

CATE Board of Directors Meeting MINUTES DRAFT UNTIL APPROVED

September 8-9, 2018

Westin Long Beach • 333 East Ocean Blvd. Long Beach CA 90802

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

SATURDAY, SEPTEMBER 8

Present/Roll Call: (checkmarks next to names: ✓)

Executive Officers

- ✓ President: Greg Johnson (2020)
- ✓ Past President: Denise Mikkonen (2020)
- ✓ Vice President: Jill Hamilton-Bunch (2020)
- ✓ Secretary: Carole LeCren (2019)
- ✓ Co-Treasurers: Angela Halpin, Patrick Keough

Chairs

- ✓ Membership: Joan Williams (2019)
- ✓ Policy/Legislative: Angus Dunstan
- ✓ Resolutions: Robb Polski

Council Representatives (elected every year)

- ✓ Capitol (CCTE): Angus Dunstan
- ✓ Central (CCCTE): Kathy Nichols
- Fresno (FACET): ✓ David Wisar & Janina Schulz
- ✓ Greater San Diego (GSDCTE): Gina Vattuone
- ✓ Kern (KCTE) Kim Flachmann
- Redwood (RCTE): [vacant]
- ✓ Southland (SCTE): Jennifer Silver
- ✓ Tulare (TUCATE) Carol Surabian
- Upper: Gina Cole

Members-at-Large

- ✓ Julie Paulsen (Elementary, 2019)
- ✓ Robb Polski (Secondary, 2019)
- ✓ Carol Battle (Middle, 2020)
- ✓ Carmen Carrillo (College, 2020)
- ✓ Sommer Iamele (Unspecified, 2020)
- ✓ Liz McAninch (Unspecified, 2021)
- ✓ Bill Foreman (Small Council, 2021)
- Jeannine Ugalde (Secondary, 2021)

Conventions

- ✓ Convention Coordinator: Michelle Berry
- CATEWebmaster and Registrar: Cindy Conlin
- ✓ CATE 2019 Chair: Annie Gervais
- ✓ CATE 2020 Chair: Jennifer Silver

Liaisons

- ✓ Common Core Consultant: Bill Younglove
- ✓ CWP Liaison: Tim Dewar
- CRLP: Carol Jago
- CYRM Representatives: Rebecca Detrich and Christopher Lewis
- CDE Liaison: Jennifer Howerter
- CETA Liaison: Gale Caswell
- CTA Liaison: Mindy Montanio

I. Call to Order: 8:31 AM

1. New board members were welcomed: Bill Foreman, Tim Dewar, Julie Paulsen (who is newly appointed as MAL Elementary to fill Patrick Keough's position).
2. Introductions: Everyone shared who they were, where they taught, years/teaching responsibilities, and board position.

II. Consent Docket

The following items of business may be voted upon by a single vote of the Board without discussion, unless and except for any item which anyone of the Board desires to have discussion about at the meeting, in which case, each item so noted will be withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket:

- A. Approval of May 2018 Minutes. Moved by Dunstan, seconded by Mikkonen. Passed.
- B. Adoption of This Month This Year Agenda. Moved by Dunstan, seconded by Berry. Passed.

C. Appointments:

1. Advisory Board: J. Hamilton-Bunch, G. Johnson, M. Berry, C. LeCren, J. Williams, D. Mikkonen, A. Halpin, P. Keough, A. Gervais
2. Standing Committee Chairs: Executive Finance – Patrick Keough, Policy/Censorship - Robb Polski, Convention Coordinating – Michelle Berry, Leadership – Kim Flachmann, Membership – Joan Williams, Publications – Jeannine Ugalde
3. Appointments: Welcome Co-Treasurer – Patrick Keough (in new role); MAL Elementary – Julie Paulsen (appointed to fill Patrick's old board position)

Moved by Dunstan, seconded by Silver to approve the consent docket. Passed.

III. CATE Board Reports

A. President (Johnson)

1. Sharing out of events/changes/issues germane to area(s) where you teach/work that may be instructive to CATE Board decisions/deliberations and contribute to the overall knowledge of the status of English teaching (with a focus on California).

