

CATE Board of Directors' Meeting
Saturday/Sunday, September 17-18, 2022
Hyatt Regency Monterey
1 Old Golf Course Road, Monterey, CA 93940-4908
Phone: (831) 371-1234

Zoom Link:

Use this backup link:

<https://us06web.zoom.us/j/86263844646>

Meeting Room:

Big Sur Room (in the Regency Conference Center, on the floor BELOW the Regency Ballroom)

HYATT-MEETING (wi-fi for meeting): CATE2022 (code)

MINUTES (approved 12/3/22)

Board Members:

(present on ZOOM highlighted in purple) (present in person highlighted in green)

Board Member	E-mail
Greg Johnson, Past President (2023)	gregj27@sbcglobal.net
Robb Polski, President (2023)	Robert_Polski@kernhigh.org
Sommer lamele, Vice President (2023)	siamele@powayusd.com
Carole LeCren, Secretary	carolelecren@yahoo.com
Denise Mikkonen, Treasurer	denisemikkonen18@gmail.com
Rebecca Detrick, Capitol Rep	rjdetrick@ucdavis.edu
Susan Dillon, Central Rep, CATE 2023 Chair	dillon@cchsca.org
Alison Mandaville, FACET Rep	Janina.Schulz@fresnounified.org
Gina Vattuone, GSDCTE Rep	ginavattuone@gmail.com
Kim Flachmann, Kern Rep	kflachmann@csub.edu
Vicki Kurtz, Redwood Rep	missvkurtz@gmail.com

Jennifer Silver, Southland Rep/Convention Co-Coordinator	jennifersilver@vistamarschool.org
Carol Surabian, TUCATE Rep	surabianc8@gmail.com
Jori Krulder, Upper Rep	jkulder@pusdk12.org
Julie Burnett, MAL Elementary	jpaulsen@csu.edu ; Julie_Burnett@kernhigh.org
Carol Battle, MAL Middle	cefbattle@gmail.com
Ashley Prevo, MAL Secondary	aprevo10@gmail.com
April Parker, MAL Unspecified	aparkerteacher@aol.com
Kylowna Moton, MAL College	kylowna@gmail.com
Liz McAninch, MAL Unspecified	elmcaninch@comcast.net
Joan Williams, MAL Small Council	joanwilliams@gmail.com
Frank Mata, MAL Secondary	frankmata32@gmail.com
Lori Campbell, Membership Chair	membership@cateweb.org
Annie Gervais, Convention Co-Coordinator	agervais451@gmail.com
Bill Younglove, Common Core Consultant	wyoungl@aol.com
Gale Caswell, CETA Liaison	gale.caswell@gmail.com
Tim Dewar, CWP Liaison	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, Liaison California Reading and Literature Project	cjago@caroljago.com

SATURDAY, SEPTEMBER 17, 2022

8:00 AM

1. Call to Order

Time: 8:20 AM

2. Introductions

3. Approval of Last Meeting's Minutes

Link to May 2022 Minutes:

<https://drive.google.com/file/d/1iKNIFLMUTSPdnCXkHGd1ZrWJbh65OIhU/view?usp=sharing>

Moved by Campbell, seconded by Dillon. Passed.

4. Consent Docket

- a. Approval of agenda
- b. Appointment of Committee Chairs
- c. Appoint Joan Williams to MAL Small Council to finish out Lori Campbell's term

Moved by McIninch, seconded by Campbell. Passed.

5. CATE Board Reports

CATE Board Reports for September 2022 (submitted prior to the board meeting):

<https://docs.google.com/document/d/1k0HzqvBOOX3TkCZk0svNbEG-FUd34aGYtyWnRVLrDEc/edit?usp=sharing>

- a. President: Robb Polski
 1. NCTE Annual Convention update
 - a. Jennifer Silver has set up a meeting with a rep from NCTE to meet with us at 10 AM today.
 2. Carol Jago: 2022 James R. Squire Award
 - a. Robb complimented Carol for her award.
 3. CYRM Committee Member: Shraddha Kapadia
 - a. Teresa Twisselman is our other member currently.
 - b. Rebecca and Annie pointed out that we need to have at least three, could be four so that we have a constant rotation.
 4. CDE Instructional Quality Commission Application (Bill Younglove for info)
 - a. Robb shared what the requirements were, and suggested seeing Bill or Jennifer Howerter for more information.
 5. Policy Reviews in committees
 - a. Robb thanked Carol, Joan, and Michelle Berry, for their work on the policies. He explained that we "pivoted" from reviewing the policies during the COVID years (in order to make the meetings shorter).
 - b. Carole suggested that the list of policies to review for each standing committee may be too long to accomplish during this meeting. The policies are available hard copy to those in the room; electronically for those on Zoom.
 6. Awards of Excellence for December meeting
 - a. Robb reminded the council reps that award nominations are due prior to the December meeting.
 - b. Which councils have which levels of awardees is listed in the policies under 10.4.2:
Awards of Excellence for 2023 in Monterey: CATE Awards [Nomination Forms](#) (Due @ December meeting)

