

**Board of Director's Meeting
May 14-15, 2005
Four Points Sheraton
Los Angeles Airport
CATE California Association of Teachers of English**

"... it tied him to the only thing in his small world that meant almost as much as his own life."

--Edward P. Jones, The Known World

Friday, May 13, 2005

- Arrival for non-local Board members
- Presidents' meeting will be held on Saturday

Saturday, May 14, 2005

8:30 A.M. Continental breakfast and pre-meeting.

All reports should always be posted electronically. If you have not posted your report on CATEweb by May 11, please place 40 copies of your written report on the table provided in the meeting room. Bring your copy of minutes and agenda, and posted Board Report.

9:00-10:20 1. Call to order, welcomes, and introductions of any visitors

2. Approval of February 17, 2005 minutes
3. Adoption of May 14-15, 2005 Agenda
4. CATE Board Reports

a. President (Rippe-10 minutes)

1. Correspondence
2. Report Highlights
3. Commendations

- a. Conference chairs, coordinator, and committee
- b. Tish Griggs and Resolutions Committee
- c. Central Council
- d. CWP

4. Appointments (Action Items)

- a. CYRM
Pat Lindsay
Audrey Fleming
- b. 4 C's
William Younglove
- c. Conference Coordinator Consultant
Punky Fristrom

5. CATE Board Reports

President (Rippe-10 minutes)

4. Appointments (Action Items)

d. Treasurer

Ann Fristrom

e. Kern Representative

Greg Johnson

f. Registrar

Edwin Hase

5. NCTE invitation to serve as reviewers for online program NCTE Selects (<http://www.ncte.org/pubs/books/selects/>)

5. Communication with Prentice Hall re: Support

6. Budget

7. Agenda link

8. Other

b. Vice-President (Morimoto-10 minutes)

1. Advisory Committee Report

2. Lunch Arrangements

3. Calendar of meetings and sites

4. Other

c. Past President (Roseboro- 10 minutes)

1. CATE election results (Action Item)

2. NCTE Liaison Report

3. NCTE leadership representatives, secondary teacher of excellence, and affiliate leadership award

4. NCTE Awards that CATE will be submitting (CE? CATEweb?)

5. Confirmation of retiring board members

6. Announcement

d. Secretary (Hemric-5 minutes)

1. Directory Update

2. Business Cards

e. Treasurer's Report (Fristrom-15 minutes)

1. Financial Report

2. Reimbursement Updates/Reminders

3. Budget suggestions

4. Other

f. Membership Chair's Report (Williams-10 minutes)

1. Membership figures update (NCTE report due)

2. CATE booth coverage at CRA

3. Printout status of conference attendees for council presidents

4. Needs for 2006

5. Other

g. 2005 Convention Chairs' Report (Berry -10 minutes)

1. Program Update

2. Other

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

1. Convention Update

2. Sponsorship
3. Exhibits Information
4. Registrar
5. Other

10:20-10:35 BREAK

10:35-11:10 5. Report of Liaisons

- a. California Department of Education (Breneman- 10 minutes)
- b. Policy Analyst (Zaragoza-Diaz- 10 minutes)
- c. CYRM (posted)
- d. California Writing Project (Nitschke-5 minutes)
- e. CLRP (Jago)
- f. California English (Jago-5 minutes total)
- g. CATEweb (posted)
- h. CATEnet (posted)
- i. CCCC (Younglove- hard copies distributed)
- j. CTA (Martinez-5 minutes)

11:10-12:30 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 (*Oppliger, Roseboro, Chapman, Jago, Nitschke, McAninch, Griggs, Martinez, Oppliger, Younglove, and Zaragoza-Diaz)
 1. Legislative Issues and Analyst Report
 2. Resolutions (Griggs)
 3. NCTE/SLATE Issues
 4. Budget Priorities
 5. Creation of letter templates to send to legislators
 6. Other

- b. Convention Coordinating (*Hase, Fristrom, P., Berry, Joseph, Browne, Fristrom, A., Linn, Mitchell, Stockton, Rippee, and Williams)
 1. CATE 2005 issues
 2. CATE 2006 update and details
 - a. Deadlines
 - b. Speakers
 - c. Presenters' registration
 - d. Program Chair
 - b. Convention Coordinating (continued)
 3. Union issues re: future conventions
 4. Sponsorship
 5. On-line registration: revisions necessary?

