

CATE Board of Directors' Meeting
Saturday/Sunday, May 14-15, 2022
San Francisco Bayfront Hilton
600 Airport Blvd., Burlingame, CA 94010
Phone: (650) 340-8500

Zoom Link:

<https://us02web.zoom.us/j/9606218793>

MINUTES DRAFT

Board Members:

Present in person

Present on Zoom

Board Member/Position	E-mail
Greg Johnson, Past President	gregj27@sbcglobal.net
Robb Polski, President	Robert_Polski@kernhigh.org
Sommer lamele, Vice President	slamele@powayusd.com
Carole LeCren, Secretary	carolelecren@yahoo.com
Denise Mikkonen, Co-Treasurer	dmikkonen@powayusd.com; denisemikkonen18@gmail.com
Susan Dillon, Central Rep, CATE 2023 Convention Chair	dillon@cchsca.org
Janina Schulz, Outgoing FACET Rep	Janina.Schulz@fresnounified.org
Gina Vattuone, GSDCTE Rep	ginavattuone@gmail.com
Kim Flachmann, Kern Rep	kflachmann@csu.edu
Vicki Kurtz, Redwood Rep	missvkurtz@gmail.com
Jennifer Silver, Southland Rep/Co-Convention Coordinator	jennifersilver@vistamarschool.org
Carol Surabian, TUCATE Rep	surabianc8@gmail.com
Jori Krulder, Upper Rep	jkulder@pusdk12.org

Julie Burnett, MAL Elementary, CATE 2022 Convention Chair	jpaulsen@csub.edu; Julie_Burnett@kernhigh.org
Carol Battle, MAL Middle	cefbattle@gmail.com
Rebecca Detrick, MAL Secondary	rjdetrick@ucdavis.edu
April Parker, MAL Unspecified	aparkerteacher@aol.com
Kylowna Moton, MAL College	kylowna@gmail.com
Liz McAninch, MAL Unspecified	elmcaninch@comcast.net
Lori Campbell, MAL Small Council	Lori_Campbell@kernhigh.org
Frank Mata, MAL Secondary	frankmata32@gmail.com
Joan Williams, Membership	joanwilliams@gmail.com
Annie Gervais, Capitol Rep/Convention Co-Coordinator	agervais451@gmail.com
Bill Younglove, Liaison Common Core Consultant	wyoungl@aol.com
Gale Caswell, CETA Liaison	gale.caswell@gmail.com
Tim Dewar, Liaison CWP	dewar@education.ucsb.edu
Karen Ridley, Liaison CTA	kmridley@gmail.com
Jennifer Howerter, Liaison CDE	JHowerter@cde.ca.gov
Carol Jago, <i>California English</i> Editor, California Literature Project Liaison	cjago@caroljago.com

SATURDAY, MAY 14, 2022

1. Call to Order 8:08 AM

2. Introductions.

3. Approval of Last Meeting's Minutes: Date

To view minutes:

<https://docs.google.com/document/d/18xzz3UoRJayuC8rjOglqSs2ZtpUuQVgX8imEXthyTQA/edit?usp=sharing>

Moved by Campbell, seconded by McAninch to approve. Passed.

4. Consent Docket:

1. Approval of agenda
2. Appointment of Joan Williams to MAL Small Council for remainder of Lori Campbell's term, effective until July 1.

Moved by Campbell, seconded by Detrick. Passed.

5. CATE Board Reports

a. President – Robb Polski

1. Reminder to update policies on a rotating schedule.

Carole explained that she is planning to rewrite the policies this summer, and then we can revisit ALL the policies at the next board meeting.

2. Mission statement: The **current mission statement** is on the CATEweb.org banner: ***CATE (California Association of Teachers of English) is a non-profit organization promoting communication, collaboration, and educational knowledge among all responsible for teaching English and the language arts.***

Carol Battle reported that her DEI committee met after the convention to debrief and talk about how they can support the next committee. They realized that their ideas weren't grounded in a common mission. She was also influenced by her current studies in leadership, that if we ask "why?" multiple times, we may get a more focused mission, and it will drive the content of our policies. Greg added that although we don't have the time at this time, but add it to all the committee meeting agendas today. Robb added that it is the perfect time to do it, and to revisit it annually. He can't think of a more challenging time than now, to talk about how we can get back to being better. We also need to think of why our DEI committee exists. It's time to dust off our mission statement. The focus of this meeting is budget, but this mission development needs to happen now, but it also needs to be systemic. Carole asked Carol to clarify the discussion procedure we can use today. Carol said she would send it via e-mail: you start with a core question (maybe why is this our mission statement? Or why would someone want to pay \$50 to belong to CATE). Then, once the committee reaches a focused answer, it doesn't have to be the mission statement; the result could effect the actions we take. Susan suggested that this is such a big idea, we may need to have an outside consultant, or Lori suggested creating an ad hoc committee to lead the discussion. Greg added that we only meet four times a year. Karen shared that the CTA board of 185 also had a mission statement discussion; she explained it started with smaller groups, and then moved up to bigger and bigger groups. The smaller groups had the more intimate discussions. And they too only meet four times a year. Greg suggested that we should start today; make time on the agenda to start the discussion. Robb added, based on his discussion with Carol, to include a summer read common to the board (and include money in the budget to fund purchase of the reading material). Greg asked Carol if she has a book in mind: *The Starfish and the Spider* and books like it are motivational rather than academic. She sent Robb a list of four books to consider. The purpose would be to

get a common language. Lori recommended the keynote speaker of the upcoming ERWC Literacy Conference (two locations) (Pomona June 21)(San Jose June 27)--it's in *California English*, as a source of a possible book. Robb would like us to have a book decided on by tomorrow, he would be willing to fund it from his president's budget.

