

Board of Directors' Meeting  
September 20-21, 2008  
Santa Clara Marriott Hotel  
2700 Mission College Blvd, Santa Clara, CA 95054

The meeting was called to order at 8:30 A.M. by President, Robert Chapman. He welcomed the board, invited them to introduce themselves, tell where they are from and share a minute about a book they've read during the summer.

Past President Michelle Berry	Member-at-Large Richard Hockensmith
Member at Large Karen Brown	California English Editor Carol Jago
SCTE Representative Carmen Carrillo	GSDCTE Representative Ron Lauderbach
Resolutions Chair Kathleen Cecil	CTA Liaison Debra Martinez
Member-at-Large Carrie Danielson	Central Representative Liz McAninch
Vice President Charleen Delfino	Upper Representative Shelly Medford
Member-at-Large Susan Dillon,	Redwood Representative Anne Sahlberg
Capitol Representative Angus Dunstan	Member-at-Large Cheryl Hogue Smith
Treasurer Anne Fristrom	TUCATE Representative Carol Surabian
Convention Coordinator Kermeen Fristrom	Secretary Lorraine Tracey
CDE Liaison Mary Anne Goodwin	Membership Chair Joan Williams
FACET Representative Tish Griggs	CCCC Liaison Bill Younglove
CATE Chair 2010 Nancy Himel	

Absent: Kern Representative Barbi Lapp, CWP Liaison Jayne Marlink, and Policy Analyst Martha Zaragoza-Diaz,

**Berry moved and Hogue-Smith seconded the approval of the May board minutes. MOTION CARRIED.**

**Berry moved and Dunstan seconded that the agenda be approved with the deletion of Section J. MOTION CARRIED.**

**Consent Docket.**

Resignation of Robert Chapman as Member-at-Large Small Councils.

Appointment of Carol Clarke as Member-at-Large secondary.

Appointment of the Advisory Committee to consist of Chapman, Berry, Delfino, A. Fristrom, P. Fristrom, Dunstan, Williams, and McAninich.

**P.Fristrom moved and Dunstan seconded to accept the consent docket. MOTION CARRIED.**

**BOARD REPORTS**

**PRESIDENT:** Report is ONLINE.

Chapman thanked all who encouraged him to run as president and appreciated the advice and service.

He reported that at the advisory call, the strengths and weaknesses of the website were discussed. The contract runs until October and discussion followed regarding extension

of the contract.

**Clarke moved and Medford seconded that we extend the webmaster contract until the May meeting. Further, that we solicit applicants for the position of webmaster after the Convention in February with possible candidates brought to the May meeting, thus creating a May to May contract. MOTION CARRIED.**

Chapman reported that committee membership for the Board of Directors has been set up. He challenged the members-at-large to become actively involved by taking on additional activities and the Board of Directors to encourage new teachers to be a part of CATE.

Chapman reported on email correspondence which included: WestEd/SchoolMovingUp; Laura Holden from Comden, California was one of 9 teachers who've been chosen as ambassadors to the Library of Congress; NCTE needs nominations for two secondary Committees and Chris Crowe needs nominations for middle level members; and Phil Bowles asked that the Board of Directors recognize and affirm a GSEA beyond the LGBT strand at our 2009 Convention and possibly include a social session.

**VICE PRESIDENT:** Report is ONLINE

Defino thanked the board for getting their reports in on time and asked anyone who hasn't sent then in that they do so by October 6th.

Defino updated the calendar and the meeting sites as follows:

The next 3 meetings will be in Santa Clara the last meeting will be at LAX. A site has not been selected. The board meeting will be held the third weekend in May. (16-17).

Delfino reported 186 new members signed up for Asilomar.

Delfino will also serve on the NCTE Resolutions Committee.

**PAST PRESIDENT:** Report is ONLINE

Berry presented a gavel to Robert as the CATE President for 2008-2010

Berry reviewed the CATE Awards and the protocols. They are the Classroom Excellence Award, the Award of Merit, given to a non-teaching professional, and the Distinguished Service Award.

**Berry moved and Dunstan seconded a permanent policy change to allow voting at the annual business meeting, in the *California English* and online. MOTION CARRIED.**

Executive Finance Committee was assigned to design the description for this policy change.

