

BOARD OF DIRECTORS MEETING.
May 15, 2005
Four Points Sheraton, Los Angeles

The meeting was called to order at 9:05 A.M. by President Maureen Rippee. Other members in attendance included CATE 2005 Co-Chair Michelle Berry (Saturday only), GSDCTE Representative Phil Bowles, Member at Large Bob Chapman, Treasurer Anne Fristrom, Convention Coordinator Consultant Punky Fristrom, Resolutions Chair Tish Griggs, Convention Coordinator Teisha Hase, Secretary Carleen Hemric, CALIFORNIA ENGLISH Editor Carol Jago, Kern Representative Greg Johnson (Saturday only). Southland Representative Catherine Linn, Member at Large Liz McAninch, Member at Large Jo Anne Mitchell, Vice President Akiko Morimoto, California Writing Project Liaison Faith Nitschke, FACET Representative Jeannie Oppliger, Past President Anna Roseboro, TUCATE Representative Carol Surabian, Membership Chair Joan Williams, Member at Large Bill Younglove and Legislative Analyst Martha Zaragoza-Diaz. Absent: Member at Large Kathy Allen, California Department of Education Liaison Beth Breneman, Member at Large Oscar Browne, Capitol Representative Angus Dunstan, Redwppd Representative Bonnie Enmark, Upper Representative Member at Large Jaimi Kreilaart, CATE 2005 Co-Chair Linda Lamano, and Redwood Representative Jenny McBride.

Karpowicz moved and Berry seconded the approval of the February , 2005, minutes. MOTION PASSED.

Karpowicz moved and Williams seconded the adoption of the agenda. MOTION PASSED.

REPORTS OF OFFICERS

PRESIDENT - Rippee commended Berry and Linda Lamanno, P. Fristrom and T. Hase, Central Council, the California Writing Project, and all helpers for the wonderful CATE 2005 and Griggs for her excellent work with the Resolutions Committee and noted that she had received only positive feedback from attendees, award winners, presenters, and publishers who commended CATE for providing quality staff development, programs, and opportunities.

McAninch moved and Williams seconded the appointment of Pat Lindsay and Audrey Fleming as CYRM representatives. MOTION PASSED.

Oppliger moved and Mitchell seconded the appointment of Bill Younglove as 4 C's representative. MOTION PASSED.

Hase moved and Roseboro seconded the appointment of Punky Fristrom as Convention Coordinator Consultant. MOTION PASSED.

Surabian moved and Williams seconded the approval of Anne Fristrom as Treasurer. MOTION PASSED.

Mitchell moved and Williams seconded the approval of Greg Johnson as Kern Representative. MOTION PASSED.

Berry moved and McAninch seconded the approval of Edwin Hase as registrar. MOTION PASSED.

Rippee has received a request from NCTE for reviewers for the online program NCTE Selects (<http://www.ncte.org/pubs/books/selects/>).

Rippee has communicated with Prentice Hall regarding support for CATE 2006.

She suggested the creation of a template for a letter to be sent to legislators this summer.

VICE PRESIDENT - Morimoto explained lunch and parking procedures. Morimoto moved and Chapman seconded the approval of the following dates for 2005-2006 Board meetings: September 10 and 11 (S), December 10 and 11 (N), February 2 (Anaheim), May 6 and 7 (N). MOTION PASSED.

PAST PRESIDENT - Roseboro reported that the NCTE Biennial Affiliate Leadership Training Meeting will be held for four regions: 1, 3, 7, and 8 in Myrtle Beach, SC, August 12-14, 2005. Carol Jago will attend, paid for by NCTE.

Roseboro moved and Chapman seconded the confirmation of the election of the following Board officers: Secretary - Carleen Hemric; Member at Large Middle - Susan Karpowicz; Member at Large College - Charleen Silva Delfino; Member at Large Unspecified - Michelle Berry; Capitol Representative - Angus Dunstan; FACET Representative - Jeannie Oppliger; GSDCTE Representative - Phil Bowles; TUCATE Representative Carol Surabian; and Upper Representative - Bonnie Enmark. MOTION PASSED.

