

## **Board of Director's Meeting, December 9-10, 2006**

Embassy Suites  
250 Gateway Blvd., South San Francisco  
(650) 589-3400

**Friday, December 8, 2006** Arrivals for non-local Board members

**7:00 PM** Presidents' meeting

Agenda: Literary Map Project

CATE 2007 attendees and addresses

**Saturday, December 9, 2006**

**8:30 AM**

Continental breakfast and conversation

If you have not posted your report on CATEweb by December 7, please place 40 copies of your written report on the table provided in the meeting room.

**9:00-10:30**

1. Call to order, welcomes, and introductions of any visitors
2. Approval of September BOD minutes
3. Adoption of December 2006 agenda
4. CATE Board Reports

A. President (Berry - 10 minutes)

1. Correspondence

- a. Resignations received (Krielaart, Jensen, Enmark)  
Appointments: Karen Martinez - MAL; Shelly Medford - Upper rep)
- b. Jennifer Chown for Miriam Chown (CATE/NCTE from 63/CE '76)
- c. CATESOL invitation to participate in April SD conference
- d. Al & Cista Leonard of Literary Magazine
- e. Toyota opportunity
- f. Northern CA WP workshop @ CSU Chico
- g. NCTE Leadership training June 22-24 in Chicago
- h. From Larry Jordan:

Do not use Topica; instead board-member@Cateweb.org  
Verify email list - important!  
Members Only space on website - to Publications

- i. Anna Roseboro's acknowledgement of gift
- j. Dave Eggers and NCTE
- k. CATE member is CA Teacher of the Year
- l. Invitation to CYRM meeting Jan. 15 -- other councils?
- m. California Online, et al, on CATENet

n. Letters ready for regional legislators for Fresno 2007

2. Annual Reports due December 31 to Larry Jordan

- Subject line: ANNUAL REPORT
- Top line: your name and position held
- Text needs to include CATE business you've done in 2006
- Tone should be somewhat formal and concise
- Models available on website

3. NCTE Convention in Nashville, TN

- a. Censorship issues
  - b. CATE represented (MB, MR, LM, KC, CS, CD, PS, NH, CJ, JB; JM, AR)
  - c. Workshops/roundtables full for CATE presenters
  - d. CATEweb's award
  - e. Jago's nomination
- Rules for support from NCTE - to Leadership
- f. Literary map project - to Publications

4. Other

B. Vice-President (Delfino - online)

1. Advisory Committee Report
2. Calendar of meetings and sites
3. May meeting site discussion and posting on CATEweb

C. Past President (Rippee - online)

1. NCTE Liaison Report
2. CATE Elections (pictures and statements due today)  
Annual Board Meeting Voting Protocol (Action Item)
3. CATE Awards (nomination packets and copies due today)
4. Distinguished Service Award
5. Hurricane Katrina Donations
6. Other

D. Secretary (Tracey - 3 minutes)

1. Directory Update
2. Business Cards
3. Referral of Policy review and recommendations to appropriate committees  
Intro Executive/Finance  
Policy 1 (Meetings) Leadership  
Policy 2 (Council Committees) Policy  
Policy 3 (Membership) Membership
4. Other

E. Treasurer's Report (AFristrom - 10 minutes)

1. Financial Report
2. Reimbursement Updates/Reminders

F. Membership Chair's Report (Williams - online)

1. Membership figures update
2. Precision update
3. CATE booth at CRA
4. Membership gift
5. New membership forms
6. Council report of new members

G. Convention Coordinator's Report (Hase - online)

1. 2007
  - a. Renovations
  - b. Friday Night Events
  - e. Reg #s
  - f. Booth sales
2. AV Update - P Fristrom
3. 2008
  4. Hyatt Regency Orange County
  5. Decorator Contract (07/08)
  6. Exhibits Manager Contract (07, 08, 09)
  7. Convention Housing
  8. Board Registration for Convention
  9. Other

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

**10:45-12:00**

5. Report Highlights (September - December) by CATE Councils

- A. Capitol Council (Dunstan - 3 minutes)
- B. Central Council (McAninch - online)
- C. FACET Council (Cirimele - online)
- D. Greater San Diego Council (Danielson - online)
- E. Redwood Council (Sahlberg - online)
- F. Southland Council (Hernandez -3 minutes)
- G. TUCATE Council (Surabian - 3 minutes)
- H. Upper Council (Medford - 3 minutes)

6. Report of Liaisons

- A. California Department of Education (Goodwin - 10 minutes)
- B. Policy Analyst (Zaragoza-Diaz - 10 minutes)
- C. CYRM (posted by Lindsay)
- D. CWP (Marlink/Nitschke -10 minutes)
- E. CLRP (Jago - 5 minutes)
- F. California English (Jago - online)
- G. CATEweb (Jordan - online)
- H. CATEnet (Burke - 5 minutes)
- I. Resolutions (Griggs - 5 minutes)

J. CCCC (Younglove - 5 minutes)

K. CTA (Martinez - 5 minutes)

**12:00-1:30 LUNCH**—Traditional Holiday Festivities

**1:30-3:00**

7. Standing Committee Meetings (Reminder: Give written minutes and delegated tasks to be included in the minutes to secretary by end of meeting on Sunday.)

