

Board of Director's Meeting

May 3 & 4, 2008

Hilton Santa Clara
4949 Great America Parkway, Santa Clara
(408) 330-0011

Friday, May 2, 2008

- Arrival for non-local Board members
- Presidents will meet this evening to

Discuss budget and make suggestions for 2008-2009

Review President's Handbook and begin awards process in September—all documentation and copies need to be submitted by December meeting

Reid Scholarship this year to Southland Council

Discussion: Did this committee meet 2007/2008 goals?

New President of Presidents decided in September, per Policies

Saturday, May 3, 2008

8:30 AM Continental breakfast and pre-meeting. All reports should be posted electronically. If you have not posted your report on CATEweb by April 30, please place 40 copies of your written report on the table provided in the meeting room. Bring your copy of minutes, agenda, and posted Board Report.

9:00 - 10:20

I. Call to order, welcomes, and introductions of visitors

II. Approval of March 2008 minutes

III. Adoption of May 2008 agenda

IV. CATE Board Reports

A. President (Berry - 10 minutes)

1. Correspondence - resolutions, thank you's, webmaster
2. Report highlights
3. Commendations
 - a. Conference Coordinator, Chair and Committee
 - b. Kathleen Cecil and Resolutions Committee
4. Appointments
 - a. Treasurer Anne Fristrom
 - b. Resolutions Kathleen Cecil
 - c. Policy Angus Dunstan
 - d. MAL position to be appointed by new president in September
3. CYRM - JoAnne Mitchell and Michael Steres
5. Retirements and presentation from Board to be done during lunch
6. NCTE elections
7. Other

B. Vice-President (Delfino - 10 minutes)

1. Board reports - format and procedure
2. Board meeting reservations
3. Sites and dates for '08-'09 Board meetings

4. Other

C. Past President (Rippee - 10 minutes)

1. Election results and suggestions for next year
2. NCTE Awards 2008
 - a. Leadership Award
 - b. People of Color Leadership Award
3. CATE Awards 2009
 - a. Virginia Reid (Southland)
 - b. Classroom Excellence
 - c. Award of Merit
 - d. Distinguished Service
4. Other

D. Secretary (Tracey - 5 minutes)

1. Directory update
2. Business cards
3. Request for submission of clearly written reports

E. Treasurer (A. Fristrom - 15 minutes)

1. Financial Report
2. Reimbursement Updates/Reminders
3. Budget suggestions
4. Other

F. Membership Chair (Williams - 5 minutes)

1. Current membership numbers
2. Requests for membership rosters from Precision
3. Convention follow-up
4. Thank you to Michelle for getting the bag returned
5. Leadership cards to councils
6. Other

G. 2008 Convention Chair (Himel - 5 minutes)

1. Convention debrief and summary of evaluations
2. Other

H. Convention Coordinator (Hase - 15 minutes)

1. 2008 Convention update
 - a. Hyatt #s
 - b. Billing
 - c. Letters
2. Exhibits information
3. 2009
4. 2013
5. Coordinator position proposed changes

10:20 - 10:35 BREAK

10:35 - 11:10

V. Report of Liaisons

- A. California Department of Education (Goodwin)
- B. Policy Analyst (Zaragoza-Diaz)
- C. CYRM (Lindsay)
- D. California Writing Project (Marlink)
- E. CRLP (Jago)
- F. California English (Jago)
- G. CATEweb (Wilson)
- H. CATEnet (Burke)
- I. CCCC (Younglove)
- J. CTA (Martinez)

11:10 - 12:30

VI. Standing Committee Meetings

Reminder: Give written minutes (written exactly the way that you want it to be in the minutes) and delegated tasks to be included in the minutes to Secretary Tracey by end of meeting.

A. Policy/Censorship - *ANGUS DUNSTAN, Jim Burke, Carmen Carrillo, Kathleen Cecil, Carrie Danielson, Carol Jago, Mary Ann Goodwin, Debra Martinez, Jayne Marlink, Maureen Rippee, Anne Sahlberg, Bill Younglove, Martha Zaragoza-Diaz*

