

CATE BOARD MEETING AGENDA
Board of Directors Meeting
September 19 - 20, 2009
Embassy Suites
251 Gateway Blvd., South San Francisco
(650) 589-3400

Saturday, September 19, 2009

Present: Bob Chapman, Michelle Berry, Carrie Danielson, Shannon Taylor (for Tish Griggs), Jim Kliegl, Kathleen Cecil, Liz McAninch, Angus Dunstan, Charleen Delfino, Punky Fristrom, Anne Fristrom, Bill Younglove, Nancy Himel, Richard Hockensmith, Carol Surabian, Ron Lauderbach, Karen Brown, Shelly Medford, Jill Hamilton-Bunch, Cheryl Hogue Smith, Kim Flachmann, Kathy Allen, Debra Martinez, Joan Williams, Jayne Marlink
Absent: Carol Jago, Tish Griggs, Anne Sahlberg

- I. Call to order 8:33 Bob Chapman
 Introductions and book recommendations
- II. Approval of May 2009 minutes
 Motion to adopt minutes Moved: Michelle Berry Second: Liz McAninch Motion carried
- III. Adoption of September 2009 agenda
 Motion to adopt agenda Moved: Michelle Berry Second: Cheryl Hogue Smith Motion carried
- IV. Consent docket –
 Items here will be considered as one motion. Any item may be removed from this docket for discussion prior to voting.
 - A. Appointments - Advisory Board: Chapman, Berry, Delfino, A. Fristrom, P. Fristrom, Dunstan, Williams, McAninch, Himel
 Motion to approve Consent Docket Moved: Charleen Delfino
 Second: Cheryl Hogue Smith Motion carried
- V. (Board Reports)
 - A. President's Report (Chapman)
 1. Expressed gratitude to: Michelle Berry, Punky Fristrom
 2. Martha's Zaragoza-Diaz's Letter
 Should you want to read it, contact Chapman
 3. Committee membership
 Committee assignments are complete
 4. Challenge: Increased efficiency
 - a. More MAL opportunities
 Hope to include MAL more directly in activities
 - b. Serving new teachers
 1. Connecting with colleagues and to professional organization is really important
 2. Responsibility to younger and newer teachers—reach out to reinvigorate these teachers—promote professional organization
 3. Perhaps gift memberships for new teachers

5. E-mail correspondence
 - a. Kevin Murray
 1. Would like to know if we could use CATEnet to advertise for teaching positions.
 2. There is precedent for doing this
 3. Should be California positions
 - b. Jayne Marlink/CWP
 1. We are currently co-sponsors for California Writing Awards Scholastic's Alliance for Young Artists and Writers.
 2. 35th Anniversary—wants letter from CATE in support—Chapman will write
 - c. NCTE Nominating Committees
 1. 2010-2011 Middle Level Sections—do the Council Presidents or Leadership Committee have anyone to nominate?
 2. General Call for Nominations for numerous positions—see website
 - d. U.S. Department of Education
 1. Longitudinal study for beginning teachers—web-based survey collecting data about attrition rate
 2. Would we like us to support this study?
 - e. Request for support for using:
Wizard of Earthsea by Ursula Le Guin for instruction.
 1. NCTE does not have rationale
 2. Angus Dunstan will investigate
 - f. Effective Pathways to Teaching Conference-
 1. Washington D.C. March 28-31, 2010
 2. It will be placed on CATEnet
6. News
 - a. Website needs updating
 1. Already much improved since agenda was made
 2. GATE Keepers for changes to website: Publications, Past President, President, Vice President, Secretary, Convention Coordinator and Convention Chair
 - b. Secretary will send minutes to NCTE electronically
 1. Secretary will send minutes to Milly Davis at NCTE to keep Affiliate information updated.
 2. Also will send new roster to NCTE
- B. Vice-President (Delfino)
 1. Report of State Dept. of Ed. Joint Committee on Instructional Materials—latest budget revise and how textbooks are affected
 2. Report from the NCTE Affiliate Leadership Meeting
Nancy Himel, Liz McAninch, Charlene Delfino attended
 - a. National Day on Writing—October 20—NCTE--the whole day is devoted to writing, open to public. Local and school galleries on NCTE website Write about something you care about. 500 word limit.

