

CATE BOARD AGENDA
Board of Directors Meeting
September 8-10
Hyatt Regency, Garden Grove
11999 Harbor Blvd., Garden Grove, CA (714) 750-1234

Friday, September 8, 2006

7:00 - 9:00PM Council presidents meet; dinner and agenda per President McAninch.

Saturday, September 9, 2006

8:00 - 8:30AM

Continental breakfast and conversation. (If you have not posted your report on CATEweb, please place 40 copies of your written report on table provided in the meeting room.)

8:30 - 9:00AM

I. Call to order, welcomes, and introductions. Please be prepared to tell about yourself, your Board position, recent activities, and recommend a book (*1 minute each).

9:00 - 10:15AM

II. Approval of May 2006 minutes

III. Adoption of September 2006 agenda

IV. Consent docket - Items here will be considered as one motion. Any item may be removed from this docket for discussion prior to voting. (See addendum.)

A. Resignations

B. Appointments

1. Secretary
2. MAL Unspecified
3. MAL College
4. Council Reps

- a. FACET
- b. Redwood

5. Policy Chair
6. Resolutions Chair
7. Advisory Board

C. Nomination to NCTE election

D. Starwood points

E. Donation to Mountain View Children's Project

V. CATE Board Reports

A. President (Berry - 10 minutes)

1. Expressions of gratitude (Maureen, Advisory, committee chairs, Larry)
2. CATEweb update started: roster (titles and terms), Board Only directory

3. Committee membership (handout)
4. Challenge: step up annual plans and goals
5. Using CE as tool for recruitment
6. CTA rep needed
7. Other

B. Vice-President (Delfino - 5 minutes)

1. Advisory Committee Report
2. Update on calendar of meetings and sites
3. Other

C. Past President (Rippee - 10 minutes)

1. CATE awards
 - a. Classroom Excellence
 - b. Award of Merit
 - c. Distinguished Service Award
2. Election process
 - a. On-line and CE voting
 - b. Action Item: Annual Board meeting vote
3. NCTE Liaison Report
 - a. All Board members must be NCTE members
 - b. NCTE awards to CATEweb and *California English*
4. Hurricane Katrina donations
5. Ethics Code presentation
6. Letter to membership
7. TESOL link
8. Other

D. Presidents' Council (McAninch - 5 minutes)

1. Report on Presidents' Meeting (plans and goals)
2. Other

E. Secretary (Tracey - 5 minutes)

1. Policy revision process to be reviewed at December meeting
2. Directory update
 - a. Poster: verify, edit, initial when perfect.
 - b. Contact info changes - email to Michelle, Larry, Charleen, and me
3. Business cards and binders for new Board members
4. Other

F. Treasurer (A. Fristrom - 10 minutes)

1. Annual Review of Treasurer (Action Item)
2. Financial Report
3. Reimbursement Updates/Reminders
4. Commendation to council treasurers
5. Other

G. Membership (Williams - 5 minutes - ONLINE)

1. Membership figures update
2. Membership records accuracy
3. Sample membership letter
4. Booth at CRA
5. Leadership cards and gifts
5. Other

H. Convention Coordinator (Hase - 7 minutes)

1. Registrar Appointment (Action Item)
2. On-line registration
3. Sponsorship
4. HROC Update
5. 2007 CATE Convention
6. 2011 Update
7. 2012 site search
8. Exhibits Manager's report
9. Other

I. CATE 2006 Report (Sahakian - 7 minutes)

1. Program update and tentative schedule
2. Registration
3. Flyer dispersal
4. Friday Night
5. Technology strand
6. Other

10:15 - 10:30PM BREAK

10:30 - 12:00PM

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

A. Policy/Censorship - ANGUS DUNSTAN, Bob Chapman, Lisa Hernandez, Cheryl Smith, Bill Younglove, Carrie Danielson, Carol Jago, Anne Sahlberg, Tish Griggs, Ellen Jensen/MaryAnn Goodwin, Charleen Delfino, Martha Zaragoza-Diaz, Jim Burke

1. Legislative issues and Analyst's report (Zaragoza-Diaz)
2. Intellectual Freedom Award - Award of Merit?
3. Resolutions for CATE 2007
4. Resolutions for NCTE
5. Goals for the year
6. Other

B. Convention Coordinating - TEISHA HASE, Anne Fristrom, Punky Fristrom, Nancy Himel, Liz McAninch, Lorraine Tracey, Pauline Sahakian, Richard Hockensmith, Susan Dillon, Michelle Berry, Larry Jordan, Faith Nitschke/Jayne Marlink

1. Contract with Fresno CVB
2. Contract with Sacramento CC (2011) / Oakland?
3. CATE computer
4. Fresno visit (menus, tour)
5. Contracts with wineries (still need contact info)
6. 2 Minutes for CATE - and scheduling implications
7. Number of local committee members; possible free reg
8. Sponsorships
9. Exhibits Manager report
10. Goals for the year
11. Other