Link to Carol's game plan for discussion:

https://www.mindtools.com/pages/article/newTMC_5W.htm

3. NCTE game plan:

Greg explained that NCTE is in Anaheim this year. We're usually contacted to help. Lori shared that Joan was contacted to provide a nomination for a Classroom Excellence Award (going through our winners to choose one). Liz clarified that the past president (Greg) is in charge of making that happen. Greg asked the Leadership Committee to look at this past February's winners. Robb explained that the idea is to create a committee to support Southland in case they get tapped to help with Anaheim. Jennifer shared that NCTE has contacted her, and there is a careful balance (promoting attendance at NCTE may detract attendance at our own convention in Monterey). Discussion ensued about what/why NCTE hasn't been California for over decades. Carole explained some of the background knowledge about the previous two NCTEs in California (San Francisco and San Diego 1995). Annie shared that in Baltimore there was a wall for advertising local conventions. We need to make sure we advertise Monterey. Liz also suggested talking at the end of the NCTE business meeting, at the open microphone, to advertise Monterey. She also explained that wandering the exhibit hall is a good way to drum up exhibitors for Monterey. Robb reaffirmed that we should advertise. Bill shared that anything that we can do to make sure that CATE is involved in NCTE. Lori forwarded contacts to people at NCTE to several CATE members (these are people who she contacted for the swag bags for last year's convention). Greg concluded that we don't need a subcommittee, but rely on Jennifer and Annie as convention coordinators (and Jennifer as Southland president), and encouraged them to let the board know what they need). Frank asked about the dates: November 17-20, 2022.

4. NCTE Intellectual Freedom Award (due June 30th?): Robb is looking for a nominee that we can forward. Lori read the award description. Bill explained that the nominee doesn't necessarily have to have won an award from CATE. Robb wants to make sure we always consider a winner.
5. CETA offer: Gale Caswell has offered free memberships to CETA for CATE members who teach theater. The offer expires August 1. We accept the offer.

b. Vice President - Sommer lamele

1. September Board Meeting: The meeting in person in Monterey in September may be too expensive with our current budget. Sommer says we may want to talk about this AFTER we talk about budget.

- c. Past-President – Greg Johnson
 - 1. Election results:
 - a. Lori Campbell- Membership
 - b. Ashley Prevo- MAL Secondary
 - c. Rebecca Detrick- Capitol Rep
 - d. Julie Burnett; MAL Elementary
 - e. And the council reps

ACTION ITEM: To ratify the election. Moved by LeCren, seconded by McAninch. Passed.

- 2. NCTE Distinguished Service Award (due on Monday, extended the deadline): Greg asked the committees to consider a nominee.
- d. Secretary - Carole LeCren
 - 1. Anyone who needs business cards, contact me.
 - 2. I will be revising the policies over the summer. Then, along with the discussions about our mission, we can align the two. Note: The By-Laws are unalterable, except by a procedure that involves a vote of the entire membership. The Policies, on the other hand, are often altered to make the organization.
- e. Treasurer – Denise Mikkonen / Greg Johnson: Greg shared the link to the budget:
https://docs.google.com/spreadsheets/d/162yRFvbTFWbQpQRAhYFrMk_fcevmAlkelgKY1dQ3byg/edit?usp=sharing
Greg talked about our financial health, and asked the committees, when planning their budgets for next year, to be considerate of how they plan their expenses.

Annie and Rebecca explained that one of the scholarship winners from Capitol shared a room, but her roommate canceled at the last minute, so the student teacher had to pay for the other half of the room. Capitol Council reimbursed her, and is now asking for CATE to share the cost, and reimburse Capitol Council for half of the half of the room.

ACTION PLAN: To reimburse Capitol for paying for half of half of a room, up to \$450. Moved by Detrick, seconded by Campbell. Discussion ensued. Greg clarified when Capitol verifies the exact amount, they will need to have a receipt. Passed.

Discussion ensued about clarifying exactly what is covered for scholarship recipients. Carole suggested that the solution is, when revamping the policies, to really make the costs, etc. clear.