A. Policy/Censorship - ANGUS DUNSTAN, Bob Chapman, Lisa Hernandez, Cheryl Smith, Bill Younglove, Carrie Danielson, Carol Jago, Anne Sahlberg, Tish Griggs, MaryAnn Goodwin, Charleen Delfino, Martha Zaragoza-Diaz, Jim Burke

1. Revision of Policy 2
2. Legislative Issues and Analyst Report
  - a. Delivery of resolutions in Feb./March (Who? When?)
  - b. Brainstorm other actions CATE might take by June
3. Resolutions and Council Resolution Chairs (Griggs)
4. NCTE/SLATE Issues
5. Other

B. Convention Coordinating - TEISHA HASE, Anne Fristrom, Punky Fristrom, Nancy Himel, Liz McAninch, Lorraine Tracey, Pauline Sahakian, Richard Hockensmith, Susan Dillon, Michelle Berry, Larry Jordan, Faith Nitschke/Jayne Marlink

1. CATE 2007 update and details
2. Opening meals to the public
3. CSLA booth exchange
4. NCTE canvassing in Nashville
5. New Teacher Reception
6. Publishers' Gifts
7. On-line registration
8. Sponsorship
9. 2008 update
10. 2012
11. Other

C. Leadership - SUSAN KARPOWICZ, Joan Williams, Carol Clarke, Karen Martinez, Carol Surabian, Maureen Rippee, Cathy Cirimele, Greg Johnson, Kathy Allen, Shelly Medford

1. Revision of Policy 1
2. Support of Jago as NCTE VP
3. Leadership cards for convention
  - a. Review/revise format
  - b. Who will oversee copying, collection, dispersal to councils
4. Review of CATE scholarships and leadership opportunities
5. Recruitment for CATE Board offices for 2008  
Secretary, MAL Elementary, MAL Secondary, Membership
6. Virginia Reid application process discrepancies
7. Plan for councils to encourage leadership, follow-through,

and retention  
8. Other

**3:00-3:15 BREAK**

**3:15-4:30**

8. Committee Meeting Reports and Action Items

- A. Policy/Censorship
- B. Convention Coordinating
- C. Leadership

**Sunday, December 10, 2006**

**8:00-8:30 AM** Continental breakfast and conversation

**8:30** Call to Order and Announcements

**8:40-8:50**

9. President of Presidents' Report (McAninch - 10 minutes)

**8:50-10:30**

10. Standing Committee Meetings (Reminder: Give written minutes and delegated tasks to be included in minutes to secretary by end of meeting).

A. Executive/Finance - CHARLEEN DELFINO, Anne Fristrom, Punky Fristrom, Cheryl Smith, Teisha Hase, Maureen Rippee, Pauline Sahakian, Angus Dunstan, Kathy Allen, Shelly Medford, Martha Zaragoza-Diaz, Michelle Berry

- 1. Revision of Intro to Policies
- 2. Financial/Budget Issues
- 3. Voting issues
- 4. Other

B. Publications - BOB CHAPMAN, Richard Hockensmith, Nancy Himel, Liz McAninch, Bill Younglove, Carol Clarke, Karen Martinez, Carol Jago, Anne Sahlberg, Jim Burke, Larry Jordan, MaryAnne Goodwin

- 1. NCTE's Literary Map Project (McAninch)
- 2. Writing Contests status and update
- 3. California English
- 4. CATENet
- 5. CATEweb
  - a. Ideas to add/delete/move
  - b. Reconsider "Members Only" on CATEweb
- CE and Literary Map on there now
- 6. Other

C. Membership - JOAN WILLIAMS, Lorraine Tracey, Lisa Hernandez, Susan Karpowicz, Carol Surabian, Carrie Danielson, Tish Griggs, Susan Dillon, Cathy Cirimele, Greg Johnson, Faith Nitschke/Jayne Marlink

1. Revision of Policy 3
2. CATE 2007 gift for leadership cards
3. CATE Booth at upcoming conferences - jazzing it up
4. Membership records and accuracy
5. Needs for 2007
6. Attracting new members and keeping current ones
7. Other

**10:30-12:00**

11. Committee Meeting Reports

- A. Executive/Finance
- B. Publications
- C. Membership

12. Old Business

13. New Business

**12:00 P.M.**

14. Adjournment, check-out, and lunch

Happy Holidays to All!

NOTES: