

BOARD OF DIRECTORS MEETING

December 4 and 5, 2004
Town and Country Hotel, San Diego

The meeting was called to order at 9:05 A.M. by President Maureen Rippee, and Redwood Representative Bonnie Enmark and CTA Liaison Debra Martinez were introduced. Other members in attendance included Member at Large Kathy Allen, CATE 2005 Co-Chair Michelle Berry, GSDCTE Representative Phil Bowles, California Department of Education Liaison Beth Breneman (Saturday only), Member at Large Oscar Browne, Member at Large Bob Chapman, Central Representative Charleen Silva Delfino, Capitol Representative Angus Dunstan, Treasurer Anne Fristrom, Convention Coordinator Consultant Punky Fristrom, Resolutions Chair Tish Griggs, Convention Coordinator Teisha Hase, Secretary Carleen Hemric, Member at Large Jaimi Kreilaart, 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, CATE Co-Chair :Linda Stockton, TUCATE Representative Carol Surabian, Membership Chair Joan Williams, and Member at Large Bill Younglove.. Absent: CALIFORNIA ENGLISH Editor Carol Jago, Member at Large Cheryl Joseph, Redwood Representative Jenny McBride, and Legislative Analyst Martha Zaragoza-Diaz.

Chapman moved and Berry seconded the approval of the September 11 and 12, 2004. minutes with the correction that Linda Stockton was not in attendance. MOTION PASSED.

Younglove moved and Berry seconded the adoption of the agenda. MOTION PASSED.

REPORTS OF OFFICERS

PRESIDENT - Rippee reported that, as president, she had represented CATE at the Asilomar Conference, the CWP high school conference in Sacramento, the SCTE annual conference in Ontario, CWP's fall writing seminar, the NCTE Convention in Indianapolis where she accepted the outstanding website award for Larry Jordan, saw Carol Jago receive national recognition for her work on CALIFORNIA ENGLISH, and heard Kyoko Sato address the affiliate breakfast as NCTE's Vice President. She will attend the UCIWP annual conference December 14 and will present at the Conference of the Living Tree in January.

Correspondence has included letters to local, county, and state legislators and decision makers concerning support for particular bills related to teaching and curriculum, announcements to superintendents, principals, BTSA coordinators, union leaders, newspapers, deans, and university presidents about the staff development offered across the state, to announce awards and meritorious service, and to ask for support and articulation as CATE strives to serve our constituency.

NCTE would like to know if CATE is interested in forming a sister association relationship with an English language teacher organization in the Balkans.

Hase was asked to write a letter stating our interest in the Westin's treating all workers fairly and negotiating honestly with them.

Rippee requested that all officer reports be emailed to her in Word by December 15

VICE PRESIDENT - Bowles moved and McAninch seconded that the May 13-15 Board meeting be at the Four Points Sheraton LAX. MOTION PASSED.

Berry moved and Hase seconded that Board members who have to leave home before 6:00 a.m. to make the meeting should have rooms paid for on the previous evening. MOTION PASSED.

Morimoto represented CATE as chair of the NCTE Nominating Committee for the Middle Level Section.

PAST PRESIDENT - Roseboro reported that the sub-committee of past presidents had selected Lorraine Tracey to receive the 2005 Distinguished Service Award at CATE 2005. Several council presidents have turned in names for their Classroom Excellence and Award of Merit winners. Letters of support are due by December 31.

Several CATE members attended the NCTE Convention in Indianapolis and were present at the Business Meeting and the Affiliate Breakfast. The NCTE President's and the Executive Director's reports as well as the NCTE resolutions regarding supporting school journalism classes, labor equity issues, and students' right of expression can all be accessed at the NCTE website.

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. Registration forms for our representatives must be sent in by May 25. Carol Jago is our representative, and we are urged to also send members of underrepresented groups - persons of color and new teachers - to work with other affiliate leaders to develop membership recruitment and retainment plans.

Election ballots will be published in the February edition of CALIFORNIA ENGLISH as a cost savings measure. Qualified candidates are needed for Secretary, Member at Large College, Member at Large Middle, and Member at Large Unspecified. Statements and photographs of candidates are needed. Susan Karpowicz has submitted paperwork to be a candidate for Member at Large - Middle Level.

SECRETARY - Hemric reminded Board members to submit directory updates.

