

**MINUTES**  
**CATE Board of Directors Meeting**  
**March 8, 2018**  
**Town & Country Resort, San Diego, CA**

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

**THURSDAY, MARCH 8, 2018**

Present:

Denise Mikkonen, Liz McAninch, Carol Jago, Carol Surabian, Jeannine Ugalde, Jennifer Silver, Carole LeCren, David Wisar, Kathy Nichols, Marina Santos, Jennifer Howerter, Carol Battle, Mindy Montanio, Kim Flachmann, Gina Vattuone, Patrick Keough, Sommer Iamele, Bill Younglove, Richard Hockensmith, Joan Williams, Michelle Berry, Gale Caswell, Annie Gervais, Angus Dunstan, Angela Halpin, Greg Johnson, Robb Polski

I. Call to Order: 8:23 AM

**II. Approval of December 2017 Minutes** MSP Hockensmith/Williams

**III. Announcements**

Carol Surabian announced that Disney will donate a million books as part of a social media program that rewards people who take “shelfies” (a selfie with a book that you’re reading).

Michelle Berry clarified some information about parking, food, and rooms.

**IV. Adoption of March 2018 Agenda** MSP Dunstan/McAninch.

**V. CATE Board Reports**

A. President (Mikkonen)

1. Commendations: To Carole, Jeannine, and Michelle for their hard work.
2. Awards Schedule: Please take care of your awardees. During meals, try to integrate, except at the Saturday banquet.

B. Vice President (Hamilton-Bunch)

1. The May meeting: May 5-6 Hyatt Burlingame (not our usual Doubletree, so don’t get on the wrong shuttle).
2. The September meeting: September 7-9 in Southern California.
3. Lunch will be served in the board meeting room.

C. Past President (McAninch)

1. Council presidents should locate and escort the award winners, and stay after the meal for a photo. There is no hospitality suite this year.
2. CATE Elections: Send in photos and biographical information to Carol Jago in *California English*. The open positions are: president, vice president, MAL secondary, MAL unspecified, MAL small council.

D. Secretary (LeCren)

Carole LeCren pointed out that submitting board reports earlier than the morning of the board meeting would be extremely helpful--a few days prior would be nice.

#### E. Treasurer (Johnson/Halpin)

1. Greg Johnson reported on the budget and accounts.
2. Angela Halpin explained a situation involving a request for full reimbursement for a trip to NCTE by CATE's nominee to NCTE for the classroom excellence.

ACTION ITEM: To reimburse our classroom of excellence award winner nominated to NCTE, a \$500 partial reimbursement retroactively. Moved by Jago, seconded by Berry. Discussion ensued, including asking the Leadership Committee to clarify to future nominees that the reimbursement will be only \$500, which will be voted each year in May in relation to CATE's budget and ability to fund a nominee, if CATE decides to put forward a nominee that year. MSP.

#### F. Membership (Williams)

1. Membership Update: Joan Williams has electronic membership lists available, and says that this one is the most updated/accurate, since Precision and Cindy Conlin have implemented her suggested procedures. In addition, the convention registration this year tried a different way of determining new/renewing memberships. Carol Jago pointed out that it is nice to get a copy of *California English* in new members' hands as fast as possible. Joan also shared that she is still working out glitches about reporting new members to Precision; they will not process a new membership until they know both the name and the dues.
2. Gifts/Booths: The convention gift is yellow luggage tags. Carole LeCren shared that the membership booth will also be handing out leftover water and snacks from last year's convention.
3. Reminder: CATE Board Members MUST be dues-paying members of NCTE also, as part of our bylaws as an affiliate.

#### G. Convention Coordinator (Berry)

1. Convention Details. As of March 5: 972 registrants. Still getting registrations online. We are oversold on all the meals except Sunday brunch. Michelle reiterated that board members should spread out at the meals. Michelle shared details about meals.
2. Gratitude: Michelle thanked Carole LeCren and Jeannine Ugalde for all their work on the convention.
3. Needs from the Board: Michelle shared the "Events of Interest to the Board" orange card and pointed out what the board needs to do.
4. CATE 2020: Looking at Long Beach for the first two weekends in March.

### VI. Report of Liaisons

A. CTA (Montanio) As posted.

B. CWP (Marlink)

Michelle Berry reported for Jayne Marlink that she helped Jayne with the event in North California at CSU Chico that supplied materials for teachers who lost things in the fires, put on workshops for teachers, and gave gifts to help teachers. Room night block number was exceeded back in December. She talked about AV costs. She also shared the challenge of filling the exhibit hall.

