

MINUTES
CATE Board of Directors Meeting
December 2-3, 2017
Santa Ana Doubletree

To Do/Actions to Take
Before the
Next Board Meeting:

SATURDAY, DECEMBER 2, 2017

Present:

Denise Mikkonen, Liz McAninch, Jennifer Howerter, Bill Younglove, Jennifer Silver, Carole LeCren, Gina Cole, Marina Santos, Carol Surabian, Joan Williams, Michelle Berry, Richard Hockensmith, Carmen Carrillo, Jeannine Ugalde, Carol Battle, Angus Dunstan, Mindy Montonio, Angela Halpin, Greg Johnson, Robb Polski, Kim Flachmann, Jayne Marlink, Janina Schulz, Anne Gervais, Patrick Keough, Jill Hamilton-Bunch, Gina Vattuone

I. Call to Order: 8:06 AM

New Introduction: Mindy Montonio, Kern High, new CTA Liaison

II. Approval of Sept. 2017 Minutes MSP Hockensmith/Ugalde

III. Adoption of December 2017 Agenda MSP Dunstan/who?

IV. CATE Board Reports

A. President: Mikkonen

1. NCTE St. Louis: Denise shared that attendance was up, the California crowd hung out in the lobby. She appreciated the “slow-down” attitude, and doing 2-3 things well. NCTE attendance at the convention was up, and membership has stabilized. Our affiliate won an award for California English thanks to Carol Jago. Denise also shared about a dinner she attended where she got to talk to an author at each course. She learned about slowing down the editing process from the professionals.

2. Annual reports due by December 31 to Carole LeCren.

3. CYRM Representatives: Rosaline Huddleston resigned. Denise asked about getting more liaisons. Annie Gervais has been working on getting volunteers, but most bow out when they hear the workload or the meetings. Jane Medina will be dropping off 600 books for the luncheon. Annie explained the CYRM committee: 3 CATE, 3 CSLA, 3 CLA, and 4 CRA. The California Reading Association is the lead organization. Michelle shared that there will be no luncheon. Discussion ensued. Leadership and Executive Finance will add CYRM to their agendas today to discuss our continued association with CYRM.

B. Vice President: Hamilton-Bunch

wireless code: premium2017

1. Advisory Committee met via phone November 21 to discuss the agenda.

2. Update on calendar of meetings and sites

Next CATE board meeting: March 8th, Town and Country, San Diego

Spring CATE board meeting: May 5-6, Hyatt SFO/Burlingame

3. She shared the lunch information.

C. Past President: McAninch

1. CATE Awards/CATE Scholarships: are due to Liz.

2. CATE Elections: Positions open: President, Vice President, MAL Secondary, MAL

Unspecified, MAL Small Councils. Liz would love to have nominations by the end of the weekend. Carole pointed out that nominations can be turned in as late as the day of the business meeting at the CATE Convention in March. Denise reminded everyone that it is highly preferred to follow the policies for elections.

ACTION ITEM: To nominate Kelly Gallagher as CATE Distinguished Service Award Winner for 2018. MSP McAninch/Silver.

D. Secretary: LeCren

1. Business cards were completed for three board members.
2. Minutes and board reports are posted to CATEweb. Carole asked if you notice that they are not up-to-date to contact her, since she has to send them to Cindy to post.

E. Treasurer: Johnson/Halpin

1. Greg shared the financial report for taxes. We don't pay taxes, but we did have to write two checks; one was to register with the state of California as a charitable organization (\$75).
2. Greg shared the current budget. We already have \$37,000 income for CATE 2018 Convention. He also explained that he is keeping better track of the line for Precision, to better understand the costs.
3. Angela requested that the check forms must be filled out hard copy for her, so that she is covered (instead of generating a check request and writing a check). If you don't have the hard copies of receipts, you need to mail her the paperwork instead of e-mailing them.
4. Jill reminded everyone of the parking cost for the weekend at the hotel should be \$15. \$132.39 per night per room should be the cost.

F. Membership: Williams

1. Reminder: You must be a member of CATE and of NCTE (because we are an affiliate). Some of your CATE memberships are expiring. The new convention registration form has generated questions to Joan about membership.
2. CATE membership has stayed fairly steady; it has dropped a little from September to December, and will be lower at the board meeting at the convention, because the convention attendee numbers won't be available until the May board meeting.
3. Joan reminded everyone about CATE Policy 3.9, to help follow how to report new members after a council event. Jill complimented her on how easy it is to follow. Carol Surabian reminded everyone to send "bad addresses" from a council mailing to Joan.