- b. GSDCTE already has a gallery—Ron Lauderbach gatekeeper
 - 3. Project for teachers of color—push for recruitment
- C. Past President (Berry)
 - 1.. CATE Awards - **REMINDER OF CONFIDENTIALITY**
 - a. Classroom Excellence and Award of Merit
 - 1. Process for these two awards
 - a. Forms distributed; online next week until December Board meeting
 - b. Only completed forms, with a **full duplicate package**, accepted
 - c. DUE BEGINNING OF DECEMBER MEETING
 - 2. See Past President report for list of which councils are up to nominate which level
 - 3. Reminder of number of/which awards per council
Consider the possibility of councils paying for the costs of second award.
 - b. Virginia Reid Scholarship---Greater San Diego this year
 - c. Distinguished Service
 - 1. Review process for this award
 - 2. Nominations have been received
 - 3. Committee makeup for today and for decision
Action Item: Motion to accept Diane Lucas, Aaron Spain, Michelle Berry as Awards Committee for DSA
Moved: Michelle Berry
Second: Liz McAninch
Motion carries
 - 4. Resignation of Cheryl Hogue Smith at the end of 2009-2010 year. She will continue as Program Chair through 2011 CATE Convention.
 - 2. Election process
 - a. Online, *CE*, annual business meeting
 - b. Offices to be elected
 - 1. President
 - 2. Vice President
 - 3. MAL Elementary
 - 4. MAL Secondary
 - c. Forms distributed; online next week until December Board meeting
 - 3. NCTE Liaison Report
 - a. All CATE Board members must be NCTE members
Check membership
 - b. CATE's presence/service NCTE this year
Carol Jago will be president!
Kathleen Cecil will be on resolutions
Charleen Delfino is chair of the Resolutions Committee
Many others will be giving sessions or be involved in other activities
 - c. Bill Younglove Intellectual Freedom Award nominee
Was nominated for the National Freedom Award as well
 - d. Trevor Guina for Leadership Development Award nominee

4. Other
 - a. Cards to encourage exhibitors at NCTE to participate in CATE. Upper will pay up to \$200 for the cost to continue this practice.

5. Honorable Mention for *California English* at NCTE

D. Presidents' Council (Dunstan)

1. Report on Presidents' Meeting (plans and goals)
 - a. Declining membership—fewer events—this brings in fewer people
 - b. Continue events even if it is for fewer people.

E. Secretary (Danielson)

1. Directory update
 - a. Roster: verify, edit, initial when perfect.
 - b. Contact info changes - email to Carrie who will forward
2. Business cards and binders for new Board members

Business cards distributed to Chapman, Kliegl, Hamilton-Bunch

Binders not distributed
3. Will report minutes and roster to NCTE (Milly Davis)

F. Treasurer (A. Fristrom)

A. Fristrom presented the Financial Report for the fiscal year 2008-2009 which showed a decline in CATE's total assets \$56,000.

1. Annual Review of Treasurer -- Fristrom asked for volunteers to review the books:

- a. Volunteers to review the books: Charleen Delfino, Kathy Allen, Hamilton-Bunch, Liz McAninch and Cheryl Hogue Smith

2. Financial Report

Checking Account	\$9,850.11
Money Market Savings	\$0
Memorial CD	\$11,585.56
Marilyn Kahl Memorial CD	\$4,647.35
Marilyn Kahl Memorial CD #2	\$11,777.64
Vanguard Portfolio	\$96,229.90
Vanguard Index Trust	\$26,060.40

2009-2010 Budget

Total proposed income	\$255,400.00
Total proposed expenses	\$255,400.00

This budget is significantly less than the year before.

3. Reimbursement Updates/Reminders: Board members will be reimbursed for 1/2 of their room cost and mileage or airfare. Meals are not reimbursed.

