

Board of Director's Meeting, December 8-9, 2007

Embassy Suites
251 Gateway Blvd., South San Francisco
(650) 589-3400

Friday, December 7, 2007

Arrivals for non-local Board members

7:00 PM Presidents' meeting (Angus Dunstan, chair)

Saturday, December 8, 2007

8:30 AM

Continental breakfast and conversation

If you have not posted your report by December 6, please place 30 copies of your written report on the table provided in the meeting room.

9:00-10:30

I. Call to order, welcomes, and introductions of any visitors (Barbi Lapp, Blair Campbell, Jeff Wilson)

II. Approval of September BOD minutes

III. Adoption of December 2007 agenda

IV. CATE Board Reports

A. President (Berry - 10 minutes)

1. Correspondence

a. Board members (Hockensmith, Zaragoza-Diaz, Sahlberg, Jago)

b. Ratify membership on Board of Kern's new rep (ACTION ITEM)

c. Invitation to CYRM meeting Jan. 15 in Sacramento

d. NCTE

d. Letter ready for regional legislators for CATE 2008, awards to come

e. Board resolution of September re: reauthorization of NCLB

f. CATEweb transition (Board only; suggestions; protocol)

g. Kudos

2. Annual Reports, ALL Board members, due December 31; send to mmbb@sonic.net

- Subject line: ANNUAL REPORT
- Top line: your name and position held
- Text needs to include CATE business you've done in 2007
- Tone should be somewhat formal and concise
- Models available on website

3. NCTE Convention in NYC

CATE Board member on next ballot

4. Other

B. Vice-President (Delfino - 5 minutes)

1. Bundling reports for CATEweb

2. Council dates and info to VP for posting

3. JCIM meeting in Sacramento

4. Other

C. Past President (Rippee - 10 minutes)

1. NCTE Liaison Report

a. Activities

b. Commendations

2. CATE Elections (pictures and statements due before meeting today)
3. CATE Awards (nomination packets and copies due before meeting today)
4. Distinguished Service Award (ACTION ITEM)
5. Other

D. Secretary (Tracey - 3 minutes)

1. Directory Update
2. Referral of Policy review and recommendations to appropriate committees

Policy 4.0 Committees and Special Assignments

- | | |
|-------------------------|-----------------------------|
| 4.1 - 4.4 | Policy/Censorship Committee |
| 4/5 - 4.7 | Leadership Committee |
| Policy 5.0 Liaison | Executive/Finance Committee |
| Policy 6.0 Publications | Publications Committee |
| Policy 7.0 Convention | Convention Committee |
- 3 Other

E. Treasurer's Report (AFristrom - 5 minutes)

1. Informational tax returns filed

F. Membership Chair's Report (Williams - 5 minutes)

1. Membership figures update
2. CATE booth at CRA
3. Other

G. Convention Coordinator's Report (Hase - 10 minutes)

1. 2008
 - a. Hotels and CC
 - b. Friday Night
- c. Booth sales
- d. Schedule revisions
 - e. Other
2. Board registration for convention
3. Convention Housing
 4. Tabbed program at NCTE - additional revenue?
 5. Other

10:30-10:45 BREAK

10:45-12:00

V. Report Highlights (September - December) by CATE Councils (20minutes)

- | | |
|------------------------------|--------------|
| A. Capitol Council | (Dunstan) |
| B. Central Council | (McAninch) |
| C. FACET Council | (Cirimele) |
| D. Greater San Diego Council | (Danielson) |
| E. Kern Council | (Smith/Lapp) |
| E. Redwood Council | (Sahlberg) |
| F. Southland Council | (Hernandez) |
| G. TUCATE Council | (Surabian) |
| H. Upper Council | (Medford) |

VI. Report of Liaisons (45 minutes)

- | | |
|----------------------------------|-----------------------------|
| A. California Dept. of Education | (Goodwin) |
| B. Policy Analyst | (Dunstan for Zaragoza-Diaz) |
| C. CYRM | (Fleming) |
| D. CWP | (Marlink) |

E. CLRP	(Jago)
F. California English	(Jago)
G. CATEweb	(Wilson)
H. CATEnet	(Burke)
I. Resolutions	(Cecil)
J. CCCC	(Younglove)
K. CTA	(Martinez)

12:00-1:30 LUNCH—Traditional Holiday Festivities

1:30-3:00

VII. Standing Committee Meetings (**Reminder: Give written minutes and delegated tasks to be included in the minutes to secretary by end of meeting on Sunday.**)

*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. Revision of Policy 4.1 - 4.4
2. Legislative issues and analyst's report
3. Board Resolution (Governor's Year of Education)
4. Resolutions for 2008 - (Cecil)
5. Policy committee presentation at 2008
6. CATEweb material
7. NCTE/SLATE issues
8. 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. Revise Policy 7.0
2. CATE 2008 update and details
 3. NCTE canvassing in NYC
4. New Teacher Reception
5. Publishers' Gifts
6. On-line registration
7. Sponsorship
8. Schedule of awards and 2 Minutes for CATE
9. 2009 update
10. 2013
11. 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. Revision of Policy 4.5 - 4.7
2. Leadership cards for convention
 - a. Review/revise format
 - b. Who will oversee copying, collection, dispersal to councils
3. Review of CATE scholarships and leadership opportunities
4. Recruitment for CATE Board elections 2009: Secretary, Membership Chair, MAL Secondary, MAL Unspecified, MAL Small Council
5. Virginia Reid applicant
6. Plan for councils to encourage leadership, follow-through, and retention
7. Other

3:00-3:15 BREAK

3:15-4:30

VIII. Committee Meeting Reports and Action Items

- A. Policy/Censorship
- B. Convention Coordinating
- C. Leadership

Sunday, December 10, 2006

8:00-8:30 AM Continental breakfast and conversation

8:30 Call to Order and Announcements

8:40-8:50

IX. President of Presidents' Report (Dunstan - 10 minutes)

8:50-10:30

X. 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. Revision of Policy 5.0
2. Budget considerations
3. Retired Lifetime membership (ACTION ITEM)
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*

1. Revise Policy 6.0
2. Writing contests: status and update
3. *California English*
4. CATENet
5. CATEweb - list recommendations for suggested changes
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. CATE 2008 membership gifts
2. PowerPoint
4. CATE booth plans

5. Building membership
6. 2008 goals
7. Other

10:30-12:00

XI. Committee Meeting Reports

A. Executive/Finance

B. Publications

C. Membership

XII. Old Business

XIII. New Business

12:00 P.M.

XIV. Adjournment, check-out, and lunch

Happy Holidays to All!