G. Convention Coordinating: Berry

1. Michelle shared a thank you to all who were concerned about the fires in her hometown, where 5000 houses were leveled, major hotels, warehouses, etc.
2. Michelle said that when Cindy arrived in Utah at the P.O. Box, she found the mailbox stuffed with registrations. Michelle reminded board members to register this month if they haven't already done it by December 1.
3. Board members will be asked to volunteer 3+ hours; rooming list will also be passed around.
4. Exhibit hall has 10 booths at this time. Yisel is working on resurrecting the QR scavenger hunt.
5. AV/internet bids are out, it is not going to be cheap. Menu prices are also going to be expensive.
6. Advertising for the convention included a "boost" on Facebook.

H. Convention Chair: Ugalde/LeCren

1. Jeannine shared the major speakers.
2. Carole shared the session strands. Joan asked for a list to share with administrators in order to convince them to send teachers.

V. Liaisons

A.CWP (California Writing Project): Marlink

1. Jayne announced that she would be discussing the horrible, the really great, and the promising.
 2. The horrible: The funding is in danger federally. We are lucky that we are in California. She thinks a resolution would be appropriate; they are powerful reminders and would help educate politicians who thanks to term limits do not know the history of subject matter projects.
 3. The really great: The theme of the convention “With Literacy and Justice for All” has inspired a huge number of activities for students and teachers, including a number of book clubs. Jeannine asked if Jayne could once again share the links. The theme helped drive participation in the pre-convention. A more indepth pre-convention flyer will be mailed out later this month.
 4. The promising: The last time she met with the other subject matter project leaders, they all shared that their membership really wants to reach out to the three counties affected by the fires. Teacher colleagues want to help fellow teacher colleagues. They decided to revise their Teachers Helping Teachers campaign, with the theme Rebuild, Restore, Reinvigorate: to help rebuild classroom libraries, rebuild professional libraries, donate dual language books, books on fostering resilience, and even donate gift cards. All of those contributions are going to be brought to Sonoma State on February 3 at a resource fair to help which will include workshops to help teachers. The event will end with lunch and talk about how to continue the support/relationship with the subject matter projects.
- Undocufund.org, Michelle shared, is a way to help the migrant workers who are not funded by FEMA.

B. CDE (California Department of Education): Howerter

1. Jennifer asked everyone to refer to her report, which goes into more detail then she plans to cover briefly in this oral report.
2. She mentioned that there are several frameworks. She now has the link to the final draft of the History/Social Science framework (her report had the draft version, but the final was posted last night).
3. The Recommended Reading Literature List will be converted to a virtual committee (which doesn't need funding for meetings). Jennifer will be taking this over entirely and will start in January. Contact her if you are interested.
4. Information Literacy is another topic that Jennifer feels is important. She wants a summit in Sacramento during the summer, bringing in numerous news organizations, such as Politico and KQED.
5. She pointed out several other things on her report, including list serves, awards, and funding allocations.

C. CLRP (California Literature and Reading Project): Jago [absent]

D. California English: Jago
As posted.

To Do/Actions to Take
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E. Common Core Consultant: Younglove

1. Bill thanked Jennifer for her report, because she covered several things he wanted to point out. California is still waiting for federal Department of Education approval of its ESSA (Every Student Succeeds Act) Plan. The Fordham Institute has already said California's Dashboard approach to assess school's performances is too complex. They analyzed the effectiveness of education in states--giving them a letter grade.

3. \$2.6 billion annually from the feds via the ESSA equals 2.5% of our state budget for education, but 25% of that must be for low income, English learners, foster youths (via the LCFF).

4. California is going ahead with self-assessment using the Dashboard, using School Accountability Report Card data. School Climate is now added to the SBAC and CELDT, (to be replaced in 2018).

5. Bill and Melinda Gates Foundation has withdrawn from teacher evaluation work, just as they withdrew from six years of small school research. States have thus begun to move away from student growth measures. The Foundation does support network schools, such as California's CORE (8) districts, as well as expanding charter schools (15% of Foundation's funding).