4. A. Fristrom reports that with three exceptions she has received treasurer reports from the councils.

G. Membership (Williams)

1. Membership figures update

975 members

We need to recruit—pass out brochures

Gift memberships—teachers of color, new teachers

2. Electronic lists sent
- H. Convention Coordinator (P. Fristrom)
1. Appreciation to all the work to get the flyer printed and distributed
 2. CATE 2010
 3. Michelle Berry working on 2011
 4. Webmaster Cindy Conlin
 - a. Very responsive to requests and changes
 5. Search for new Convention Coordinator – Priority for 09-10
 - a. Nancy Himel may be interested at the end of this year.
 - a. Discussed CATE-Hawaii Conference

I. CATE 2010 Report (Himel)

1. Program update and tentative schedule

Himel reported that presenters have been requesting reimbursement. She has also had requests for specific presentations so that registrants can secure funding to attend the convention. Himel praised Carole LeCren for her last minute work to accommodate a change of speakers for Saturday lunch. Flyers are ready for distribution by the board members. The Cal State LA Latino Writer's Festival is a potential source for speakers and presenters.

VI. Standing Committee Meetings

A. **Policy/Censorship** - ANGUS DUNSTAN, Kathleen Cecil, Bob Chapman, Carrie Danielson, Debra Martinez, Jayne Marlink, Bill Younglove, Jim Kliegl

1. Legislative update
 - a. Group organized the way we will help to provide some of the information that Martha Zaragoza-Diaz provided.
 1. Look for the status of different bills.
 2. What do we really want to know?
 3. Link with some of what CTA is doing.
 4. Two weeks before the board meetings, Dunstan will ask committee to do research to bring brief information that is relevant to the board's needs.
 5. Jayne's update about legislation—Alliance for Excellent Education—Striving Reader's \$\$
2. NCTE resolutions
3. CATE resolutions
 - a. Drop out rates—A through G rates—loss of vocational funding, CAHSEE etc.—no alternative paths for those who do not fit into the A-G college-bound group. (Correlation between test scores and zip codes) New Yorker article “The Rubber Room”
 - b. Accountability
 - c. Professionalism look into the level of professional development from other profession
4. National Day on Writing—
 - a. Invitation to teachers to stop and write—add to our website. List of topics? Link to NCTE Gallery—same thing will be sent to CATEnet

B. **Convention Coordinating:** - PUNKY FRISTROM, Michelle Berry, Charleen Delfino, Anne Fristrom, Nancy Himel, Richard Hockensmith, Liz McAninch, Cheryl Hogue Smith

1. 2010 Presenters will be invited to hospitality suite

- a. Bring books for New Teacher's Reception
 - b. Bring Exhibitor's door prizes
 - c. Evaluation forms will also be on CATEweb
 - d. P Fristrom will develop new registration form for local committee
 - e. CTA will sponsor Friday breakfast
2. 2 Minutes for CATE - 2010 and beyond
Two minutes for CATE—back to original format
Topics: Local Councils, CATE-NCTE connection, Political Activism, Finances, Publications, Leadership Activities
Volunteers: Kathleen Cecil, Anne Fristrom, Sheridan Blau, Liz McAninch, Angus Dunstan,
3. New Webmaster: Cindy Conlin is doing an excellent job
- C. **Leadership:** - CAROL SURABIAN, Kathy Allen, Karen Brown, Shannon Taylor, Kim Flachmann, Ron Lauderbach, Shelly Medford, Joan Williams, Jill Hamilton-Bunch
1. Review of CATE scholarships (Virginia Reid--San Diego)
 2. Review of Leadership project
Remind local councils that you can bring people to the CATE Board (\$500.00 in budget for this)
 3. Recruitment for CATE Board offices
Names for open positions have been selected, they will be contacted: elementary voice needed
 4. NCTE Leadership--opportunities for members of CATE and local councils to run for NCTE offices.—college level, particularly
 5. CATE Leadership goals for the year
Secure nominations for all levels
Add video to Power Point
Motion: Should a council decide to give a second Classroom Excellence Award and/or Award of Merit in a given year, the y must pay for the registration, two meal tickets and the costs of the plaque for the second awardee.
Moved: Carol Surabian Second: Joan Williams Motion carried
6. Other
- Concerns about endorsement for survey from US Department of Education for the Center on Educational Statistics
 - Consider how to invite or include administrators in CATE Convention—invite a member from administrator's professional organizations