<u>Council</u>	
Capitol	secondary
Central	elementary
Fresno	middle
Kern	elementary
Redwood	secondary
San Diego	middle
Southland	college
TUCATE	college
Upper	college

7. Mission statement discussion (Carol Battle)
 - a. Carol and Frank gave a presentation on the concept, the why, the why now, and set norms for our discussion.
 - b. Carol reviewed the reading of *The Starfish and the Spider*.
 - c. Link to Carol's presentation: [Slide Deck](#)
 - d. We shared how we ourselves got involved in CATE.
 - e. We shared what we think the purpose of CATE is.
 - f. We talked about next steps.
 - g. *The Starfish & the Spider* [Chapter 3 PDF](#)

10:00 AM

**ZOOM Meeting with Representative from NCTE about Anaheim:
Matt Burress and Lori Bianchini**

Matt:

Overview of NCTE

Location: Anaheim Convention Center and Hilton

November 17-20 (Thursday through Sunday)

Post Convention Meetings: Monday through Wednesday

Over 700 meetings

Full-scale exhibit hall

Expecting 6000 people to attend

Last in-person convention was Baltimore (8000 people, record attendance)

Last two conventions were virtual

There will be a virtual component at this convention (live stream and a library of recordings)

Local Arrangements:

Looking for 100-125 volunteers across the program

Help with registration, with hospitality, with signage, with directing people

Help to make people feel welcome

Free registration (8 hours of volunteer hours)

\$2 per paid registration back to the affiliate

Discussion ensued: Carole LeCren volunteered to be point person. Suggestions were made about how to get registrations “reimbursed”, how to contact NCTE members in California, etc. We picked up the contact information for Matthew and Lori:

lbianchini@ncte.org

mburruss@ncte.org

BREAK: 10:30-10:45 AM

- b. Vice President: Sommer Iamele (absent)
 - 1. Future Board Meetings
 - a. December 3-4 meeting in SoCal (Hotel TBD)
 - b. March 2 meeting Monterey, Thursday
 - c. May 20-21 meeting in SoCal (Hotel TBD)
- c. Past President: Greg Johnson (absent)
 - 1. CATE Awards/Scholarship Nomination Forms - Due @ December meeting
 - a. CATE Awards [Nomination Form](#)
 - b. Scholarship [Nomination Form](#) (Fristrom, Reid, Henke)
 - c. Award of [Merit Nomination](#) Form
- d. Secretary: Carole LeCren
 - 1. Double check your e-mail addresses in the roll call listed at the top of the minutes.
 - 2. See me if you want any CATE business cards.
 - 3. If you have a change in address or school site, please e-mail me (carolelecren@yahoo.com).
 - 4. On this shared Google Document, you will have editing privileges during the meeting, but after the meeting it will be changed to viewer only.
- e. Treasurer: Denise Mikkonen
 - 1. Update on *fiscal year end*
 - 2. *Items needed for tax return*
 - a. Accomplishments for the year with costs and revenues of major programs for taxes
<https://docs.google.com/document/d/1acE3NISpsF0rYFvR89THAa4jTjXinRjcpkO0Jw3yj2o/edit?usp=sharing> Suggestions? additions?
 - b. Any changes in governance, policies, and organization from last fiscal year
 - c. Council fiscal report
 - d. Need Fresno/Capital ASAP please to file taxes
 - 3. Current [budget status](#)
 - a. \$581.74 AV equipment ordered today
 - b. NCTE Registration (Jennifer, Carole, Annie, free Registration for volunteering)
 - i. Affiliate breakfast Robb, Greg, Annie, Jennifer, Carol, Joan, Frank, Ashley @47 each

- ii. Denise announced, from her experience, that any council that is an NCTE affiliate, MUST attend the Affiliate Breakfast and also attend the Affiliate Session where you “re-up” your affiliation with NCTE.
 - 4. Reimbursement procedures
 - a. Denise asked everyone to turn in printed receipts for reimbursement.
 - f. Membership: Lori Campbell
 - 1. Current CATE and NCTE membership required for board members
 - 2. Roster requests—privacy reminder: If you use the CATE roster, please DO NOT use it for anything outside of CATE business.
 - 3. [Open Letter in CE about Membership](#)
Lori wants to send this document to Carol Jago to publish in California English, and she wants people to read/give editing suggestions.
 - 4. membership@catweb.org
This is Lori’s new e-mail within our organization, which means she also has a Google Drive to store membership information/materials.
 - 5. CATE Election [Nomination Form](#)
 - g. Convention Coordinators: Annie Gervais and Jennifer Silver
 - 1. CATE 2023 updates
Annie shared information about:
 - the Monterey Aquarium’s proposals (too expensive), and seeking a new proposal and/or a discount option
 - an extensive explanation of our projectors and connectors
 - 2. Pending site visits for CATE 2026
-Jennifer shared that she and Annie will need approval for doing site visits.