6. CAASPP (California Assessment of Student Performance and Progress) and other assessments will be replacing STAR. When Bill attended a workshop at CSULB yesterday, he found out that remedial courses in community colleges will be cut (because these courses do not apply to graduation), without consulting faculty. The faculty want to push back. Bill shared that there was another time when CSU wanted to eliminate remediation for a different reason --but anyone who teaches students know that second language learners, newcomers, etc. knows that they need the help, yet longer graduation time means more money needed to attend. It's a vicious circle. Bill shared that the California Faculty Association and Faculty Senates have opposed this unilateral move. The State Senate's select committee on student success (chaired by Senator Steven Glazier) will take testimony regarding this issue, beginning December 4th, at Santa Monica CC. There are many implication in this move/outcome for K-12 also.

7. Discussion ensued about remediation. Kim shared that CSU will have no remediation as of next year. Carmen shared that the community colleges will also eliminate placement tests.

8. Annie brought up ELPAC; she said it is extremely different from the CELDT. She said it is going to be administered in the spring, and it will be very difficult. Second year EL students and beyond will be taking both ELPAC and CAASP. Jill explained that by giving it in the spring, it will be a better tool for teachers, providing them with information about their ability to deal with rigorous tests. Jill said she thinks that it is the right move, but maybe not the right metric. Michelle pointed out that it could also be used by administrators as a tool to judge teachers whose students who are not making progress, spring to spring.

F. CTA (California Teachers Association): Montanio

CTA has taken a look at the frameworks and what has been adopted. Mindy will have more to report at the next board meeting.

G. CETA (California Educational Theatre Association): Caswell

VI. Report by CATE Council Representatives

A. Capitol: Dunstan

They met as a board and hope to do an opera workshop in the spring. Carole suggested maybe using the convention theme to jumpstart a “storming the capitol” tie in, politically.

B. Central: Nichols (reported by McAninch)

Liz reported that they made a lot of money for their Chiyo scholarship; they also had an increase in writing contest entries.

C. Fresno: Schultz

As posted.

D. Greater San Diego: Vattuone

As posted.

E. Kern: Flachmann

As posted.

F. Redwood: Williams

Joan pointed out that they are so far away from other activities in the state that one would think that the teachers in the area would jump at the chance to go to a local event, but that hasn't happened. She is partnering with the Redwood Writing Project. She continues to focus on two things: to have a Classroom of Excellence award, and to put on a writing contest.

G. TUCATE: Surabian

As posted. Carol added that a college teacher pays to bring her student/new teachers to CATE Conventions and uses them as a panel. The idea would be that many of those panel participants may become members in the future.

H. Upper: Cole

As posted.

I. Southland: Silver

As posted.

BREAK: 10:25-10:40

VII. First Round of Standing Committees

A. Executive Finance

Members: Patrick Keough, Michelle Berry, Carole LeCren, Greg Johnson, Denise Mikkonen, Jill Hamilton Bunch, Gina Cole, Angela Halpin, Carol Battle

B. Publications

Members: Jeannine Ugalde, Carol Jago, Jayne Marlink, Bill Younglove, Angus Dunstan, Jennifer Silver, Maria Santos, Carmen Carrillo, Annie Gervais, Jennifer Howerter, Sommer Iamale

C. Membership

Members: Joan Williams, Kim Flachmann, Richard Hockensmith, Carol Surabian, Carmen Carrillo, Janina Schultz, Robb Polski, Gayle Caswell, Gina Vattuone, Mindy Montanio

LUNCH 12:00-1:00 and White Elephant Gift Exchange (Angus as master of ceremonies)

First round of standing committee meetings/Break until 2:00

First Round Standing Committee Reports

To Do/Actions to Take
Before the
Next Board Meeting:

A. Executive Finance

Reported out by Patrick Keough:

Patrick reported that the meeting started with a discussion of CYRM. Discussion ensued about whether the issue is with the organization, the expectations of the committee members, etc. Annie and Carole will work on CYRM issue, including Akiko Morimoto (former CYRM rep from CATE) in the discussion at the convention. Meanwhile, Annie has forwarded three reps to CYRM, one a former CRA board member who is going off the board and will now stay on as a CATE rep. Patrick continued. For next year, it was suggested to put Postage in a line under operating expenses to help with keeping track of the costs. He also reminded

B. Publications

Reported out by Jeannine Ugalde:

Jeannine announced the Professional Writing Contest winner receives a complimentary membership and a complimentary convention registration, plus publication in *California English*. Glenn Morgan (1st place), Steve Rodriguez (2nd place) gets free membership and publication in *California English*. There is a place on CATEweb to publish the Professional Writing Contest.

Jeannine announced the CATE Creative Writing Contest has a glitch--writing coordinators cannot assume that the teacher submitting.