C. CRLP (Jago) The California Reading and Literature Project is still going strong at UCLA.

D. California English (Jago) As posted. She added that soliciting ads has become an issue. She reached out to Heinemann to advertise two books that she was familiar with, without charge; and she is also doing it for Carol Booth Olson and Teachers College

Press, both for no charge, because she believes that the journal looks more professional with ads. After comping these two ads, the hope will be that Yisel Parra can get paid ads from them in the future. Carol also shared that Asilomar's chair, Ruth Nathan, suggested synching the theme of Asilomar and the theme of an issue of *California English*. She printed 200 extra CEs to be included in the Asilomar program. She pointed out that we can't survive without collaborating--as groups we need to support each other in order to help each other and gain membership.

E. CCC (Younglove)

Bill shared the following: a two-sided handout, via CAASPP, provides details for Universal Design, as well as three-year testing phase-in; both federal and state budget (surplus, but federal cuts could reduce that amount) monies are still in a state of flux; California's ESSA proposal still not accepted by the U.S. Department of Education; Common Core State Standards very much in effect in California, as well as nationwide, despite some name changes and slight modifications. Many (largely electronic) resources exist (via the CDE). Even though SBAC is relocating (from UCLA to ?) in California, and even though "SBAC states" and "PARCC states" have greatly diminished in numbers, many states are turning to other Consortia (5 total)/tests (e.g. McGraw-Hill, SAT, ACT, etc.). School, district, county, and state data are available via Ed-Data Partnership. Note: Pearson is selling its K-12 Curriculum Business, but not its Assessment Operation. A legislative bill (AS 1951/O'Donnell) would allow SAT or ACT in lieu of 11th grade SBAC. The California Dashboard, using School Accountability Report Card data, continues to be produced, even though some data are lacking, or in a state of flux due to assessment changes. There are many electronic resources available via the CDE. Communities are getting a little more used to it.

F. CYRM (Gervais)

Annie Gervais reported that she put forward three reps, and one went to the meeting that she could not attend because she came down with the flu. Carole LeCren shared that CATE will be announcing the CYRM award at the Friday luncheon and will be putting out the books on the chairs (books provided by Jane Medina, one of our previous CYRM representatives).

G. CETA (Caswell)

Gale submitted a report, but added a compliment to the CATE board. Carole LeCren asked Gale to "introduce" the two presenters from CETA who are doing sessions at CATE 2018.

H. CDE (Howerter)

Jennifer submitted a report, but announced a great event in Sacramento on May 23.

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

A. Capitol (Dunstan) As posted.

B. Central (Nichols) As posted.

C. Greater San Diego (Vattuone/Ugalde) As posted.

D. Kern (Flachmann) As posted.

E. Redwood (vacant)

Joan Williams reported that they do have a classroom excellence award winner, with 4-5 supporters attending CATE, and will have a reception in Redwood to honor their winner. She has also created a collaboration with the Redwood Writing Project.

F. Southland (Silver) As posted.

G. TUCATE (Surabian) As posted.

H. Upper (Cole) Absent.

I. FACET (Schulz/Wisar) As posted.

BREAK 10:15-10:30

### **VIII. Standing Committee Meetings (Round 1)**

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

**Noon - 1:00 PM LUNCH**

### **IX. Standing Committee Meetings (Round 2)**

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

### **X. Reports**

#### **Standing Committees Round 1**

- A. Policy/Censorship (Dunstan)

**ACTION ITEM:** To forward the following resolution to the annual CATE board meeting for adoption.

#### **RESOLUTION ON INCLUSIVITY AND RESPECT**

Whereas school attendance is mandatory and all students (and their parents) have a right to be safe, respected and welcomed at school, and

Whereas teachers, especially language arts teachers, are very often responsible for conducting discussions on difficult issues arising from the study of literature, from the consideration of current events, and from students' struggles to master the art of argumentative writing, and

Whereas such discussions cannot take place except in an environment in which students and teachers feel safe, supported, intellectually challenged and accepted – an environment which fosters the trust, respect, communication and cooperation students need in order to reach their full potential, and

Whereas the Common Core Standards (11th grade Speaking and Listening) specifically address the need for students to “initiate and participate effectively in a range of collaborative discussions.... building on each other's ideas;” to “respond thoughtfully to diverse perspectives;” and to “use civil, democratic discussions when working with peers,” and

Whereas white nationalist, anti-immigrant, and anti-LGBTQ rhetoric has made many already marginalized and vulnerable students even more insecure, and counter-factual statements and abusive language has made democratic discussion more difficult:

Be it resolved that The California Association of Teachers of English (CATE) reaffirm its commitment to the value of fact-based, respectful, intellectually challenging discussion and in the value of an inclusive classroom environment for all California students, and

Be it further resolved that CATE urge its members to re-energize their efforts to make their schools and classrooms safe and inclusive spaces, especially for those students who are targeted, marginalized and victimized by the language and actions of powerful political figures.

Moved by Dunstan, seconded by Surabian. Discussion ensued. After editing a line in the background, the motion was passed.