Berry moved and Williams seconded the appointment of Liz McAninch as Central Representative. MOTION PASSED.

The African American Literature issue of CALIFORNIA ENGLISH has been submitted for the NCTE Affiliate Journal Award. Sushanna Ellington has been nominated for the Secondary Classroom Excellence Award.

"On Common Ground" is the theme of the 2005 NCTE Annual Convention which will take place November 17-20 in Pittsburgh.

NCTE affiliates may participate in the NCTE co-sponsored speakers program.

Information is available at <http://www.ncte.org/groups/affiliates/mtgs/110644.htm>.

Gifts were presented to members leaving the board: Cheryl Joseph, Linda Lamano, and Catherine Linn.

Carol Jago has been nominated as Vice Chair of the NCTE Resolutions Committee and will become chair in another year.

SECRETARY - Hemric reminded Board members to submit directory updates to her and to Jordan for inclusion in the secured area of CATEweb and give business card requests to her.

TREASURER - A. Fristrom reported a Checking Account balance of \$54,662.49, a Savings Account balance of \$1,028.94, a Memorial CD balance of \$9,894.50, a Marilyn Kahl Memorial CD balance of \$5,841.34, a Marilyn Kahl #2 CD balance of \$10,197.05, a Vanguard GNMA Portfolio of \$115,841.54, and a Vanguard Index Trust of \$28,408.93.

MEMBERSHIP CHAIR - Williams reported that current membership totals are Capitol - 145, Central - 638, Fresno - 65, Kern - 29, Redwood - 36, San Diego - 189,

Southland - 655, TUCATE - 25, Upper - 57, Libraries - 23, Out of State - 28, and Comps 3 for a total of 1893. Membership swelled after the convention, and we have gained 139 members this school year.

Membership reports are now being sent to Williams electronically and will be forwarded to membership chairs if they want electronic versions. She has a program which will identify the council of any member quickly. All cards, letters and correspondence from Precision should now be accurate. Please let Williams know of any inaccuracies. The bad address list will be given to councils. The Membership Committee will decide how to use the remaining membership gifts. Leadership cards have been separated and will be given to councils. Jo Anne Mitchell will be in charge of a CATE booth at CRA in November.

CONVENTION COORDINATOR - Hase reported that CATE 2005 was a great success. The attendance was 823; the food and beverage minimum was met, and 73 exhibit booths were sold.

Hase, Mitchell, A. and P. Fristrom, and Joan Jensen met with Marian Abe, the Sales Manager and Rosanna Winarto, Convention Services Manager for the Hyatt Regency Orange County in March. In May Kathy Williams, Director of Sales and Marketing, agreed to the following changes: reduction of the room block from 1415 to 1115; reduction of the room rate from \$139 to \$125; reduction of the food and beverage minimum from \$60K to \$55K, elimination of room rental, and agreement to donate prizes for raffling and prizes for the exhibit hall.

CONVENTION CHAIRS 2005 - Berry reported that she had been delighted with the success of the convention and expressed thanks to people who had helped. She shared a detailed synthesis of the evaluations returned.

REPORTS OF LIAISONS

CALIFORNIA DEPARTMENT OF EDUCATION REPORT Breneman's CDE report will be posted on CATEWeb.

CALIFORNIA ENGLISH - Jago reported that the summer issue of CALIFORNIA ENGLISH should be published in early June and will feature responses to Governor Schwarzenegger's radio broadcast announcing his education reforms. Twelve new reviewers including former CATE President Robin Luby have joined the CALIFORNIA ENGLISH staff. Ad sales for the summer were down, but ads have been lined up for the fall issue focusing on the demands of on-demand writing and featuring a piece by Leila Christenbury, former NCTE president and speaker at CATE 2005. Members are reminded to continue to use the magazine to make local conferences more successful.