Frank asked about the budget in general, and where the budget's "bang for the buck" is. A long discussion ensued about the costs at a convention (how the meals work, how the major speakers are funded). Robb asked Greg how concerned we should be (as communicated by Denise) that

our checking account balance has dropped from \$172,000 to \$50,000 (roughly). Will we be able to pay for our expenses until we start getting convention registrations? Greg explained that it is a lower start amount than we usually have, but since we've made the decision to not pay the part of the membership dues that goes to each local council, and we will only have board meetings until we have to start paying convention costs again, that he doesn't think we will have to tap into reserves.

f. Membership – Joan Williams / Lori Campbell: Lori shared that Joan wants to thank everyone on the board for their help at the convention, and she's (not) sorry that she's on her trip to Machu Pichu and the Galápagos. Lori can make the current membership roster available to anyone who asks her for it.

g. Convention Coordinators – Jennifer Silver & Annie Gervais
Jennifer started by thanking everyone. Annie shared that for CATE 2023, this is the first site that she has been in on the planning from the very first walk through with Michelle, so she hopes that will make the entire process easier, including final contract negotiations. Jennifer explained that they will be bringing up contract requests for eventPower and for Cindy Conlin as registrar. Annie shared the reasons behind their pending request for technology for convention (projector bulbs and HDMI dongles). Jennifer explained that they are waiting on Groups360 to suggest locations for CATE 2026 in the south. There is a new Groups360 manager for our account.

April expressed her gratitude for what Jennifer and Annie did. Robb shared that the Long Beach Hilton loved us and wanted our business again.

BREAK 10:22 for 15 MINUTES

We continued discussion of budget and board meetings. Kylowna reminded us that we had discussed holding hybrid meetings, with northerners attending northern meetings in person, and southerners attending southern meeting in persons. Lori asked how many board member actually have to tour the convention site hotel (as opposed to holding an entire board meeting there). Annie answered that the convention co-coordinators and the convention chair need to, and don't need to do it during a board meeting. Gina pointed out that the board members who are on virtual, could meet in person together and Zoom from one point. Annie pointed out that we could trim the meeting to one day, or ask people to pay for one night. Carole suggested that we could hold committee meetings via Zoom, and that would allow a shorter main meeting. She also warned that we should make sure cost-cutting doesn't end up cutting the actual value of meeting with colleagues in person, because some of the best discussions about who we are and why we are in CATE occur during those shared room/meal times. April clarified that for the Monterey hotel, she doesn't see why the entire board needs to meet in such an expensive place. Rebecca shared that CYRM uses library spaces and calls in food, then stays in nearby hotels. Greg pointed out that we had discussed keeping an established hotel in the north and another in the south as our ongoing meeting hotels. Robb shared the viewpoint of a Kern or Redwood member

who always has to drive, and he also shared that meeting online doesn't give us the feeling of accomplishment that an in person meeting. Robb also was concerned that we try to make a long term decision here. Carole added that maybe we need to just talk about the next meeting. Carol emphasized that the relationships are important, and that we get cranky at the end of the Saturday, so pushing a one-day meeting may be too much. Lori suggested that we make a fiscal decision for our September board meeting only, then go from there.

Sommer's take-away is that she's going to work with Chris from Groups360 on finding a cheaper place, perhaps in the south, for either September 10-11, and 17-18 and she will get back to us. Save those two weekends for now.

h. Report of Liaisons

i. CTA – Karen Ridley

Community school grants are coming out. Karen explained what community schools become the hub of the community for physical health, fiscal health, and even voting locations. Karen sits on a committee that is working on school board elections in Orange County. Karen and Frank are on the Human Rights cadre in CTA, and have helped write human rights documents to help members with speaking points. There has been some push back. Her CTA board meeting is next week; she'll have more to report after that. Frank added that what we can do is go to our local CTA affiliate and they should be familiar with the Human Rights cadre. There are five strands (social emotional issues, women's issues, BIPOC teacher advocacy, racial justice advocacy, LGBTQ+) and then each strand has further breakdowns; they offer training, and have CTA trainers. Karen shared that these cadres are helping in our current world climate. Frank clarified that looking on the CTA website is an access point. Annie asked if the racial justice strand also supports language justice/equity (example: a newcomer from Russia being forced to take a CAASPP, or school information is currently not required to be sent home in their home language). Frank explained that you talk to your local CTA union, and ask them to talk to Monica Tamareth, the head of the Human Rights cadre, and then they can address creating a talking point for your concerns. Karen is going to create a Google Doc with some helpful links, since the CTA website is not especially user friendly.

ii. CWP - Tim Dewar (absent)

iii. CLRP - Carol Jago (absent)

iv. California English - Carol Jago (absent)

v. CCCS - Bill Younglove

Bill talked about three things before his report: communication is key with people who have a loss of hearing, he has extra oranges from his tree to share.

CCSS (oral) Board Report—Liaison Bill Younglove (May 14, 2022)

1. Secretary of Education Miguel Cardona’s Vision for Education in America Report’s highlights (early 2022):

- 96% of nation’s schools reopened (via American Rescue Plan);
- Four priority areas: pandemic response and recovery, address opportunity and achievement gaps (via Title I* and Individuals with Disabilities Education Act--IDEA), make higher education more inclusive and affordable, and ensure higher education successful career pathways (Details at

<https://www.ed.gov/news/speeches/priorities-speech>).

*ESSA now has IADA#—allowing for alternative assessments IE comparable to all students and student subgroups.

Innovative Assessment Demonstration Authority (via Part B of Elementary and Secondary Education Act)

Four states are applying for grants that would possibly allow them to replace SBAC with something else.

2. Bill was asked by a former board member what he thought about administering the CAASPP this year. He repeated what he said at the last meeting: not valid and unreliable. She then asked if he knew any books that could explain the Common Core to parents and the public.

