

**CATE BOARD Meeting - Hyatt Regency
5101 Great American Parkway, Santa Clara 95054
(408)200-1234**

AGENDA

Thursday, February 16th, 2017

Continental Breakfast served in El Camino Room

Meeting Called to Order by Denise Mikonnen.

Approval of December 2016 Minutes

Moved by Jeanine Ugalde and Seconded by Greg Johnson.

Approved.

Approval of February 2017

Moved by Michelle Berry and Seconded by Kim Flachmann.

Approved.

Consent Docket

Proposed by Denise Mikonnen to add 2 scholarships to the consent agenda.

Moved to accept by Hockensmith. Seconded by Carol Surabian.

Approved.

V. CATE Board Reports

A. President (Mikkonen)

Mikonnen thanked the committee for their work on the convention. She encouraged all to be at their volunteer stations as requested. Reminded BOD that awards schedule is posted in the program.

Mikonnen reminded the board to sit at separate tables at all meals, except Saturday.

There are reserved tables for Council Reps of winners and families. Only one board member from the local council should sit at the winner's table.

Consent docket

Virginia Reid Scholarship: Gina Sciarrillo Adda Clevenger Preparatory, San Francisco

The Fristrom Scholarship: Liga Moin Jordan Middle School, Palo Alto

Approved

B. Vice President (Hamilton-Bunch)

Advisory Committee met on conference call on May 7 to plan for this meeting.

Next Meeting is May 6-7 in San Diego at the Town and Country Hotel. She will be sending information regarding this event.

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Past-President (McAninch)

McAninch requested that Council Presidents requested that they escort their award winners to the Hospitality Suite and sit at the table up front with them when they receive their award. Photos of the Council President and the recipient will be taken immediately after the meal, so please plan on staying for five minutes. Room 1218 for the hospitality suite.

CATE Election 2017

Those on the ballot need to make a 2-minute speech. Carol Jago needs a picture and statement. McAninch communicates this with nominees.

Ballots are ready for distribution at Sunday's Annual Business Meeting.

Candidates to date:

Secretary – Carole LeCren
Membership Chair – Joan Williams
MAL Unspecified – Summer lamele
MAL College – Carmen Carrillo
MAL Middle – Carol Battle
Kathy Nichols

Council Representatives:

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

Nominations for NCTE Awards due May 1.

McAninch will make sure that the leadership committee gets the names of nominees. The leadership committee makes this recommendation. This nomination comes from the award winners at CATE 2017.

D. Secretary (LeCren) Not in attendance. Report submitted prior to meeting.

1. Directory update
2. Policies
3. Business Cards/Roster
4. Other

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E. Treasurer (Johnson/Adler)

1. Financial Report year-end
The refund section is a bit higher this year because of cancellations for the convention.
Investments made \$6,000 more this quarter.
2. Year to date Finances
Board reviewed financials, which were provided on a handout.
3. Reimbursement updates/Reminders
Adler discussed that the board must have receipt from hotel to be reimbursed. The form for reimbursement is attached to budget form.

F. Membership (Williams)

1. Reminder to be current in CATE and NCTE.
2. Numbers
Membership dropped this iteration, but that is normal for this time of year because of the convention.
3. Procedures for memberships
Thank you for those who sent membership lists to Williams and Precision after local conventions.
If councils have a membership chair who will be here, please let Williams know so that she can meet with them.
4. Membership Chair delegate meeting on Friday at 4:30
5. Membership gift
Williams purchased luggage tags for about \$700 as give aways for the membership booth.

Cindy Conlin and Precision are sending rosters to Williams, but the roster and convention attendees do not match. There are more than 100 that don't match.

Her thinking is that they don't know that they need to renew. This causes financial issue for local council.

Mikkonen commented that it is important to solve this issue.

A discussion ensued. It seems that the problem has to be with the registrar or Precision. Williams will follow up.

Several suggestions came up to work with membership to figure out how to solve this problem.

A spirited discussion ensued.

G. Convention Coordinator (Berry – 7 minutes)

1. Updates on CATE 2017 Kudos galore
 - A. CATE 2017 updates

Numbers for this convention are a little lower than last year, but the same as the year before.

CATE BOARD



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Berry has received emails regarding CATE. Some districts have not sent participants because of concerns over tenuous funds.

There is a snack bar in the convention center. Please be sure to promote the snack bar, as CATE must pick up costs if minimum is not met. Snack bar is open from 10 am -2 pm.

Nichols, Dillon and Berry have been in constant contact each week getting things done.

Berry will be handing out Presidential reception cards.

Exhibit Hall will have 36 booths and tables. CETA has requested a renewed relationship with CATE.

Curtain, who sets up the exhibit hall, has been excellent and has provided additional perks and help.

1. Hotels

a. Hyatt

The Hyatt is full and room block met.

i. Marriott

Room block is 20 for Wednesday and Thursday and 35 on Friday and Saturday.

The room block was not met. The Marriott will double check to make sure that all their guests who bought rooms were with CATE. We will not pay a penalty if those rooms are bought by other people. Could be as much as \$5,200 but expected to be lower.

Also requesting that we use their facility for a board meeting to allow us to make up the room block.

2. Convention Center

AV and WiFi in the convention center and Exhibit Hall.

A security guard will be provided for the convention.