Berry reported the officers to be elected next year include: Secretary (Tracey) MAL Secondary (Dillon), MAL Unspecified (Hockensmith), and MAL Small Council (TBA).

The NCTE Liaison report included a reminder that all CATE Board members must be NCTE members. CATE continues to be proud of its presence on the national scene: including Jim Burke, Carol Jago, Maureen Rippee, and Charleen Delfino. She solicited suggestions for nominees for NCTE positions; Middle Level Section, Secondary Level Section and Nominating Committee (a College Section Member).

Submit names by November 1 or appear at the meeting to have the name put on the ballot.

**Hockensmith moved and Chapman seconded that CATE support Hogue Smith running for Group B, College Section, NCTE Nominating Committee for 2009-2010. MOTION CARRIED.**

P. Fristrom reported that the CATE president usually attends the session where the nominee is nominated and supports verbally any nomination.

A discussion regarding membership numbers for a small council followed.

**PRESIDENT OF PRESIDENTS:**

Surabian reported that the meeting including sharing what happened in the individual councils.

It was decided to review the President's handbook. Surabian will divide the handbook into sections to be reviewed so that each president will review a section.

**SECRETARY:**

Tracey reported that the policy revision process will begin at the December meeting and sections will be assigned at that time.

Tracey circulated a copy of the Directory and asked each member to verify, edit, and initial when correct. She asked that changes be emailed to her. Business cards and binders were distributed to new board members

**TREASURER:**

**Delfino moved to approve A. Fristrom's stellar bookkeeping after serving as a member of the annual review of the treasurer. Danielson seconded. MOTION CARRIED.**

Discussion followed regarding reinvesting the Vanguard funds. This was designated to executive/finance to consider.

A. Fristrom gave the following report:

Checking account Balance:	\$1,168.16
Memorial CD	11,198.12
Marilyn Kahl Memorial CD	5,054.38
Marilyn Kahl #2 CD	11,524.02
Vanguard GNMA Portfolio	140,911.69
Vanguard Index Trust	30,987.51

**MEMBERSHIP:** Report is ONLINE.

**CONVENTION COORDINATOR:**

P. Fristrom thanked Himel for the excellent job she did on CATE 2008.

He appreciates the support from people who stepped up to help after the resignation of the previous Convention Coordinator.

P. Fristrom thanked Carol LeCren for the creation of the convention flyer. The contract for the hotel for 2009 has been renegotiated to CATE's benefit. He completed the contract for 2013 at the Santa Clara Hyatt. He is working on 2014 and announced that CATE has ended its relationship with Helms Briscoe.

### **CONVENTION CHAIR 2010**

Himel announced the theme for 2010 will be "Taking the Road Less Traveled." She would like little license plates for each of the Board and announced that the East/West Players are a possible Friday night group and T.A. Barron is a possible Friday morning speaker.

### **CONVENTION CHAIRS 2009**

Delfino thanked Carol Jago for the great spread in California English. All of the authors are lined up and ready to go. Taylor Mali, an exciting speaker will present. She encouraged submittals of proposals and suggested looking at the strands to see if there is someone who could submit to speak in those areas.

### **STANDING COMMITTEE REPORTS**

**Policy/Censorship** - *DUNSTAN*, Carrillo, Cecil, Danielson, Jago, Chapman, Sahlberg, Younglove

Zaragoza's report was reviewed. There is a State Board of Education Action to make all 8th graders take Algebra and it will have a statewide impact. SB1251 will include 5th and 6th year graduation rates in API. SB 1446 extends the sunset date for students with disabilities CAHSEE requirements and SB 118 gives some exemptions from passing the CBEST.

CATE's Core Values have been taken off the website. They need to be revised and edited down to a shorter document. CATE might address some of the duties and obligations new teachers should expect of the profession and in turn they might help to promote respect for the profession.

NCTE Resolutions were discussed including better ways to meet the needs of the huge number of students who are failing. Will there be a nationalization of standards? teachers need to be part of the process for development of any standards to allow for creativity and autonomy.

Younglove is unable to attend next CCCC meeting in Sacramento. Jo Anne Mitchell volunteered.