What are the (very?) best books on/about the Common Core State Standards (CCSS)? I recommend:

Pathways to the Common Core: Accelerating Achievement—Lucy Calkins, Mary Ehrenworth, and Christopher Lehman (Portsmouth, NH: Heinemann, 2012), and

In the Best Interest of Students: Staying True to What Works in the ELA Classroom—Kelly Gallagher (Portland, ME, 2015), Chapter 3 (pp. 49-62) “Where the Common Core Standards Fall Short,” which cites eight concerns.

Bill then shared his opinion that the idea of doing away with scaffolding. His input when the Common Core State Standards for California were being drawn up, ended up with, in places, the phrase “scaffolding when needed” occurs in several places. This is why getting involved in giving feedback, and getting involved in the politics of education is so important. He reviewed the history of how Common Core came into being...with a federal Race to the Top competition...and the requirement for even competing was to adopt common core standards. California didn’t get the Race to the Top money, but had already adopted the common core standards. April and Annie shared testing stories of unfair testing conditions.

vi. CDE – Jennifer Howerter (absent)

As reported.

vii. CETA - Gale Caswell (absent)

viii. CYRM - Teresa Twisselman (not required to attend board meetings)

Rebecca shared that Julie has a paragraph about CYRM, and how to work better at getting help with CYRM's award winner being brought to the CATE Convention. Rebecca also pointed out that we have only one representative on CYRM right now.

i. Report by CATE Council Representatives

i. Capitol - Detrick

As posted. We're in the process of transferring bank accounts from Angus to Annie.

ii. Central - Dillon

As posted.

iii. FACET - Schulz (not outgoing, but rotating leadership with people on the FACET board)

As posted, but she wanted to add. One of her former students sent to her yesterday. He graduated from Columbia during the pandemic. An opinion piece in the New York Times agreed with the title "College Students are Not OK."

iv. GSDCTE - Vattuone (via Zoom)

As posted.

v. KCTE - Flachmann (via Zoom)

As posted. She wanted to point out the One Book, One Kern book for this year:

A Mighty Long Way by Carlotta Walls Lanier and Lisa Frazier

vi. Redwood - Kurtz

As posted. She added that there are several new council members, and many of them are planning to attend Monterey.

vii. SCTE - Silver

As posted.

viii. TUCATE - Surabian (absent)

ix. Upper - Krulder

As posted. She added they had an actual meeting in Chico.

LUNCH BREAK 11:45 AM-12:45 PM

6. Standing Committee Meetings (Round One)

Reminder: Please type your minutes/notes directly into the minutes via a shared Google Doc. Include members present at committee meeting, and the name of the person submitting the notes.

a. Leadership/Membership – **Kim Flachmann, Joan Williams**, Liz McAninch, Carol Surabian, Janina Schulz, Kylona Moton, Carol Battle, Gina Vattuone, Sommer lamele, **Lori Campbell**

Agenda items:

1. Recap of Convention
 - Giveaways
 - Book Raffle
2. Examine the membership/ leadership budget for 2022-2023.
3. Leadership award for secondary educator
4. Precision/ Golden Ink communications printings
5. Budget needs for upcoming year
6. Ideas for building membership within councils mid-year
7. Retaining our members gained from Long Beach
8. Looking forward to Monterey -- Story Corps?
9. Gifts for membership booth

Committee: Leadership/Membership

Chairs: Kim Flachmann, Joan Williams (Lori Campbell Lead)

Members present: **Kim Flachmann, Joan Williams**, Liz McAninch, Janina Schulz, Kylona Moton, Carol Battle, Gina Vattuone, Sommer lamele

Committee meeting notes submitted by: Carol Battle

Notes:

1. Recap of Convention - New Membership Booth
 - Giveaways - both were a success, we hope to be able to repeat both next year
 - Book Raffle
2. Examine the membership/ leadership budget for 2022-2023.
 - Discussed buying new giveaways. There are often summer sales. Budget conscious
 - Lori may purchase and donate items (National Pen)
3. Leadership award for secondary educator
 - Two NCTE awards to be considered (Teacher of Excellence, Secondary; Distinguished Service).
 - NCTE HS Teacher of Excellence: Winners from Feb were: Melissa Gosian, nominated by Jennifer Silver, Southland. Will move her forward.
 - Distinguished Service Nominee: We don't have anyone in an office with NCTE so we will not nominate anyone at this time.