Danika Ho Grade 3-4 Central

Seemi Bohousla Grade 5-6 Central

Ryan Stretch Grade 7-8 Central

Co-winners Grade 9-10 Julian Drews (Kern)/Skylar Wu (San Diego)

Peodeu Grade 11-12 San Diego

no college winner

C. Membership

Reported out by Joan Williams:

Joan talked about how to track renewals, and will continue to look at how to streamline it. They also looked at the leadership cards (which garner many members). Gina Vattuone created an electronic leadership card with a QR code. The plan is to print the access on a card that will be placed on the tables. She also shared an idea to have the council presidents speak from the podium at the convention so that attendees/members can put a face with a council. Council presidents can briefly announce what events their councils do. Joan also talked about looking at county realignment (which counties are in which councils)--to be discussed at the May board meeting. Carole suggested putting a "Never Been to a CATE Convention" blurb in the program directing them to the membership booth. Carol Battle shared that she was invited to a reception as a newbie at NCTE. Mindy said the same thing happened to her at a CATA conference. Jeannine suggested buying a "First Time Attendee" ribbon to add. Carol Battle also shared that at NCTE she was asked to pick up her ribbon at another location. Carole jumped in and said that may be a good idea with a large state map where the counties/councils were listed. Joan clarified that the membership committee has volunteered to man the "welcome" table. Annie shared how NOT to do a reception for newbie based on her experience at another organization's newbie reception. Joan shared some of the rebranding of CATE.

VIII. Second Round Standing Committee Meetings

To Do/Actions to Take
Before the
Next Board Meeting:

A. Policy/Censorship: Angus Dunstan, Resolutions – Robb Polski, Carol Jago, Jayne Marlink, Bill Younglove, Patrick Keough, Jennifer Howerter, Marina Santos, Gina Cole, Carmen Carillo, Carol Surabian, Mindy Montanio

B. Convention Coordinating: Michelle Berry, Greg Johnson, Angela Halpin, Denise Mikkonen, Carole LeCren, Jill Hamilton Bunch, Carol Battle, Jeannine Ugalde, Gina Cole, Annie Gervais,

C. Leadership: Liz McAninch Kim Flachmann, Richard Hockensmith, Gale Caswell, Joan Williams, Janina Schultz, Jennifer Collison, Sommer Iamale, Kathy Nichols, Gina Vittuone

Adjourned for the day at 4:15; followed by the Presidents' Meeting.

SUNDAY, DECEMBER 3, 2017

The Presidents' Meeting

Carol Surabian reported that they met, then adjourned.

Second Round Standing Committee Reports

B. Convention Coordinating

Reported out by Michelle Berry:

Carole and Jeannine report that their committee is nearly full, with only a need for photographer and autograph/book liaison chair. Carol Battle has taken on the job of media chair.

Giveaways have traditionally been given during drawings at the Sunday brunch (for evaluations) and at the Business Meeting (for attendance). This year we instead have decided to give gifts out sporadically in the Exhibit Hall, details to be described at the March meeting.

LCDs are definitely needed. We understand the issue of machines which are mounted, but ask that those folks who are driving in check with their school libraries, and any organizations with which they're affiliated (like Boys and Girls Clubs, Scouts, or others) to see if it's possible to bring one to convention. I'll ask today, and again in an email in January for your commitments, remembering that they will cost about \$300/day/room if we need to rent them from the hotel.

I will produce the Board's "Where to Be" card, and Carole, the President's Reception invitations.

Council receptions will be Friday from 5-6pm. Presidents should let Carole know if you intend to have a reception so she can include it in the program. The convention program will be posted online, in addition to a listing of workshops (separately), directions to the hotel, and other quickie links the co-chairs think will be helpful.

CATE and hotel principle folks will have their traditional Preconvention meeting Wednesday afternoon at 4pm prior to convention.

There are so many terrific workshop proposals that it looks like we need another breakout room, even given if a few folks drop out (which always happens). Town and Country wants to charge \$500/day per room. I hope to negotiate that down (by raising the FB minimum. If that doesn't work, we will plan to rent ONE extra room for the two

days. (During discussion w/Board it was decided to purchase some additional LCDs in the event that Board members cannot provide a sufficient number of projectors, exchanging the cost of renting vs. cost of purchase, coming out of the AV/internet budget line, to be spent regardless.)

