

**CATE Board of Directors Meeting
December 7-8, 2013
Double Tree Hotel Burlingame
835 Airport Blvd, Burlingame, CA
650-344-5500**

AGENDA

Saturday, December 7, 2013

8:00-8:45 Continental Breakfast served in Board Room.

If you have not posted your board report, please place 25 copies of your report on the table provided in the meeting room. **Bring a wrapped present for the holiday gift exchange.**

8:45-10:30

I. Call to Order

II. Approval of September 2013 minutes

III. Adoption of December 2013 agenda

IV. CATE Board Reports

A. President (McAninch)

1. NCTE in Boston

CATE Awards: Teacher of Excellence – Tracy Sprague

Intellectual Freedom Award – Kristy Orona-Ramirez

2. CSC Asilomar Conference

3. Annual Report - Reminder

4. Request from CETA and from the California Commission on Teacher Credentialing

B. Vice-president (Dillon)

1. Update on calendar of board meeting dates and sites

2. Lunch Orders

Past President (Delfino)

1. CATE Elections (candidates' paperwork due today; photo and statements due ASAP)

2. CATE Awards (duplicate packets due before meeting today)

3. Distinguished Service Award (ACTION ITEM)

4. CATE Scholarships: Anne and Punky Fristrom and Anne Henke

D. Secretary (Danielson)

1. Directory Update

2. Business Cards

E. Treasurer (A. Fristrom)

1. Financial Report
2. Taxes have been filed. Reports for 2013 in from all Council treasurers.

F. Membership (Williams)

1. Electronic renewal reminders
2. Precision kudos
3. Updated rosters
4. Membership concerns--local council events
5. Other?

G. Convention Coordinator (Berry)

1. Gratitude for work done to date
2. Contract for Conlin and Himel completed/signed
3. Nancy Himel's progress in Exhibit Hall
4. AV/Internet negotiations commence
5. Rooming for 2014- please make commitment
6. Register for convention today!
7. Advertising convention for successful profit
8. Yosemite conference success and new contract review

H. 2014 Convention Chair (LeCren)

1. Updates on CATE 2014

I. 2015 Convention Chairs (Delfino and McAninch)

1. Initial stages

10:30-10:45 BREAK

10:45-11:45

V. Report of Liaisons

- A. CWP
- B. California English
- C. CLRP
- D. CTA
- E. CCCS

VI. Report by CATE Council Representatives

- A. Capitol (Dunstan)
- B. Central (Dillon)
- C. Fresno (Schimmel)
- D. Greater San Diego (Ugalde)
- E. Kern (Flachmann)
- F. Redwood (Chapman)
- G. Southland (Lockwood)
- H. TUCATE (Surabian)
- I. Upper (Cole)

12:00-1:15 Lunch and Gift Exchange

1:30-3:00

VII. Standing Committee Meetings

A. Policy/Censorship – Angus Dunstan, Resolutions – Bill Foreman, Bob Chapman, Carrie Danielson, Kim Flachmann, Trevor Guina, Carol Jago, Jim Kliegl, Jayne Marlink, Debra Martinez, Kristy Orona-Ramirez, Bill Younglove

1. Legislative Update
2. CATE Resolutions
3. Common Core services for members
4. CATE support for resolution

B. Convention Coordinating – Michelle Berry, Charleen Delfino, Susan Dillon, Anne Fristrom, Punky Fristrom, Nancy Himel, Greg Johnson, Carole LeCren, Liz McAninch, Denise Mikkonen, Meghan Schimmel

1. CATE 2014 SAN DIEGO
 - A. Report of Chair – LeCren
 - B. Report of Senior Coordinator – P Fristrom
 - C. Report of E/A/S Chair – Himel
 - D. Two Minutes for CATE
 - E. Gift for business meeting
 - F. Nuts and bolts: President's reception invites, Board at Convention cards, PreCon meeting-Wed 4 p.m., 2 suites available, new teachers' booth, bag stuffing, other
 - G. Carole's needs for printed program
2. CATE 2015 SAN JOSE – Delfino and McAninch
3. CATE 2016 ORANGE COUNTY/COSTA MESA
 - A. Persistence will pay off
 - B. Chair needed by May
4. CATE 2017 SANTA CLARA
5. CATE 2018 SAN DIEGO
6. CATE 2019
 - A. Northern California
 - B. How would committee like to proceed?
7. Yosemite Conference's new contract review
8. Review Policies 7.4 – 7. 6

C. Leadership – Carol Surabian, Gina Cole, Jill Hamilton-Bunch, Richard Hockensmith, Courtney Lockwood, Jeannine Ugalde, Joan Williams

1. Recruitment for CATE Board Offices
2. NCTE Leadership and Secondary Teacher of Excellence
3. Other

3:15-4:15

VIII. Committee Reports

- A. Policy/Censorship (Dunstan)
- B. Resolutions (Foreman)
- C. Convention (Berry)
- D. Leadership (Surabian)

4:15-5:00

IX. Open Discussion followed by Council Presidents' Meeting

X. Break until Sunday morning.

Sunday, December 8, 2013

8:00-8:45 Continental Breakfast served in Board Room

8:45-9:00

- I. Call to order and announcements
- II. Report from Council Presidents' Meeting (**Dunstan**)

9:00-10:30

III. Standing Committee meetings

VII. Standing Committee Meetings (Reminder: Give written minutes and delegate tasks to secretary by end of meeting on Sunday for inclusion in the minutes)

A. **Executive Finance – Susan Dillon**, Michelle Berry, Carrie Danielson, Charleen Delfino, Angus Dunstan, Anne Fristrom, Punky Fristrom, Nancy Himel, Greg Johnson, Liz McAninch

1. Convention expenses/expected revenue
2. Budget: strategies for remainder of 2013-2014

B. Publications – **Bob Chapman**, Trevor Guina, Jill Hamilton-Bunch, Carol Jago, Carole LeCren, Jayne Marlink, Denise Mikkonen, Kristy Orona-Ramirez, Meghan Schimmel, Bill Younglove

1. Selection of CATE Writing Contest winners
2. CATE Professional Writing Contest
3. Review Policies 6.4-6.7

- C. Membership – **Joan Williams**, Gina Cole, Kim Flachmann, Bill Foreman, Richard Hockensmith, Jim Kliegl, Courtney Lockwood, Debra Martinez, Carol Surabian, Jeannine Ugalde
 - 1. Information cards--keep doing?
 - 2. Online renewals--review Cindy's report
 - 3. Gifts for members and exhibitors--luggage tags and??
 - 4. Bookmarks are needed for next year's convention
 - 5. Recruitment ideas revisited
 - 6. Other

10:45-11:15

IV. Committee Meeting Reports

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

11:15-12:00

V. Old Business

VI. New Business

VII. Adjournment