4. Affiliate Leadership Meeting - Meeting held in Kentucky on July 29-31, 2022. (Southland, Central, San Diego) June 30 is the deadline for sending names of attendees with cost share (50%) by NCTE. Local affiliates usually help to pay airfare. Give names to Joan. \$235 reg for each additional attendee.
Frank Mata, Jori Krulder, Sommer Iamele, Rebecca Detrick are interested in representing CATE.
5. Precision/ Golden Ink communications printings
 - Next year's budget will go back to pre-pandemic budget
 - Mailings re Membership will include introductory card, month before deadline and month after
 - Additional printing costs for membership brochures
 - Meeting with Paul at Precision about lowering costs and moving some renewals online
6. Budget needs for upcoming year
 - The committee needs deeper understanding of costs/needs
7. Ideas for building membership within councils mid-year
 - Kern: In person RIAP meeting will bring people in.
 - FACET: October 1- guided reading and writing experience. Registration includes membership. Cambria. \$100 non-members (will get membership), \$50 for members. Accommodations are on your own.
 - Southland: Build events that repeat yearly - virtual and in person tours of the history of their own areas via LA Conservancy
 - GSDCTE: New Teacher Conference for Fall. Aim is to support novice teachers
 - ALL: Lean on the ideas of other councils
8. Retaining our members gained from Long Beach
 - Reach out to people who joined CATE during convention in Feb
9. Looking forward to Monterey -- Story Corps?
 - Gina & Joan met with rep. Cost prohibitive to have them come to us.
 - CATE can set up a place on their app to house our stories. We can set up an area to do the recording. We could use our own facilitators. Recordings occur into their web page
 - We can either launch at convention or in an asynchronous fashion prior to convention Ex "What's the change you'd like to see?"
 - Gina will head this up and let the group know what she needs
10. Gifts for membership booth
 - Move from purchasing 5000 items to 200-300
 - If the committee sees anything, let Lori know
11. Revisiting our Mission/Vision Statement - We could not find an existing statement
 - Share best practices
 - An English teacher's North Star

- A place to stay engaged and keep learning

Proposed Action Items:

ACTION ITEM (to be typed by the secretary during the meeting):

b. Convention Coordinating – **Jennifer Silver and Annie Gervais**, Greg Johnson, Carole LeCren, Denise Mikkonen, Robb Polski, Vicki Kurtz, Tim Dewar, Julie Burnett, Susan Dillon

Agenda items:

1. CATE 2022 final reflections and implications
2. CATE 2023 Co-Chair updates/needs (Dillon)
3. Convention schedule and site visits
4. Fee structure considerations (basic, pkgs, meals)
5. Other

Committee: Convention Coordinating

Chairs: Jennifer Silver, Annie Gervais

Members present: Greg Johnson, Vicki Kurtz, Carole LeCren, Susan Dillon, Annie Gervais, Robb Polski (via Zoom)

Committee meeting notes submitted by: Carole LeCren

Notes:

1. CATE 2022 final reflections and implications

Greg shared that the speakers were great, but can we do even more to advertise them?

Carole asked about playing with the numbers for calculating more accurate meal counts.

Vicki asked if when we have had an “event/entertainment” thing for a meal, have we had better attendance? Discussion ensued about the pros/cons of having a night at the aquarium.

Greg asked how many attended. Annie said 515 registered attendees, 16 of those were unpaid.

Annie shared that she and Jennifer plan to suggest eventPower to create another registration category to allow creation of nametags for helper-people who don’t really need to register and/or get CATE membership (such as her husband who did with AV in Long Beach).

Jennifer warned that the board needs to stop asking what the break even attendance number is, because there are so many variables. Jennifer thinks that it is worthy of this committee’s task to consider adjusting convention prices. Annie shared some notes of things that we are committed to:

Curtin (increased more than double than the last time we were in person): \$6000+ and they discounted us \$2000, and they charged us overtime hours of \$115 for 20 hours. Jennifer and Annie recommend not using the registration booth. Annie expressed concerns about “missing’ the board meeting on Thursday (because they have to run around doing convention items). Robb suggested rearranging the agenda to be “co-convention coordinator” favorable.

2. CATE 2023

Ideas/brainstorming:

CWP maybe moved to Sunday? Because of low attendance on Thursday?

Susan suggested that the Sunday brunch turn into a takeout lunch. Maybe look at an offsite selection of locations; we can then send them off on Sunday with their takeout lunch.

The president’s house on the property Wednesday to Sunday, \$1500 a night... (or up to \$4000/night) which makes the idea of using it for council receptions etc. not workable.)

Annie complained that people from Central Coast don’t come; Vicki suggested trying to get the Starlight Train to advertise the event and/or offer a deal.

For meals, put the speaker’s name first so that the price seems more justified.

Susan shared her report:

They’ve looked at a spoken word/performance artist, Kristina Wong, for Friday night.

Kate Schatz, author/feminist, maybe for Saturday night (also a friend of Gina). She wrote the *Do the Work!: An Antiracist Activity Book*.

Traci Chee is on the radar for being a speaker.

The board suggested looking into Kelly Gallagher.

Daniel Summerfield

Michael T. Johnston (Capitol member/CATE member/three book young adult space-opera series)

Annie Lamott, Amanda Gorman, etc. will be approached during the second round.

Other suggestions were made by board members and forwarded to Susan. She also wants to have a climate/nature focus in honor of the location.

Proposed Action Items:

To allocate up to \$2500 to spend on technology (LCD projectors, bulbs, and dongles).

To raise the price of convention packages by \$65, and remove the price break. Purpose: To provide a “Monterey bump” for the increased cost of this particular area.

ACTION ITEM: To allocate up to \$2500 to spend on technology (LCD projectors, bulbs, and dongles. Moved by Campbell, seconded by Silver. Discussion ensued about the cost of bulbs (approximately \$67 each). Passed.