AV and internet -> ACTION ITEM:

Jonathon Lovell from the San Jose Writing Project is lending LCDS, easels and screens.

a. Donation

Berry moved to donate \$500 to SJWP as a thank you.
Seconded by McAninch. Motion carried.

b. LCDs

Mikkonen and Berry decided to buy 7 new LCD projectors. Berry moved to spend an additional \$1,000 to buy LCD in addition to the \$1,000 that is already budgeted. Seconded by Williams. Increase office and equipment from 1,000 to 2,000 decrease board and meetings from \$40,00 to \$39,000. Motion carried.

The hotel has provided us with a free second screen for keynote speakers.

The hotel has been very generous and helpful.

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3. Registration

This item will be discussed in convention committee.

4. Volunteer sign-ups

Berry requested that each board member not assigned to a specific station during the convention sign up for four hours of volunteering.

There are 30 student teachers who are volunteering for this convention under Dunstan's supervision.

A sign up sheet was distributed.

5. Events of Interest card

Will have those ready by this afternoon.

6. Pearson

This will be discussed in committee.

7. Buttons

Thank you to Carole LeCren for Ask Me About CATE buttons that all will wear during the convention.

8. Reception invitations will be available to attendees as they check in.

B. Other

H. Convention Chair (Nichols/Dillon)

1. Sched

Nichols thanked the board for their support. An e-mail link was sent out. Re-tweet the link to get the word out.

2. Sunday Unconference

An e-mail was sent to the board. General topics have been introduced and then there will be sub topics. Participants will put their post-it notes up and the schedule will be out on Saturday.

There is an evaluation online at bit.ly/CATE2017

VI. Report of Liaisons

CWP (Marlink) As posted.

CDE Howerter

The funding for standards revisions was not in the governor's budget, but the hope is that it will be in the upcoming budget. Until then, the work will continue as possible.

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See attached for information from Howerter.

California English (Jago)

Jago is going to have photos of award winners in California English. There is going to be an issue of California English that goes along with Asilomar. This issue will be themed. There is momentum for bringing in more advertising revenue. Jago is holding an informational meeting for writers for California English during the convention.

CCSS (Younglove)

There is a dashboard that will be used in the state of California for data related to schools. He spoke of the newest issue of Ed Leadership, which has a great deal of excellent information. The substance of the common core has been retained by most states. There are many riches in the new frameworks. They are finding differences in the scores on SBAC between paper and computer tests. Cost is an important part of assessment choices. Federal money is no longer coming to finance AP tests.

CYRM (Gervais)

Gervais attended the CYRM board meeting on behalf of the CATE board. In the past, former members of the committee used to have access to all nominated books, but the new policy is that they will not do this. See board report to see list of names of CYRM board members. The CYRM committee is asking that CATE include the names of nominated books on CATE's website and Facebook as well as a link to voting. This will be discussed in the publications committee. CYRM board is considering discontinuing resource guides for nominated books. Gervais informed CATE's representative to the CYRM board of the opportunity for reimbursement for the CYRM meetings, as she is CATE's representative to this board. CYRM asked if we would like them to link from their website to ours. CYRM requested that we post on our website the process for becoming the CATE representative to CYRM. CYRM requested that we clarify our relationship with their organization and their responsibilities as our partner.

G. CTA (Orona) As posted

Report by CATE Council Representatives (All as Posted except Redwood)

A. Capitol (Dunstan)

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- B. Central (Dillon)
- C. Fresno (Schultz)
- D. Greater San Diego (Ugalde)
- E. Kern (Flachmann)
- F. Redwood (Chapman/Williams)
Currently have no acting president.
Met at Christmas. Meeting in March to honor CATE 2017 awardee.
Will run yearly student writing contest.
Council awardee for this year has a partner who is the featured artist in California English.
Distributed flyers for CATE to local schools.
- G. Southland (Lockwood)
- H. TUCATE (Surabian)
- I. Upper (Cole)

Standing Committee Meetings

Executive Finance

Keough shared information regarding the convention budget and expected revenue. The convention. Since numbers are preliminary further information will be shared at May meeting.

Committee began to formulate next years budget.

Publications

Ugalde shared that CATE professional writing is posted on website. Requested that local councils advertise this opportunity

The committee is working to update and provide accurate information CATEweb and California English

The committee is working to have active and engaging Facebook posts.

Membership

Williams reported that the committee discussed booth set-up, coverage, and break-down and reviewed procedures for memberships during convention, as well as strategies for retaining student teachers. The committee will be distributing bookmarks for the 2018 convention throughout CATE 2017.

Resolutions

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Angus Dunstan brought forward a resolution regarding charter school accountability. Moved by Dunstan. Seconded by Robert Chapman. Discussion ensued. The board voted against the resolution and tabled for another date.

Two other resolutions were brought forward. Please see CATEweb for full documentation.

Resolution #2 (Convention Commendation)—Moved by Dunstan. Seconded by Johnson. Approved.

Resolution #3--Moved by Dunstan. Seconded by Lockwood. Approved.

Dunstan reported that the committee requests that Robert Polski take over as Resolutions beginning next year. They also suggested that we consider that we hire a legislative analyst.

Convention

ACTION ITEM: Berry moved that we no longer sell our mailing lists to outside entities. Seconded by Hockensmith. Motion passed.

Gervais will speak with Pearson about the situation regarding events that compete with the CATE Conference. There is a conflict with a specific event this year.

Nichols shared regarding the Collaborative Conversations set up for Sunday morning.

Leadership

Surabian moved that the board nominate Theron Hopkins for the NCTE Award of Excellence. Ugalde seconded. Approved

Mikkonen moved to adjourn. Dunstan seconded. Approved.

Meeting adjourned 4:02 PM.

Submitted by: Jill Hamilton-Bunch, subbing for Carole LeCren