LUNCH BREAK 12:00 - 1:00

- h. Reports by Liaisons
 - CTA: Karen Ridley
CTA doesn’t have state council for another month - election season - asking for everyone to visit CTA.org to see education friendly candidates
 - CWP: Tim Dewar (absent)
 - CDE: Jennifer Howerter
As posted, although Jennifer asked (she had to leave at lunch) to pay attention to the information about the literacy coaches and the updates to the literature list.
 - CETA: Gale Caswell (absent)
 - CLRP: Carol Jago (absent)
 - Common Core Consultant (from Bill Younglove in absentia)
CATE Board Report (9/17/2022) from Common Core State Standards Liaison, Bill Younglove

Mini-history: CCSS was adopted by the CA State Board of Education August 2, 2010, applicable across the curriculum. SBAC (Smarter Balanced Assessment Consortium) was adopted as the statewide test to measure student learning gains; thus ensure teacher/district accountability. In 2015, the (1073 page) *ELA/ELD Framework* was adopted, intended as a blueprint for educators to scaffold instruction.

Update/The Latest: CAASPP (CA state testing umbrella) administration was suspended in 2019-2020, due to COVID-19-driven school closures.

CAASPP became “optional” in 2020-2021 (24% took it, statewide, in grades 3-8 and 11). Some districts gave non-CAASPP-type tests.

In 2021-2022, many school districts (e.g., Long Beach USD, except for independent study, but including SBAC, CAST, CAAs; CSA) administered a full battery of CAASPP tests.*

*See the CDE’s School Dashboard and System of Support (web) site for districts’/schools’ details.

Thus?

*No data** derived from the past three years *can possibly be accurate, nor can it be fair to students, teachers or districts*. Whether data are taken from CAASPP or NAEP (latter, biyearly in select grades), # it *should* take into account 1) the effects of remote or hybrid learning (*especially* the Digital Divide), not to mention school closures/intermittent reopenings, 2) teacher burnout/leavings (NEA Poll—55%, some 300,000 teachers “displaced”/LAUSD Poll--70%/Gallup Poll—highest ever reported/; thus, a shortage of *credentialed* teachers, and 3) familial, public, press, and community relations damaged support (and regained/how?) in the immediate future.

*Statistics thus far reported show learning losses for reading to *exceed* two to three years—and *far more severe* losses for mathematics, and especially, in the latter case, for girls.

#U.S. (Pre?)K-12 students still face, on average, 112 standardized^ tests (benchmark or other) during their elementary/secondary years.

^The word “standardized” is *not* an educational term. It is (was) borrowed from a business term.

Challenges for CATE?

Still, how can/does a(ny) California teacher help students achieve the 886 identified Common Core State Standards (Some places, since 2003, have developed “power standards” as a subset of selected standards—e.g., “Share with others derived perspectives from [non] fictional literature.”)?

How can CATE continue to assist ELA/ELD teachers a) understand (any/all) of the foregoing? b) “grow,” via CATE’s communications, hard copy/electronic/personal understandings? c) obtain the best /latest materials to address the Pandemic Gap (my words), especially at upcoming conventions, d) help balance the (incredible) demands of preparation, classroom, and “life” (assuming that one has one-still), and e) flock to Monterey, even if it is just for the sea lions(?)?

- i. Report by Editor of *California English*: Carol Jago (absent)
- j. Reports by Council Committee Representatives
 - Capitol Council: Rebecca Detrick
 - Has not yet met - will meet this month and work on trying to
 - Central Council: Susan Dillon
 - As posted
 - FACET: Alison Mandaville (for Janina Schulz)
 - Beach retreat day - register and come - should be lovely and rejuvenating - link on cateweb.org
 - GSDCTE: Gina Vattuone
 - As posted
 - Kern Council: Kim Flachmann
 - As posted
 - Redwood Council: Vicki Kurtz
 - As posted
 - Southland Council: Jennifer Silver
 - As posted
 - TUCATE: Carol Surabian
 - As posted
 - Upper: Jori Krulder
 - As posted

5. Standing Committee Meetings (Round One)

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

- a. Membership/Leadership

Chairs: Kim Flachmann (Leadership), Lori Campbell (Membership)
Members: Joan Williams, Janina Schulz (or FACET Rep), Kylowna Moton, Gina Vattuone, Carol Battle, Gale Caswell, Carol Surabian, Jori Krulder
Agenda Items:

1. Committee: Review CATE Board Policies regarding membership
2. Review Mailing Documents to edit/revise
3. Candidates for open offices—who should we recruit?
4. Council Award Timelines-- review when these should be submitted and on what rotation
5. Budget needs membership-- collecting giveaways throughout the year
6. Bringing back our members and gaining new members—ideas?
7. How can we use CE for recruitment?
8. How did the half-price membership drive go?
9. Do we have a draft of the new member letter?
10. Openings on the board from the past president
11. Conference Questions:
 - Did we use the Remind app to correspond with the convention attendees throughout the conference? We recommended that one board member work with a student teacher to push out the appropriate notes.
 - Did we change our session with information about CATE to a YouTube video or to sound bites or slides throughout the conference, focusing on what teachers got out of CATE in the past?
 - Did we have a drawing for three free conference registrations?
 - At registration, did we ask people if they would like to donate to the “CATE Scholarship Fund”? We could say the following: “Help bring a new face to CATE: Donate to the CATE Scholarship Fund for Teachers.”

12. Other?

Leadership:

Awards of Excellence for 2023 in Monterey:

Council

Capitol	secondary
Central	elementary
Fresno	middle
Kern	elementary
Redwood	secondary
San Diego	middle
Southland	college
TUCATE	college
Upper	college

Work on brainstorming “what we did” last year to send to Denise for her tax report.

Policies to Review:

1.0 MEETINGS

3.0 MEMBERSHIP

9.0 ELECTIONS

b. Convention Coordinating

Chairs: Annie Gervais, Jennifer Silver
Members: Frank Mata, Susan Dillon, Carole LeCren, Robb Polski, Greg Johnson, Denise Mikkonen, Tim Dewar, Vicki Kurtz
Agenda Items:
Updates from Convention Chair (Susan) Current convention needs Discussion of Contracts Needed Pushing Out of Strands and actually soliciting the presenters to be part of that strand Recap of NCTE questions/concerns Work on brainstorming “what we did” last year to send to Denise for her tax report. Need- A 2024 Chair for Los Angeles (same hotel that Jennifer had)
Policies to Review: 2.4 Council Committees at the Annual Convention 7.0 ANNUAL CONVENTION

c. Policy/Censorship

Chair: April Parker
Members: Bill Younglove, Jennifer Howerter, Carol Jago, Karen Ridley, Rebecca Detrick, Ashley Prevo
Agenda Items:
1. Review policies. 2. Work on brainstorming “what we did” last year to send to Denise for her tax report.
Policies to Review: 4.0 COMMITTEES AND SPECIAL ASSIGNMENTS 11.0 NCTE 13.0 CODE OF ETHICS 15.0 DOCUMENT RETENTION AND DESTRUCTION

6. Report Out of Standing Committee Meetings (Round One)

a. Membership/Leadership

Committee: Membership/Leadership Chair: Lori Campbell (Membership)/Kim Flachmann (Leadership)
Members present: Joan Williams, Alison Mandaville, Kylowna Moton, Gina Vattuone, Carol Battle, Carol Surabian, Jori Krulder
Committee meeting notes submitted by: XX
Notes: <ul style="list-style-type: none">• Since Leadership was merged with Membership, we realize that we are working with both aspects of the committees' work.• MAL Unspecified, College, Middle; President, Vice President: are up for re-election.• Reviewed by policies.
Proposed Action Items (if needed):
ACTION ITEMS: <p>To change Policy 1.6, remove "as requested by the President" from the text of the policy. Moved by Williams, seconded by Mata. Passed.</p> <p>To leave Policy 1.3.1 but delete the end, and create a new Policy 1.3.2: Reports should be succinct, formal, and relevant to CATE. Moved by Williams, seconded by Mata. Passed.</p> <p>To change Policy 1.3.2 (now 1.3.3) to read: replace e-mailed with submitted, add "or designee.... The President will make the report available to the membership." Moved by Williams, seconded by Mata. Passed.</p> <p>To add the student teacher information in Policy 3.4 to 3.3, and delete 3.4. Moved by Williams, seconded by Mata. Passed.</p> <p>To delete 3.6.3. Moved by Williams, seconded by Mata. Passed.</p> <p>To change 3.7 "at least three different Council Committee reps [delete rest of sentence]. Replace "creative, aggressive" with "innovative", replace "keeping" with "maintaining" and replace "recruiting" with "increasing" memberships, and add "and fostering leadership. To make 3.7 become 3.1 and renumber. Moved by Williams, seconded by McIninch. Passed.</p> <p>To change 9.2: Voting in CATE elections may be done by [delete to :] online [delete through CATEweb]. Moved by Williams, seconded by Mata. Passed.</p>

b. Convention Coordinating

Committee: Convention Coordinating

Chairs: Jennifer Silver, Annie Gervais

Members present: Jennifer Silver, Annie Gervais, Frank Mata, Susan Dillon, Carole LeCren, Robb Polski, Denise Mikkonen, Vicki Kurtz, Liz McAninch