Discussion ensued about how to have such a discussion. Greg clarified that the elementary, middle, high school, college levels be given time to present. Carole suggested having people clarify if the issues are localized, statewide, or national. Joan suggested limiting the time based on the agenda, and carrying over any discussion to the end of the day. Carmen suggested that board members, in their board reports prior to the meeting, present any issues for discussion. Carol S. expressed concerns that the issues might be better discussed in sub-committees. Greg clarified that he doesn't want it to be a problem-solving discussion, but simply a sharing of issues. Kim suggested combining several ideas from the discussion: use the breakfast time for discussion, and the agenda time for the highlights. Kathy added that having it in the board reports would help. Greg summarized: in board reports, as part of breakfast discussion, and then shared during the president's report. To practice, we then gave ourselves 10 minutes for discussion.

Open topics for discussion: The new practice of enrolling all incoming freshmen to community college in English 1A, without any remedial courses, but with "support" for students who need it. Carmen raised this issue in her board report. Bill F. shared that at the CSU, he thinks the goal is to wash-out freshmen, so that the remaining students will figure into the calculation for graduation rates. Gina shared that her local community

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

All board members:
Book your flights for
CATE board meeting
early.

Council Presidents:
Start the process of
locating classroom
excellence and other
award winners so that
you will have all your
nomination materials
ready to hand in by
December.

All Board Members:
Make a note to submit
your board report
at least a couple of
days before the board
meeting.

college does provide supports. Carole added that community college courses are now being offered on high school campuses, and she is not sure of the implications. Michelle added that struggling students who don't pass 1A or 101--what will happen to them in society? Annie asked if new freshmen can skip 1A (i.e. a student who passed AP in HS), or if all freshmen are required to take 1A? Time was called.

2. Looking forward to this year.

3. Goals for Presidency (for your consideration in standing committee meetings)

Greg discussed his goals to have unity on the board, and to make sure that CATE remember to address ALL levels, K-16. He is happy that currently we seem to have broad representation of all those levels on the board. Annie added that we should also include ESL/ELD representation on the board. Bill suggested that we create MALs for EL, and also MAL Two-Year and also MAL Four-Year. Discussion ensued. Greg gave everyone a gift: *Drive: The Surprising Truth About What Motivates Us*, by Daniel H. Pink. He asked us to read it. Michelle suggested a book club/talk at the next board meeting for people who would be interested.

B. Vice-President (Hamilton-Bunch)

1. Jill went over logistics for the rest of the weekend. Two reminders: If you can't make a board meeting, please inform Jill ASAP. And, all CATE board members also need to be members of NCTE.

2. Meeting Dates

1. Saturday, December 1-2, SFO Doubletree
2. Thursday, February 21, Hyatt Regency SFO
3. Saturday, May 4-5, LAX Marriot (CATE 2020 Convention location)

Jill asked that people make their reservations as soon as possible in order to save money for CATE.

3. Facebook & Twitter: Discussion ensued about CATE's Twitter account, which it seems no one has access to. The consensus was for the Publication Committee to let the old Twitter account go, and to create a new Twitter account.

C. Past President (Mikkonen)

1. Awards

- Classroom Excellence
- College - Capitol & Redwood
- Secondary -Fresno and San Diego
- Middle - Central and Kern
- Elementary - Southland, Upper and TUCATE
- Award of Merit
- Distinguished Service Award –

ACTION ITEM: To award Susan Dillon the CATE Distinguished Service Award. Moved by Mikkonen, seconded by McAninch. Discussion ensued about her contributions to CATE under strenuous circumstances. Passed.

2. Scholarships

- Henke
- Fristrom
- Virginia Reid

3. NCTE Liaison

- 2018 High School Teachers of Excellence
- Intellectual Freedom Award

These two awards are at the national level. We forward our classroom excellence (high school level) winners to NCTE for consideration. We could also, in the future, forward our middle school winners. We also occasionally nominate an Intellectual Freedom Award for NCTE.

D. Secretary (LeCren)

1. Verify e-mail addresses.
2. Business Cards: People can order business cards at the September board meeting.
3. Reminder for standing committees: take notes/minutes of your breakout meeting and give them to me before leaving on Sunday.