TREASURER - A. Fristrom reported a Checking Account balance of \$29,312.21, a Savings Account balance of \$1,026.60, , a Memorial CD balance of \$9,821.55, a Marilyn Kahl Memorial CD balance of \$5,793.73, a Marilyn Kahl #2 CD balance of \$10,104.17, a Vanguard GNMA Portfolio of \$98, 828.86, and a Vanguard Index Trust of \$28,689.82.

The income tax return was filed in a timely fashion and was available for review.

MEMBERSHIP CHAIR - Williams reported that current membership totals are Capitol - 100, Central - 507, Fresno - 61, Kern - 24, Redwood - 31, San Diego - 261, Southland - 691, TUCATE - 26, Upper 34, Libraries - 25, Out of State - 31, and Comps 3 for a total of 1794.

CATE has gained 40 members since September.

Following a meeting with Precision Assembly, Williams announced that changes on council rosters will occur including the actual name of the council, not just a number; a new column will include the county of members. Council numbers have been changed to match the membership brochure and will now be designated 1-9 and will be reflected on membership cards, brochures, etc. A new membership brochure will be ready for CATE 2005 and will include promotion of CATE 2006. Bookmarks are no longer being sent with renewals. To reduce the number of bad addresses, Bob Johnson will send a monthly report to Williams so that she can act immediately and forward information to membership representatives from each council. Council representatives are requested to provide membership representative names to Williams. The ability to join CATE online should be available next week. CATE expresses thanks to Central representatives who represented CATE at CRA.

CONVENTION COORDINATOR - Hase reported that several Board members had reserved Convention sleeping rooms, and she requested reservations from everyone.

Prospective Exhibits Managers for 2006 are being screened, and a name will be brought to the February Board meeting for approval. Eighty-three registrations have been received, and 365 room nights have been reserved. All \$400 booths and 23 \$300 booths have been sold. McDougal Littell is sponsoring the Caucus Breakfast and the President's reception, Scholastic has contributed \$800 for the Board luncheon, Holt will fund the Saturday breakfast up to \$10,000, and Prentice Hall is contributing \$5,000.

Hase suggested accessing the Washington Mutual website for information about applications for grants. Roseboro reported on her conversation with Rotary regarding attendance sponsorship.

Future convention sites include 2006 February 3-5, Anaheim (chair, Jo Anne Mitchell); 2007- February 9-11, Fresno; 2008 - February 7-9, Long Beach, February 20-22, 2009 - Santa Clara.

Following committee meetings, the meeting was recessed at 12:30 for lunch and a holiday celebration.

REPORTS OF LIAISONS

CALIFORNIA DEPARTMENT OF EDUCATION REPORT Breneman's complete report is in the CDE report on CATEWeb. Some highlights include: Jack O'Connell's High School Summit convened in October with over 3700 educators from across the state in attendance.

The HPHS will continue the work of high school improvement supported through *Second to None: A Vision of the New California High School* published in 1992 and *Aiming High: High Schools for the 21st Century* published in 2002. In addition, the HPHS Regional Support Network is being established to support high schools in their efforts to be High Performing High Schools. Though the full HPHS legislative package noted in the last update was not approved by the legislature, the Superintendent is moving ahead with the focus on high school improvement.

Five major focus areas for High Performing High Schools are as follows:

- 1) Implementing high expectations for all students

- 2) Developing world class teachers and school site administrators
- 3) Developing world class instructional materials
- 4) Supporting successful transitions to post secondary education
- 5) Nurturing and developing a community of support to foster high student achievement

Support for HPHS includes the following:

- 1) Aiming High: High Schools for the 21st Century, a how-to document for implementing a standards-based educational system
- 2) Aiming High Toolkit, a web document which introduces research-based resources for high school reform; offers how-to processes for instituting strategies that will increase student achievement; and provides tools, guides, and models to accompany Aiming High. Selected Aiming High Chapters and the Toolkit are available online at www.cde.ca.gov/ci/gs/hs/ahgen.asp
- 3) High Performing High Schools Regional Support Network. Implementation will be a joint effort of the California Department of Education, California County Superintendent's Educations Services Association, the California League of High Schools, and other stakeholder groups. The network structure will follow the 11 CCSEA regions. Funding will be provided by the California Department of Education through a contract with Stanislaus County Office of Education. The project will be initiated in December 2004. Network activities will include staff development activities, demonstration of promising practices, professional discussions on high school reform research, and dissemination of resources. For further information, contact John Merris-Coots at jmerris@cde.ca.gov or (916-319-0461).