**Dunstan moved that CATE make available, on a one time only basis, a \$200 allotment to help with travel and/or hotel for JoAnne Mitchell to attend the CCCC meeting in Sacramento. Hogue-Smith seconded. MOTION CARRIED.**

A white paper was proposed with three areas of emphasis: Advocate for multiple pathways, advocate for high quality standards—for academics and technical education, and advocate for improved assessment system.

**Convention Coordinating** - *P. FRISTROM*, Berry, Delfino, Dillon, A. Fristrom, Himel, Hockensmith, McAninch, Hogue Smith, Tracey

The contract for 2013 was discussed.

Suggestions were made for the two minutes for CATE. They should feature CATE's 50th Anniversary.

CATE 2009 on the website was discussed. Delfino and McAninch will call Wilson to ask him:

To enlarge the part of the Home Page devoted to the Convention.

Change wording of Call for Presenters.  
Remove PSA section.  
Make SCTE and GSDCTE smaller.

Possibly revising the contract with Helms Briscoe was discussed as well as the plan for a new Convention Coordinator. Suggestions included either adding a Convention Consultant and/or assign other board members to be responsible for parts of the coordinator's job.

**Leadership** - *SURABIAN*, Brown, Clarke, Griggs, Lauderbach, Medford, Williams  
Southland Council is working to nominate someone for the 2009 CATE Virginia Reid scholarship.

It is requested that council presidents provide 3 copies of the classroom excellence awards, one of which would be delivered to the leadership chair.

Recruitment for board offices is on-going. If board members have people in their council who might run for offices, please email Carol Surabian or bring the names to the December board meeting.

Also discussed was the desire on the part of members-at-large to have a greater understanding of their duties. The suggestion was offered that the members –at-large feel connected to the larger vision of the president.

A proposal was discussed to support Karen Brown in attending NCTE in San Antonio to accept the leadership award.

**Surabian moved that Karen Brown's support be raised to \$400 from the Leadership line so that she may attend NCTE to receive the NCTE Leadership award. Hogue Smith seconded. MOTION CARRIED.**

Goals for the Year:

- 1 Bring people to state/local board meetings
2. Have a nominee for the NCTE Classroom Excellence Award
3. Have a CATE ballot with two or more candidates for each office.
4. Those attending NCTE 2008 – have a howl for Karen and her presentation.

## **REPORT OF LIAISONS**

**California Department of Education** - Report is ONLINE

**Policy Analyst** – Report is ONLINE

**CYRM** – No report

**CWP** – Report is ONLINE

**CLRP** - Jago reported that the project is on hold, waiting for the Governor to sign the budget

**NCTE Region 8** -Jago reported that the presidents had a retreat and set goals to support new teachers and the impact of globalization on curriculum.

**CE Editor** – Report is ONLINE.

**CATEweb** – No report

**CATENet** – Report is ONLINE

**Resolutions** – Report is ONLINE

**CCCC** – Report is ONLINE. Huff has published a “white paper” about connecting CCCC with subject area organizations.

**CTA** – Report is ONLINE.

## **CATE COUNCIL REPORTS**

**Capitol** - Dunstan reported there has been an expressed interest in creating a web presence.

**Central** - Report is ONLINE.

**FACET** - Griggs reported on the annual TGIF happening; four new members are now on the board. They are hoping to reinstate the Yosemite Conference. A website is being created.

**GSDCTE** – Report is ONLINE

**Kern** – Report is ONLINE. Membership is up 25%.

**Redwood Council** - Sahlberg reported on the October 24-25 conference on Storytelling. Williams will recruit all areas of the council personally. The treasurer for Redwood has resigned/retired.

**SCTE** – Report is ONLINE.

**TUCATE** – Report is ONLINE

Upper - Report is ONLINE. A big growth from 11 to 35 and a Board is in the making.

### **Open Discussion.**

P. Fristrom discussed the handout on conventions, that reflects the past two decades – budget, profit, attendance, and location.

Medford asked for ideas for what to do with/about the victims of the wildfires that began this past summer, and continue to burn. Board members contributed ideas that included using the experiences/writings of children for publications, making films; also a draw/idea for a potential “theme” for a meeting of teachers of the areas affected – coming together for a common cause. Chapman suggested STORY CORPS OF NPR, either a model or invite them to come themselves.