E. Treasurer (Johnson/Halpin/Keough)

1. Greg went over the budget. He pointed out that we are about \$70,000 ahead, due to profits from CATE 2018.

Board meetings: Costs are up perhaps due to better attendance. Awards & Gifts had no expense, because Greg put the cost under President Office.

California English printing: Angus asked about the printing costs. The amount allocated was raised due to an increase in membership, but it didn't cost as much. David asked if members have the option to receive CE electronically rather than in print. NCTE has this option, but Jill (who is married to a journalist) said making a magazine electronically interactive is exorbitantly expensive. Carole pointed out CE is in PDF form on CATEweb.

2. Patrick reported that his first job as co-treasurer was to look at the Precision accounts in relation to membership, and to take a close look at our system of advancing membership (\$15) dues and reimbursing councils their 40% of dues. Angela added that tidying up the system would be a good idea. Joan pointed out that "giving an advance" is not written in the policies or bylaws, so changing the procedure will not cause any action items in order to change. The topic will be brought up in Executive Finance.

(Break: 10 minutes)

F. Membership Chair (Williams)

1. Members: 1458 as of last week. We will receive an NCTE award for membership.
2. Convention membership expiration: If you renew your membership during convention, then January 31 is your expiration date, in order to ensure that a member doesn't get the chance to get a member discount to a convention two years in a row, which is what would happen this year since last year's convention was in March, and this year's is in February.
3. Rosters—Joan requests a roster frequently from Precision. Councils should ask Joan for the roster. It is an Excel file with ALL members; if you know how to sort in Excel, then it's good to go for individual council's local use.
4. Council membership chairs: Send Joan any updates/changes to your council's membership chairs.
5. Updates and bad addresses: When Joan gets "bad address" notifications, she likes having a council membership chair who can perhaps track down an updated address for that person. Carol S. suggested that registrars of council events who find bad addresses can notify Joan so she knows as early as possible.
6. Reminder for reporting memberships for local council events: There is a board policy

that you MUST report any new members who register/buy a membership during your council event immediately.

7. Council alignment: It is very interesting to look at how our nine councils serve their populations. Example: Redwood serves a population in the thousands; Southland serves a population of 18 million. Equity is impossible to reach when looking at rural/urban areas. It may be impossible to “balance” the councils by population or geography.

G. Convention Coordinator (Berry)

1. Gratitude: Michelle pointed out that the older members of the board enjoy coming to these board meetings because of the “family”--the importance of knowing what else is going on in our lives. She thanked everyone for their condolences on the sudden death of her brother.

2. CATE 2019

1. Online registration: Michelle and her committee are working with EventPower. We are still working on the bugs. We hope to have it available by the end of September.

2. Speakers: Annie reported that she has the following lined up but not yet signed on (in process)

Friday

Super Session- Cesar Moreno Perez

Lunch- Ruta Sepetys (CYRM)

Dinner-Reyna Grande

Saturday

Super Session-Ari Dolid (Bay Area Writing Project)

Lunch-Lauren Markham

Dinner-Sarah McBride

Sunday

TBD-Tommy Orange and/or Angie Thomas

Zaretta Hammond and Francisco Jimenez just in case.

3. Flyers

For various reasons, the flyer is still in process, so are not available at this meeting for board members to take and distribute. Michelle asked for board members to give her their addresses and the number of flyers they want.

4. Call for Presenters

The link for the Call for Presenters was posted late, and we have 17 so far. The deadline will probably be extended. Michelle encouraged board members to present, or encourage colleagues to present.

5. BOD registration

Event Brite will create, for lack of a better term, a “coupon” which, when entered in the online registration, will generate the “correct” registration fees to match our recent changes to board member convention costs.

6. Rooming for convention

We get only 20 staff rooms at a cost of \$90, and then the convention price will be \$169. To save CATE money, the staff rooms will first be assigned to board members who are sharing rooms. Michelle will be the person in charge of rooms for board members and will ask for your rooming requests at the December board meeting.

7. Curtin Services

Issues involving the idea to put the exhibit hall in the upstairs central area to the Hyatt Regency SFO, the idea to discount/subsidize table/chair costs, the limits of the location, the success of Curtin who may no longer make any money on CATE’s conventions--are continuing, and Michelle will bring up ideas during the committee meeting.