Revision of Reading/Language Arts Framework The Curriculum Development and Supplemental Materials Commission (Curriculum Commission) has considered the following rationale for making only minor revisions to the 1999 R/LA Framework: The current framework is a high quality document that supports the current R/LA standards. Therefore, major changes should be unnecessary. The field is still in the process of implementing the 1999 framework, and it would create an unnecessary burden on students and educators to change or revise it significantly. At the September/October 2004 meeting the Curriculum Commission agreed that since the framework is viewed by many as a powerful document that provides clear direction for reading instruction in California, it would be most appropriate to update the research and make minor changes that would not compromise the bulk of the framework.

CDE has been in contact with faculty from the University of Oregon regarding some assistance for the research review during the update period. Tasks to be accomplished are as follows:

Review the current Reading/Language Arts Framework and identify those sections where current, confirmed recent research would be appropriate to include and cite. Amend "Works Cited" beginning on page 281 of the framework to reflect any new citations. Amend "Additional Resources" beginning on page 286 of the framework to add other important studies, books, or journal articles. Identify recent research studies relating to English language learners that show how English language learners learn to read. Provide a status report on the progress of work by February 2005. For further information please contact Martha Rowland at (mrowland@cde.ca.gov) or (916-319-0451).

Field Review A draft Reading Language Arts Framework for field review will be posted on the Web in April of 2005 to provide the field with the opportunity to provide feedback. The draft will include the entire framework, including updated elements and changes that are under consideration. The survey will contain components to assess the level of satisfaction with the existing document. All feedback that is received during the field review will be brought to the Reading/Language Arts Subject Matter Committee and to the full commission for its consideration. Revisions will be incorporated and CDE Press will review all edits and revisit the entire document for any editorial corrections that may be needed. It is projected that by November 2005 the revised criteria for the evaluation of instructional materials and the revised framework will go the State Board for approval.

Textbook Adoptions The follow-up adoptions that were suspended due to budget cuts in 2002-03 will occur in 2005. Based on a publisher's survey, it is expected that programs will be submitted for the following subjects:

- Mathematics, Grades 6-8
- Reading/Language Arts/English Language Development
- Foreign Language

Additional information on the reading/language arts follow-up adoption, including a schedule of significant events, can be found on the CDE Web site at:

<http://www.cde.ca.gov/ci/rl/im/>.

History-Social Science Adoption--2005 The 2005 adoption is on track with sample materials due at the Learning Resources Display Centers (LRDC) by the end of April 2005. A list of LRDCs is on the CDE Web site at:

<http://www.cde.ca.gov/ci/cr/cf/lrdc.asp>.

Funding for Supplemental Instructional Materials for English Learners The 2004-05 State Budget included \$30 million for supplemental instructional materials for English Learners, grades K-12. CDE is developing a correlation matrix for the English Language Development Standards and the English Language Arts Standards that publishers will use to demonstrate how their instructional materials align with these standards. Districts will determine which materials they wish to order and will submit to the CDE an intent to purchase by March 31, 2005. After CDE verification of the alignment of the materials proposed for purchase with these standards, the State Board will approve the distribution of the funds to the districts. For more information on this process go to the CDE Web site at:

<http://www.cde.ca.gov/ci/cr/cf/englearnrs.asp>.

The following counties are holding publisher fairs for the English Learner materials:

Instructional Materials For English Learners

Publisher Fair/Presentations Scheduled Contact

November 22 San Mateo County Office of Education Gloria Siguenza

(650) 802-5620 gsiguenza@smcoe.k12.ca.us

December 10 Contra Costa County Office of Education Rovina Salinas

(925) 942-5332 rsalinas@cccocoe.k12.ca.us

2005

January 6 San Diego County Office of Education Barbara Takashima(858) 292-3557

btakashi@sdcoe.net

January 10 Orange County Office of Education Chuck Acosta (562) 431-2049

ChaAco@msn.com

January 13 Santa Clara County Office of Education Yee Wan(408) 453-6825

yee.wan@sccoe.org

January 18 Santa Barbara County Education Office Andrew Schuette
(805) 964-4710, ext 5217 aschuette@sbceo.org

January 18 Alameda County Office of Education Hector Garcia
(510) 670-4232 hgarcia@acoe.k12.ca.us

January 20 Ventura County Superintendent of Schools Office Patti Johnson
(805) 388-4407 PaJohnson@vcss.k12.ca.us

January 21

Fresno County Office of Education Angela Bowlin (559) 497-3826
abowlin@fcoe.k12.ca.us

January 26

San Bernardino County Office of Education Cindy Munz (909) 386-2666
cindy_munz@sbcss.k12.ca.us

