapman, and seconded by Dillon. Motion carried**

**No changes to 6.6 and 6.7**

**Moved by B. Chapman and seconded by J. Williams Motion carried.**

**12/15**

**Changes to Policies 5.1 and 5.2 Moved by Williams and seconded by Foreman. Motion carried**

### **5.1 Liaison**

1. CATE establishes liaison with other professional organizations in order to share mutual concerns and to increase the effectiveness of each organization.
2. CATE may establish liaison with any professional organization having at least 25 members, an elected governing body, and a constitution or By-laws.
3. CATE will maintain liaison with the National Council of Teachers of English (NCTE) through the appointment of the immediate past president as the CATE/NCTE liaison officer.
4. CATE welcomes and encourages attendance at CATE Board meetings of one or more liaison representatives from the California Department of Education, expenses borne by the Department of Education.
5. Duties of any liaison representative shall ordinarily include but not be limited to the following:
  - a) Corresponding with an appropriate officer of the other organization.
  - b) Sending the appropriate officer the following information that affects the organization's concerns: notice of Board actions, *CALIFORNIA ENGLISH* articles, conference programs or resolutions.
  - c) Responding to similar items received from the other organization.
  - d) Informing the CATE Board of contacts made and activities that affect CATE interests.
  - e) Requesting that the CATE Board support certain positions of the other organizations.
  - f) When feasible because of geographic proximity, attending board meetings or conferences of the other organizations.
  - g) When appropriate, making arrangements with the CATE president for the attendance of the officer from another organization at a CATE Board meeting or convention.

### **5.2 Liaison with NCTE**

1. Members of the CATE Board of Directors must be members of the National Council of Teachers of English.

2. CATE encourages all CATE members to become members of NCTE

3. CATE encourages all eligible councils to become affiliates of NCTE.

Respectfully submitted,

Carrie Danielson  
CATE Secretary  
January 21, 2013