

**CATE Board Meeting Minutes
Town and Country Hotel, San Diego
April 29, 2011**

Call to order 8:32

Present:

Charleen Delfino, Robert Chapman, Liz McAninch, Punk Fristrom, Anne Fristrom, Michelle Berry, Carrie Danielson, Lisa Ledri Aguilar, Denise Mikkonen, Jim Kleigl, Cheryl Hogue Smith, Jill Hamilton-Bunch, Kim Flachmann, Richard Hockensmith, Carol Surabian, Carole LeCren, Bill Younglove, Deborah Martinez, Nancy Himel, Angus Dunstan (Not Present-Shannon Taylor, Shelly Medford, Ron Lauderbach, Susan Dillon, Carol Jago, Karen Brown, Joan Williams)

I. Call to Order 8:37

II. Minutes: Motion by Cheryl Hogue Smith; Seconded by Michelle Berry: Approved minutes

III. Agenda: Motion to accept agenda by Bob Chapman; Seconded by Cheryl Hogue Smith; Motion approved

IV. Board Reports:

A. President

1. Positive correspondence about the convention
2. Kathleen Cecil's husband wrote to thank CATE for recognizing her
3. Thanks to Punky and Anne Fristrom for all their hard work behind the scenes
4. Thanks to Bob Chapman, Liz McAninch, and Michelle Berry
5. Thanks to Carole LeCren for stepping into her position
6. Suggestions to save money
 - a. Collapse Resolutions Committee
 - b. Eliminate CATEnet
 - c. Reduce awards budget
 - d. Reduced membership budget
 - e. Thank you to Nancy Himel for the **Barnes and Noble** fundraiser--10474054
August 6 to September 5
 - f. Push convention attendance--Thanks to Michelle Berry for hard work on the 2011
Sacramento Convention
 - g. Should we continue to send people to the Affiliate Leadership Conference
7. We need to appoint a liaison to the California Young Reader Medal Program. Charleen Delfino will attend this year and try to work out any conflicts with dates, etc.
8. Cindy Conlin will be the registrar for the upcoming convention
9. Thanks to Punky Fristrom, Liz McAninch, Susan Dillon, Bill Younglove, Carol Surabian, and Bev Kreps (CCCTE) for reading the NCTE Promising Young Writers Contest.
10. CATE Awards--we need to have every council represented by an award

B. Vice President--Liz McAninch

1. Thanks to the people at Town and Country Hotel
2. We will establish dates for meetings when we decide how many meetings we will have
3. NCTE Writing Contest--we will need graders again
4. Attendance at meetings is important

C. Past President--Bob Chapman

1. Thank you to Charleen Delfino, Punky and Anne Fristrom, Michelle Berry, Liz McAninch for all their help
2. Election Results: Moved to ratify--LeCren moved and McAninch seconded; Motion approved
Secretary – Carrie Danielson
Membership – Joan Williams
Member-at-Large; Middle – Kristy Orona-Ramirez
Member-at-Large; College – William Foreman
Member-at-Large; Unspecified – Michelle Berry
Angus Dunstan – Capitol
Susan Dillon – Central
Shannon Taylor – FACET
Kim Flachmann – Kern
Lisa Ledri-Aguilar – San Diego
Nancy Himel – Southland

Carol Surabian – TUCATE

Shelly Medford – Upper

3. Encourage people to run for NCTE positions
Two CATE members are running this year--Charleen Delfino is one
Encourage people to vote
4. No one was able to participate in Advocacy Day this year
5. We need to nominate people for the NCTE Awards at this meeting
6. CATE 2012 Awards need to be done before the September Meeting
Virginia Reid--Capitol, FACET, Kern, Redwood, TUCATE, Upper
Classroom Excellence--
Secondary---Kern
Secondary--Central
College--FACET
College--San Diego
Elementary---Redwood
Elementary--Capitol
Middle--Southland
Middle---TUCATE
Middle--Upper
Award of Merit--
Distinguished Service Award--

D. Secretary

1. Minutes completed
2. Roster updated
3. Thanks to Punky Fristrom and Cindy Conlin
4. Business Cards created and delivered

E. Treasurer

1. Account Balances
Checking Account \$14,501.04
Memorial CD \$ 6,723.50
Marilyn Kahl CD \$16,122.54
Vanguard GNMA \$57,841.96
Vanguard Index \$35,964.01
2. Convention Budget to Date
Budget Net -\$12,000
Budget Actual \$ 4,518.02
Grand Total \$ 4,565.98
3. Discussion of possible budget cuts