6. Exhibits manager and decorator appointments
7. 2007 Convention (Wyndham hotel not built)
8. CATE 2010
9. Emeritus Committee
10. Preliminary discussion for 2011

c. Leadership (*Karpowicz, Morimoto, Bowles, Breneman, Delfino, Dunstan, Hemric, Browne, Johnson, Surabian, Allen, Enmark, and Krielaart)

1. Responsibility of Presidents and President of Presidents (suggestions for Presidents' Handbook)
2. Recruitment for CATE Board offices
3. Plans for affiliates to spearhead letter writing campaigns for November election
4. Budget Priorities
5. Board member absences
6. Other

12:30-1:30 LUNCH

1:30-3:00 7. Committee Meeting Reports

- a. Policy/Censorship (Oppliger)
- b. Convention Coordinating (Hase)
- c. Leadership (Karpowicz)

3:00-3:10 BREAK

3:10-3:30 8. Reports by CATE Councils

- a. Capitol Council (posted)
- b. Central Council (Delfino- 3 minutes)
- c. FACET Council (Oppliger- 3 minutes)
- d. Greater San Diego Council (Bowles- 3 minutes)
- e. Redwood Council (Chapman/Williams-3 minutes)
- f. Southland Council (Linn- 3 minutes)
- g. TUCATE Council (Surabian- 3 minutes)
- h. Upper Council (Enmark-posted)

NOTE: We will begin standing committee meetings early to accommodate early departures tomorrow!

***Break, as needed**

3:30-4:30 9. Standing Committee Meetings

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

*a. Executive/Finance (*Morimoto, Delfino, Hase, Fristrom, P., Fristrom, A., Mitchell, Roseboro, Rippee, and Joseph)*

1. Financial/Budget Issues/Priorities (review and make recommendations to Board)
2. Continued discussion of Sponsorship Guidelines
3. NCTE Reimbursement
4. Other

b. Publications (*Chapman, Berry, Nitschke, Breneman, Bowles, Dunstan, Jago, McAninch, Younglove, Linn, Enmark, Krielaart, and Browne)

1. Writing Contests status and update
2. California English
3. Marilyn Kahl Scholarship recommendation
4. Literary Magazine Chair
5. CATEweb
6. CATEnet
7. Budget Priorities (submit proposed budget)
8. Other

c. Membership (*Williams, Allen, Hemric, Johnson, Surabian, Linn, Karpowicz, Oppliger, and Griggs)

1. Membership requests
2. 2006 CATE Booth and gift ideas
3. CATE booth at upcoming CRA conference; plans for membership drive this summer
4. Other

Note: Presidents will meet on this evening to discuss budget cuts, membership and letter writing campaigns for this summer, the transition between retiring and new presidents (Important: President's Handbook and begin awards process in August/September), and support of each other's programs.

Sunday, May 15, 2005

8:00-8:30 Continental breakfast, pre-meeting, and check out

8:30-8:40 Call to order and announcements

10. President of Presidents' Report (Oppliger- 5 minutes)
 1. Presidents' Handbook ready for review
 2. Presidents' Meeting Report
 3. Other

8:40-9:00 11. Standing Committee Meetings Continued Discussion

- a. Executive/Finance
- b. Publications
- c. Membership

9:00-9:15 BREAK

9:15-11:15 12. Committee Meeting Reports

- a. Executive/Finance
 - 1. 2006 Budget Suggestions and Discussion
 - 2. Adoption of 2006 Budget

- b. Publications
- c. Membership

11:15-12:00

12. Old Business

Did we meet goals set in September?

CATE's goals: to increase membership, provide outreach to under-represented communities, to increase the number of new teachers participating, to deal with budget concerns in a responsible manner, to meet the needs of our constituents, to continue to provide the quality that we are known for, and to work together to have a successful conference in February.

13. New Business

Past President Appointment

Member-at-Large

12:00 Adjournment and lunch

Have a great summer!