Younglove – NING, a blog from NCTE; he’s tested the process and is pleased with the results/responses so far.

Meeting adjourned at 5:00 P.M

Chapman called the meeting to order Sunday, September 10, 2008 at 8:30 and asked Committees to meet.

**Executive/Finance** - *DELFINO*, Berry, Chapman, Dunstan, A. Fristrom, P. Fristrom, Hogue Smith

Discussion on CATE’s finances continued from Saturday’s meeting: “Is our money safe?” The present financial situation was discussed and it was agreed our present investment strategies are as balanced and secure as they can be.

Hockensmith visited the committee to talk about the Corporation Insurance for the Board, Directors’ and Officers’ insurance. There was discussion about requesting a price quote to protect our corporation and its officers from suits. Hockensmith and P. Fristrom will continue to pursue the issue.

Hockensmith also spoke about GoodSearch.Com, a search engine (similar to Google) that will send CATE a penny for each time it is used, a way to create income for CATE.

**Delfino moved and Dunstan seconded that CATE recommend the use of GoodSearch.com for our membership. MOTION CARRIED.**

Hockensmith volunteered to send notification of this recommendation to CATENet, CATEweb and *California English*. He will also set up laptops at the membership booth at the convention.

Discussion continued on what constitutes a Small Council, for the purposes of electing the position of Member-at-Large Small Council.

**Delfino moved and Dunstan seconded to amend Bylaws 7.3.4 by deleting “by a Council Committee which has fewer than five hundred (500) Regular Members,” and replace it with “a council committee whose membership is less than 10% of the total CATE regular membership, as of September first of the previous year.”**

**MOTION CARRIED.**

This bylaw change would not go into effect until July 1, 2009, as bylaw changes must follow protocol, including being published in *California English* and voted upon at the annual business meeting by our membership.

**Delfino moved and Dunstan seconded that votes for CATE elections may be cast in the following ways: a ballot within California English, online through CATEweb, and in person at the annual business meeting. (This will become Policy 9.2)**

**MOTION CARRIED.**

After much discussion, P. Fristrom will redesign the Convention Manual so that duties are delineated to better share out the various responsibilities for conventions.

**Delfino moved and Dunstan seconded that this Board establish the position of Convention Coordinator Assistant at the December Board meeting to shadow the Coordinator. The Convention Coordinator’s Assistant position will be a voluntary and non-voting Board position, with the expectation that this person may/will eventually become the Convention Coordinator. MOTION CARRIED.**

We will immediately advertise this position in *California English*, on CATENet, and on CATEweb. Duties will be at the direction of the coordinator.

Lifetime CATE membership for non-retirees discussion postponed to next meeting’s agenda.

Phil Bowles’ request regarding LGBT was tabled until the next meeting.

**Publications - MCANINCH, Carrillo, Cecil, Clarke, Dillon, Himel, Jago, Lauderbach, Sahlberg, Younglove**

Jago remains open to any and all ideas regarding the “call for manuscripts” for the upcoming issues of *California English*. The idea for case studies in a future issue came from Jane Hancock of the UCLA Writing Project.

Jago assured the committee that she will not step down as editor of *California English* during her tenure as President of NCTE. She feels that staying in touch with affiliates will make her a better president.

A thoughtful discussion of the current condition of CATEweb yielded the following pros and cons:

**Pros:** Strongly positive about the visual appearance of the site.

Increase in advertising revenue for *California English*.

*California English* online plus the great look of the *California English* page on the website.

The friendliness and cooperative responses from the Wilsons.

**Cons:** At times, a slow response time in getting information up and available to members to keep information timely. Response time is slow or members can't find the information they need.

Who is the website for? Ease of getting exhibitor information but not so, for English teachers.

Hockensmith explained GoodSearch to committee members, who reacted positively to the suggestion.

Sahlberg, state coordinator of the CATE Writing Contest, requested all council presidents to please bring copies of student winners from their council to the December meeting. Publications Committee will evaluate entries and select state winners at that time. Sahlberg would appreciate digital copies being sent ahead of time.