F. Convention Chair--Michelle Berry

1. Thanks to the local committee
2. Thanks to CATE Board members
Carole LeCren, Nancy Himel, Carol Jago, Richard Hockensmith, Debra Martinez, Angus Dunstan, Charleen Delfino, Punky and Anne Fristrom, Sherman Alexie's publisher, to Councils for donations, Perma Bound for bags
3. Review of evaluation responses

G. Convention Coordinator--Punky Fristrom

1. 2014 is at the Town and Country--we need to have a chair

H. 2013 Convention

1. Bookmarks are wonderful-thanks to Carole LeCren

V. Report of Liaisons

A. CYRM-no liaison

B. CWP--Jayne Marlink-Report online

E. CCCC--Bill Younglove

1. 4 C's Summit--E-Learning: Leading or Following;
2. Bill Gates Foundation and Pearson are collaborating on the assessments for the Common Core
3. *Angel Park* by Patricia Kokinos--fiction about school reform

F. CTA--Debra Martinez

1. Please participate in a rally near you.
2. CTA Convention is called something else now and is going through changes
3. Two members of CTA are on the state advisory committee about the Common Core Standards
4. Encourage CATE members to present and attend Good Teaching Conference

VI. Council Reports

- A. Capitol--will strive to be more active and are intending to plan events for fall
- B. Central--Susan Dillon not present--Report online--Report by Liz McAninch--Student Writers was successful; Bill Foreman set up a Shakespeare workshop; last meeting in June
- C. Fresno--Shannon Taylor not present--Report online
- D. Greater San Diego--Report online--Writing awards were successful; Awards Banquet is coming up; Lake Arrowhead was wonderful; Promising Practices had Bob Pacilio; two more meetings
- E. Kern--Report online--Membership drive got 13 new members; honored current Excellence in Teaching winner; presented award to Theresa Sweeney; AVID Coordinator will be doing publicity for convention; speakers for RIAP-Doug Fischer and Kelly Gallagher; One Book-One Bakersfield; One Book-One Kern and CATE will sponsor events.
- F. Redwood--Vacant; they will be meeting to honor award winners
- G. Southland--Online; Student awards is a Victorian tea; Spring Fling was successful (urban tour); Neil Schuster and Kelly Gallagher will present at fall conference.
- H. TUCATE--Online; *Mr. Peabody's Apples* by Madonna--book about rumors; membership struggles; event to honor award winners in May
- I. Upper--Shelly Medford not present; Report online; doubled in membership

VII. Standing Committee Meetings

- A. Policy and Censorship: *Jim Kliegl, Bob Chapman, Carrie Danielson, Angus Dunstan, Debra Martinez, Bill Younglove, Carol LeCren*
 1. Letters and contact to legislators--some people wrote letters but received mostly form letters back in response.
 2. Angus Dunstan went to speak at state senate education committee on CATE's behalf (at Marlink's request)--
 - SB 611--UC has a committee to review suggestions from high schools for A-G list.
 - SB 612 ends sunseting of the subject area projects--no objections in principle
 - SB 547 API Score measured almost entirely by test scores--bill would make it no more than 40% test score
 3. Carole LeCren moved and Carrie Danielson seconded that Angus Dunstan be reimbursed \$28 for his travel expenses to Sacramento when he spoke on behalf of Writing Project--no need for motion--Anne Fristrom will write a check to cover Dunstan's expenses.
 4. Discussion of correspondence from legislators and senators
 5. Cost of implementation of Common Core Standards(\$800 million-\$1.6 billion). Two companies are charged with developing the next generation of standardized tests (PARCC and SMARTER Balanced Assessment Consortium) --Bill Younglove questioned the expenditure at this time, however, implementation is going ahead despite costs.
 6. Debra Martinez passed around CTA's Capitol Alert
 7. Republican legislators are moving forward about ending collective bargaining and attack on pensions.--CTA's response is available on the website
 8. Suggestions for Resolutions:
 1. Only pay for one night of hotel (Thurs) and transportation
 2. Policy Committee comes Wednesday afternoon and does ½ of the process before the meeting, then in break out for committee on Thursday finish the resolutions.
 3. Carole LeCren will make sure "How to Write a Resolution" is available.
 4. Project drafts instead of printing drafts
 9. Carole LeCren will send resolutions fro 2011 Resolutions to a list of different people.
 10. Possibly Bill Foreman or Barbi Lapp for Resolutions Chair
 11. We need to look at CATEnet and the expenses involved.
 12. Moved by Cheryl Hogue Smith that Policy Committee take over the responsibilities of the Resolutions Committee for one year and that any council can send a resolutions chair to attend a CATE Board Meeting to work on resolutions at the individual's or the local council's expense, Seconded by Liz McAninch; Motion approved
- B. Convention Coordinating: *Punky Fristrom, Michelle Berry, Kim Flachmann, Anne Fristrom, Jill Hamilton-Bunch, Nancy Himel, Cheryl Hogue Smith, Liz McAninch*
 1. CATE 2011
 - a. Exceeded our expectations
 - b. Few complaints, numerous compliments
 - c. Recession hit the exhibit hall and the income from booths
 - d. Despite the distance between exhibit hall and hotel, most exhibitors were pleased
 - e. Author signing brought a lot of people to the exhibit hall
 2. Tammy Harvey's contract