IV. Report of Liaisons

1. CTA (Montanio): unable to attend; report posted
2. CWP (Dewar): Tim introduced himself and explained the transition of CWP from Jayne Marlink's leadership. He also shared the progress that CWP has made on planning the preconvention for CATE 2019, including a spoken word troupe which will present for lunch at the preconvention. (His report is posted.)

3. CLRP (Jago) (not available)

4. California English (Jago): as posted

5. CCSS (Younglove):

Bill shared that California's federal Department of Education ESSA Plan has finally been approved (was "bargained" back and forth). California's "Dashboard" (reporting to parents/guardians and the community) has been simplified. Various California subject frameworks are under way (some are still seeking input, some are nearly finished). There is a CAASPP Institute (Smarter Balanced Assessments) at 6 locations, again, in October, for teacher training.

Common Core Update:

- Test types/companies are increasing and varied (many fewer PARCC; fewer SBAC).
- Gains (yearly scores) are minimal, contrast, especially to NAEP ("Nation's Report Card").
- Many research studies are positive, supportive, but look for/at an "agenda" by those financed by certain political "Think Tanks."
- AB 1951 (O'Donnell)—still pending—would allow SAT (and ACT) substitution in senior high in place of SBAC. Backed by many school superintendents (Long Beach Unified's Chris Steinhauser, for one) and a number of districts.

Finally, in new teacher credentialing, the CTC (Commission on Teacher Credentialing) now requires a "Mid-Term Action Plan" by the candidate, the cooperating teacher(s), and the supervisor. At the end of student teaching, a similar "Induction Plan" must be created. Also, all cooperating teachers will receive ten hours of training in conjunction with these plans.

6. CDE (Jennifer Howerter): unable to attend; as posted

7. CETA (Gale Caswell): unable to attend; as posted

8. CYRM: (not available)

V. Report by CATE Councils

1. Capitol (Dunstan): as posted
2. Central (Nichols): as posted
3. Fresno (Schultz): as posted
4. Greater San Diego (Vattuone): as posted
5. Kern (Flachmann): as posted
6. Redwood (vacant)
7. Southland (Silver): as posted
8. TUCATE (Surabian): as posted
9. Upper (Cole): not available

LUNCH noon-1:00 PM

VI. Standing Committee Meetings (Round One)

Give minutes, preferably sent via e-mail (exactly the way you want them to appear in the minutes) to LeCren by the end of the meeting.

Agendas and Membership:

1. Executive Finance – Patrick Keough, Michelle Berry, Carole LeCren, Greg Johnson, Denise Mikkonen, Jill Hamilton-Bunch, Gina Cole, Angela Halpin, Annie Gervais
 - i. 2017/2018 Budget
 - ii. Convention Budget
 - iii. Curtin Contract renewal
 - iv. Policy 8.0 – Finance and Reimbursements

2. Publications – Jeannine Ugalde, Carol Jago, Tim Dewar, Bill Younglove, Kim Flachmann, Angus Dunstan, Mindy Montanio, Jennifer Silver, Liz McAninch, Jennifer Howerter, Sommer Iamale, Robb Polski
 - i. Update on CATEweb
 - ii. Update on Facebook
 - iii. Writing Contests Update
 - iv. Policy 8.8 Virginia Reid Scholarship

3. Membership – Joan Williams, Bill Foreman, Carol Surabian, Carmen Carrillo, Janina Schultz, Gayle Caswell, Carol Battle, Gina Vattuone, Julie Paulsen, Kathy Nichols, David Wisar
 - i. Policy 5.0 – Liaison
 - ii. Reports from conferences—process in policies—review
 - iii. Surveys—next steps
 - iv. Local councils
 - v. QR for leadership
 - vi. Local council membership chairs

VII. Reports from Standing Committee Meetings (Round One)

Membership (Williams)

ACTION ITEM: To maintain Policy 5.0 until it can be revised in December 2018. Moved by Williams and seconded by Carrillo. Passed.

Policy 3.9 needs the updated text to be posted on CATEweb. Joan will send the updated versions to everyone until they are posted in the newest version of the policies.

Joan has the results for the QR survey from the convention. There were two responses. She is passing on those names and the QR code to the Leadership Committee.