February 4 Humboldt County Office of Education Peg Gardner
(707) 445-7077 pgardner@humboldt.k12.ca.us

February 8 (NEW DATE) Kern County Office of Education Ann Santer
(661) 636-4640 ansanter@kern.org

February 18 Tulare County Office of Education Steven Woods (559) 651-3077
stevev@tcoe.org

Reading First - A total of 113 districts have now been approved for Reading First grants. This includes 38 new Round 3 districts. Changes in Reading First for 2004/05 include:

- The opportunity for districts to increase their grant funding to \$8,000 per K-3 teacher upon approval of a plan to reduce the number of special education referrals based upon reading below grade level. Applications will be sent to all Reading First districts by September 15 and are due to CDE by October 15.
- A new provision that requires the State board to seek legislative approval for changes in the Reading First Program, including any extension of the grant period beyond three years.

Reading First Supplemental Intervention Materials List The State Approved Reading First Supplemental Intervention Program materials list will be posted at www.cde.ca.gov/pd/ca/rl/readfirst04.asp in early December 2004. These materials are intended for use as interventions to reduce the number of students being referred to Special Education.

For information regarding California's approved Reading First Plan, contact Debbie Rury (916-319-0651). For information about Reading First program implementation, contact Jeff Cohen (916-323-4629).

School Library News CDE Online School Library Survey. As recently announced in the Consolidated Application, part II, the school library survey is up and open.. Improvements include 1) immediate access to current year submissions which allows for printed copies; 2) access to information submitted in prior years; 3) minute-by-minute reports on which schools have participated.

Library Funding The Library Act funds for 2004-05 are part of the Consolidated Application. The same requirements apply, i.e. a district library plan and purchases made according to acceptable/unacceptable uses. The amount available is \$4.2 million, half the amount originally anticipated.

Library-related Legislation AB 825 (originally SB 1510, Alpert) combines 26 categorical programs into six smaller block grant groups. Article 7 combines the School Improvement Program and the California Public School Library Act into one block grant called the School and Library Improvement Program. It goes into effect in 2005-06.

Standards and Guidelines for Strong School Libraries. New from the California School Library Association, Standards and Guidelines for Strong School Libraries provides, for the first time, both quantitative and qualitative standards for school libraries. Based on national standards and best practices, the document recommends a floor for minimum resources and instruction as well as successive levels of measurement for school libraries. The report points the way for California school libraries to contribute to student achievement and to prepare students for college, the workplace, and the habits of lifelong learning. For more information, see www.schoollibrary.org.

State Testing STAR Program resources, including the CST blueprints, released test questions, and guides for the writing applications component of the English-Language Arts CST, are available at www.cde.ca.gov/ta/tg/sr/resources.asp on the Internet. Approximately twenty-five percent of the questions from the 2004 California Standards Tests are being released and should be posted by the middle of December.

The Department continues to receive many questions from parents, teachers, and administrators about the writing test results for grades four and seven. There are no separate scale scores, performance levels, or passing scores for the writing component. The eighty-three point California English-Language Arts Standards Tests for grades four and seven include two components: a seventy-five question multiple-choice test and an eight-point writing assessment. Scale scores and performance levels are reported only for the total eighty-three point test. The writing test is one of six Reporting Clusters for the test.

For further information about state testing, contact Paul Michelson (916-319-0353) or Linda Lownes (916-319-036)

California High School Exit Exam (CAHSEE) Districts should receive CAHSEE study guides by early December and a copy is to be provided to each grade 10 student. The study guides were developed specifically for students. They take students through each of the standards assessed on the exam and use released test questions for student practice.

The CAHSEE office is also working on updating the CAHSEE Remediation Guide, and it should be posted on the Web site by early January. The Remediation Guide was developed for school staff to use to assist students who have failed the exam. It provides remediation strategies for school staff to use with these students.

The next SB 964 meeting is January 7. All of the SB 964 advisory panel meetings are open to the public. At a minimum, attendees will include WestEd project staff, CDE project staff, and the advisory panel members. Topics to be discussed at the next meeting are: 1) overview of accessibility of academic content standards for students with disabilities; 2) follow up research on alternative assessments; and 3) discussion of alternative graduation requirements and diploma options

For further information visit <http://www.cde.ca.gov/ta/tg/hs/notes1104.asp> for the November CAHSEE update.