Committee meeting notes submitted by: Annie Gervais

Notes:

Updates from Convention Chair (Susan)

- a. Gave thanks to Convention Coordinators and hotel staff.
- b. Re: Speakers, we are between 95% and 97% done. Amy Schneider is asking for car service from Oakland. We are concerned with the cost of this.
- c. Friday Morning Super Session- Daniel B. Summerhill.
- d. Friday Lunch- Obi Kaufmann Naturalist and Illustrator
- e. Friday Banquet
- f. Saturday Morning Super Session-Kelly Gallagher
- g. Saturday Lunch-Traci Chee W-9
- h. Saturday Banquet-Greg Sarris
- i. Sunday Super Session-Rene Rodriguez-Astacio
- j. Sunday Brunch--Kate Schatz W-9 Needed

Current convention needs

- k. Committee Members
 - i. Elementary Teachers Requesting Benchmark Sessions
 - ii. Meetup planned in Turlock/Modesto area
 - iii. Needed-
 1. AV Chair
 2. Student Teacher Volunteer Chair
 3. Signs Chair
 - iv. Have-
 1. Liz McAninch Autograph Chair
 2. Joan Williams New Teacher
 3. Trevor Guina Speaker Reception
 4. Fallon Fowzer Photographer and Social Media
 5. Table Decorations- Sasha and Henry

Discussion of Contracts Needed

Pushing Out of Strands and actually soliciting the presenters to be part of that strand

Recap of NCTE questions/concerns

- l. Committee Chairs to Volunteer for Registration
- m. Hand out actual fliers to NCTE attendees
- n. Make QR Codes for Posters in collaboration with NCTE

NEED- A 2024 Chair:

Frank Mata and April Parker are considering working as co-chairs.

Proposed Action Items:

7.1.1 The Convention Chair becomes a director when appointed by the President...

7.2.5 ...meal arrangements, audiovisual and internet services, and on-site hotel arrangements...

7.3.1 ...one-year contract.

7.3.1 The Exhibits and Advertising Manager...(delete advertising manager for California English)...
7.4 -rename- Convention Registration
7.4.2 [delete after "as well as"]
Delete 7.4.3
Delete 7.5.1-4

ACTION ITEM (to be typed in during the oral report by the CATE Secretary):

To make the following changes to the following policies:

To edit Policy 7.1.1 to read "becomes a director when appointed". Moved by Silver, seconded by McAninch. Passed.

To edit Policy 7.2.5 to read "...meal arrangements, audiovisual and internet services, and on-site hotel arrangements..." Moved by Silver, seconded by Campbell. Passed.

To edit Policy 7.3.1 ...one-year contract. Moved by McAninch, seconded by Silver. Passed.

To change the title of 7.4 to Convention Registration, and to change 7.4.2 [delete after "as well as"]. Moved by McAninch, seconded by Detrick. Passed.

To delete Policies 7.5 1-4. Moved by Campbell, seconded by LeCren. Passed.

To delete Policy 7.4.3. Moved by Campbell, seconded by McAninch. Passed.

c. Policy/Censorship

Committee: Policy/Censorship

Chair: April Parker

Members present: April Parker, Bill Younglove, Karen Ridley, Rebecca Detrick, Ashley Prevo

Committee meeting notes submitted by: Ashley and Rebecca

- Concerns we are seeing:
 - Rebecca: Workload on teachers
 - Karen: banning of books that people haven't read, dissatisfaction with profession and how teachers are treated
 - Bill: Nothing in our backyard, Diary of Anne Frank was banned in Texas but two weeks later the district decided favorably & reinstated, self-censorship
 - Ashley: recognize how many resources NCTE has available - specific to censorship: introducing laws around censorship and the resources that may be available to us as an affiliate - Book banning - teacher and student resources
 - April: some concerns in teaching, reading stamina decreased, writing skills impacted greatly, ELD students, journalism teacher suspended for article on librarian being unvaxed
 - Gripes are a good place to start for resolutions (Bill)