The committee created an action plan based on the theme: So you've joined CATE, now what?

Action Plan:

1. Check the materials/communication that are sent to new members.
2. Have a session at CATE to explain/brainstorm how to create satellite groups.
3. Support/advertise any satellite groups.

Executive Finance (Keough)

Discussed the “miscellaneous” carryover; decided to create a new line item that identifies the funds that are “carryover from previous convention” line.

Discussed discounts to exhibitors that committed earlier, with tiered percentage cuts and deadlines. This incentive, which would probably cost \$6000, and would replace the table/chair subsidy, which would cut \$8000.

Discussed travel reimbursements. In order to be fiscally responsible, consider having board members who make last minute changes to plane travel to not pass the cost of the change to the board/CATE.

Discussed how the reimbursement checks cannot be written for board members in a timely manner if everyone wants a check at the time they leave the board meeting.

Patrick and Angela will create a “best practices” document to advise board members in order to help CATE be fiscally responsible.

Discussed the recent procedure about paying an advance on the percentage of membership dues to councils. Discussion ensued. Policy 2.2 was discussed.

ACTION ITEM: To add the following words to Policy 2.2 “from the previous fiscal year”:

2.2 Payment of Dues Money to Council Committees

In June the CATE treasurer shall remit to the treasurer of each council committee that qualifies the proper proportional share of membership dues money as specified in the Bylaws Item 10.3, provided the council committee has submitted all necessary financial and annual reports **from the previous fiscal year**. If a council committee does not submit an annual report by September 1, the Board of Directors may request that the council committee remit the balance in its accounts to CATE, and the CATE treasurer will administer the funds for the council committee until a new Council Committee treasurer is elected or appointed. Passed.

Discussed CATE’s investment in Vanguard, tabled from the last board meeting, and the pros/cons of withdrawing from Vanguard and putting our money into other funds. Patrick talked to a financial advisor/friend with suggestions about what the pros/cons would be. His friend suggested that we could invest in a “socially responsible” fund. Sommer asked for clarification of the issues. Carole re-read the discussion from the last board meeting. Julie asked what type of Vanguard investment, and pointed out it is possible to look up which companies a mutual fund invests in. Bill F. stated that we want to be careful that whatever we invest in must be diversified. Angus shared that we invested this money at a time when investments were a safer place to earn money than a CD or savings account. Gina V. clarified that Vanguard has been taking criticism not only for its support of the gun lobby, but of countries that have been involved in genocide. Carol S. asked who the contact person is for our investment. Bill F. explained that Vanguard invests in the top 500 companies and has low overhead so there probably isn’t a contact person. David pointed out that as an investor, any investor, the investor needs to establish what his/her investing philosophy is before making investment decisions. Carol B. added that the board needs to pick where we want to draw our lines. Carole added that the board is talking about CATE’s money, so that we may need to ask the entire membership. Discussion ensued. Michelle concluded by revisiting the reason she brought up

the issue.

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

Publications (Iamele substituting for Ugalde)

1. CATEweb

Discussed the purpose of the website of our organization. Tim described it as a book-case, where information is sourced/stored, such as information about the convention, forms, writing contest prompts, etc.

2. Facebook and Twitter/CATEweb Calendar

Angus explained how we came up with a calendar of information that we want to post on social media, let's say, twice a month. Who constructs the posts? Who posts the posts? Sommer Iamele, as MAL Unspecified, would make sure the posts go out. We also want to look into a way (app/widget/something) for us to archive our posts on CATEweb (ask Cindy) so that anyone can see the previous posts.

ACTION ITEM: To make Sommer Iamele, in her capacity as MAL Unspecified, in charge of posting on CATE's Facebook and CATE's Twitter. Moved by Dunstan, seconded by Flachmann. Discussion ensued. Passed.

ACTION ITEM: To change the wording in Policy 8.8 as presented. Moved by LeCren, seconded by Dunstan. Passed.

8.8 Virginia Reid Scholarship

1. The Virginia Reid Scholarship recognizes excellent beginning elementary teachers who are CATE members by providing financial support to attend an annual CATE Convention in order to further their professional involvement in CATE.

