

**Board of Director' Meeting
September 8 & 9, 2007**

Crown Plaza Hotel at LAX
5985 W. Century Blvd. Los Angeles, CA 90045.

The meeting was called to order at 8:35 A.M. by President, Michelle Berry She welcomed the guests and new members. Members in attendance introduced themselves, shared summer events and books they had read this past summer. Members in attendance included:

SCTE Representative, Carmen Carillo
Resolutions Chair, Kathleen Cecil
FACET Representative, Cathy Cirimele
Member-at-Large, Carole Clarke
GSDCTE Representative, Carrie Danielson
Vice President, Charleen Delfino
Member-at-Large, Susan Dillon
CYRM Representative, Audrey Fleming
Treasurer, Anne Fristrom
Convention Consultant, Kermeen Fristrom
CDE Liaison, Mary Anne Goodwin
Member-at-Large, Tish Griggs
Convention Coordinator, Teisha Hase
CATE Chair 2008, Nancy Himel
Legislative Representative, Martha Zaragosa-Diaz

Member-at-Large Richard Hockensmith
California English Editor, Carol Jago
CWP Liaison, Jayne Marlink
CTA Liaison, Debra Martinez
CCCTE Representative, Liz McAninch
Upper Representative, Shelly Medford
Past President, Maureen Rippee
Redwood Representative, Anne Sahlberg
Member-at-Large & Kern Representative,
Cheryl Hogue-Smith
TUCATE Representative, Carol Surabian
Secretary, Lorraine Tracey
Membership Chair, Joan Williams
CCCC Liaison, Bill Younglove

Also in attendance: Upper Council guest, Karen Brown, CYRM Member, JoAnne Mitchell
Absent: Member-at-Large, Kathy Allen; Member-at-Large, Bob Chapman; Member-at-Large, Susan Karpowicz; and CTE Representative, Angus Dunstan

McAninch moved and Hogue-Smith seconded the approval of the May 2007 minutes. MOTION CARRIED.

Delfino moved and Hogue-Smith seconded that the agenda be approved. MOTION CARRIED.

Consent Docket

Resignations include:

Al and Cista Leonard (Literary Magazine Contest coordinators)

Greg Johnson (Kern Representative)

Appointments include:

Teisha Hase as Convention Coordinator

Kathleen Cecil as Resolutions Chair

Angus Dunstan as Policy Chair

Advisory Board: Berry, Rippee, Delfino, A. Fristrom, P. Fristrom, Dunstan,

Williams, Hase, Himel

Rippee moved and McAninch seconded that the consent docket be approved as listed. MOTION CARRIED.

PRESIDENT: Report is ONLINE.

Berry announced her gratitude to board members for their work and service to CATE. Rippee, P. Fristrom, A. Fristrom, Tracey, T. Hase, McAninch, Delfino and the rest of the board.

Berry gave an update on CATEweb. Larry Jordan has resigned although he has continued to work diligently. His health is not good and asked that we move quickly to select a Webmaster. Advisory committee negotiated with finalist, Jeff Wilson.

Hase moved and Rippee seconded that we accept the appointment of Jeff Wilson as CATE Webmaster starting October 1st. MOTION CARRIED.

A committee membership handout was distributed which includes CATE's board roster with committee membership assignments.

Berry suggested that the CATE Board could increase efficiency by offering Members-at-Large opportunities to serve in other capacities. This would apply to second year members-at-large. Positions will be assigned in December.

Berry referred to Jim Burke's *Letters to New Teachers* and asked how the CATE board can serve

new teachers in similar ways.

Berry, in a presidential edict, approved the introduction document which P. Fristrom developed for new members to the CATE board.

Berry referred to Email correspondence she received.

1. Carol Jago had requested permission to expand the next issue of *California English* along with expanded advertising.
2. Janet Ewell, a guest, who has written an article regarding California legislation will join the Policy Committee discussion.
3. WaMu grant for which Hockensmith helped apply, was rejected.
4. A representative from Barron's requested someone in leadership willing to work for them to edit the CAHSEE final preparation book that they are working on.

VICE PRESIDENT: Report is ONLINE.

Delfino reported the Advisory Committee minutes are ONLINE.

Delfino updated the calendar of meetings and sites. The next meeting will be December 7, 8, and 9 at the Embassy Suites in South San Francisco. She encouraged communication with her if cancellations occur and if personal additional rooms are booked. This will assist CATE with meeting room requirements and costs.

Delfino will serve on the Joint Committee on Instructional Materials and Curriculum Frameworks.