**ACTION ITEM:** To accept the revision of Policy 12.0. The text of the policy that was passed (see below):

## **POLICY 12.0 AFFIRMATIVE ACTION (new)**

### 12.1 Background

California is the most populous state in the nation and is rich in cultural, linguistic, ethnic and racial diversity. Furthermore, the state champions this diversity as a unique asset for its schools and communities. CATE will take concrete steps to invite, welcome, involve and support traditionally under-represented teachers and to address, wherever possible, the challenges and possibilities of teaching traditionally under-represented students.

### 12.2 Affirmative Action Steps

1. CATE will urge councils to actively recruit traditionally under-represented teachers to run for council office and will ask councils each year to report to the CATE board on such progress.
2. CATE will ensure that at each annual convention at least one strand addresses particular issues faced by traditionally under-represented students in language arts classrooms.
3. CATE will urge councils to ensure that issues of particular interest to traditionally under-represented teachers and/or issues faced by traditionally under-represented students are addressed in their programming.
4. In selecting guest speakers for the annual convention, Convention Chairs will look for those who will address issues relevant to traditionally under-represented teachers and/or those who work with traditionally under-represented students.
5. Convention Chairs will select at least one Annual Convention speaker who is known as an advocate for traditionally under-represented students.
6. CATE will select conference sites at hotels which are in compliance with affirmative ac-

tion requirements of the Office of Civil Rights.

7. CATE will contract with vendors who comply with affirmative action requirements of the Office of Civil Rights.
8. The Policy/Censorship Committee will review annually all Affirmative Action practices, evaluate progress in these areas and report findings to the membership.

Adopted 3/8/2018

Moved by Dunstan, seconded by Polski. Discussion ensued about parts to delete/revise. Passed.

ACTION ITEM: To nominate Lauren Markham, author of *The Far Away Brothers*, for the NCTE Intellectual Freedom Award; and the DACA (Dreamers) for the Affiliate Award. Moved by Dunstan, seconded by McAninch. Mikkonen pointed out that if our nominee wins, we will need to discuss how to fund her.

ACTION ITEM: To put \$500 in the budget to subsidize our NCTE Intellectual Freedom Award winner's attendance at NCTE in Houston. Moved by Dunstan, seconded by Gervais. Passed.

ACTION ITEM: To commend the CATE Convention 2018 Committee with the annual board resolution. Moved by Polski, seconded by Dunstan. Passed.

#### B. Convention Coordinating

##### 1. CATE 2018 Last Minute Details

Friday lunch will pay tribute to teachers' years of teaching; Friday dinner, 14 students arriving later to perform during Viet Mai's presentation; Saturday dinner will pay tribute to number of conventions attendees have attended, ending with Punky's special tribute and award for 50 conventions.

Exhibit hall issues

Booth sales are shrinking due to costs inherent in exhibiting, so two proposals discussed: lowering price of booth rental \$100, so \$350, 400, 450, vs. present \$400-450-500, OR providing a table as part of booth rental. CATE would bear the cost of that table. This was discussed with Board; decided to bring it back up at May meeting.

One exhibitor chose to cancel after the deadline due to Curtin charges of which she was not aware. Those fees are not transparent upon agreement with CATE. Board agreed to provide that exhibitor half refund if they do attend after all, and full refund if they do not, along with apology and thanks for providing us circumstances we hadn't considered. Further, CATE will post Curtin's costs on our website for full transparency.

Council meet-ups will be Friday 5:00-6:00pm

President's Reception will be Saturday 5:30-6:30pm

2. CATE 2019 is progressing well. Potential big draw speaker for Saturday evening is in progress thanks to Bill Younglove. Annie is moving well towards a great convention!
3. CATE 2020 – we need a chair to step forward for LA convention, hopefully by May meeting.
3. CATE 2022 proposals may be ready for May meeting. Focus is on Long Beach area.
4. Other

**ACTION ITEM:** Beginning with CATE 2019, all CATE Board members in good standing, including liaisons, (members in good standing defined as NCTE membership, CATE membership, and attended 3+ board meetings in the previous year), will earn free basic registration (no meals) provided they serve 4+ hours volunteering as assigned during that convention. Discussion ensued about the definition of a year, and how new board members would be able to attend three meetings when they were only on the board in September. Discussion ensued about how to attract/retain younger, less solvent teachers. Passed.

**ACTION ITEM:** To lower our booth prices by \$100 in each of the three tiers for CATE 2019. Moved by Berry, seconded by Gervais. Discussion ensued. Motion withdrawn.