2. Each December, CATE will name an elementary teacher to receive this scholarship, which will provide non-member registration and all convention meals

3. To be eligible for the scholarship a teacher must

- a) be a full-time K-6 teacher
- b) have fewer than five years of teaching experience
- c) be a member of CATE

4. To apply for the scholarship, a teacher must

a) Write a letter of interest indicating what the teacher expects to gain by attending the convention and how the material learned in convention workshops will be shared with other teachers,

b) Obtain two recommendation letters from any combination of fellow teachers, administrators, or parents.

c) Send all three letters to local council president.

5. The scholarship winner will be selected in the following way:

a) Announcement of the scholarship will be made in the spring and summer issues of California English.

b) The application for the scholarship must be sent to council president by November 15. The winner will be recommended to the BOD by the **Leadership Committee Past President** at the December Board meeting, and the council president will notify the winner by December 31.

c) In principle, the winner of the scholarship would be selected on a rotating basis from the council areas throughout the state beginning with the following convention years:

2019 Capitol, FACET, Kern, Redwood, TUCATE, Upper
2020 SCTE (Southland)

d) The Publications Committee shall be responsible for the CALIFORNIA ENGLISH announcements and for notification of CATE council presidents so that they may publicize the scholarship's availability.

4:15 PM

VIII. Standing Committee Meetings (Round Two)

Agendas and Membership

1. Policy/Censorship – Robb Polski, Carol Jago, Tim Dewar, Bill Younglove, Julie Paulsen, Jennifer Howerter, Gina Cole, Carmen Carrillo, Angus Dunstan, Mindy Montanio
 - i. Legislative update
 - ii. Resolutions
 - iii. CDE report
 - iv. Intellectual Freedom Award
 - v. Review Policies 4.0 - Committees and Special Assignments
 - vi. Review 12.3 - Promulgating the Affirmative Action Plan
2. Convention Coordinating – Michelle Berry, Greg Johnson, Angela Halpin, Carole LeCren, Jill Hamilton-Bunch, Jeannine Ugalde, Bill Foreman, Annie Gervis, Patrick Keough, Denise Mikkonen
 - i. CATE 2019
 1. Annie's report/needs
 2. EventPower
 - a. Booths still needed
 - b. Lead retrieval
 - c. Codes for various entities
 3. Exhibit hall and Curtin
 - ii. CATE 2020
 1. Jennifer's report/needs
 - iii. Other
3. Leadership – Kim Flachmann, Carol Surabian, Gayle Caswell, Joan Williams, Janina Schultz, Jennifer Silver, Sommer Iamale, Carol Battle, Kathy Nichols, Gina Vattuone, Liz McAninch
 - i. Policy 9.2 – Voting
 - ii. Handbook Revisions
 - iii. Recruitment for CATE Board Offices
 - iv. Building leadership in local councils
 - v. Recommendations for NCTE Leadership Positions
 - vi. Teachers of Excellence and their Future Roles
 - vii. Merit Awards and their Future Roles
 - viii. Rules of Conduct

Adjourned at 5:10 PM.

Presidents' Meeting followed.

SUNDAY, SEPTEMBER 9

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

Called to order: 8:03 AM

Standing committees were reconvened for 30 minutes to finish their meetings.

IX. Reports from Standing Committee Meetings (Round Two)

Policy and Censorship (Polski)

Discussed the bill about SATs from Bill Younglove's report from yesterday. Bill explained that in his report he wasn't

Reminder that we reinstated the resolutions committee for Thursday at CATE. The local councils need to nominate a resolutions committee member. Have the name by the December board meet. Michelle pointed out that because of the shortage of reduced price rooms in our contract for CATE 2019, to make the best use of our resources, she highly encourages us to room with a board (and now a resolutions committee) member.

ACTION ITEM: To strike Policy 12.3 in order to align with the updates from the prior updates. Moved by Polski and seconded by Dunstan. Discussion ensued about if the policies online are the most current. Motion withdrawn.

Discussion ensued about Policy 4.0 and when the Presidents' Meeting will meet. We increased the budget to include a \$30 reimbursement

ACTION ITEM: To change the wording to state:

4.5.3. The Council Presidents Committee shall meet on the Friday evening prior to the CATE Board Meeting or at another time as determined by the President of Presidents. The chair will be given time on each board agenda for a committee report. Moved by Vattuone, seconded by Surabian. Passed.