Future calls for manuscripts include: Fall, 2005 (deadline - July 1) The Demands of On-Demand Writing; Winter, 2005 (deadline October 1) Students with Special Needs; Spring 2006: Genre Studies (deadline - January 1); Summer, 2006 (deadline April 1) Focus on English Language Learners; Summer, 2006: Literacy for a Brave New World.

CALIFORNIA WRITING PROJECT - Nitschke announced that the CWP booklet BECAUSE WRITING MATTERS has been named to the Final Four for a Distinguished Service Award by the Association of Educational Publishers. Over 20,000 English version booklets have been distributed, the Spanish version will be used in many summer programs for migrant students and their families, and the Vietnamese and

Korean versions are in progress.

The California Stories Uncovered: Writing Our Heritage, Our Communities, Our Promise project will have two anthologies of student writing - one of high school students' pieces, and another of first through eighth grade students' submissions are almost ready to go to print

The CWP will have a strand of conference workshops ready in June and are planning an even bigger CWP reception and party next February.

CATE WEBMASTER - L. Jordan announced on line that a photo journal of CATE 2005 is now online, and photos of the last six conventions now archived. Soon CATEweb will have a "resources page" of links to helpful websites. Members should send suggestions to Jordan. Board reports, board meeting reports and President's Perspective columns are indexed, and new reports will be added as they become available.

CALIFORNIA LITERATURE PROJECT - Jago noted that projects around the state were getting ready for summer programs. Little money is available. An informal electronic newsletter will be used as a way to keep in touch.

LEGISLATIVE ANALYST - Zaragoza-Diaz reported that to handle the \$6 billion deficit, the governor plans no increase in taxes, no borrowing from other areas, and does not discuss paying back the \$2 billion from Prop 98. His one time plans includes putting money into teacher recruitment, retention, and recognition with 2/3 of the proposed new money going to recognition pay. This plan would need legislative approval.

The BTSA program will be extended beyond the first and second years and will include 8100 additional teachers. Other one-time proposals include expansion of class size reductions, supplemental instruction for the high school exit exam, and including physical education testing on STAR results. State officials are investigating with Margaret Spellings more flexibility in meeting the No Child Left Behind requirements.

A CTA-sponsored Action Day will be held on May 25 in Los Angeles and in Sacramento.

The group adjourned for lunch at 12:15 and returned at 1:00 for Standing Committee meetings and reports.

COMMITTEE REPORTS

POLICY/CENSORSHIP (Oppliger, chair; Chapman, Griggs, Jago, McAninch, Nitschke, Younglove, and Zaragoza-Diaz) Zaragoza-Diaz will send Action Alerts to Board members on CATEweb and recommend support as needed. Letters, faxes, email, petitions, and phone calls are effective. Zaragoza-Diaz will supply us with a Red Book which is a legislative directory and a form letter. Griggs will provide all Board members with her resolutions contact addresses. Younglove will keep track of NCTE SLATE issues.

Oppliger moved and Younglove seconded that four delegates: Oppliger, Griggs, Rippee, and Younglove participate in a Capitol visit arranged by Zaragoza-Diaz in June. MOTION PASSED.

The committee felt that resolutions should be ongoing, and two ideas surfaced: the ELD adoption and multiple measures approaches to high school graduation.

CONVENTION COORDINATING - (Hase, chair; Berry, A. Fristrom, P. Fristrom, Linn, Mitchell, Rippee, and Williams)**Hase moved and Karpowicz seconded the following fee structure for CATE 2006: Lunch - \$40, Brunch - \$40, Dinner - \$50, Registration - \$150; Preconvention - \$100; Package A - \$390 + Friday Night Out (\$30 savings); Package B - \$300 plus Friday night out (\$20 savings); Package C - \$310 (\$10 savings); Student Teacher - \$75. On-site registration will be \$190 and \$220. MOTION PASSED. Because of budget constraints, discounts for presenters and retirees cannot be offered this year.**

Hase moved and McAninch seconded to accept Super 8 and La Quinta as overflow hotels for CATE 2007. MOTION PASSED.