- LAUSD articles April is referencing:
 - <https://www.latimes.com/opinion/letters-to-the-editor/story/2022-09-11/praise-for-laUSD-teacher-stood-against-censorship>
 - <https://www.dailynews.com/2022/09/11/daniel-pearls-family-journalists-rally-behind-laUSD-magazine-adviser-facing-suspension/>
- Review policies. April read 4.2 & 4.3
 - Goal to get representation from each council on Resolutions.
 - Note: a Resolution can be proposed and passed at any Board Meeting.
- Work on brainstorming “what we did” last year to send to Denise for her tax report.
 - Met 3 times, wrote 3 resolutions (some based on drafts made during our regular board meeting breakouts) and they were passed by the CATE members,
 - Resolutions committee leads
 - Angus received CATE Distinguished Service Award
- (Rebecca Detrick - send 2021/2022 Resolutions for cateweb publish)
- aparkerteacher@aol.com will send reminder email to council presidents to recruit resolution committee members - including sign up genius for ease of recruiting/communication <https://www.signupgenius.com/go/30E0D49A4A628A75-cate>

Policies to Review:

4.0 COMMITTEES AND SPECIAL ASSIGNMENTS

- 4.1.1 concern is that it’s extremely wordy - possibly delete/possibly reword
- Reviewed 4.2, 4.3 and it looks good - describes well what we do.

11.0 NCTE

- Yes to 11.1 name change, NCTE Membership and Affiliation
- 11.2 - redundancy is great in a document like this
- 11.2.3 - we would approve a friendly amendment word change as suggested: “The directors appointed to attend the NCTE Convention, under the guidance of the Convention Coordinator, may seek and invite possible exhibitors at NCTE who may want to exhibit at the CATE Convention”
- 11.3.3 - we agree that adding this would make it clear that affiliates can directly communicate with NCTE - “If a local council is also an NCTE affiliate, then they may submit nominations directly on their own. The non-NCTE affiliated councils can submit nomination ideas for CATE to submit.”
- 11.3.4 - this is an NCTE policy, not CATE policy:
https://ncte.org/wp-content/uploads/2021/11/2021_NCTE_Standards.pdf

13.0 CODE OF ETHICS

13.2.4 - we agree that consistency is great, and we would recommend adding to 13.2.4 wording of "historically marginalized" rather than underrepresented (minority groups) - and make this consistent wording throughout the document - the following sections (8.10.4.d and 12.2.3 - both of these need the replacement of underrepresented with "historically marginalized" - with a note to reference 13.2.4 for further definitions)

15.0 DOCUMENT RETENTION AND DESTRUCTION (postponed until next time)

ACTION ITEM (to be typed in during the oral report by the CATE Secretary):

To change POLICY 11.0 name to NCTE MEMBERSHIP AND AFFILIATION. Moved by Parker, seconded by Campbell. Passed.

To reprint the list of people in 11.2.2 in 8.4. Moved by Parker, seconded by Williams. Passed.

To rewrite 11.2.3 to read “Under the guidance of the Convention Coordinator, the directors appointed to attend the NCTE Convention, shall seek and invite CATE Convention exhibitors.” Moved by Parker, seconded by Mata. Passed.

To rewrite 11.3.3 to add: “If a local council is also an NCTE affiliate, then they may submit nominations directly on their own. The non-NCTE affiliated councils can submit nomination ideas for CATE to submit.” Moved by Parker, seconded by Campbell. Passed.

To revise 11.3.4: “NCTE Policy 5.4.2” Moved by Parker, seconded by Mata. Passed.

To revise 13.2.4: to consistently use “historically marginalized” and in 8.10.4.d and 12.2.3. Moved by Parker, seconded by Mata. Discussion ensued. Include reference to 13.2.4 for the entire list of historically marginalized people. Passed.

ADJOURN for SATURDAY at 4:25 PM.

SUNDAY, SEPTEMBER 18

Breakfast: 7:30 AM

Meet at 8:00 AM

7. Standing Committee Meetings (Round Two)

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

a. Diversity, Equity, and Inclusion

Chair: Carol Battle

Members: Susan Dillon, Kim Flachmann, Gina Vattuone, Julie Burnett, Vicki Kurtz, April Parker, Jori Krulder, Gale Caswell, Karen Ridley, Frank Mata

Agenda Items:

1. Policy review plan
2. Debrief mission statement discussion
3. Financial gatekeeping & conference attendance

4. Increasing membership-local focus
5. Work on brainstorming “what we did” last year to send to Denise for her tax report.

Policies to Review:

INTRODUCTION

5.0 NONVOTING MEMBERS

10.0 AWARDS (along with 8.8, 8.9, 8.10)

12.0 DIVERSITY, EQUALITY, AND INCLUSION

b. Publications/Social Media

Chair: Rebecca Detrick

Members: Carole LeCren, Lori Campbell, Joan Williams, Janina Schulz (or FACET Rep), Kylowna Moton, Bill Younglove, Carol Jago, Carol Surabian, Jennifer Howerter, Tim Dewar

Agenda Items:

1. Writing Contests
2. CATE blog
3. Communication follow-ups
4. Work on brainstorming “what we did” last year to send to Denise for her tax report.
5. Review policies.