PAST PRESIDENT: Report is ONLINE.

Rippee requested that CATE awards documentation (two copies) be prepared for the Saturday morning December Board Meeting. She encouraged all data be double-checked for spelling and documentation. (A Xerox copy of all materials should be sent to Berry and originals to Rippee.)

Rippee announced the need for nominees for the Classroom Excellence Award and Award of Merit. Two nominations have been received for the Distinguished Service Award.

Rippee reported that the following offices will be open for election: President, Vice President, MAL College, MAL Middle, MAL Unspecified.

Rippee moved and Hase seconded that voting be allowed at the annual business meeting, in the California English as well as ONLINE. MOTION CARRIED.

Rippee's NCTE Liaison Report included reminding all board members that they must be NCTE members as well. Rippee also announced that Sheridan Blau is to receive the Distinguished Service Award at NCTE at the Friday Business meeting. Rippee also announced that *California English* has been given an exemplary journal award.

NCTE Leadership Conference highlights were given by McAninch. Change was the major focus of the conference and how, currently, we change in the way we do things as an organization and as teachers.

Rippee referred to the saga of continued devastation in Louisiana after the Katrina Hurricane occurred. One check was not cashed.

Rippee moved and Hase seconded that the \$1000 be awarded to the East Louisiana Writing Project to disperse as they see fit and to stop payment on the check to Glen Oaks. MOTION CARRIED.

Rippee volunteered to be the communication representative to the CATEweb site.

PRESIDENT OF PRESIDENTS:

Cirimele reported in Dunstan's absence that the awards were discussed, involving more people in the councils and the Virginia Reid award.

Cirimele reported a need to understand how *Promising Practices* works with ONLINE registration and payment by credit card. Any council interested needs to let the webmaster know and to set up an ONLINE payment form. The cost is 27¢ per transaction plus 2% of amount taken in.

The small council handbook was to be reported on. However, who has this book? Is it the Mini- convention handbook?

It is very important to list the council workshops on the website.

Board members are encouraged to pass on their binder to the next person when leaving the board This will expedite the familiarity with board policies, etc.

SECRETARY: Report is ONLINE.

The following policies need to be reviewed at the December meeting: Policies 4.0 Committees & Special Assignments, Policies 5.0 Liaison, Policies 6.0 Publications, and Policies 7.0 Annual Convention.

The Board Directory was circulated for editing and verification. When information changes, kindly email Tracey.

Business card forms and binders were distributed to new board members.

TREASURER:

A. Fristrom reported that Delfino, Tracey, and Williams reviewed the books and they are in order.

Tracey moved and Williams seconded to approve the Treasurer's books for 2006-2007. MOTION CARRIED.

Checking Account balance	\$11,443.12
Memorial CD	\$11,043.87
Marilyn Kahl Memorial CD	\$5,330.09
Marilyn Kahl #2 CD	\$11,068.49
Vanguard GNMA Portfolio	\$138,009.10
Vanguard Index Trust	\$36,155.91

A. Fristrom explained that the \$500 difference between income and the amount reported in checking – was online income which goes to SCTE for the Southland Conference and to GSDCTE for Promising Practices.

MEMBERSHIP: Report is ONLINE.

CONVENTION COORDINATOR: Report is ONLINE

CONVENTION CHAIR:

Himel announced that the program flyers were available for distribution. All board members are encouraged to register for the Convention. The Shakespeare Banquet will be the Friday Night event. Hockensmith is handling the Technology Strand.

Hockensmith moved and Dillon seconded that free registrations be awarded to 20 members of the local committee. MOTION CARRIED

CONVENTION CONSULTANT/PARLIMENTARIAN:

P. Fristrom reviewed the by-law changes.

Hase moved and Hogue-Smith seconded that we approve the amendments to the by-laws. MOTION CARRIED UNANIMOUSLY

P. Fristrom discussed SurveyMonkey.com which takes surveys from 100 people with 10 questions without cost. The charge of \$20 a month, includes 1000 responses and unlimited questions. An annual survey cost of \$200 is available as well. It is suggested this needs to be discussed further.

COMMITTEE REPORTS

Policy/Censorship – RIPPEE, Carrillo, Cecil, Danielson, Jago, Martinez, Sahlberg, Younglove, Zaragoza-Diaz

1. SurveyMonkey application ideas include:

A. Ideas for resolutions.

B. Responses for professional development and teacher preparation.

C. Take a look at Stanford Research. Give survey to provide input for public forums for 2008, the Year for Education.

D. Adoption process.

2. Core values discussion postponed until December for revision.

3. Jan Ewell's article "Test Takers, Not Students" was discussed and the following recommendations were suggested.

"Though National Education Reform has received a great deal of attention, CATE can do much to reform education in California. In the long term, CATE can form a coalition with other associations of professional educators and the public to advocate for:

Periodic revision of the California Content Standards.