Funding Sources For Attending Conferences Teachers wishing to attend the CATE conference could be encouraged to explore with their school and district administrators the possibility of accessing the following funding sources for purposes of professional development:

Under NCLB:

- Title 1, Part A; (Basic Program);
- Title II; (Teacher & Principal Training;
- Title II, Part D—(Educational Technology)--assuming there are technology sessions at the conference;
- Title III (LEP & immigrant students) (assuming there are sessions addressing the needs of LEP and immigrant students);
- Title V, Part A (Innovative Programs).

The following state funding sources could also be explored:

- EIA/LEP (Economic Impact Aid/Limited English Proficient) (assuming there are sessions addressing the needs of LEP and immigrant students);
- SIP (School Improvement Program)--teachers could explore with their School Site Council;
- BTSA. (Beginning Teacher Support & Assessment)

And, not to be forgotten:

- Local grants.

For further information, contact Beth Breneman at bbrenema@cde.ca.gov or 916-323-5798.

New CDE Parent Handbooks New CDE Parent Handbooks in English Language Arts, Mathematics, History Social Science, and Science are now available on the CDE Web site. The documents include information about state content standards, university entry requirements, and specific suggestions to parents about how to help their children succeed in those content areas from Kindergarten through grade 12. The English Language Arts document also includes advice to parents with children and infants under the age of five. Go to www.cde.ca.gov/ls/pf/pf to access these downloadable handbooks.

Early Assessment Program, California State University. The Early Assessment Program (EAP) offers high school students the opportunity to determine their readiness for college-level work in English and mathematics before entering the California State University (CSU). EAP is a voluntary assessment administered in conjunction with the California Standards Test (CST) in 11th grade in English-language arts and mathematics. The English language arts (ELA) augmentation consists of 15 multiple-choice questions developed by CSU faculty and an essay. CSU English faculty members score the essays. The students' scores are based on ELA CST questions selected by CSU faculty, the 15 CSU questions, and the essay. Based on the results of the testing, students are designated as exempt or non-exempt from placement testing and from remedial courses in English and/or math in their first year at CSU. The test results are not used as part of the CSU admission process.

To support those students who need to strengthen their academic literacy before entering the university, the CSU established a Task Force to develop a 12th Grade Expository Reading and Writing Course. Task Force members are CSU faculty from

English, reading, and ESL and teachers and administrators from high schools and school districts. The Task Force has developed a course that is aligned with the English-Language Arts Content Standards and that emphasizes the in-depth study of expository, analytical, and argumentative writing. Five course modules are currently available for piloting in 2004-2005. The full course will be available for adoption as a senior English course for 2005-2006.

Workshops are currently being conducted to train senior English teachers to pilot the five course modules. The workshops are sponsored by county offices of education and facilitated by two-member teams including one CSU faculty member and one high school teacher, county office consultant, or school district administrator. Interested administrators and high school English teachers should contact their local county office language arts coordinator for more information. They may also contact Nancy Brynelson, Co-Director, California State University, Center for the Advancement of Reading, at nbrynelson@calstate.edu.

CALIFORNIA ENGLISH - Jago reported online that the December issue of CALIFORNIA ENGLISH should be in members' mailboxes any day now. In preparation for our February conference the theme of this issue is "The Power of One Teacher." Jago presented at Asilomar and acquired new reviewers from her session. She accepted the Honorable Mention Award at the NCTE Convention and plans to submit the September issue on African American literature in next year's NCTE contest.

Future calls for manuscripts include: February, 2005 - The Social Studies Connection; Summer, 2005 - (deadline - March 1), The Demands of On-Demand Writing; Fall, 2005 (deadline - July 1).
Teaching Literary Analysis through Discussion; Winter, 2005 (deadline October 1)
Students with Special Needs.

CALIFORNIA WRITING PROJECT - Nitschke reported for Jane Marlink that CWP has issued a call for manuscripts for the Fall Writing Seminar Series: California Stories Uncovered: Writing Our Heritage, Our Communities, Our Promise. She also shared a packet including a copy of the introductory section of the CWP Teacher to Teacher Curriculum Resources (More information can be found at [http://www.calhumevents.org/Resource Toolbox/resource_home.htm](http://www.calhumevents.org/Resource%20Toolbox/resource_home.htm)) and descriptive materials for CWP's Writing Improvement Initiative, a comprehensive package of professional development programs for teachers, technical assistance for administrators and direct services to students. She also included the National Commission on Writing's Writing: A Ticket to Work or a Ticket Out, A Survey of Business Leaders.

