

CATE Board of Directors Meeting

May 4, 5, 2013

Hotel Current in Long Beach

5325 E. Pacific Coast Highway

Phone: 562-597-1341

Saturday, May 4, 2013

8:00-8:30 Continental Breakfast

If reports were not sent and posted by May 3 as requested, then bring 25 copies and place on the information table for board members.

8:30 -10:30

I. Call to order

II. Approval of February 2013 Minutes

III. Adoption of May 2013 Agenda

IV. Board Reports

A. President (McAninch 10 min.)

1. Success of CATE 2013

Response from scholarship recipients

2. CATE's submission for NCTE Teacher of Excellence

3. CATE and NCTE support of English Language Learners

B. Vice-President (Dillon 5 min.)

1. Attendance at Meetings

2. Meeting dates and possible sites for 2013-2014

C. Past President (Delfino 10 min.)

1. NCTE

2. CATE 2014 in San Diego

a. Virginia Reid

b. Classroom Excellence

ALL PACKETS FOR NOMINEES MUST BE COMPLETE AT DEC MTG

c. Awards of Merit

d. Distinguished Service

3. Scholarships

D. Secretary (Danielson 5 min.)

1. Directory Update

2. Business Cards

3. Request for submission of clearly written reports

E. Treasurer (A. Fristrom 15 min.)

1. Financial Report
2. Reimbursement updates/reminders
3. Budget Proposal
4. Other

F. Membership Chair (Williams-5 min.)

1. Check membership numbers; see if you have increased or decreased
2. Current rosters are available; contact Joan with a request for a copy (end of May)
3. Congratulations to Santa Clara convention for helping to increase our membership.

G. Convention Chair 2013 (Potter/Petersen/Dillon- 5 min.)

1. Convention evaluations
2. Other

H. Convention Chair 2014 (LeCren –10 min)

1. Chair positions filled and positions still to fill
2. Speakers
3. Sponsors
4. Program/Presenters/Strands
5. Other

I. Convention Coordinator (Berry 15 min.)

1. 2013 successes and thanks
2. 2014 Convention update
3. 2015 Doubletree by Hilton San José
4. 2016 Hilton OC/Costa Mesa

10:30- 10:45 Break

10:45-11:45

V. Report of Liaisons

- A. CTA Martinez
- B. CWP Marlink
- C. CLRP Jago
- D. California English Jago
- E. CCSS Younglove
- F. CYRM

VI. Report 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 (?)

11:45-1:00 Lunch

VII. Standing Committee Meetings

Give minutes, preferably sent via e-mail (exactly the way you want them to appear in the minutes) to Secretary Danielson by the end of the meeting.

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

1. Report on 2013 – Susan
2. Exhibit hall
3. Update on 2014 – Carole
 - a. Budget – Anne ACTION ITEM
 - b. Registration fees – Carole ACTION ITEM
 - c. Reduced registrations for local committee - Carole ACTION ITEM
 - d. Schedule – Carole
 - e. Sponsorships from councils and others
4. Contract revisions for 2015/2016
5. Commitments after that:
 - 2017 Santa Clara Hyatt and CC
 - 2018 San Diego Town and Country
6. Yosemite conference
7. Registrar's report/contract ACTION ITEM
8. Exhibits/sponsors/advertising manager's report/contract ACTION ITEM
9. Convention coordinator ACTION ITEM

B. Policy and Censorship 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. CCSS update (Bill Y)
2. WL:ELD credential update (Angus)
3. Resolutions
4. Budget Priorities

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

1. Offices due for election in 2014
2. Recruitment for 2014 ballot
3. Budget Priorities
4. Set goals for 2013-2014
5. Other

3:00-3:15 Break

3:15-5:00 Committee Reports and Discussion

VIII. Committee Meeting Reports

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

IX. Group Discussion

- A. Concrete suggestions for budget reduction
- B. How can funds best serve the membership? How do we increase membership?

X. 5:30-6:30

Presidents' Meeting

Sunday May 5, 2013

8:00-8:30 Continental Breakfast and conversation

8:30-8:45 Call to order, reports and announcements

8:45-10:00

XI Report of Presidents' Meeting

XII Standing Committee Meetings

Give legibly written minutes (exactly the way you want them to be in the board minutes) and delegated tasks to be included in the minutes to Secretary Danielson by the end of the meeting.

A. **Executive Finance:** Susan Dillon, Michelle Berry, Carrie Danielson, Charleen Delfino, Angus Dunstan, Anne Fristrom, Punky Fristrom, Greg Johnson, Liz McAninch, Denise Mikkonen

1. Compare budget to last year's budget
2. Look at policies concerning scholarships: are policies and practices in sync?
Policies 8.8, 8.9, 8.10
3. Do we need to cut a meeting? If so, which meeting?

4. Can we discover other budget cuts?

B. Publications: Jill Hamilton-Bunch, Bob Chapman, Nancy Himel, Carol Jago, Ron Lauderbach, Carole LeCren, Jayne Marlink, Kristy Orona-Ramirez, Meghan Schimmel, Bill Younglove

1. Discuss Writing Contests
2. Is it financially possible to add another issue of CE?
3. Other suggestions to reduce expenses

C. Membership: Joan Williams, Gina Cole, Kim Flachmann, Bill Foreman, Richard Hockensmith, Jim Kliegl, Debra Martinez, Carol Surabian, Jeannine Ugalde

1. Membership recruitment ideas
2. Survey Monkey Results and ideas
3. Review of the membership brochure (any suggested additions, changes)
4. Suggestions for online membership presence/changes/additions on Cateweb
5. Other

Break 10:00-10:15

VIII Committee Meeting Reports

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

IX Old Business

X New Business

XI. Adjournment

Have a great summer