- a. Change to include some transportation and hotel costs: Moved by Punky Fristrom; Seconded by Nancy Himel; Motion approved
 - b. Wilson will no longer be doing advertising, Tammy Harvey will
- 3. Problems with registration for CATE 2011
Motion by Punky Fristrom to approve Cindy Conlin as registrar for CATE 2012; Seconded by Jill Hamilton-Bunch; Motion approved.
- 4. 2012
 - a. Change in lesson plan exchange
 - b. No exhibitor's reception
 - c. College credit will be arranged
 - d. How can we use CRA mailing list?
 - e. Dinner will be at 7p.m. instead of 7:30
 - f. Council breakfast will be changed to Saturday night--local council can provide food
 - g. Strands--elementary, college, technology, reading, writing, LGBQI, and others
 - h. Saturday morning
 - i. Motion by Punky Fristrom to keep meal costs remain the same, with the option of increasing the Friday night event to up to \$65; Seconded by Cheryl Hogue Smith; Motion approved.
 - j. New Teacher Reception is eliminated
 - k. Motion by Punky Fristrom to add to the budget the transportation and ½ of the room cost for the Program Chair for the 2012 Convention to attend the convention; Seconded by Richard Hockensmith; Motion approved.
- 3. 2013--Hyatt Regency in Santa Clara
 - a. Renegotiation to cut costs--present contract 671 room block--attrition of \$56,000. Hotel willing to cut RB to 450 and food and beverage from 60,000 to 39,000--attrition becomes approximately \$16,000--conditions for making concession--includes a contract for 2017--the same as the renegotiated contract for 2013. Committee recommends acceptance of this condition--Punky Fristrom moved to accept this renegotiation; Seconded by Bob Chapman; Motion approved.
- 4. Motion by Cheryl Hogue Smith to re-approve Punky Fristrom as Convention Coordinator; Second by Angus Dunstan; Motion approved
- C. Leadership: *Richard Hockensmith, Lisa Ledri-Aguilar, Denise Mikkonen, Carol Surabian*
 - 1. Report from Lisa Ledri-Aguilar--At the end of the term, every empty office must be filled
 - 2. A possible cost savings would be to leave a position unfilled but that involves a By-law change and change to the By-laws must be voted on at the Annual Business Meeting.
 - 3. Positions that will need to be filled in 2012: Member-at-large Unspecified, Member-at-large Secondary, and Member-at-large Small Council

SUNDAY

Present: *Charleen Delfino, Liz McAninch, Michelle Berry, Bob Chapman, Punky Fristrom, Anne Fristrom, Angus Dunstan, Carol Surabian, Richard Hockensmith, Carrie Danielson, Nancy Himel, Bill Younglove, Lisa Ledri-Aguilar, Jill Hamilton-Bunch, Kim Flachmann, Jim Kleigl, Denise Mikkonen, Carole LeCren*

VIII. President of President's Report

- A. Membership is critical
- B. In this climate in the schools, it is important to encourage young teachers.
- C. "CATE is your shortcut to: new lessons, new ideas, and new connections

IX. Standing Committee Meetings

- A. Membership *Carrie Danielson, Richard Hockensmith, Lisa Ledri-Aguilar, Denise Mikkonen, Carol Surabian,*
 - 1. Recruitment
 - a. Target administrators
 - b. Link training to Common Core
 - c. Target other curricular areas that need to know how to teach writing
 - d. Separate membership from conference fee?
 - e. In the registrar's contract there needs to be an understanding that the registrar and the membership chair need to have close communication about registrant's membership status and any problems (double membership/no membership, etc.)
 - 2. Two-year membership category--needs to be on the registration form
 - 3. Money--we do not need the amount of money because Membership Chair ordered enough gifts and brochures and flyers for several years. \$500 would suffice. Motion: Reduce line item for membership to \$500
 - 4. CATenet--do we need to spend the money on that?

