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*Kansas Association of Teachers of English*

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**KATE Executive Board Meeting Minutes**  
**23 October 2003**  
**7:00 p.m.**  
**Marriott Hotel, Wichita, Kansas**

Members present: Andy Anderson, Ginny Beesley, Barbara Bleeker, Gerrit Bleeker, Joy Bunch, Donna Burke, Matt Copeland, Diana Costello, John Franklin, Judy Goodpasture, Ruthann Harris, Annie Heidersbach, Linda Jones, Clark Killion, Debra Kohn, Kaleen Knopp, Susie Micka, Marti Mihalyi, Shannon Nickell, Lisa Plamann, Paula Ripple, Ingrid Seitz, Dave Smit, Carlene Stueve, Karen Ann Stous, Jane Wagner, Dana Waters, and Annie Wilson.

#### **Call to order**

President Karen Stous called the meeting to order at 7:00.

#### **Introduction of new and former board members**

Karen welcomed new board members. Karen asked that new board members who would be installed at the meeting tomorrow please introduce themselves. Board members applauded Susan Micka, Diana Costello, Ginny Beesley, Linda Jones, Deb Koehn, Donna Burke, Jane Wagner, and Kaleen Knopp. Patty Strothman, Nancy Sturm, and Kathy Whepley were absent. Karen asked board members to introduce themselves and asked that they star their nametags. Karen thanked outgoing board members Ingrid Seitz, Carrie Froelich, Vivian Leupp, Leota Coats, and Leona Grigsby, and she thanked conference chair Clark Killion for a conference well done.

#### **Approval of agenda**

Shannon Nickell asked that the William Allen White awards report be added to the agenda. Ruthann Harris moved that the agenda be approved. Motion was seconded and carried.

#### **Approval of minutes**

Paula Ripple moved that the following corrections be made to the minutes of the June meeting: KATE netted no profit last year, and *Kansas English* netted only \$279.00. Clark Killion moved the minutes of the June 7, 2003, meeting be approved as amended. The motion was seconded and carried.

## Treasurer's report

Paula Ripple directed members incurring any expenses to submit a blue sheet for reimbursement. She shared a note from 4H member Melissa Ebert thanking KATE for its support of her Public Speaking project. Paula explained that one dollar from every membership goes into KATE scholarships. KATE received income from ads placed in *KATE UpDate* and from *Kansas English*, interest, the 2002 Fall Conference, and miscellaneous income, for a total income of \$27,777.85. Expenses included general board expenses, meeting costs, membership costs, publication expenses (\$2425.28 for *Kansas English*, \$2531.02 for *Young Kansas Writers*, \$1530.56 for *Younger Kansas Writers* and \$8,005.23 for *KATE UpDate*), Kansas Teacher of the Year, and other miscellaneous expenses for total expenses of \$33,717.19. The balance is \$15,536.06, a loss of \$1,889.19. John Franklin moved the treasurer's report be accepted. The motion was seconded and carried.

John Franklin asked Paula for her recommendations to correct our overall losses. Paula named the following options: increase our membership; cut our expenses. The major part of our expenses is KATE's publications. It was suggested we publish *KATE UpDate*, the most expensive of the publications, electronically. However, *KATE UpDate*, must be printed in hard copy four times a year to meet NCTE qualifications for NCTE competition. Andy Anderson said that our Constitution requires that we publish *KATE UpDate* quarterly. John said that there is an overlap of *Kansas English* and *KATE UpDate*. Karen Stous pointed out that we only receive dues from three elementary memberships to warrant the cost of publishing *Younger Kansas Writers*. Kaleen Knopp suggested combining *Young Kansas Writers* and *Younger Kansas Writers*. Paula explained that while combining the two young writers journals would help cut our expenses, it would not solve the problem. Joy Bunch said that she had begun discussions with some of the publishers about advertising in our journals.

Clark Killion pointed out that half of our membership is on the board; we must make membership our number one priority. Paula said that previously KATE had collected a large portion of dues at conference, and we have failed to collect dues this early in the year. Karen said that Moxley Press has been sending dues reminders, and Paula reported that KATE is billed for that service twice a year. Annie Heidersbach asked if there was a direct correlation between membership and conference attendance. She reiterated that word of mouth is our most valuable recruiting tool. Matt Copeland had brought eight people to the conference with him. She suggested board members ask to speak to curriculum councils and in-service meetings to recruit members. Shannon Nickell pointed out that principals are unwilling to release teachers to attend the Fall Conference during parent teacher conference times; she suggested we consider changing the conference date, and perhaps writing grant proposals for income. Clark Killion asked about the possibility of one person putting together a cover letter to be sent to principals establishing the importance of the KATE Conference for English teachers' professional development. Carlene Stueve asked that we reinstate the practice of sending letters of commendation for board service to principals. Matt Copeland stated that our approach to administrators must be on an individual basis.