VIII. Liaison Report

A. Calif. Dept. of Ed. (no liaison)

1. Mike Welch, Education Advisor for Assemblyman Joe Coto. Is a good connection to Sacramento
2. Probably the position from the CDE will not be filled in the near future due to budget constraints.
3. Capitol Council is willing to fund someone to come to board meetings. (at least one per year)

B. CYRM

No Report

- C. CWP (Marlink)
 - 1. Online—on website www.californiawritingproject.org--has a look back at the last 35 years of the Writing Project—section called: Congratulations—(to Writing Project) Plans to celebrate a full year.
 - 2. Special rate on Project Write T-shirts before Oct. 2 (for the National Day on Writing)
 - 3. CWP will work with Scholastic Writing Awards Contest: Recognition available for 3500 students.
 - 4. New translation of writing pamphlet in Chinese
 - 5. Can student writers be incorporated into CATE Convention?
- D. CLRP (Jago)
 - Online
- E. CE Editor (Jago)
 - Online
- F. CATEweb
 - No Report
- G. CATENet (Sanford)
 - No Report
- H. Resolutions (Cecil)
 - 1. No resolutions at this time
 - 2. Three potential areas
 - Dropout rates
 - Professionalism and lack of continuing education for teachers
 - Accountability
 - 3. NCTE Resolutions are due Oct. 15
- I. CCCC (Younglove)
 - 1. Data about response to last convention—work continues
 - 2. Possible “Spring Fling” in coordination with Hawaii?
- J. CTA (Martinez)
 - 1. Rep Assembly (Race to the Top)—CTA does not support the grant application because it will require suspension of teacher evaluation—puts collective bargaining at risk
 - 2. CTA is supporting the reduction of the 2/3 vote requirement which would help tremendously with education budget
 - 3. Martinez’s report will be posted on CATENet.

IX. Reports of CATE Councils

- A. Capitol Council (Dunstan) Online
- B. Central Council (McAninch) Online
- C. FACET (Taylor) Membership drive: declining membership
Looking to do Yosemite conference in a year
- D. GSDCTE (Lauderbach) Membership: Promising Practices Oct. 24
- E. Kern Council (Flachmann) Online
- F. Redwood Council (Sahlberg) Online
- G. SCTE (Himel) New editor for Sunspots—1200 envelopes of flyers—test for further mailings—working to advertise to CRA
- H. TUCATE (Surabian) Online Increased membership by 40%!

- I. Upper Council (Medford) Online
X. Open discussion
Ideas about increasing membership

Sunday, September 20, 2009

- I. Call to Order and announcements
8:36 Call to order--Chapman

II. Standing committee meetings

III. Committee Meeting Reports

- A. **Executive/Finance:** CHARLEEN DELFINO, Michelle Berry, Bob Chapman, Angus Dunstan, Anne Fristrom, Punky Fristrom, Cheryl Hogue Smith, Jill Hamilton-Bunch

1. Support for CATE nominees to NCTE awards (i.e. Classroom Excellence)
Central will help with some \$\$ toward nominee's attendance at NCTE.

Action Item: \$250 to support the teacher going for NCTE Leadership Development Award from the Leadership budget line Moved: Charleen Delfino Second: Jim Kliegl
Motion carried.

2. Ways to further cut costs
3. Convention
4. Goals for the year
5. Other

Agenda for Advocacy Day—input from other committees
Chapman is going to check the Dept. of Ed survey and what the purpose is—he will report to advisory committee. Chapman will use executive decision whether or not to sponsor survey.