Revision of the way the 1999 Public School Accountability Act has been implemented in the state. In the near term: CATE can help reestablish democratic control of the

K-8 textbook adoption process by:

Seeking CATE teachers to serve on the 2008 Instructional Materials Advisory Panel. The IMAP is charged with recommending K-8 Reading-Language Arts materials for adoption. Such teachers could provide insights into the current adoption process and make recommendation for improvement.

Having observers at the four-day April training of IMAP members in Sacramento to insure that no bias on the part of IMA facilitators is introduced into the training.

Requesting that all deliberations of the IMAP be recorded. (This was done for the math and science adoptions. Recording may now be institutionalized, but a request from

CATE may be wise.)

Advocating with the California State Legislature to implement several of the findings of the Legislative Analyst Office report, Reforming California's Instructional Material Adoption Process, concerning the adoption process, including requirements for greater transparency in the process and field-testing before adoption.

http://www.loa.ca.gov/2007/instruct_material/instruct_material_052407.aspx

Encouraging CATE members to apply for open positions on the California Curriculum Commission. The application period closes October 5.

<http://www.cde.ca.gov/be/>

The recommendation will be discussed in December.

4. NCTE Resolutions due by October 15.

5. Cecil's recommendations for Resolutions:

a. Presidents need to give all contact information for resolution chairs to Cecil and Hase.

b. Resolutions need to be in by the December board meeting.

6. Members are encouraged to attend the Achievement Gap summit.

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

Two Minutes for CATE was a big success. We suggest that the number of 2 minutes for CATE be expanded to six sessions.

CATE 2008

Presenters are needed. All CATE Board members are encouraged to get their presentations in to Hogue-Smith. Please encourage your elementary colleagues to submit proposals and colleagues who teach EL classes.

AV bids are coming in. Last year's company submitted a bid substantially higher than last year's.

Jeff Wilson asked for direction as to what to hand out at the November NCTE Convention and how many. The CATE Board members who went to NCTE last year said the postcards were VERY well-received. The same product (postcard) and the same number (100) were agreed upon again.

Hase suggested that Jeff contact SurveyMonkey to see if they might want to exhibit.

Express Shuttle will offer-transport from and to LAX or Long Beach for \$15 per person.

Menu tasting is set for November.

CATE 2009

McAninch and Delfino are at work already and are negotiating with two major speakers, Gail Tsukiyama and Jim Huston. With all the choices of speakers in Northern California, they are hoping to stay with "local" authors to keep travel costs to a minimum.

CATE 2013

Hase will ask Joan to send out RFP for San Francisco, Monterey, Santa Rosa, Lake Tahoe, Oakland, and Fresno.

Leadership - SURABIAN, Cirimele, Fleming, Griggs, Medford, Williams

Small councils are looking for candidates for the Virginia Reid award. We will have a candidate by the December board meeting

We welcomed Karen Brown from Upper Council, as a guest under the Leadership Project. We continue to encourage other councils to take advantage of this leadership opportunity. The following offices are open for 2008: President, Vice-President, MAL College, MAL Middle, and MAL Unspecified. We need to advertise for the MAL positions in a more open forum, however, the candidate must be put forward by their local council or presented with 15 signatures of current CATE members.

Goals for the year include continuing to support membership and leadership on the state and local level and once we get them, how do we keep them.

REPORTS OF LIAISONS

CDE – Report is ONLINE.

Policy Analyst – Report is ONLINE

CYRM – Report is ONLINE. Speaker for CYRM luncheon is Keiko Kasza.

CLRP – Report is ONLINE. Invitational seminars will return. NCTE Region 8 Meeting - Jago will chair.

CE EDITOR – Report is ONLINE.

CATEweb - No report.

CATENet - No report.

RESOLUTIONS - Last year's resolutions have been posted ONLINE.

CCCC - Younglove reported that meeting dates in Sacramento are February 29 and March 1st.

The New Secretary of Education, David Long, has been invited to speak. Board members are encouraged to apply for a seat on the Curriculum Commission. Reforming California Instruction Materials information at www.loa.ca.gov

CTA - Martinez reported on the NEA convention in Philadelphia.