ACTION ITEM: To raise the basic registration to \$350, the one-day price to \$240, lower the student teacher price to \$100, and meal prices to \$60 (lunch) and \$80 (dinner), and remove the price break on the packages. Moved by Silver, seconded by lamele. Discussion ensued about the difference between districts being able to pay versus individuals paying for their own. A friendly amendment was accepted to lower the student teacher cost. Annie said on the flyer we need to add \$100 student teacher with 4 hours of volunteer time, and also add a line about “if you need help with costs, go to CATEweb.org [and have a place to apply for a scholarship].” Carol B. shared that she objects to raising costs if our goal is to help new teachers who cannot even afford what we charge now, much less increased prices. Robb said that we have to balance the increased cost of the convention with serving teachers new to the profession. Lori shared that the current cost of living increase is in line with the proposed increases in the registration. Carole shared that in CATE 2018, 61 evaluation respondees said that 85% of them were funded by their districts; therefore, we need to have a two-pronged approach, harnessing the funds available in the districts, while reaching out to the teachers new to the profession. We do want to revisit the price for future conventions. Annie shared that 9 student teachers attended in 2022. Annie shared that she reached out to the Defense Language Institute/Foreign Language Center, based in Monterey, which has English teachers who teach military and children of military. Kim shared that at the college level, TAs and lecturers, are also people who struggle with being able to attend. Sommer suggested letting student teachers come for free; discussion ensued on how to prevent abuse of this oppo
Passed.

c. Policy/Censorship – **April Parker**, Carol Jago, Jennifer Howerter, Bill Younglove, Karen Ridley, Frank Mata, Rebecca Detrick, Jori Krulder

1. Wording - perspectives - Resolutions

<https://twitter.com/JoshKunnath/status/1499491352060432385>

Committee: Policy/Censorship Chairs: April Parker
Members present: Bill Younglove, Karen Ridley, Frank Mata, Rebecca Detrick, Jori Krulder
Committee meeting notes submitted by: April Parker
Notes: How to be better at language for Resolutions. After the last meeting there was a Twitter response to our resolutions that were passed - After discussion and review of Twitter responses, we’ve

decided we are in the right here and do not have a problem, need to continue to encourage better understanding.

How to get more resolutions submitted

- Social Media spread of survey regarding resolutions - no response.
 - Press our councils more for Resolutions Rep for every council.

Draft Letter that Councils can send to prospective resolutions representatives:

Each local council of California Association of Teachers of English are charged with nominating a representative to be on the Resolutions Committee.

The Resolutions committee is made up of Representatives from every council (9 total) who come together with ideas about policy/resolutions which they'd like to see CATE stand behind. These are typically published and sent out widely, following the conference. Some examples of them can be found here: <https://www.cateweb.org/member-resources/resolutions/>

The Resolutions committee meets during the Thursday of the CATE conference, in conjunction with the CATE Board - meeting in separate quarters and presenting twice to the full board in order to continue with proposed resolutions and to hear feedback and revisions from the other board members. The committee representatives bring topic ideas, draft resolutions, and policy concerns from their local councils in order to work collaboratively throughout the day to finalize resolutions.

It is an informative and collaborative experience. Furthermore, it is a great first step toward being more involved in CATE which requires only the Conference time as a time commitment. Committee representatives receive ½ conference registration, ½ room registration, and full reimbursement for traveling costs incurred to attend CATE.

After the Thursday commitment, committee reps have all day Friday, Saturday, and Sunday - to enjoy the rest of the conference: go to sessions, keynotes, network, etc. Sunday Morning, prior to final session, there is a Members Board meeting in which all CATE business is presented to all CATE members who want to come.

- Each council needs to be stirred to encourage addressing Resolutions ideas/Committee representatives /etc.
 - per policies - presidents bring resolutions to the December meeting

Censorship

Bill shared that on May 4th, Banned id an issue we are passionate about in order to be the ambassador of synthesizing and dispensing the policies/resolutions.

We will send needed cateweb resolutions updates to Cindy Conlin in order to update the website.

Follow through:

- This meeting - Need to commit to Identifying Resolutions Committee representatives from each Council - BEFORE next meeting - traditionally a way to pull people into the board.
- Check with Robb about whether the Resolutions from this past CATE were distributed per the "Send to"

Discussion ensued about how and why to update the website, initiated by a question as to why the resolutions are not posted on CATEweb.org. Discussion ensued about Cindy Conlin's role in CATE. After much discussion we have learned her multiple roles in CATE, and we want to thank her for her service. The Publications/Social Media committee will take on making sure that the resolutions are posted.

ACTION ITEM (to be typed by the secretary during the meeting):

7. Report Out of Standing Committee Meetings

- a. Leadership and Membership
- b. Convention Coordinating
- c. Policy/Censorship

4:15 PM

Discussion ensued about the order of committee meetings in the future, and shared the institutional memory that we didn't used to flip the order, but after Joan and her Membership committee was always last, she finally asked if we could switch the order. The reason that we have the same order from last meeting is because Executive Finance has to be last during the budget meeting, and last time Convention Coordinating had to be first. We'll make sure DEI is in the first rotation in September.