### C. Leadership

Leadership Committee – March 8, 2018

Present: McAninch, Flachmann, Hockensmith, Caswell, Williams, Iamale, Nichols, Vituone, Wisar

1. NCTE Awards: Committee recommended a nomination for Rachel Watson for the High School Teacher of Excellence Award and David Wisar for NCTE Affiliate Leadership Development.
2. Members discussed the importance of inclusion outreach and we noted that NCTE awards grants for affiliates who develop a plan to improve inclusion. Gina, David and Angus volunteered to form an Ad Hoc committee to devise some strategies. It was also suggested that we look at ways to retain younger members on the board. What barriers and/or problems do many of them face? According to some on the committee, it can be a financial burden to those with young families.
3. Some of the new Council presidents were unaware that all the presidents met on Friday night before the weekend board meeting began at one point in time. They appreciate the President's Handbook, but they felt what would really help them more would be a meeting before the board convenes on Saturday. They expressed a strong desire to have Presidents' Meetings in September, December and May.
4. The discussion continued as newer members (in addition to council reps) expressed feelings of not knowing what is expected or what to do during the board meeting. They feel especially left out by too many "in" jokes at times. New board members suggested they need a mentor to help them feel comfortable and free to contribute ideas. Perhaps the Leadership Chair and Past President could work on a mentoring program rather than assigning a particular member-at-large position as part of his or her job. A one-on-one situation could be the most effective.

Submitted by Liz McAninch, Chair

**ACTION ITEM:** To support Rachel Watson for Classroom Excellence Award and David Wisar for Affiliate Leadership Award with a reimbursement up to \$500 to go toward their travel to NCTE in Houston to receive their awards. Moved by McAninch, seconded by Williams. Passed.

### **Standing Committee Report Round 2**

#### A. Executive Finance

Discussion ensued about the costs/benefits of the exhibit hall.

#### B. Publications

The committee discussed the CATE writing contests, both student and professional. The committee focused on the theme of human rights, unrepresented groups, for example, Dreamers.

The committee then began to brainstorm thoughts about the theme and why it is important to defend human rights as the country is divided. The idea of inclusion –to work with someone you would not have before---or when you were included or brought someone in and recognize the significance of others – was further discussed as the committee began to form the writing prompts.

The committee, then, agreed on the following:

#### Student writing prompt

Our ability to understand helps us to ensure equal rights for all people. Consider how different perspectives enhance our ability to be a just society.

Write a poem, story, or essay where you show how our world is a better place when we include the many voices of those around us.

#### Professional writing prompt

How do you ensure that your classroom is a safe space for all voices? Explain how you include students in the promotion of diversity and justice.

Angus Dunstan is the coordinator for the writing contests.

### C. Membership

1. Booth: Carol Battle and David Wisar will help set up booth after meeting today.

Thank you to them and to those of you who have signed up to assist in the booth.

2. Gifts for drawing: We will gift two one-year memberships for the convention; however, they need to be used.

3. Membership reminders: We have decided to cut down on the number of paper reminders (cost 70 cents) unless bulk mailed, from 3 to 1, sent out one month prior to expiration. We will continue to send 3 e-mail reminders, 2 months before, 1 month before, 1 month after expired. We also discussed the role that local council chairs could play in contacting their members. We further discussed finding a way to make information regarding individual memberships available to members.

4. Council realignment: We decided to look at our current councils and return in May with the ideas/proposals for a possible change in councils. We will review population, geography, etc. and look at what we can do better to meet the needs of the teachers in the councils.

5. Asilomar requested e-mails for members in order to promote Asilomar. We discussed and recommend that we not give access to e-mail addresses to any group or individual who is not on the CATE board or a local council board. We feel that once distributed, we no longer have any control over what happens.

**ACTION ITEM.** To revise Policy 3.2.3, to include: CATE e-mails can be used only by council presidents, using BCC (blind copy sent), to contact/advertise CATE members about events that directly relate to the mission. Moved by Berry, seconded by Wisar. Motion failed. The suggestion was made to work on the wording of the proposed policy for the next board meeting.

6. Thank you to Carol Battle for QR code to give participants an opportunity to let us know that they would like to be more involved locally.

Submitted by Joan Williams

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

#### OLD BUSINESS:

Michelle Berry asked board members to rearrange a few volunteer commitments.

Bill Younglove answered some questions about his assessment handout from the morning. Bill Younglove talked about having an archive/institutional knowledge location (online, at a university, etc.)

#### NEW BUSINESS:

Bill Younglove shared, from the archive, a 1993 document (105 pages) with lesson plan ideas for new teachers. He is interested in producing a similar document, with each board member contributing 3-5 lessons. Annie Gervais suggested that the document needs to be able to be updated constantly in order for it to be useful to the changing landscape of the new teacher. Carol Battle suggested a slightly different type of document--a letter to myself from each board member that would point out what each one of us would like to have known. Bill finished his new business by sharing a book: *The Deepest Well* by Nadine Burke Harris.

Adjourned: 4:29 PM