CATE WEBMASTER - L. Jordan reported online that CATE 2005 and Promising Practices registrations are now online. Roster information can be updated in the password protected area of CATEweb. Anyone having a problem receiving information through Topica should contact Jordan.

CAPITOL - Dunstan noted that Capitol had hosted three workshops in 2004 as part of the Sacramento Valley Writing Cooperative (SVWG). Workshops included Andy Jones of UC Davis speaking on "Teaching Internet Research: Evaluating Sources, Avoiding Plagiarism;" Paul Rooney of Holmes Junior High School, Davis, speaking on "Teaching Effective Rewriting Strategies;" Dan Melzer of CSUS speaking on "Responding to Student Writing." Capitol cohosted the Second Napa Valley Conference in March.

Because CATE 2005 is in Northern California, a Napa Conference will not be held in 2005.

CENTRAL - Delfino reported that CCTE will honor student writers in areas that are near students' homes this year. Plans are underway for Asilomar 55 with Tobias Wolff, Gail Tsukiyama, Patti Stock, and Sheridan Blau as speakers. Many CCTE members are chairing CATE 2005 committees. CCTE continues to work on initiatives including building membership especially among teachers of color and supporting new teachers by offering scholarships including CATE memberships to Asilomar. Last year 10 scholarships were provided.

FACET - Oppliger reported that FACET continues to attend book clubs sponsored by SJVWO. The TGIF party at Sequoia Brewery to meet new teachers was successful. A wine tasting and book social is scheduled for January 21. FACET will place their web site address on cateweb.org.

GREATER SAN DIEGO - Bowles reported that the GSDCTE Fall Kickoff was held at Point Loma Nazarene University on October 9 with Sharon Cook speaking on "Teaching in a World Focused on Testing." Workshops by Cook, Anna Roseboro, Carole Le Cren, and Tom Waldron addressed reading, writing, and thinking in the classroom - all with a concern about standardized testing. Promising Practices will be held December 7-8 at the Town And Country, featuring Carol Booth Olson, Cindy Marten, Edith Hope Fine, and Farrell Foreman. The Lake Arrowhead Retreat is scheduled for April 22-24, and the Annual Awards dinner will be held at the end of the year.

REDWOOD - McBride reported on line that Redwood is busy with the 2005 CATE Writing Contest with an awards ceremony scheduled for December 13. McBride and Cheryl Schachter addressed Humboldt State University's credential candidates about the benefits of joining CATE and attending CATE 2005. Diana Hight was selected as the Classroom Excellence award winner . Members discussed having a used book sale in the spring. Megan Day will coordinate the writing contest next year.

SOUTHLAND - Linn reported that Roundtable groups have met throughout the affiliate with new ones in Upland and Fontana. The Fall Conference was an enthusiastic success even with registration down 17%. Speakers included Mary Kay Harrington and Daniel Houston-Davila. Membership recruitment continues to be a priority. Loret Stagg was honored at NCTE with The Teacher for the Dream Award in recognition of her work with teachers of color in the Los Angeles area. Southland Council was honored at the Affiliate Awards Breakfast for its impressive increase in NCTE membership over the past year. Everything is in place for the Conference of the Living Tree in January..

TUCATE - No Report

UPPER - Enmark noted that Upper will institute membership drives. A teacher has been chosen for the Classroom Excellence Award. A reception will be held at which she will be invited to speak.

COMMITTEE REPORTS

POLICY/CENSORSHIP (Griggs, chair; Chapman, McAninch, Martinez, Nitschke, Oppliger, Younglove.) The committee reminded Board council committee representatives of Policy 4.2.2 - "The policy and censorship chair of each council committee is a member of the Policy and Censorship Chairs' Committee."

Griggs moved and Oppliger seconded adding that the Legislative Analyst and CTA Liaison to the CATE Board Policy and Censorship Committee as ex officio members in Policy 4.3.1. MOTION PASSED.

Stockton moved and Chapman seconded changing "CATE annual convention," in sentence two to "Board meeting preceding the annual convention." In Policy 4.4.3. MOTION PASSED.

The committee discussed the need to address teacher quality issues perhaps in the form of a resolution.

Younglove will contact Martha Zargosa-Diaz regarding the possibility of her presenting a CATE workshop on how to testify before a committee.

CONVENTION COORDINATING - (Hase, chair; Berry, Browne, A. Fristrom, P. Fristrom, Joseph, Linn, Mitchell, Rippee, Williams) Hase deferred the changes in Policy 4.8 to the Leadership Committee. The senior CATE representative to the CYRM Committee will be added to the Board directory.