There is another issue that's raised its unattractive head and that's the menu prices, which include ALL food. I will continue to work diligently and fervently to lower those prices so the attrition costs to CATE are minimized.

The candy bars and bottled waters we "purchased" at the Santa Clara convention (our unspent minimum) will be placed in attendee bags. Easy fix as we cannot sell them on the hotel site, and since bagels/muffins/rolls at the Super Sessions appear to be a non-negotiable item. We will provide only coffee and tea at those sessions.

Annie reported that her theme is set "United We Dream: Voices of Literacy in Pursuit of Human Rights," and she has interest from three major speakers so far. Go, Annie!!

A. Policy/Censorship

Reported out by Angus Dunstan

We proposed two sessions for CATE 2018 but only one could be accepted so we have combined them into one educational policy forum featuring three brief presentations (from Marina Santos, Jennifer Howerter, and Bill Younglove) followed by discussion and concluding with Bill Younglove) and concluding with Bill Younglove offering strategies for effective communication with legislators and other policy makers.

At the September meeting we were charged with revising Policy 12.0 Affirmative Action. It was decided that every committee needs to weigh in on this issue but we neglected to get it on the agenda this time. We therefore request that each committee be asked to add it to their agenda at the May meeting.

Bill and Marina led a discussion of AB 1035 which will take effect in January. Marina explained that it says the interim assessments tied to SBAC, that teachers can give (and score), cannot be used as part of a teacher's evaluation. Marina will shape a commendation resolution to bring before the annual business meeting in March.

Extensive discussion followed over the draft of an additional resolution which is the result of ongoing Policy Committee conversation arising from the presidential election and current climate of political discourse. Angus offered to forward the draft via e-mail to the board so that everyone can wordsmith. He will bring a final version for members' consideration in March.

C. Leadership

Reported out by Liz McAninch

Leadership Committee Meeting: December 2, 2017

The committee discussed the following questions:

1. How do Councils build leadership within their ranks?

Kern has had great success with social events as well as one-day workshops with outstanding presenters. Central recently recruited teachers whose students have consistently participated in the CATE Writing contest and attended the Young Writers Reception. FACET and TUCATE received cards from Yosemite that indicated interest in their councils. GSDCTE recently initiated an Outreach Campaign on Facebook, e-mail and tweets. Redwood Council gives memberships to Student Teachers. Joan Williams also advises to contact district office at the beginning of the school year for names of new teachers with the idea of giving a reception for them. Also, she suggests sending out notes of welcome from CATE with assurances that CATE can support them in many ways.

2. Does CATE need to re-brand?

- At least once a year CATE should “remind and refine.” We should look at our mission statement in September to remind us of who we are and what we do.
- Instead of re-branding, we need to look at gaps in our current branding. A committee member found an example on our website and suggested that instead of using only the term “English teacher” on its front page, CATE could be more inclusive by refining the statement to read “all K-12 ELA and college English educators.”
- Polish the idea of CATE as a professional organization

3. Slate of Candidates for 2018 Election:

President – Greg Johnson

Vice-President – Jill Hamilton-Bunch

MAL Secondary – Jeannine Ugalde

MAL Unspecified – Liz McAninch

MAL Small Council –

Liz McAninch believes there is a strong candidate from Central to run for MAL Small Council.

IX. Old Business

Denise asked for clarification about how to inform and register the awardees/scholarship winners. Discussion ensued. Conclusion: Councils may inform their award winners if they want, but Denise will send the official notification by December 31. Denise will send a copy of the letter to the council presidents, and several board members (convention coordinating, membership, past president) so multiple people have the information and can check for clerical errors.

ACTION ITEM: To accept the awardees and scholarship winners from the councils. MSP (McAninch/Berry).

X. New Business

Liz asked if the Grade 11-12 award winner of the CATE Creative Writing Contest could present her writing at the convention. Jeannine and Carole will work on this.

Bill Younglove shared an old CATE goal: to write position papers. He talked about getting CATE’s name out there by using CATE business cards and his CATE hats. Bill said that NCTE has some good position papers that we could use for inspiration. He would like to get to the point where when a teacher asks an administrator for funding to go to a CATE Convention, the administrator doesn’t ask, “What is CATE?”

Jill recommended a book *The End of Membership* by Sarah Sladek that she has been re-reading. Jill said that a group needs to define who they are, even if that means they won’t appeal to everyone. Angus also shared that when people join/become a membership because they have to give up something.

ADJOURN: 9:47 Dunstan/Gervais