Hase moved and Morimoto seconded to approve Curtin as decorator for CATE 2006. MOTION PASSED.

Hase moved and Williams seconded to accept the LAX Marriott as the site for CATE 2010. MOTION PASSED.

A. Fristrom moved and Surabian seconded to name Teisha Hase as Convention Coordinator. MOTION PASSED.

We will continue NOT to book with a hotel on the union's "Do not Patronize" list. Mitchell announced that the speakers for CATE 2006 include Andre Dubus, Orson Scott Card, Edward P. Jones, and Mark Doty. No speaker is costing over \$7500. The Friday Night event is Disneyland/California Adventure with the cost to be determined.

Apple Computers is sponsoring a lab with on-going sessions during the convention. Mitchell is contacting STRS to find a presenter on planning retirement. There will be a session on grant writing and other means of obtaining funds as well as a strand for veteran teachers. If board members and administrators are enticed to attend, there will be an appropriate session. A program chair is still needed.

An announcement letter will be sent out by the middle of June.

LEADERSHIP - (Karpowicz, chair; Bowles, Hemric, Johnson, Roseboro, Surabian) - The Presidents' Handbook is on disc. The Committee recommends that the handbook be posted on CATEweb. The committee suggests that the Saturday and Sunday committees be switched so that the Leadership Committee meeting is held after the council representatives have met on Saturday night.

Several suggestions were made for candidates for the offices of President, Vice President, Membership Chair, Member at Large Secondary, and Member at Large Small Councils.

The committee's budget priorities are sending a new teacher to the NCTE Convention for the Prentice Hall Leadership Award and assisting Sushanna Illington with funding to attend the NCTE Convention as a nominee for the Secondary Classroom Excellence Award. Jo Ann Phillips from Greater San Diego, Gabriel Paez from Southland, and Jennifer Feminelli from Redwood were suggested as candidates for the Leadership Award. Councils are reminded that prospective leaders may be brought to board meetings in local areas.

Affiliates should spearhead letter writing campaigns concerning the November elections.

Policy 1 outlines requirements for attendance at Board meetings and consequences of absence. These include notifying the President and Vice President of absences and not missing more than one meeting a year.

CAPITOL - no report

CENTRAL - Delfino reported online that CCTE had honored student winners of CATE and NCTE writing awards as well as Highest Award and Excellence Award winners for literary magazines at two sites which would be nearer the students' homes. CCTE continues to work on the Asilomar Conference which includes speakers Ishmael Reed, Gail Tsukiyama, April Sinclair, and Tobias Wolff. Sheridan Blau, Patti Stock, and Carol Jago are also featured.

The four northern councils have begun work on the Napa Conference scheduled for April 28 and 29, 2006.

Elections are currently underway.

FACET - Oppliger reported that FACET is thinking ahead to CATE 2007, looking for a chair, and pinning down speakers. The council is also planning activities and events that might increase involvement of current members and encouraging others to join. Recruiting student teachers and new teachers is a goal. Four writers received \$50.00 Savings Bonds at the Young Writers' Conference.

GREATER SAN DIEGO - Bowles reported that GSDCTE had sponsored the Lake Arrowhead Retreat April 22-24, coordinated by Carole LeCren and attended by 25 people. The council has decided that as a result of low registration Promising Practices would be two mini-conferences to be held on university campuses with one conference featuring reading instruction and one writing instruction.

The GSDCTE finalists for the CATE Creative Writing Contest of 2004-05 were published in the council newsletter.

GSDCTE provided monetary awards to four student poets in the local Border Voices poetry program.