Karen appointed an ad hoc committee to look at two issues: 1) making administrators aware of the importance of conference attendance to English teachers' professional

development and 2) increasing membership. Andy Anderson will chair the committee of Annie Heidersbach, Annie Wilson, Kaleen Knopp, Paula Ripple, Susan Micka, and John Franklin. The committee will consider suggestions e-mailed to Andy.

Clark Killion, conference chair, reported that the credit course for KATE Conference attendance has been redesigned and is being administered by Friends University. It is now a three hour course handled entirely by Friends University staff. Matt Copeland stated that he thought it was important that the instructor attend some sessions to prevent prevarication. Clark asked for feedback on the open KATE mike session and the eliminating of one break-out session to use more time for the awards ceremonies. Annie Heidersbach asked if the Best Practices award should be presented at the luncheon to increase the audience. Andy Anderson asked if it would work well to schedule the student writing awards right after the opening session. Clark pointed out that it is difficult for students to attend at that time. Karen suggested that we video tape student awards and use the videos for recruiting.

John Franklin, editor of *Kansas English*, announced that we did not win NCTE's award. Matt Copeland thanked John for an excellent issue of *Kansas English*.

Carlene Stueve, editor of *Young Kansas Writers*, reported that the journal is just gearing up and she has submission forms in circulation.

Karen Stous reported on *KATE UpDate*. She asked that those who had taken pictures e-mail them to Bonnie Newcomer for the next issue. Bonnie will be relinquishing editorship of *UpDate* this year. She is willing to work with a new editor during the transition.

Matt Copeland reported on SLATE. He has three CDs on combating censorship at the registration table and will mail a CD to anyone who wants one. Matt had not heard from anyone regarding on-going censorship issues in Kansas. He stated that problems arise when a district either has no policy or wants to override the standing policy.

Andy Anderson, NCTE Liaison, reminded board members they are required to be members of NCTE. Andy and Dana Waters have submitted the KATE Concurrent Resolution to NCTE and Andy will represent KATE at the NCTE conference in San Francisco. Andy had presented the KATE Resolution at the TYCA meeting as well. Karen Stous reported that she had sent a letter and the KATE Resolution to the Board of Regents and had received acknowledgment from them.

## **Old business**

Clark Killion moved we approve the appointment of Clark Coker and Deb Kohn to fill two board positions created by resignations. The motion was seconded and carried. Matt Copeland had received word that Carolyn Davidson had passed away last week. Dave Smit moved that KATE donate one book from each of the authors who spoke at the conference as a memorial to Carolyn Davidson. The motion was seconded and carried. Dave will consult Todd Goodson about an appropriate recipient for the books.

Clark Killion reported that he had explored moving the February meeting from the Eisenhower Library. The Eisenhower Library secretary had asked that KATE not submit payment for use of the meeting room until we receive a bill, but KATE was never billed. It was decided to hold the February meeting at the Eisenhower Library.

Matt Copeland reported that Susan Mika is the recipient the NCTE Leadership Development Award. Andy reported that Prentice-Hall will pay \$500 of Susan's expenses to attend the NCTE Conference in San Francisco. Andy Anderson moved that KATE approve supplementing Susan's expenses up to \$400. The motion was seconded and carried.

Ruthann Harris, 2004 conference chair, asked for proposals and for suggestions for issues and speakers for next year's conference.

Annie Heidersbach, 2005 conference chair, asked for the Board's feeling about moving the 2005 conference to Overland Park. Andy Anderson pointed out that KATE is booked at the Wichita Marriott until 2006, but we can cancel the contract if we do so a year in advance. He added that when our conference was moved from city to city in the past, it adversely affected membership. It was suggested that moving the conference date to the end of September would alleviate attendance problems for members with parent teacher conference conflicts.

Joy Bunch, nomination committee chair, handed out a draft enumerating expectations for KATE Board members. She suggested we add this as policy at the end of the constitution. Responsibilities outlined were as follows:

- be willing to serve a three year term
- maintain KATE and NCTE memberships
- attend three board meetings annually
- serve on at least one committee
- network with English teachers in Kansas
- assist with conference planning
- study issues related to teaching English in Kansas
- maintain current professional and personal contact information to assure communication among board members.

Failure to attend two consecutive board meetings without notifying the president would be grounds for replacement on the board. Paula Ripple moved we accept the proposal into our policy and that it be listed as Policy 1, with subsequent policies moving down. The motion was seconded. John Franklin stated that, according to the policy, he would be forced to step down from the board, since he had not attended two consecutive meetings. Annie Heidersbach pointed out that the policy provides for exception by notifying the president. Paula called for the question. The motion carried. Joy asked members to submit names for nomination to the board and officer line.

Shannon Nickell reported on the 2003-2004 William Allen White awards. She had read the nominated books, a list of which is posted on the William Allen White website. She stated that serving on this committee would be valuable to teachers.

There was discussion of discontinuing the practice of presenting roses to officers during the installation ceremony.

## **Adjournment**

Clark Killion moved the meeting adjourn. The meeting adjourned at 9:40.

Dana Waters, secretary