CATE COUNCIL REPORTS

Capitol Council - No report.

Central Council - Report is ONLINE.

FACET Council – Report is ONLINE.

GSDCTE – Report is ONLINE.

Kern Council - No report.

Redwood Council – Report is ONLINE.

Salzberg moved and Rippee seconded that Redwood Council be reimbursed from memorial fund for Carol Jago's transportation to and from their meeting. MOTION CARRIED.

Southland Council - The Southland Council is in its final preparation for its fall conference to be held on Saturday, October 20. The theme "Searching for a Sense of Home" is highlighted by authors, Sonia Nevarez and Reyna Graade. Another regional activity that is under discussion is the Spring Fling in April 2008 which is tentatively scheduled at the

Japanese meditation garden. Finally, many council members volunteered to assist at the CATE Convention.

TUCATE Council – Report is ONLINE.

Upper Council – Report is ONLINE.

Open Discussion

Clarke reported on emergency CTA meeting that morning regarding proposed legislation for NCLB funding and changes in Washington. Miller proposed it and Pelosi supports it.

Hase presented a list of topics for 2 minutes for CATE

Possible topics include elections, budget, legislative work, publications, CATENet, *California English*, CATEweb, Board of Directors (roles/members), affiliates, convention location, hotel contracts, convention planning, meetings, awards, Preconvention/California Writing Projects, Liaisons, Precision Assembly (United Cerebral Palsy) membership.

The following list includes topics and volunteers who will present them:

Precision Assembly - Dillon

Legislative Work – Rippee & Smith

Publications –McAninch

Affiliates – Surabian

Convention Locations – Delfino

Membership - Williams

Smith shared topics she has received for presentations for the 2008 Convention program. Hockensmith is working on writing another grant as well as a Technology grant. "How to better govern your 403b." In other words he's working on other grants.

P. Fristrom announced though the convention seems a long way off, the key date is December 15 as all program materials are due then.

Rippee requested councils to bring digital pictures and platform statements to give to Jago for CE to the December meeting.

Danielson mentioned that another way of helping and supporting new teachers is to contact the BITSA coordinator. She found the coordinator would allow BITSA students to attend *Promising Practices* as one of their required seminars.

Smith moved Delfino seconded that the meeting be adjourned until tomorrow. MOTION CARRIED.

Sunday, September 10, 2007

Berry called the meeting to order at 8:03 A.M. Member-at-Large Kathy Allen, present.

COMMITTEE REPORTS

Executive/Finance - DELFINO, Berry, Dunstan, A. Fristrom, P. Fristrom, Hase, Jensen, Marlink, Rippee, Hogue Smith.

At the December meeting, we will vote on creating a lifetime membership fee of \$250 for retired teachers. If the board passes this motion by a 2/3 majority, it will then go to the annual meeting to be voted on by the general membership.

Delfino moved and Hogue-Smith seconded that we provide \$500 to support the CATE's Classroom Teacher of Excellence to go to New York to accept the NCTE award. MOTION CARRIED.

Anyone who wants to use the program, SurveyMonkey, must submit their survey to the Executive/ Finance committee. These may be sent to Delfino who will be the contact and she will disseminate to the rest of the committee.

Delfino moved and McAninch seconded to accept the contract with Curtin with minor typographical errors and add the statement, "the schedule can be changed upon mutual agreement" to the contract for 2009-2012. MOTION CARRIED.

The board discussed Jeff Wilson's contract and who would be responsible for posting items on the website. It was agreed the following will be the contacts: President, Vice President, Past President, Secretary, Convention Consultant and the Convention Coordinator. Discussion followed regarding details of how his services would be used.

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

Carol Jago reviewed the current CE *Call for Manuscripts*: "Shakespeare and Co.," "Contemporary Students That Is!" and "Can English Teachers Save the Planet?" Jago cited the need for Shakespeare articles from elementary school teachers. The committee discussed possible topics for future issues. The topic that engendered the most excitement centered on the language of civility.

Writing Contest: Youngblood will contact Olga Kokinko, the coordinator. Youngblood will send electronic copies to those on the committee who have volunteered as readers: (Youngblood, Carrillo, Sahlberg and McAninch). Youngblood will send the names of the first, second and third place winners to A. Fristrom. He will also send Jago electronic copies of the winners' essays. Committee members discussed topics for next year's Professional Contest and suggest that we develop a prompt similar to this year's student contest. State Coordinator, Sahlberg, requests that Council Presidents send her the names of their writing

Marilyn Kahn Scholarship: Committee recommends that Kerry Kimble continue as coordinator. Rippee will contact her with this request.