The Annual Awards Dinner will honor NCTE Achievement in Writing awardees, NCTE Promising Young Writers, the Richard B. Wilson Award presentation to a local teacher who makes good use of performing arts in the classroom, the local leadership awards, and the local CATE 2005 Award of Merit honoree. Stan Murphy, a finalist for this year's National Teacher of the Year and long time San Diego High School teacher will be the speaker.

REDWOOD - McBride reported online that Redwood is still searching for next year's leadership.

SOUTHLAND - Linn reported that the Spring Fling held in Long Beach was particularly well attended and included an afternoon lunch and harbor sightseeing aboard American Pride, the tall ship of Long Beach. The Fall Conference will be held in Ontario in October. In the past two years SCTE has outreached to all six counties in the affiliate, heightened visibility through the Roundtables, received a grant of \$6,880 from State Farm Insurance Company to increase membership, and received recognition from NCTE for the Roundtables endeavor, a 36% increase in membership, winning the NCTE Teacher of the Dream Award through which it has been able to support beginning teachers in a South Central Los Angeles School.

TUCATE - Surabian reported that Tucate plans a beginning of the year meeting to bring more new people on the board.

UPPER - no report

Standing committees met until 5:00 P.M.when the meeting recessed until Sunday.

Sunday, May 15

Rippee called the meeting to order at 8:30 P.M.with a tribute to resigning Past President Anna Roseboro.

COUNCIL REPRESENTATIVES PRESIDENT - Oppliger reported that the Presidents met Saturday evening. The group wondered if a single membership to CATE and NCTE might be feasible. The transition from one presidency to another was discussed. McAninch will finish the revision of the President's Handbook. The group suggested that members emeritus might be tapped for grant writing. Linn will head a task force to arrange for consultants to teach us about fund raising. Voting on line was suggested as a cost savings measure. To increase membership the group suggested having a table with membership brochures at all possible events.

Council presidents should bring their nominees for Classroom Awards of Excellence to the September Board meeting. Names of award winners should be announced at the convention even if they cannot attend.

MEMBERSHIP (Williams, chair; Griggs, Hemric, Karpowicz, Linn, Oppliger, and Surabian).j

The major goal of the Membership Committee is to increase membership by 25 per cent.

Williams will work on creating a promotional package for CATE, a Power Point presentation of activities which could be used by her or others to recruit membership at other conventions, meetings, etc. A membership values information sheet will be created to assist in recruitment. Gifts and endowments should be solicited in local councils to provide free memberships. CATE events should be publicized in all media including local access channels. The committee encourages awards and celebrations in local councils for achievement of membership goals. Awards will also be given to councils at CATE Board meetings that achieve that growth. Bowles offered to present our marketing needs to marketing classes at Point Loma Nazarene College for the creation of a marketing plan.

The group expressed concern about the location of the CATE booth in the Exhibit Hall and felt a location near the Author Signing table would be preferable.

The committee agreed to continue the purchase and sale of LUCINDA pins. The membership gift idea for CATE 2006 is a luggage tag.

The committee agreed that non-distributed convention gifts should be dispersed to various councils to use for their events.

EXECUTIVE/FINANCE (Morimoto, chair; P. Fristrom, A. Fristrom, Hase, Mitchell, Rippee, Roseboro) The committee recommends the following changes in the proposed budget. The Convention Audio Visual Line will be lowered from \$9000 to \$8000;College credit will be reduced from \$12,000 to \$11,000. The Decorator Budget in the Exhibit Hall was reduced from \$2000 to \$1800. The Exhibitors Hospitality Budget Line was reduced from \$3000 to \$2500; the Hospitality budget from \$200 to \$100. The Mailing/Postage budget was reduced from \$3000 to \$2800. The Meal Function Cost was reduced from \$60,600 to \$60,400. The Printing/Copying