ACTION ITEM: To retain the rest of the wording of Policy 4.0. Moved by Polski, seconded by McAninch. Passed.

Discussion ensued about how to address our previous discussion about our investment in Vanguard, which supports positions/entities that go against the personal beliefs of some board members (i.e. the gun lobby), Robb referenced Policy 13.0 in defense of the idea that CATE does not take a political stand. Discussion ensued. Robb brought up the example of Marina's situation from last year, of ICE coming into her classroom to remove students. Carole asked if the policy, which states: "Avoid allowing leadership roles in the council committees to be associated with political statements or public policy views that don't align with those officially adopted by the council committees." Jill, who shared that she was originally on the Resolutions Committee with Kathleen Cecil, learned at that time that the council committees were the generators of the ideas and CATE was the agency to decide to support/not support those view in order to make the views statewide. Discussion ensued. Angus explained some back history on resolutions. Bill Y. shared that we have had political resolutions before (i.e. against the Vietnam War). Bill F. the restriction that we have about being political is about political advocacy (i.e. supporting a political candidate) not necessarily that we can't take political positions.

Dave stated that we are already not passive; investing in Vanguard is already taking a stand. Gina V. said that we should create a resolution and suggested possible wording. Liz said we should take the argument to the councils so that they can create a resolution. Jill said that at times, a board needs to make a decision that is not something that goes back to a membership. Bill F. said this issue is important enough that it should go back to the membership. Michelle suggested that because this issue seems to be more important than she

ACTION ITEM: To table the discussion to December. Moved by Berry, seconded by Wisar. Passed.

Convention Committee (Berry)

The committee has decided there will be no official hospitality suite, but we will have a small staging area-room for guest speakers. Coordination of award winners getting to their event will be the responsibility of the council president. The convention committee still needs a new teacher booth coordinator.

We decided that the information that will be available to exhibitors as part of their lead retrieval perk this year will be name, email address, school name and school city. Exhibitors will be informed of this “perk” via Yisel’s advertising to them via invitations and the exhibitor website.

Discount registration coupon code needs were brainstormed for various entities: award/scholarship winners (different ones specifically for different awards/scholarships), local committee folks (100% and 50% of basic reg), Board members, main speakers.

We continued to discuss various methods of enticing exhibitors to come to CATE. Our committee, with input from the Executive/Finance committee, recommends that rather than providing a complimentary table and chair that we offer discounts on booth rental: by Nov 15, 25% off; between Nov 16 and Dec 15, 15% off; regular price after that... And there will be no early-bird discount for tabletops.

ACTION ITEM: To reverse the action item that gave a free table and chair to each exhibitor. Moved by Berry, seconded by Carrillo. Passed.

ACTION ITEM: To approve the following incentive program for the 2019 Convention. Moved by Berry, seconded by Williams. Passed.

ACTION ITEM: Table top space \$150. Moved by Berry, seconded by Dunstan. Passed.

The committee recognizes that there are additional costs inherent in using the Atrium as exhibit space: \$2-4,000 for Teamster time (estimate; will know more after Monday’s visit by Curtin to hotel for assessment of difficulty). We may also wish to secure additional security as the space is not as easily secured. The convention committee chair and coordinator will make these costs possible through our present convention budget.

We discussed the need to provide a database of lesson plans from workshops. Angela and others talked about the simplicity of providing this through Google. CATE will provide a statement to all presenters that they each bear the responsibility of observing copyright law and so forth.

Annie, Jennifer, and Bill have requested Carole provide them some Yisel business cards to offer to potential exhibitors to invite them to convention.

ACTION ITEM: To provide dongles to cost no more than \$500. Moved by Berry, seconded by McAninch. Discussion ensued. Michelle explained that the cost should be from the Office and Equipment budget line, since the equipment will benefit more than one convention (so it shouldn't come from the CATE 2019 budget). Passed.

We have renewed the commitment with Jonathan Lovell of SJWP to pay him a donation of \$500 for the use of 10 screens and 4 LCD projectors for CATE 2019.