SUNDAY, MAY 15, 2022

(breakfast at 7:30)

8am Call to Order

8. Standing Committee Meetings (Round Two)

Reminder: Please type your minutes/notes directly into the minutes via a shared Google Doc. Include members present at committee meetings, and the name of the person submitting the notes.

d. Diversity, Equity, and Inclusion – **Carol Battle**, Kim Flachmann, Julie Burnett, Vicki Kurtz, Gina Vattuone, April Parker, Susan Dillon, Jori Krulder, Gale Caswell, Karen Ridley, Frank Mata

Agenda items:

1. Report out from Committee Meeting in March
2. Support for CATE 2023-Land Acknowledgement Request, Booking Request
3. Scholarship Audit
4. Mission/Vision for DEI Committee - What is our why?

Committee: Diversity, Equity and Inclusion (DEI)

Chair: Carol Battle

Members present: Carol Battle, Kim Flachmann, Vicki Kurtz, April Parker, Jori Krulder, Karen Ridley, Frank Mata

Committee meeting notes submitted by: April Parker and Karen Ridley

Notes:

- In March the DEI committee met (Gina, Susan and Carol) over Zoom and we talked about assigning mentors to new presenters, having descriptors (experienced, beginning) something to identify the sessions for audience, A&B companion sessions, how the call goes out could be more inclusive, what is the vetting process, the meals being wasted and how that looks to the presenter and our carbon footprint, is there a way we could donate meals. (get a meal give a meal), make it clear that you can still see the speaker even if you're not eating (maybe a different ticket for the speaker), start the speaker sooner to avoid any lulls, new teacher table was a hit, new affinity met and we'll keep pushing it, teaching new teachers to ask their local schools/districts how ELCAP money is being used to possibly request it for sending them to our conference, use CTA and CDE updates to keep teachers aware of policies and changes in the field, suggesting CATE conduct an organizational audit to evaluate and determine where efficiencies are and where they are not.
- Janina mentioned that we need to help the local councils to reach out to school sites to put "professional development" or "attendance at professional conferences and conventions" in the School Plan for Student Achievement (SPSA), so that activates the availability of funds for that site.

- Land Acknowledgement-Background: After the last meeting Carol talked to Kelly, a Tribal Nations expert, for help. Kelly brought the issues before the Tribal leaders and Carol read the letter. Basically they would appreciate building relationships with CATE and moving beyond performative land acknowledgements being read. We feel the need to share the letter with the general board.
- The scholarship audit - need to create a tracking system of recipients
- Traci Chee (a speaker) asked Susan some questions about accessibility and COVID. Susan received an email and Carol read it. We talked about asking things like presenters using closed captions for their slides. Which led to us considering ways to ask our attendees if they need ADA accessibility. Perhaps we could find ways to make this streamlined. This new acknowledgement might also draw a new population to our convention.
- How should we go about the mission statement work process

Needs:

- Get clarity on the scholarship line items
- Frank will find out the tribal lands we are occupying to make the appropriate connections and ask what they would like.
- Long term goal we would like to add a rep position and make shifts to allocate an existing at-large position and designate it for tribal peoples.

Proposed Action Items:

1. Long term goal we would like to add a liaison position and make shifts to allocate an existing at-large position and designate it for tribal peoples.
2. Mission/vision statement: can we ask that two hours of the board meeting be allotted (in prime time) for our work on the mission statement for the next board meetings until we finish the work (with the exception of the convention board meeting)? Part of the process would be presenting the draft of a mission/vision statement at the annual business meeting.

ACTION ITEM: To create three positions: one) a liaison from native tribal organization/people of California (from the area where the CATE event is taking place) to be supported to attend board meetings, and to create two MAL positions, one for a California native indigenous person, and one for DEI (diversity, equality, and inclusivity) .

Moved by Parker, seconded by Krulder. Extensive discussion ensued. One suggestion was to write a resolution directed to ourselves to give ourselves directives for these issues of diversity, equality, and inclusiveness. The want to be inclusive, to review our accessibility as a board, etc. speaks of the already stated need to really pull together a clear mission statement and from that mission, create

positions that accurately reflect the goals fo CATE. Delaying the re-specification/starting of a new Member at Large positions which would be a by-law change. Motion is defeated.

ACTION ITEM: To create a liaison from native tribal organization/people of California (from the area where the CATE event is taking place) to be financially supported to attend board meetings. Passed.

e. Publications/Social Media – **Rebecca Detrick**, Carole LeCren, Liz McAninch, Carol Jago, Carol Surabian, Janina Schulz, Joan Williams, Sommer lamele, Jennifer Howerter, Kylowna Moton, Tim Dewar, Bill Younglove, Lori Campbell

Agenda:

- ~~Judge the CATE Creative Writing Contest first place submissions from the councils~~
- ~~Current Publications~~
- ~~Social Media~~
- ~~Possible New Publications~~
- ~~Communication between board and webmaster~~
- ~~Communications between board and social media~~
- ~~Mtssion/Vision - What is our Why?~~

Committee: Publications/Social Media

Chair: Rebecca Detrick

Members present: **Rebecca Detrick**, Carole LeCren, Liz McAninch, Carol Surabian, Janina Schulz, Kylowna Moton, Bill Younglove, Lori Campbell

Committee meeting notes submitted by:

- Writing Contest - accepting all entrees - all winners from Central and Southland

Current Publications:

- **Cateweb, California English, Facebook, Twitter, Instagram, Writing Contests (students, teachers,) Resolutions,**
- **Convention specific: flyers, postcards, programs**
- Future possibilities - videos about CATE -Slideshow at CATE Conventions - Creative Writing Contest; links to social media, mission statement, councils, maps, business meeting information, exhibit hall, council meet-ups (maybe six different slide shows) - need to mix it up.