Budget was reduced from \$10,000 to \$9,000; the registrar's fees and expenses from \$10,000 to \$9,000, and the Friday Night Event from \$5,000 to \$4,000 for a total of \$6000 from the convention budget. From the regular budget CATE 2006 expenses were reduced from \$193,000 to \$187,000. The CATE 2007 expenses were reduced \$3000, and speakers should be asked to defer requests for payment until after July 1, 2006. CALIFORNIA ENGLISH office expenses were reduced from \$1000 to \$900, the Council membership fees from \$26,000 to \$23,000. The Elections expense of \$600 was removed. The Membership budget was reduced by \$200 from \$2500 to \$2300 and the NCTE expense was reduced by \$500 from \$2500 to \$2000. Routine printing was reduced by \$200 to \$300 from \$500, and the Virginia Reid Scholarship was reduced by \$300 from \$700 to \$400. **Morimoto moved and Chapman seconded the approval of the proposed budget. MOTION PASSED.**

Hase moved and Morimoto seconded the approval for authorizing Wilson Consulting to seek sponsorships for activities at CATE, and for any new sponsors Wilson Consulting be paid a 20% fee. MOTION PASSED.

PUBLICATIONS (Chapman, chair; Bowles, Jago, Linn, McAninch, Nitschke, Younglove) The early schedule will be kept for the CATE Creative Writing Contest next year. The proposed prompt is: "Write a poem, story, or an essay using the following words: "lines, radish, sand, teacup, and train." If changes are made, information will be posted. Chapman will serve one more year as chair but would like to be replaced. The Professional Writing Contest information is on the web and will be in the next issue of CALIFORNIA ENGLISH.

Jago has discontinued the CALIFORNIA ENGLISH post office box. She has twelve new reviewers following a CATenet appeal.

The Leonards' term as coordinator of the NCTE Literary Magazine program has ended. A replacement is needed.

Jordan has created a very accessible photo journal on CATEWeb.

The committee felt that CATenet subscribers need to be less self-promoting. Subject area projects need to utilize CATenet.

The committee suggests the election ballot be a regular page in CALIFORNIA ENGLISH.

Chapman moved and Younglove seconded the approval of Alissa Ofelia Wertz as the Marilyn Kahl Scholarship winner. MOTION PASSED.

Chapman moved and Morimoto seconded the approval of Jim Burke as CATENET moderator for a two year term. MOTION PASSED.

Chapman moved and Bowles seconded the approval of Larry Jordan as CATEwebmaster for a two year term. MOTION PASSED.

CCCC - Younglove reported that the annual California Curriculum Coordinating Committee met in Sacramento February 25-26. Representatives from the Office of the Governor/Secretary of Education, the Legislature, the Superintendent of Public Instruction, and the State Board of Education addressed the CCCC members at the Capitol. CATE members: Tish Griggs, Joanne Mitchell, and Younglove attended. Younglove and Mitchell attended an April 30, 2005 meeting in Sacramento and shared the mutual concerns of the different groups.

NEW BUSINESS

Morimoto moved and Bowles seconded the appointment of Punky Fristrom as Past President to finish the term of Anna Roseboro. MOTION PASSED.

Roseboro moved and Mitchell seconded the nomination of Sushanna Ellington for the Secondary Classroom Excellence Award and offering her \$300 toward travel expenses. MOTION PASSED.

Roseboro moved and Oppliger seconded that we send a new teacher to NCTE 2005 as a Prentice Hall Leadership Award winner. MOTION PASSED.

The Board voted to send Joann Phillips from GSDCTE as the CATE winner.

Two directors, Maureen Rippee and Akiko Morimoto, will attend the NCTE Convention.

Ideas for duties for members at large should be sent to President Rippee.

The next CATE meeting will be in Southern California, September 10-11. Go to CATEWeb as the date nears to get more information about the city and hotel.

Chapman moved and Roseboro seconded that the meeting adjourn at 11:21 P. M.

Respectfully submitted,

Carleen Hemric, Secretary