C. Leadership - SUSAN KARPOWICZ, Joan Williams, Carol Clarke, Jaimi Krielaart, Carol Surabian, Maureen Rippee, Cathy Cirimele, Greg Johnson, Kathy Allen, Bonnie Enmark

1. NCTE Ethics document (Rippee)
3. Review of CATE scholarships (Virginia Reid to Central in 2007)
4. Review of Leadership project (guests at Board meetings)
5. Recruitment for CATE Board offices
6. Review/revise CATE goals for 05-06
7. Leadership goals for the year
9. Other

12:00 - 1:00PM LUNCH

1:00 - 2:00PM

VII. Committee Meeting Reports

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

2:00 - 3:00PM

VIII. Report of Liaisons

- A. Calif. Dept. of Ed. (Jensen/Goodwin - 15 minutes)
- B. Policy Analyst (Zaragoza-Diaz)
- C. CYRM (Lindsay/Fleming)
- D. CWP (Marlink/Nitschke)
- E. CLRP (Jago)
- F. NCTE Region 8 (Jago)
- G. CE Editor (Jago - ONLINE)
- H. CATEweb (Jordan - ONLINE)
- I. CATENet (Burke)
- J. Resolutions (Griggs)
- K. CCCC (Younglove)
- L. CTA (position open)

3:00 - 3:30PM

IX. Reports of CATE Councils - 3 minutes each

- A. Capitol Council (Dunstan)
- B. Central Council (McAninch)
- C. FACET Council (Cirimele)
- D. GSDCTE (Danielson - ONLINE)
- E. Redwood Council (Sahlberg - ONLINE)
- F. Southland Council (Hernandez)
- G. TUCATE Council (Surabian - ONLINE)
- H. Upper Council (Enmark)

3:30 - 3:45PM BREAK

3:45 - 5:00PM

X. Open discussion

XI. Adjourn until Sunday morning; dinner on your own

Sunday, September 10, 2006

8:00 - 8:30AM

Continental breakfast and conversation

8:30 - 9:00AM

I. Call to Order and announcements

9:00 - 11:00AM

II. Standing committee meetings (Reminders: Give written minutes and delegated tasks to secretary by end of meeting on Sunday to be included in the minutes.

A. Executive/Finance - CHARLEEN DELFINO, Anne Fristrom, Punky Fristrom, Cheryl Smith, Teisha Hase, Maureen Rippee, Pauline Sahakian, Angus Dunstan, Kathy Allen, Bonnie Enmark, Martha Zaragoza-Diaz, Michelle Berry

1. 2006-2007 budget issues
2. Short and long-range planning
3. CATE reps to NCTE
4. CYRM liaison
5. Goals for the year
6. Action Item: Propose CATE pay basic registration for local committee
7. Policy 9.0 revision (Action Item)
8. Other

B. Publications - BOB CHAPMAN, Richard Hockensmith, Nancy Himel, Liz McAninch, Bill Younglove, Carol Clarke, Jaimi Krielaart, Carol Jago, Anne Sahlberg, Jim Burke, Larry Jordan, Ellen Jensen/MaryAnne Goodwin

1. California English (announcements pertinent for inclusion in issues)
2. New listserv vs. Topica
3. CATEweb redesign
 - a. Email Board contact links to whom?
 - b. FAQ page?
 - c. Other changes recommended

4. NCTE Writing Contests
5. CATE Writing Contests
6. Goals for the year
7. Other

C. Membership - JOAN WILLIAMS, Lorraine Tracey, Lisa Hernandez, Susan Karpowicz, Carol Surabian, Carrie Danielson, Tish Griggs, Susan Dillon, Cathy Cirimele, Greg Johnson, Faith Nitschke/Jayne Marlink

1. Membership figures update
2. Jazzing up the booth
3. Powerpoint on CD
4. Membership gift
5. Leadership gifts at CATE
6. Leadership cards follow-up
7. Membership records - achieving accuracy
8. Letter for renewal reminder (NCTE model)
9. New letter going out with renewals
10. Goals for the year

11:00 - 11:30AM

III. Committee Meeting Reports

- A. Executive/Finance (Delfino)
- B. Membership (Williams)
- C. Publications (Chapman)

11:30 - noon

IV. Old Business

V. New Business

V. Adjournment, check out, and lunch.

Goals for 2005-2006:

- Increase membership by 20%
- Provide outreach to under-represented communities
- Increase the number of new teachers in CATE
- Deal with budget concerns responsibly
- Meet the needs of our constituents
- Improve communication
- Continue to provide the quality for which we are known
- Have a successful convention in February