Policies to Review:

6.0 PUBLICATIONS

8.11 CATE Professional Writing Contest

8.12 CATE Creative Writing Contest

c. Executive Finance

Chair: Greg Johnson

Members: Jennifer Silver, Annie Gervais, Denise Mikkonen, Robb Polski, Sommer lamele, Susan Dillon, Liz McAninch

Agenda Items:

1. Budget check-in for convention
2. P.O. concerns from Cindy Conlin
3. Work on brainstorming “what we did” last year to send to Denise for her tax report.

Policies to Review:

2.0 COUNCIL COMMITTEES (2.1, 2.2, 2.3 only)

8.0 FINANCE AND REIMBURSEMENTS (8.1-8.7 only) 8.5, 8.6 and 8.7 and 14. tabled until December meeting

14.0 CONFLICT OF INTEREST

8. Report Out of Standing Committees (Round Two)

a. Diversity, Equity, and Inclusion

Committee: Diversity, Equity, and Inclusion

Chair: Carol Battle

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

Committee meeting notes submitted by: Frank Mata

Notes:

- Discussing next steps with Mission Statement:
 - Establishing the balance between the tangible product of our mission versus/and the internal examination we all have to make as a board
 - Understanding our CATE's language regarding Language and *Literacy*
 - Prior to each meeting, with the agenda, we need to include sections from the book so folks can review it prior to the board meetings
- CTA resources/applications for grants/funding for folks to attend convention
- CTA also has many opportunities for trainings and PDs
- Discussed strategies for folks to begin the process of trying to get subs and funding to attend convention
 - Carol (or committee) will put together talking points sheet of how to hit-up school site councils, principal budgets/LCAP/SPSA plans, surplus from COVID \$\$\$
 - Offer to the school to do some kind of presentation on their experience as a way to barter for getting funded
 - Kim Flachman: When folks apply for credit, statements must be composed to reflect their experience. This can be used as a plug for CATE AND the credit option. (1 pager?)
 - Email Carol if you have more to add: cefbattle@gmail.com
- Discussion on hitting County Offices of Ed. to disseminate lit. for CATE
- Affinity Groups to be addressed in December
- Policy:
 - Table 10 and 12.
 - April will speak about DEI 12.0 and it's necessity to be included *within* all other aspects/committees, (etc.) and reflected in CATE Policy
 - Introduction

- C. To help assure fair treatment... omit “fair” and sub-in “equitable”
- 2nd paragraph: omit “or they will automatically expire.”
 - “Renewed” change to “reviewed”
- 5.1
 - 1.,2. Will add “(s)” to “liaison”
 - Section 5
 - Add to 5.1.1 Such organizations include, but are not limited to: CDE, CTA, CWP, California English editor, Common Core Consultant, CETA
 - 5.1.5 Omit “...from the California Department of education...”
 - “With exceptions made at the discretion of the CATE Board, expenses borne by the liaison’s organization.”

Table Section 12 until next time:

- Omit entire 12.1
- Change 12.2 to 12.1
- Omit “Steps”

Proposed Action Items (if needed): Policy suggestions (above)

ACTION ITEM (to be typed in during the oral report by the CATE Secretary):

To edit the introduction as stated below. Moved by Battle, seconded by Parker. Passed.
Introduction

- C. To help assure fair treatment... omit “fair” and sub-in “equitable”
- 2nd paragraph: omit “or they will automatically expire.”
 - “Renewed” change to “reviewed”

To edit Policy 5: 5.1.1 and 5.1.2 to add “(s)” to “liaison”. Add to 5.1.1 Such organizations include, but are not limited to: CDE, CTA, CWP, California English editor, Common Core Consultant, CETA. For 5.1.5 Omit “...from the California Department of education...” “With exceptions made at the discretion of the CATE Board, expenses borne by the liaison’s organization.” Moved by Battle, seconded by Mata. Passed

b. Publications/Social Media

Committee: Publications/Social Media

Chair: Rebecca Detrick (sub: Carole LeCren)

Members present: Carole LeCren, Joan Williams, Carol Sarabian, Ashley Prevo, Bill Younglove, Kylowna Moton, Alison Mandaville

Committee meeting notes submitted by: Lori Campbell

Notes:

- CATE Creative Contest Writing Prompt: **We have recently experienced a “sea change.” Change happens, but we also can make changes. Think about a change you’ve seen, and then write about how it inspires you to make a change of your own.**

- Professional writing contest due date extended to Oct. 1 to be submitted to program@cateweb.org.
- Carole has been posting daily thoughts for the day to Instagram, Lori has been posting to Facebook. Following “Bored Teachers” and other teacher accounts on these sites.
- Chris Lewis from ERWC has volunteered his service to push out our notices on ERWC social media pages. Alison shared an example from NASA where they have a “voice” that probably is created by a committee that defines the parameters of the “voice.”