Notes: We would like a publications@cateweb.org email please (who manages our G-Suite?) - this would be a way to streamline communication about what needs to be published/edits/etc.

- Let's incorporate some of the business information into the regular luncheons - Resolutions/mission statements/board openings/- (Read at luncheons and let them hear about it so they can show up for the meeting to say something about them)
- Need upload spaces within the website:
 - Resolutions
 - Writing Contests
 - Manuscript Prompts
 - Minutes/Agendas
 - Scholarship Applications/Past winner/etc.

Within Policy revamp, dates will be included to submit suggested edits/changes to web and other publications.

Social Media - Janina is adding Lori/Rebecca to Facebook Admin - Twitter - Rebecca

- Lori is going to look into youtube videos - will use the shared gmail (to create channel)

What is our Why?

CATE empowers teachers, amplifies their voices, and provides a state-wide community of professionals who share best practices, strengthen the bonds of collaboration, and advocate for the rights and dignity of every student of English language arts in the state of California.

Proposed Action Items:

Add and nominate a Communications Chair to the Board - this person would be in charge of managing/delegating all of the various publications across CATE. Description needed for this position.

Add blog to cateweb.org; "Communi-CATE"/Newsletter

Please scan cateweb - make a list of needed edits - send to the publications team (Deadline)

ACTION ITEM (to be typed by the secretary during the meeting):

- f. Executive Finance – **Greg Johnson**, Annie Gervais, Denise Mikkonen, Robb Polski, Jennifer Silver, Susan Dillon
Agenda item:
1. Budget

<p>Committee: Executive Finance Chair: Greg Johnson</p>
<p>Members present: Greg Johnson, Annie Gervais, Robb Polski, Denise Mikkonen, Jennifer Silver, and Susan Dillon</p>
<p>Committee meeting notes submitted by: Annie Gervais</p>
<p>Notes: Budget was duplicated from last year to begin. Cindy's fee was discussed for webmastering, committee agreed we need to be better at communicating with her what needs to be done, and requests that the Publications Chair, Rebecca Detrick, serve as liaison to assist Secretary Carole LeCren with necessary and timely updates to CATEWEB.org.</p> <p>To Research: How much in Sponsorships and how many PreCon attendees and how much for their lunch to properly reconcile the accounting.</p> <p>Budget: We kept many of the amounts the same from 2022 to 2023. We lowered our registration expectations, but the attendees will be paying more. We are keeping the number conservative as a precaution. AV/Internet changed to \$20,000. We anticipate that meals will be more expensive in 2023 (so we increased the budget line accordingly). Registrar fees are unchanged. We bumped up the speaker budget to \$25,000 and resolutions to \$2000. Our estimated convention expenses are \$254,000 and our estimated expenses are \$330,000. https://docs.google.com/spreadsheets/d/1U2dYqUTSb2NqUantISFYhu2rghbP0WvIEgpKF6_x4nM/copy#gid=1440673161</p>
<p>Proposed Action Items: Adopt budget.</p>
<p>ACTION ITEM: To adopt the budget as proposed. Moved by Campbell, seconded by Battle. Passed.</p>

9. Report Out of Standing Committee Meetings [Standing Committees, Round Two]

- d. Diversity, Equity, and Inclusion
- e. Publications/Social Media
- f. Executive Finance

10. Old Business

Annie clarified that the amount that Capitol needs to be reimbursed for half of the half of the room that was used by a scholarship is \$173.44. This is the amount for the check that was approved in the Action Item under #5e under the Treasurer's Report above.

Robb shared from Denise that Local Council Presidents/Treasurers need to send in their end-of-year report. Also, for board members, mail a check request form to Denise Mikkonen at: 12153 Brickellia Street San Diego CA 92119. Include printed receipts. Make sure you give her your return address (which is not normally asked for on the form). Do it well before the fiscal year ends on June 30.

Bill Younglove reminded everyone that Michelle would create a list of what we were reading. Inspired by that, he shared that he had recently read Anne Quinlan's *The Book You Must Write*, which talks about Anne Frank's diary in part.

Rebecca asked if we had chosen a book for our board/group reading. Robb said that yesterday he looked at *The Starfish and the Spider*. Suggestions were made for asking the board to buy it, and reimburse in September. HOMEWORK FOR THE BOARD: Get *The Starfish and the Spider* and read it over the summer.

11. New Business

None.

12. Adjourn

Moved by Gervais, seconded by Campbell.

NOTE: Mail a check request form to Denise Mikkonen at: 12153 Brickellia Street San Diego CA 92119. Include printed receipts. Make sure you give her your return address (which is not normally asked for on the form).

Adjourned at 11:45 AM.