

**CATE Board of Directors Meeting  
December 7-8, 2013  
Double Tree Hotel Burlingame  
835 Airport Blvd, Burlingame, CA  
650-344-5500**

**AGENDA**

**Saturday, December 7, 2013**

**8:00-8:45** Continental Breakfast served in Board Room.

If you have not posted your board report, please place 25 copies of your report on the table provided in the meeting room. **Bring a wrapped present for the holiday gift exchange.**

**8:45-10:30**

**I. Call to Order**

**II. Approval of September 2013 minutes**

**III. Adoption of December 2013 agenda**

**IV. CATE Board Reports**

**A. President (McAninch)**

1. NCTE in Boston

CATE Awards: Teacher of Excellence – Tracy Sprague

Intellectual Freedom Award – Kristy Orona-Ramirez

2. CSC Asilomar Conference

3. Annual Report - Reminder

4. Request from CETA and from the California Commission on Teacher Credentialing

**B. Vice-president (Dillon)**

1. Update on calendar of board meeting dates and sites

2. Lunch Orders

**Past President (Delfino)**

1. CATE Elections (candidates' paperwork due today; photo and statements due ASAP)

2. CATE Awards (duplicate packets due before meeting today)

3. Distinguished Service Award (ACTION ITEM)

4. CATE Scholarships: Anne and Punky Fristrom and Anne Henke

**D. Secretary (Danielson)**

1. Directory Update

2. Business Cards

### **E. Treasurer (A. Fristrom)**

1. Financial Report
2. Taxes have been filed. Reports for 2013 in from all Council treasurers.

### **F. Membership (Williams)**

1. Electronic renewal reminders
2. Precision kudos
3. Updated rosters
4. Membership concerns--local council events
5. Other?

### **G. Convention Coordinator (Berry)**

1. Gratitude for work done to date
2. Contract for Conlin and Himel completed/signed
3. Nancy Himel's progress in Exhibit Hall
4. AV/Internet negotiations commence
5. Rooming for 2014- please make commitment
6. Register for convention today!
7. Advertising convention for successful profit
8. Yosemite conference success and new contract review

### **H. 2014 Convention Chair (LeCren)**

1. Updates on CATE 2014

### **I. 2015 Convention Chairs (Delfino and McAninch)**

1. Initial stages

**10:30-10:45 BREAK**

**10:45-11:45**

### **V. Report of Liaisons**

- A. CWP
- B. California English
- C. CLRP
- D. CTA
- E. CCCS

### **VI. Report by CATE Council Representatives**

- A. Capitol (Dunstan)
- B. Central (Dillon)
- C. Fresno (Schimmel)
- D. Greater San Diego (Ugalde)
- E. Kern (Flachmann)
- F. Redwood (Chapman)
- G. Southland (Lockwood)
- H. TUCATE (Surabian)
- I. Upper (Cole)

## **12:00-1:15 Lunch and Gift Exchange**

**1:30-3:00**

### **VII. Standing Committee Meetings**

**A. Policy/Censorship – Angus Dunstan, Resolutions – Bill Foreman, Bob Chapman, Carrie Danielson, Kim Flachmann, Trevor Guina, Carol Jago, Jim Kliegl, Jayne Marlink, Debra Martinez, Kristy Orona-Ramirez, Bill Younglove**

1. Legislative Update
2. CATE Resolutions
3. Common Core services for members
4. CATE support for resolution

**B. Convention Coordinating – Michelle Berry, Charleen Delfino, Susan Dillon, Anne Fristrom, Punky Fristrom, Nancy Himel, Greg Johnson, Carole LeCren, Liz McAninch, Denise Mikkonen, Meghan Schimmel**

1. CATE 2014 SAN DIEGO
  - A. Report of Chair – LeCren
  - B. Report of Senior Coordinator – P Fristrom
  - C. Report of E/A/S Chair – Himel
  - D. Two Minutes for CATE
  - E. Gift for business meeting
  - F. Nuts and bolts: President's reception invites, Board at Convention cards, PreCon meeting-Wed 4 p.m., 2 suites available, new teachers' booth, bag stuffing, other
  - G. Carole's needs for printed program
2. CATE 2015 SAN JOSE – Delfino and McAninch
3. CATE 2016 ORANGE COUNTY/COSTA MESA
  - A. Persistence will pay off
  - B. Chair needed by May
4. CATE 2017 SANTA CLARA
5. CATE 2018 SAN DIEGO
6. CATE 2019
  - A. Northern California
  - B. How would committee like to proceed?
7. Yosemite Conference's new contract review
8. Review Policies 7.4 – 7. 6

**C. Leadership – Carol Surabian**, Gina Cole, Jill Hamilton-Bunch, Richard Hockensmith, Courtney Lockwood, Jeannine Ugalde, Joan Williams

1. Recruitment for CATE Board Offices
2. NCTE Leadership and Secondary Teacher of Excellence
3. Other

**3:15-4:15**

**VIII. Committee Reports**

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

**4:15-5:00**

**IX. Open Discussion followed by Council Presidents' Meeting**

**X. Break until Sunday morning.**

**Sunday, December 8, 2013**

**8:00-8:45** Continental Breakfast served in Board Room

**8:45-9:00**

- I. Call to order and announcements
- II. Report from Council Presidents' Meeting (**Dunstan**)

**9:00-10:30**

**III. Standing Committee meetings**

**VII. Standing Committee Meetings** (Reminder: Give written minutes and delegate tasks to secretary by end of meeting on Sunday for inclusion in the minutes)

A. **Executive Finance – Susan Dillon**, Michelle Berry, Carrie Danielson, Charleen Delfino, Angus Dunstan, Anne Fristrom, Punky Fristrom, Nancy Himel, Greg Johnson, Liz McAninch

1. Convention expenses/expected revenue
2. Budget: strategies for remainder of 2013-2014

B. Publications – **Bob Chapman**, Trevor Guina, Jill Hamilton-Bunch, Carol Jago, Carole LeCren, Jayne Marlink, Denise Mikkonen, Kristy Orona-Ramirez, Meghan Schimmel, Bill Younglove

1. Selection of CATE Writing Contest winners
2. CATE Professional Writing Contest
3. Review Policies 6.4-6.7

- C. Membership – **Joan Williams**, Gina Cole, Kim Flachmann, Bill Foreman, Richard Hockensmith, Jim Kliegl, Courtney Lockwood, Debra Martinez, Carol Surabian, Jeannine Ugalde
  - 1. Information cards--keep doing?
  - 2. Online renewals--review Cindy's report
  - 3. Gifts for members and exhibitors--luggage tags and??
  - 4. Bookmarks are needed for next year's convention
  - 5. Recruitment ideas revisited
  - 6. Other

**10:45-11:15**

**IV. Committee Meeting Reports**

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

**11:15-12:00**

**V. Old Business**

**VI. New Business**

**VII. Adjournment**