5. Council ribbons--this should be Membership Committees responsibility and job
6. We need to make sure that Cindy Conlin, Convention Chairs, Membership Chair are in close contact before the convention
7. Name tags--can they have school, city, council, and/or other affiliations. Can we change the fields that a registrant responds to on the web registration?
8. Name of registrants needs to be at the registration table.
9. "Ask Me" buttons for volunteers
10. Can we make sure we have ribbons that identify the Board
11. We need to have a communication with Cindy via Skype about changes and requests.

B. Publications

Present: *Angus Dunstan, Bill Younglove, Nancy Himel, Jim Kliegl, Carole LeCren*

1. We decided to keep both writing contests.
 - a. The timeline for each will roughly be: advertise the prompt after this meeting, create a deadline in November (for the CATE Creative Writing Contest) or December (for the CATE Professional Contest), establish judges and judge the entries electronically (for the CATE Creative Writing Contest, judge them after the local council winners are received in December), then announce the winners at the convention.
2. The prompt for the students will be relabeled to fit the current school year.
3. The prompt for the professional contest is now geared for teacher-candidates as well as experienced teachers.

CATE Creative Writing Contest 2011-2012

**Write an essay, short story, or poem that includes the following phrase:
"Now you've crossed the line."**

CATE Professional Writing Contest

At the CATE 2011 Convention in Sacramento, one of the attendees wrote on his/her evaluation about his/her experience as a first year attendee at a convention: "I am much more sure of myself as a professional, and now have a sense of gratitude that I can stay in teaching with joy."

Becoming a professional is an ongoing journey, from the first moment one decides to go into the teaching profession to the last year of teaching before retirement. There are moments on this journey when you realize that you can "teach with joy."

Prompt:

What inspired you to enter the teaching profession, or what re-inspires you to continue your "joyful journey" as a teacher?

4. Carole LeCren will create the flyer for the CATE Creative Writing Contest, confirm the e-mails for the local council writing contest coordinators, and receive the council winners to set up the electronic judging.
5. We discussed keeping CATENet but renaming it as CATEweb Listserv, and ask Cindy Conlin to send out announcements on CATEweb Listserv based on new material submitted to CATEweb on the list.
6. We need to establish who on the board will be in charge of initiating telling Cindy to send out an announcement on the CATEweb Listserv (and how often).
What fiscal impact will this have?

C. Executive Finance: *LIZ MCANINCH, Michelle Berry, Bob Chapman, Charleen Silva Delfino, Anne Fristrom, Punky Fristrom, Jill Hamilton-Bunch, Cheryl Hogue Smith*

1. Moved by Michelle Berry; Seconded by Bob Chapman; Motion approved
 - Proposed budget for Convention \$117,350.
 - Awards and gifts to \$200
 - Board Advisory meeting--by Skype
 - Eliminated CATENet
 - Cut CE down to 4 issues
 - Leadership line item becomes zero
 - Legal and CPA down to zero--Punky Fristrom will do taxes

Miscellaneous \$100
NCTE--\$500
Other travel \$100
Policy and censorship \$100
Suspend Resolutions

\$21,525.00 in cuts
\$37,520 from reserves

Amendment to suspend the Reid Scholarship funding for one year Richard Hockensmith;
Seconded by Angus Dunstan; Amendment approved.

Motion approved

Old Business:

A. Motion by Kim Flachmann; Seconded by Angus Dustan that the local convention committee chairs get half priced registration for the convention. Motion approved.

B. NCTE Awards: Moved by Punky Fristrom that Carrie Danielson be given the NCTE Classroom Excellence Award; Seconded by Liz McAninch

C. September 10 and 11, December 3 and 4, and February 9, 2011 meetings stay in place. The May Board meeting will be through Skype.

New Business:

A. Michelle Berry and Cheryl Hogue Smith would like to be considered for the position of Co-Convention Coordinators.

B. Liz McAninch asked for sign ups to help grade NCTE Young Writer Essays

C. Bill Younglove discussed the funding for the UC system. Asked us not to talk about "costs" but "investments" when discussing. We need to think about the importance of language.

D. Important to resist the urge to take money from one level of education to give to another (UC money to K-12)

E. Motion by Richard Hockensmith to allow only the CATE Councils and CATE to use the tax identification number except as specifically directed by a vote of the CATE Board; Seconded by Punky Fristrom; Motion approved.

Moved by Robert Chapman; Seconded by Liz McAninch to adjourn 12:07. Motion approved.

Next Meeting:

September 10 and 11. Location TBA