1. Diaz report from Sacramento
2. Goodwin report from CDE
3. Budget requests for 08-09
4. Review 2007-2008 goals and establish 2008-2009 goals
5. 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. CATE 2008 issues/kudos
 - a. Online registration possible changes
 - b. Exhibit Manager's report
 - c. No Hiatus after convention for coordinator
 - d. "Set" schedule for all conventions revisit
 - e. Budget (Anne)
 - f. Local committee
 - g. Hospitality suite
2. CATE 2009 update and details
 - a. Deadlines
 - b. Speakers
 - c. Fee structure
 - Including plan for cash credit for early registrants
3. Presenter's registration ideas
4. FAX (for registrar)
6. CATE 2013 site discussion
 - a. Bids from Monterey, Oakland, Santa Clara
7. Action Items
 - a. Appointment of Punky Fristrom as Consultant
 - b. Appointment of coordinator
8. Did this committee meet 2007-2008 goals?
9. Other

- a. Liz exhibits data proposal
- b. Punky - vouchers for exhibits idea
- c. Proposals from Terri Schrader re: Board meetings

C. Leadership: - *CAROL SURABIAN, Kathy Allen, Bob Chapman, Cathy Cirimele, Carol Clarke, Tish Griggs, Barbi Lapp, Susan Karpowicz, Shelly Medford, Joan Williams*

- 1. Responsibility of council presidents and President of Presidents (review Handbook)
- 2. Recruitment for CATE Board offices for 2009 ballot
- 3. NCTE Awards: Leadership Development, Award Multicultural Teacher for the Dream, Teacher Award for Excellence
- 4. Budget priorities
- 5. Set goals for 2008-2009
- 6. Did this committee meet 2007-2008 goals?
- 7. Other

12:30 - 1:30 LUNCH

1:30 - 3:00

VII. Committee Meeting Reports

- A. Policy/Censorship (Dunstan)
- B. Convention Coordinating (Hase)
- C. Leadership (Surabian)

3:00 - 3:10 BREAK

3:10 - 3:30

VIII. Reports by CATE Councils

- A. Capitol Council (Dunstan - 3 minutes)
- B. Central Council (McAninch - 3 minutes)
- C. FACET Council (Cirimele - 3 minutes)
- D. GSDCTE (Danielson - 3 minutes)
- E. Kern Council (Lapp - 3 minutes)
- F. Redwood Council (Sahlberg - 3 minutes)
- G. Southland Council (Carrillo - 3 minutes)
- H. TUCATE Council (Surabian - 3 minutes)
- I. Upper Council (Medford - 3 minutes)

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

3:30 - 4:30

IX. Standing Committee Meetings

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

A. Executive/Finance: *CHARLEEN DELFINO, Michelle Berry, Angus Dunstan, Anne Fristrom, Punky Fristrom, Teisha Hase, Mary Ann Goodwin, Jayne Marlink, Maureen Rippee, Cheryl Hogue Smith, Martha Zaragoza-Diaz*

- 1. Review role of Helms Briscoe—cost and effectiveness
- 2. Review '07-'08 under and over budget
- 3. Recommend '08-'09 budget
- 4. Look at mileage reimbursement

5. NCTE San Antonio delegates
6. Did this committee meet '07-'08 goals?
7. 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. Marilyn Kahl Scholarship recommendation
2. Writing contests status and updates: NCTE/CATE
3. Develop CATE prompt for 2009
4. *California English*
5. Budget priorities (submit proposed budget)
6. Did this committee meet 2006-2007 goals?
7. Other

C. Membership: - *JOAN WILLIAMS, Kathy Allen, Carrie Danielson, Tish Griggs, Richard Hockensmith, Barbi Lapp, Susan Karpowicz, Debra Martinez, Shelly Medford, Carol Surabian, Lorraine Tracey*

1. Gifts for 2009 and review of booth
2. Make plans to connect with CRA, CWP, CLRP to distribute flyers/promote membership
3. Correspondence for renewals
4. Membership presence on website
5. Membership booklet - brainstorm contents
6. Goals for 2008-2009
7. Review PowerPoint
8. Other

Sunday, May 4, 2008

8:00 - 8:30

Check-out, continental breakfast, and pre-meeting

8:30 - 8:45

Call to order and announcements

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

- A. Presidents' Meeting Report
- B. Reflection of goals for 2007-2008
- C. Other

8:45 - 9:15

XI. Standing Committee Meetings Continued

- A. Executive/Finance
- B. Publications
- C. Membership

9:15 - 9:30 Break

9:30 - 11:15

XII. Committee Meeting Reports

- A. Executive/Finance
 - 1. 2008-2009 Budget suggestions and discussion
 - 2. Adoption of 2008-2009 Budget
- B. Publications
- C. Membership

11:15 - 12:00

XIII. Old Business

- A.
- B.
- C.

XIV. New Business

- A.
- B.
- C.

12:00 Noon

Adjournment and lunch

Have a great summer!