Rippee and Hase will cochair a subcommittee on sponsorship. Volunteer committee members are needed.

Group rates at the convention will be taken to the Executive Finance Committee for discussion.

Membership purchase will be online next week.

Hase moved and Mitchell seconded adding "The fee structure must be Board approved no later than the last Board meeting of the school year prior to the convention." to Policy 7.1.5 MOTION PASSED.

Hase moved and Mitchell seconded deleting 7.1.7 and renumbering accordingly. MOTION PASSED.

Hase moved and Stockton seconded that 7.3.1 read "The Board of Directors shall appoint the Exhibits Manager at the February Board meeting for a term ending June 30 following the convention. Continuing Exhibits Managers shall be reconfirmed at the last Board meeting of the school year. If a new manager is employed, that manager will be confirmed at the February Board meeting." MOTION PASSED.

Hase moved and Surabian seconded removing "mail" from 7.4.4a. MOTION PASSED.

Hase moved and Mitchell seconded adding "and processing credit cards and purchase orders" to 7.4.4b. MOTION PASSED.

Hase moved and Roseboro seconded adding "and informing treasurer of credit card transactions" to 7.4.4c. MOTION PASSED.

Hase moved and McAninch seconded changing 7.4.4g to read "Coordinating with the CATE treasurer the deposit of cash from all registrations." MOTION PASSED.

Hase moved and McAninch seconded changing "write a letter" to "contact" in 7.5.5. MOTION PASSED.

Hase moved and Delfino seconded changing the last sentence of 7.6.3 to read "Convention presenters are to be informed of this guideline at the time of the invitation to participate in the program." MOTION PASSED.

LEADERSHIP - (Karpowicz, chair; Allen, Bowles, Breneman, Browne, Delfino, Dunstan, Enmark, Hemric, Surabian) - The Committee discussed Policies 4 and 5.

Delfino moved and Surabian seconded changing 4.7.2 to read "CATE standing committees will be members of the CATE Board chaired by a member of the CATE Board, appointed by the President. Ad hoc committee chairs will be appointed by the president, and the membership may be drawn from the CATE Board, the chair's own geographic area, or from among CATE members statewide." MOTION PASSED.

Delfino moved and Chapman seconded changing 4.7.5 to read: "The major duties of the ad hoc committee chairs include the following: (a) to establish the business of the committee." MOTION PASSED.

Delfino moved and Chapman seconded changing 4.8.2 to read: "Because of the implications of CYRM activities in terms of general finance and the conducting of medal presentation at the annual CATE Convention, a CATE Board Member at Large be appointed as liaison between the CATE members on the CYRM Committee and the CATE Board. The liaison will communicate with the CATE CYRM members electronically, by mail, or telephone. MOTION PASSED.

Delfino moved and Chapman seconded to change 4.8.4 to read "The CATE Board Member at Large Liaison" instead of "The chair of the CATE Board CYRM Committee." MOTION PASSED.

Delfino moved and Chapman seconded to eliminate 4.8.5 and change 4.8.6 to 4.8.5. MOTION PASSED.

Enmark moved and Mitchell seconded to move 5.1.3 to 5.2.1 and change other numbers accordingly. MOTION PASSED.

Enmark moved and Dunstan seconded to eliminate 5.2.2. MOTION PASSED.

Enmark moved and Chapman seconded to add "with expenses paid by CATE" to the end of 5.3.1. MOTION PASSED.

Enmark moved and Dunstan seconded changing "is entitled to" to "chooses to send" in 5.3.2 MOTION PASSED.

Morimoto shared a card created by Moimoto to be placed in registration packets to invite members to become involved in leadership.

SCTE is in charge of the Virginia Reid scholarship this year. Their nominee is Jennifer Sais.

CCCC (California Curriculum Coordinating Council) Younglove noted that the CCCC is an umbrella organization of some 25 professional education associations, providing networking and cooperation on common issues. At the last meeting representatives from the California Business Educators Association spoke about planning a legislative day.

The group recessed for the day at 4:45 P.M.

Sunday, December 5

The group reconvened at 8:40 A.M. for announcements.

The Treasurer's Review Committee, Hase, Berry, and Rippee, met Saturday evening, reviewed and approved the CATE financial records.

COUNCIL REPRESENTATIVES PRESIDENT - Oppliger reported that the Presidents met Saturday evening with representatives from Capitol, Central, Fresno, , San Diego, Southland, TUCATE, and Upper. The President's Handbook was reviewed and editing changes will be given to Mitchell. Hase moved and McAninch moved that "(e.g. coordination of NCTE nominations and promotion of local activities)" be removed from 4.6.2. MOTION PASSED.