CATE Professional Writing Contest has a December 10th deadline this year. Olga Kokino will send digital copies to Publication members for judging.

Peggy Clifford has resigned as California State Coordinator for NCTE's "Promising Young Writers" contest. Clarke suggested a potential candidate for this position might be Sallie Williams. Clarke will speak to her and will contact the Publications Chair.

Other state coordinators for NCTE include

Achievement Awards in Writing – McAninch

Literary Magazines – Charles Schaefer

Jago announced recommend changes in the NCTE writing contests. NCTE will vote on eliminating the on-demand, timed writing prompt, in keeping with its views on methods to achieve good writing.

Himel reported her progress (actually a "show and tell") on the California Literary Map. She still needs to receive names of writers from Council Presidents within the next two weeks. She requests two lists 1) people who lived in the area and 2) people born elsewhere who wrote about it. If duplications occur, Himel will contact the presidents involved.

Goals for the Year:

Continue to monitor and improve CATE website.

Get California English online.

Complete literary Map in time for 2008 NCTE.

Continue promoting the CATE and NCTE writing contests.

Recognize our young writers at CATE 2009.

Encourage each council to recognize CATE and NCTE student writers in their area.

## **Other**

Younglove brought to the committee's attention. an issue that recently occurred at UCLA. A disgruntled professor has accused UCLA of violating the law prohibiting Affirmative Action in admissions. UCLA and UC Berkeley both have been using Holistic evaluations since the law passed. This particular professor has been linked with the Heritage Foundation and UC Regents who are opposed to Affirmative Action. After discussing this turn of events, Cecil asked Younglove to email her information about the case and she will draft a resolution to bring to the next board meeting.



McAninch moved and Berry seconded that Molly Davis at Viewpoint School in Calabasas be accepted as the winner of the Marilyn Kahl Scholarship. MOTION CARRIED

Membership - WILLIAMS, Brown, Danielson, Griggs, Hockensmith, Medford, Surabian

Our goal for membership last year was not met. Discussion followed on how we can increase membership this year.

Perhaps set a goal for all of CATE and then divide that up per council and then each person can even set his or her individual goal. Maybe a possible celebration for councils who reach their goals. A goal of 1825 was suggested 1825 by May. Council numbers could be:

Redwood - 40, Upper - 50, Capitol - 150, Central - 550, Fresno - 85, TUCATE - 25, Kern - 55, Southland - 700, San Diego - 170.

The CATE PowerPoint presentation still needs photos and information from each council. Encouraging councils to send photographs of any event.

Suggested Membership gifts for CATE 2009 - Flash drives - costly at \$4.69 for one gigabyte; CATE gift with someone else's logo would be all right; Staples/Office Depot; Members of the committee will be investigating how to get enough contributions for CATE gift (Flash drive).

Membership Presence on the website needs to be more obvious. People are more and more comfortable renewing and joining online. We need to have an obvious link and easy access to membership. We need electronic reminders to go out, as it saves postage costs.

Council Membership Chairs need to know what are the levels of membership. How much each membership costs, what information is necessary for CATE to know about the new member, whom do we send the membership to and what information is needed, including forms that we have to expedite this; how to make sure new members have been included on CATE's membership; and does each council have Policies that explain the responsibilities of each position on the council. Do we need a manual for membership chair and/or Council Handbook?

How can we make Resolutions more obvious to people outside the Board? Could "Council Breakfasts" be more collaborative rather than separate in order to make the discussion for the potential resolutions more grass roots. We need to find a way to connect the members coming to the Convention and the Board. Can our Resolutions be sent out to each of our members via email? How can they be distributed and through what method? Website needs buttons and obvious links.

### **Old Business**

A committee of present Board members (Dunstan, Delfino, and Berry) met last evening to assure that the three nominations for Distinguished Service Award are valid. At this point the three nominees will be invited to send their resumes to the Awards Committee members who will then convene a phone or online conference to determine the winner.

**Berry moved and P. Fristrom seconded that the following people, Caroline Carraciolo, Pat Cipriano and Michelle Berry be appointed to the Awards Committee to select the winner of the Distinguished Service Award. MOTION**





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