

**CATE BOARD MEETING
Thursday, February 7, 2013
Hyatt Regency Hotel
5101 Great America Parkway
Santa Clara, CA 95054**

Wednesday 7-9 p.m. in Central Room : Resolutions Work Session with Bill Foreman

AGENDA

8:00-8:30 a.m. Continental Breakfast served in Board Room

If you have not posted your board report online, please place 30 copies of your report on the table in the meeting room. Because of time constraints, it would be much appreciated if everyone would post and read reports ahead of time so that oral reports may be short.

Please bring books for new teachers, copy of minutes and agenda, and posted board reports.

8:30

I. Call to Order

8:30-9:30 a.m.

II. Approval of December 2012 minutes

III. Adoption of February 2013 agenda

IV. Board Reports

A. President (McAninch)

1. Report Highlights

2. Commendations

3. Reminders for Convention

a. Awards Schedule – Council Reps greet your Award winners in Hospitality Suite

b. Seating – with members, except for Saturday banquet

c. Reserved tables for Council Reps of winners

d. Hospitality Suite – Please come to welcome speakers and winners

B. Vice-President (Dillon)

1. Advisory Committee Report

2. Plans for May meeting

3. Lunch orders

C. Past President (Delfino)

1. Procedures for nominating CATE Awards

2. CATE elections

3. NCTE

D. Secretary (Danielson)

1. Directory Update
2. Policies
3. Other

E. Treasurer (A.Fristrom)

1. Financial Report
2. Reimbursement Updates/Reminders
3. Other

F. Membership Chair (Williams)

1. Membership Update—electronic rosters available upon request
2. Gifts—luggage tags and prop-ups☺
3. Exhibitor appreciation
4. Thanks to councils that have paid for ribbons
5. Booth Needs—help with set-up and break-down of booth
6. Reminder—Board members MUST be current in their membership in CATE and NCTE

G. Convention Coordinator (Berry)

1. CATE 2015 San José - ACTION ITEM
2. CATE 2014 San Diego - ACTION ITEM
3. CATE 2013
 - a. Good news/bad news
 - b. Changes this year
 - c. Events for Board card
4. Other

H. Convention Chair's Report (Petersen, Potter, Dillon)

9:30-10:00 Report of Liaisons

- A. California Writing Project (Marlink)
- B. California English (Jago)
- C. CCCS (Younglove)
- D. CTA (Martinez)
- E. CATEweb (Collins)

10:00-10:15 BREAK

10:00-11:30 Standing Committee Meetings

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

1. Resolutions
Discussion of new process of writing and distributing resolutions to membership
2. Possible candidates for NCTE Intellectual Freedom Award
3. Budget priorities
4. Other

B. Convention Coordinating: Michelle Berry, Charleen Delfino, Susan Dillon, Anne Fristrom, Punky Fristrom, Nancy Himel, Carole LeCren, Liz McAninch, Denise Mikkonen, Megan Petersen, Maggie Potter, Meghan Schimmel

1. CATE 2013/Update and details
2. Registration breakdown
3. CATE 2014
 - a. Theme
 - b. Speakers
 - c. Publicity
 - d. Hotel
 - e. Prices (to be approved at May 2013 meeting)
4. Reviewing Conlin, Harvey, Curtin contracts reviewed in May after reports
5. CATE 2015
6. Yosemite Conference
7. Other

C. Leadership: Carol Surabian, Gina Cole, Jill Hamilton-Bunch, Richard Hockensmith, Ron Lauderbach, Jeannine Ugalde, Joan Williams

1. Review Teachers of Excellence Secondary for CATE candidate for NCTE
2. Review CATE ballot for additional nominations by petition
3. Review possible candidates for NCTE Awards
 - a. Multicultural Teacher of the Dream
 - b. Teacher Leadership
4. Budget priorities
5. Other

11:30-12:00 Resolutions Committee: First Reading of Proposed Resolutions

12:00-1:00 LUNCH

1:00-1:30 Reports by CATE Councils

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

1:30-3:00 Standing Committee Meetings

- A. **Executive Finance – Susan Dillon, Michelle Berry, Carrie Danielson, Charleen Delfino, Angus Dunstan, Anne Fristrom, Punky Fristrom, Liz McAninch, Denise Mikkonen**
 1. Financial budget issues/priorities

- a. Convention Expenses
 - b. Convention budget
 - c. Begin to formulate 2013-2014
2. Discussion of possible cost cutting strategies
- B. Publications – Jill Hamilton-Bunch**, Bob Chapman, Nancy Himel, Carol Jago, Ron Lauderbach, Carole LeCren, Jayne Marlink, Kristy Orona-Ramirez, Megan Petersen, Meghan Schimmel, Bill Younglove
1. CATE Writing Contest 2014
 2. New Coordinator for NCTE Literary Magazine Contest
 3. CATEweb
 4. California English – Carol needs a) electronic copies of CATE Writing Award winners and b) Professional Writing Prompt
 5. CATE Professional Writing Contest
 6. Discuss how to get even more out of social media.
 .Suggestions from Bill Foreman: Maybe create a link to a ‘newsletter’ that we’d put together once a month. I know we used to use the listserv for that, but if we are an educational organization, we should be educating. Create a page of links to other resources of use to our members.
 7. Other
- C. Membership – Joan Williams**, Gina Cole, Kim Flachmann, Bill Foreman, Richard Hockensmith, Jim Kliegl, Debra Martinez, Maggie Potter, Carol Surabian, Jeannine Ugalde
1. Booth set-up assistance and coverage
 2. Surveys? Info cards? Gifts for drawing? When and where?
 3. Computers at booth
 4. Exhibitor gifts
 5. California authors? What happened with this?
 6. Electronic membership reminders
 7. Other

3:00-3:15 BREAK

3:15-4:15 Resolutions Committee: Second Reading of proposed resolutions. Committee will prepare dissemination of resolutions for Sunday Business Meeting.

4:15-5:15 Committee Meeting Reports: Discussion and Action Items

- A. Policy/Censorship (Dunstan)
- B. Convention Coordinating (Berry)
- C. Leadership (Surabian)
- D. Executive Finance (Dillon)
- E. Publications (Hamilton-Bunch)
- F. Membership (Williams)

5:15-5:45

- A. Old Business**
- B. New Business**
- C. Announcements**

5:45 Adjournment

Note: After Sunday Business meeting, Resolution Chair will submit revised resolutions to president, past president, secretary, CATEweb, and archive for publishing in Annual Report next year.