MEMBERSHIP (Williams, chair; Allen, Griggs, Hemric, Karpowicz, Oppliger, Stockton, and Surabian) Williams reported that a calculator is the gift chosen for Convention attendees this year. The committee recommends that Convention Chairs and the Membership Committee choose and have the Convention gift approved at the September meeting prior to the convention.

CATE Board members will work in the CATE Booth at the convention where the gift will be distributed, and book marks, computer prop-ups, READ, WRITE, CATE pins, and Lucinda pins will be sold. NCTE books will be available for review with order forms, along with free past issues of CALIFORNIA ENGLISH .

On the Convention Evaluation Form the Membership Committee would like a response to "Give us some ideas of what CATE could do to serve you better."

Each Board member is encouraged to bring in at least two new members. The committee suggests sending an email reminder to members whose membership is expiring. Williams will write an article for CALIFORNIA ENGLISH discussing values of membership, explaining the membership card, and how to get membership information. Reasons to join CATE will be placed on the website with a link to the membership form.

Williams plans a meeting with membership chairs at CATE 2005 with interested Membership Committee members in attendance. Council presidents must give Williams names of Membership Chairs or their representatives who will attend the meeting. She will begin developing membership guidelines for future chairs.

First time Convention attendees will receive a ribbon noting their first time attendance so Board members can recognize them and encourage their continued CATE membership.

EXECUTIVE/FINANCE (Morimoto, chair; Delfino, P. Fristrom, A. Fristrom, Hase,

Mitchell, Rippee, Roseboro) Morimoto moved and Dunstan seconded that Policies 4-7 be extended for three years with Board authorized changes. MOTION PASSED.

All councils, except Capitol and Kern have submitted Awards of Excellence names.

Morimoto moved and Berry seconded that Policy 10.4.1 be suspended to allow Cenral to give five Awards of Classroom Excellence with Central underwriting the cost of three of the awards. MOTION PASSED. The Board suggests that if possible two of the awards be presented at the Pre-Convention luncheon.

Morimoto moved and Hase seconded that Larry Jordan be paid \$250 for setting up the online credit card account and \$25 a month for maintenance of the account, beginning in November, 2004.. MOTION PASSED. Councils wishing to use the online registration service will not be charge by Jordan.

Morimoto will pursue with the Four Points Sheraton LAX representative the possibility of a master account for which points will be received for rooms as well as food and beverages.

PUBLICATIONS (Chapman, chair; Berry, Bowles, Browne, Dunstan, Enmark, Linn, McAninch, Nitschke, Younglove)

Chapman moved and Dunstan seconded to insert Policy 6.7.8 in Policy 6.2.6 and in Policy 6.4.7. MOTION PASSED.

The prompt for the CATE Professional Writing Contest will be "Reading at Risk - The National Endowment for the Arts' report on the state of literary reading in America is alarming. Reading is declining in all groups and across all ages, particularly among young people. Reminding ourelves of the power books have played in our own lives may help us inspire our students to read.

The Prompt: 'Think of a book that has made a difference in your life. Was it a character you identified with? A setting that drew you to other places and times? An answer you were searching for? Write a reflective essay exploring the importance of reading and the particular impact this book had on you."

The Creative Writing Contest local council deadline was December 1, and the state deadline is January 1 for electronic submission. Jago, Dunstan, Younglove, Linn, and Chapman will judge and winners will be submitted to CALIFORNIA ENGLISH and convention chairs.

The search for a CommuniCATE editor continues.

Alan and Cista Leonard will continue coordination of NCTE's program to recognize school literary magazines.

NEW BUSINESS

Rippee will fill out and submit the form for communication with English organizations in the Balkans.

Delfino requested that we encourage attendance at the Pre-Convention.

Hase moved and Browne seconded that the Board nominate Michelle Berry as Member at Large Unspecified, Charlene Delfino as Member at Large College, and Carleen Hemric as Secretary. MOTION PASSED.

Mitchell announced that the theme of CATE 2006 is "Adventures in Anaheim: An E Ticket Experience."

Berry requested Board members to offer sessions at CATE 2005 on beginning teaching in elementary, middle, and high school and sessions about particular book titles.

Chapman moved and Dunstan seconded that the meeting adjourn at 11:40 A.M.

Respectfully submitted,

Carleen Hemric, Secretary