NCTE Writing Contests: Promising Young Writers—Peggy Clifford will continue as State Coordinator. Achievement Awards in Writing: McAninch will continue as State Coordinator. Literary Magazine: Charles Schaefer will assume the role of State Coordinator.

Goals for the Year: The Publications Committee will raise issues important to teachers and, through California English, CATE website and CateNet, and promote professional conversation. We want to let teachers around the state know that they are not alone.

Membership - WILLIAMS, Allen, Danielson, Griggs, Hockensmith, Medford, Surabian, Tracey

Grants: People need to pursue someone who has been successful to help write and contribute name to the grant proposal. Ask good questions and embed the answers into your grant proposal. Pursue the assistance of people who work within a company that contributes money. Build connections! Let Hockensmith know what you are doing. Good Search powered by Yahoo Search. They pay a penny for each search.

Booth suggestions: Have Email and internet access at the Membership Booth. Make the Membership Booth a place to relax and stay for a little while. Danielson will put together a Powerpoint presentation for the membership booth. Allen and Griggs will take photos during the current convention and they will shown in the booth or on the wall. Have people drop by the booth to check accuracy of membership data. Business cards from every

council president or contact person to be made available. Sign up for CATEnet at the membership booth? Can we send invitations through email? Need to add to unsubscribe. Can CATEnet be another 2 minutes for CATE? We could have business-sized cards that help them understand how to sign up.

Membership Gift: Allen will check with CRA contact who will search for appropriate membership gift ideas for the convention theme.

Leadership Cards: Have leadership cards at the booth instead of in the bags. Maybe distribute during the 2 minutes for CATE on leadership. Griggs will volunteer to do so. Or can it be a part of the name tag? Drawing from the leadership cards? Bright shiny starfish stickers for name tag for those who bring in leadership cards to the booth.

Email: We need to go for more technology!

Membership Reminders:

Set up a link so that people can sign up right away. Can we do an email reminder?

Maybe send two email reminders with link and then a mail reminder? Younger generation of teachers need it to be electronic. Bad address (both email and home) are not coming from Precision

Williams traveling to San Diego to go to Precision and sort out membership issues.

Make more concerted effort to bring in student teachers. Make sure that we visit some of the student teaching programs and speak about local councils and CATE.

Website: More web presence of membership committee. A link on the website to explain "What CATE can do for you!" Links to Powerpoint and other video and photos of CATE Conventions.

Have a meeting of webmasters for each of the councils and a member from each affiliate so that they can build their individual websites. Can CATE pay for a server for smaller councils?

CWP

Marlink distributed the following handouts

Subject Matter project moved along. UC Budget still has to be signed. Signing is close.

Preconvention flyer is in the brochure. Speakers include author, Michele Dominguez, of *Chasing the Jaguar*, and author, Kelly Gallagher of *Teaching Adolescent Writers*.

Improving Students' Academic Writing Conference scheduled for October 19, 20, 2007.

Russian Parents Handbook translation is available.

Announcements

Its important that board members notify Rippee which email you want to publish on CATEnet and CATEweb, etc.

Clarke and Sahlberg presented a NCLB Reauthorization Discussion.

Clarke moved and Delfino seconded that we adopt the following board resolution and Berry write a cover letter. MOTION CARRIED UNANIMOUSLY

Whereas

Creating pay scales based on student demographics divides teachers and may create unsustainable staffing models that produce even more instability in many schools

Whereas

Research has shown that neither reconstitution of school sites nor merit pay is effective in raising student achievement or closing the achievement gap

Whereas

Every major group representing classroom teachers has called repeatedly for multiple measures to assess student performance, with standardized tests holding the least weight

Whereas

Classroom teachers continue to emphasize that one-size-fits-all testing does not recognize individual growth and discourages struggling secondary students from continuing to attend school

Whereas

English teachers increasingly report that time given over to test preparation is time lost to teaching more complex critical thinking skills, leaving students without the most important skills they will need in the work world

Therefore, be it resolved, that the California Association of Teachers of English (CATE) Board of Directors urges that the No Child Left Behind (NCLB) reauthorization should not include:

Merit pay or pay for performance proposals

Comparability of services based upon teachers salaries, and

An assessment system that uses standardized test scores as the primary measure of student performance.

McAninch moved and Medford seconded that the meeting be adjourned at 12:10 p.m. MOTION CARRIED.

Respectfully submitted,

**Lorraine K. Tracey
CATE Secretary**