- B. **Publications:** - LIZ MCANINCH, Kathleen Cecil, Jim Kliegl, Nancy Himel, Ron Lauderbach, Bill Younglove

1. New webmaster/CATEweb—Positive response
2. CATE writing contests status and update—
- Professional Writing Contest--submissions —Olga Kokino will continue as writing coordinator.
 - Submit winners of CATE writing contest by Nov. 29—submit electronically from each council to McAninch (1st place winner in each category)
3. NCTE Writing and Literary Magazine
NCTE Contest Achievement in Writing—Liz McAninch;
Promising Young Writers--Charleen Delfino;
Literary Magazine--Charles Schaefer;
Something moved by McAninch and seconded by Delfino.
(to be corrected at next board meeting)
4. California English
Explore Policy column in CE
Creative writing piece submitted by teacher?

5. CATEnet

Secretary will make cards for Jake Stanford and we will encourage him

to distribute them at the convention.

Explore ways to increase membership in CATENet

6. NCTE National Day of Writing

CATE will have its own gallery

C. **Membership** - JOAN WILLIAMS, Kathy Allen, Karen Brown, Carrie Danielson, (Tish Griggs), Shannon Taylor, Richard Hockensmith, Kim Flachmann, (Debra Martinez), Shelly Medford, Carol Surabian

1. Membership gifts—check on sponsorships for gifts, maybe travel agencies

2. Membership correspondence—NCTE samples, CRA samples—

- a. We are going to send a bill to people who need to renew.
- b. Reach out to NCTE members who are not CATE members
- c. We need to compare old membership lists to new and contact lost members.
- d. Registrar must check whether people signing up for CATE truly are CATE member. At the December meeting the following will be considered either by amended CATE policy or by changes in the Convention Registrar's contract.
 - Prior to convention, registrar will request a membership list from the Membership Chair
 - Registrar will send the Membership Chair a list of the names of those registered Nov 1, Dec. 1, Dec. 15, Jan. 1, Jan. 15 prior to convention.
 - All conference registrars, including CATE Convention Registrar, must verify current membership status of attendees and forward list to membership chair within 30 days of the conference.
- e. We want Precision to send a list of those who receive reminders to Membership Chair
- f. This action item was brought up more than 60 days prior at the May 2009 CATE Board meeting:

Action Item

Moved by Joan Williams that

- Beginning July 1, 2010, CATE dues will be:

One year	\$ 45
2 year	\$ 80
3 year	\$120
Retired	\$ 25
Lifetime	\$250
Stu teacher	\$ 20

Second: C Danielson

Motion defeated

Action Item

Moved by Joan Williams that

- Beginning July 1, 2010, CATE dues will be:

One year	\$ 40
2 year	\$ 75
3 year	\$110

Retired	\$ 30
Lifetime	\$250
Stu teacher	\$ 20

Second: Jim Kliegl Motion carried.

3. Member input

- We will gather ideas to redesign the brochure
- CATE Logo contest to be in *California English*—win free two-year membership, one-year membership?
- Add color
- Rewording of several places in brochure
- Include bookmark for next convention
- Membership Chair's name and email should be added to all correspondence.

EVERY COUNCIL NEEDS A MEMBERSHIP CHAIR AND THEY NEED TO HAVE CONVENTION MEETING

4. Goals

Membership Increase

10% challenge for each council

Membership Drive for each council—report results in December

Ribbons

Continue council ribbons

Reorder colors for the councils who need them.

Who orders? What pays?—Convention Chair?

Kern, Southland, Greater San Diego, FACET ,
Central, TUCATE

IV. Old Business NONE

V. New Business

Bill Younglove reported about National Standards.

Discussion of Michelle Berry's responsibilities about (to be corrected at next board meeting).

Review of *The Secret of TSL* by William Ouchy and his theories. If TSL (Teacher-Student Load) drops to 80, then student achievement rises dramatically.

VI. Adjournment, check out, lunch and travel.

Move to adjourn: Jim Kliegl Second: Shelly Medford Motion carried:

Adjourn 12:10

Next meeting: December 4-6, 2009

Embassy Suites

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