Table revision of Policy 6.0 to next meeting. Committee members will go through the policy and the suggested edits.

Proposed Action Items (if needed):
8.11, and 8.12 into Policy 6.0

ACTION ITEM (to be typed in during the oral report by the CATE Secretary):
To move 8.11 and 8.12 to Policy 6.0. Moved by LeCren, seconded by Campbell. Passed.

c. Executive Finance

Committee: Executive Finance
Chair: Greg Johnson (sub: Annie Gervais, Robb Polski)

Members present: Robb Polski, Jennifer Silver, Denise Mikkonen, Liz McAninch, Susan Dillon, Annie Gervais

Committee meeting notes submitted by: Annie Gervais

Notes:

- CC number for POs in the event that it is not paid, like at a hotel with the authorization (idea credit card as a backup. Denise can look up checks easily.)
 - Build in with Kate at EP an actual CC charge for the PO system as a backup.
 - Set a hard deadline, for example, the last day of convention. Ex: If your PO is not in hand and funded by the district by the deadline, then your credit card will be charged.
- NCTE volunteer expenses
- Presenters will be given a promo code (as specific and exclusive as possible) for their registration to remove \$75 from their registration.
- Revisit issues in Policy 8.0 at a future meeting: 8.5, 8.6, 8.7. And Policy 14.

Proposed Action Items (if needed):
\$4,000 NCTE line item – Covering rooms for NCTE for 7 Lead volunteers 2 per room \$209 per night. Affiliate Breakfast @ 47 each. Each to register on own - treasurer to reimburse at the December Board Meeting

ACTION ITEM (to be typed in during the oral report by the CATE Secretary):
To fund the lead people of the local committee helping NCTE with volunteers as follows: covering rooms for NCTE for 7 Lead volunteers 2 per room \$209 per night. Affiliate Breakfast @ 47 each. Each to register on own - treasurer to reimburse at the December Board Meeting, Moved by Campbell, seconded by McAninch. Passed.

To provide a stipend of \$75 to presenters and provide a CODE for their registration instead of giving them a check. Moved by Campbell, seconded by LeCren.

To edit Policy 2.0: remove 2.1.2 in its entirety. Moved by McAninch, seconded by Parker. Passed.

To edit Policy 8.0: 8.1.2: change "President's Advisory" to "Executive Finance;" 8.2 change to the Executive Finance Standing Committee; 8.3.4.c: remove c; 8.3.5 take out reimbursing for phone and internet data charges; 8.3.6: remove the (1) and the (2). Moved by McAninch, seconded by Dillon. Passed

To edit Policy 8.0: 8.4.1: strike "\$200 diem" and strike the end part with the \$200 per diem, and add "Lodging for half a room for each director will be covered." Moved by McAninch, seconded by Dillon. Passed.

9. Old Business

Liz McAninch asked about voting.

Bill Younglove:

Bill shared with us that he wants to be included in the historically disadvantaged, as a follically-challenged male.

Robb Polski:

To review the information for the next December meeting:

December 3-4 meeting in SoCal (Hotel TBD)

CATE Awards/Scholarship Nomination Forms - Due @ December meeting

-CATE Awards [Nomination Form](#))

-Scholarship [Nomination Form](#) (Fristrom, Reid, Henke)

-Award of [Merit Nomination](#) Form

The CATE Distinguished Service Award winner was discussed last year.

ACTION PLAN:

To honor Michelle Berry as the CATE Distinguished Service Award winner for CATE 2023. Moved by Williams, seconded by McAninch. Passed.

10. New Business

Bill Younglove shared and reiterated about the importance of marketing CATE, and explaining the acronyms and the organization.

Robb Polski asked for apologies about some of the disorganization. He thanked Carol Battle for the reading *The Starfish and the Spider* to help understand how organizations and leadership work. He hopes to get in touch with Groups360 to find out why we're not getting our meeting locations in a timely manner. He also wants to get the agenda out sooner. He asks people to notify the president directly so that there is one point person, but also to notify the vice president especially if you have already signed up for a hotel room/roommate.

Robb announced that we will not be offering the Zoom option for the December meeting. He shared his thinking on making this decision. Feel free to contact Robb if you want to talk about this transition. If COVID restrictions change again, he will reconsider the need for Zoom.

Annie asked, for the December meeting, do we want to bring back the book exchange? Yes. So, for the December board meeting, bring a book, wrapped, for a gift exchange.

Denise thanked Robb for taking the heat, and doesn't always get the credit for all he does.

11. Adjournment

Moved by Prevo, seconded by Williams.

Time: 11:23 AM