CATE 2020

Jennifer reported that her CATE 2020 theme is "ELA Confidential: Investigating Teaching, Text, and Truths." She has some wonderful ideas for celebrating the spirit of film noir as the focus for convention, via decorations and speakers so far.

Leadership (Flachmann)

Kim started her report by passing around special candy (Dewar's Original Old Fashioned Chews) from Bakersfield.

ACTION ITEM: To revise Policy 9.2 to read:

9.2 Voting

Votes for CATE elections shall be done online. Moved by Flachmann, seconded by Williams. Accessibility, technology, conflicts with our bylaws were discussed.

Extensive discussion ensued. Dunstan summarized that there are three issues: eligibility, when nominations close, and how the voting is done. Flachmann suggested that we establish a voting center on Sunday beyond the time of the business meeting and that we ease people into electronic voting. More discussion ensued about changing the bylaws. And more discussion about separating the two issues: how to run the vote, how to get nominations of candidates. Defeated.

The idea of revising the bylaws and revising the elections will be tabled until December. Here is how the discussion went in Kim's committee meeting (review for December board meeting):

- Even at the conference, we would like voting to be online.
- We need to drop the written ballot from the bylaws.
- We recommend a deadline for board nominations before the conference and accept no late nominations; we suggest December 15 of each year.
- We think CE should advertise candidates and their statements one month before the annual conference, but no paper ballot should appear in CE.
- We need to advertise the candidates in California English, in the conference program, on Facebook, and on Twitter.
- We recommend opening voting at the end of the business meeting and ending it at a designated date set by the past president.

Recruitment for CATE Board positions was covered by the CATE Presidents.

NCTE Leadership positions:

We should look up openings on the NCTE website and nominate people for those positions in December.

We suggest that we make an effort to encourage our Excellence in Teaching winners to work in CATE.

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

Rules of conduct: We recommend that we review our rules of conduct and group norms (already written) at the beginning of every board meeting, either as an agenda item or in writing before the meeting.

The committee discusses expanding all activities K-16. Their recommendation is to keep elementary and make college exclusively English Education. We could do the specific strands on a single day.

Discussion ensued about how to promote or encourage participation from two-year and four-year college English ed. Carole explained how strands work, and how presenters are recruited. Bill F. shared that targeting college English education: ECTIC and English Council.

X. Report from President of Presidents Meeting

Gina Vattuone reported for Kathy Nichols (who had an early flight). The presidents shared out activities and events that they are doing. Examples included writing contest events, an escape room, a brunch, associations with museums, an activity with writing New Year's resolutions. Carol Surabian shared that as presidents feel so much stress for having a "full" calendar, but discussing that it would be fine to hold three or four events a year. Gina concluded by sharing that a membership survey was developed and each council decides how they may want to use it. Greater San Diego put it out in an online newsletter.

XI. Old Business

Bill Younglove shared that our status as a 501c3 [clarify the type] may limit our political interactions. We used to have a political analyst, not called a lobbyist. Yet the social studies association of teachers have a political "lobbyist." Bill will research what the limits are.

XII. New Business

Discussion ensued about the accessibility and equity issues related to digital/electronic/internet/cellphone.

Carol's story about how close are we in this room to the students in the classroom. Jill added that we have 6,000,000 children in California which is more than all the citizens in Nevada. Annie shared that we need to focus on what the students in the classroom need, digitally and otherwise.

Greg asked the co-treasurers to take a close look at the cost of board meetings \$48,000, which is an average of \$1500 per person, and take a look at the fiscal implications of adding people to the board who could help us add representation and diversity. Discussion ensued about what it would take to add board members, and how that might be affected by the addition/reintroduction of the resolutions committee. The membership committee has been looking at these implications. Gina Vattuone submitted a session for CATE 2019

called: So You're a Member of CATE, Now What? which will address the idea of creating satellites and other ideas for meeting CATE members' needs.

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

Angela announced that she needs the addresses/contacts for the council treasurers. She sent a Google Form to make it easier. She also reminded people to do the best they can with being fiscally responsible. She and Patrick will be meeting before the next board meeting to discuss some best practices. Patrick suggested bringing up issues about finances to the Executive Finance committee in December.

Moved by Dunstan, seconded by Surabian, to adjourn the meeting. Passed.

Meeting adjourned: 11:15 AM.