
K • A • T • E
Kansas Association of Teachers of English

KATE Executive Board Meeting Minutes

19 June 2004

9:00 a.m.

Eisenhower Library, Abilene, Kansas

Members present: Andy Anderson, Tara Azwell, Joy Bunch, Donna Burke, Clark Coker, Matt Copeland, Chris Goering, Ruthann Harris, Linda Jones, Clark Killion, Kaleen Knopp, Barbara Livengood, Susan Micka, Marti Mihalyi, Paula Ripple, Jeff Roper, Dave Smit, Patty Strothman, Carlene Stueve, and Dana Waters.

Call to order

President Clark Killion called the meeting to order at 9:15.

Approval of agenda

There were no additions to the agenda. Carlene Stueve moved that we approve the agenda. The motion was seconded and passed.

Approval of minutes

Paula Ripple moved that the minutes of the previous meeting be approved. The motion was seconded and passed.

Announcements

Clark announced that Paula Ripple had turned in her resignation as treasurer. The board expressed regret at her leaving and appreciation for her work in her tenure as treasurer. Clark said that he had spoken to Clark Coker about assuming the treasurer's office and Clark Coker had agreed to serve. Clark Killion appointed Clark Coker treasurer. Dave Smit moved the board approve by acclamation the appointment of Clark Coker as treasurer. The motion was seconded and passed.

Members introduced themselves and welcomed new board members Jeff Roper and Chris Goering.

Clark Killion announced that he had made arrangements for us to pay individually for lunch at the Kirby House.

Treasurer's report

Paula Ripple announced that the \$150 discrepancy from the last report was an unredeemed check from the Eisenhower Center and had been accounted for in the present report. The June 2004 report (not the final yearly report) showed a balance in the general fund of \$14,834.17 and \$1,861 in the scholarship fund. Paula pointed out that we still have outstanding bills from *KATE Update*. Clark pointed out that we had voted to replace the summer *UpDate* with the conference mailing, so we should save additional moneys on that publication. Andy Anderson moved we accept the treasurer's report. The motion was seconded and passed. Paula Ripple moved that we authorize the treasurer to pay the ongoing bills for the next year, as stipulated in the constitution. The motion was seconded and passed. Paula will do the final treasurer's report and have it audited before she steps down at the end of the fiscal year.

Committee reports

John Franklin, editor of *Kansas English*, sent a written report that *Kansas English* will be mailed this week. He reported that his printer at Pittsburg State extended an offer to work with the next editor of *Kansas English*. John said that rather than working through the NCTE Liaison Officer, he had submitted the report on *Kansas English* directly to NCTE.

Barbara Livengood and Carlene Stueve, editors of *Young Kansas Writers*, reported that the transition to CD of *Young Kansas Writers* had gone smoothly. Carlene handed out the CDs and expressed thanks for her student, Luke, who had helped format the CDs. Carlene asked that the board send him a \$50 stipend for the extensive work he had done. She explained that while the printed document was 75 pages, only 2% of the CD space had been used, which will allow the editors to publish more submissions in future issues. They had burned 200 CDs at a cost of around \$300, including holders, mailers, and postage; by changing *Young Kansas Writers* to digital format, they had saved over \$2000. Carlene and Barbara reported that the students had responded enthusiastically to the change in format. They had not yet received feedback from teachers. The editors will ask that the teachers submit all work on a single disk for the next issue. They also will ask that teachers proofread and submit in Word. Carlene said that when the editors become comfortable with the format, they could accept art submissions as well as writing. Barbara suggested that Andy Anderson put the CD on the KATE website. Dana Waters pointed out that if we made the journal available to everyone on the website, receiving the publications would no longer be a perk of KATE membership. Andy replied that no one but members could submit their students' work, and putting the journal on the website might attract members. Carlene suggested that we delay posting *Young Kansas Writers* until the next issue, when we could ask for parental permission to publish student work on the website. Carlene Stueve moved that we pay Luke \$50 for his work on the CD. The motion was seconded and carried. Carlene and Barbara will research prices for a CD burner that will burn multiple copies. Matt Copeland volunteered to burn the CDs at his school district. Clark and the board commended Carlene and Barbara for their success with a round of applause. Andy asked that the two editors present at the conference about the process and advantages of publishing *Young Kansas Writers* in digital format. Kaleen Knopp pointed out that KATE could take advantage of the new CD as a marketing tool.

Clark reported that Mary Heller had resigned as editor of *Younger Kansas Writers*. The board recognized Mary for making a significant contribution in editing *Younger Kansas Writers* for many years and expressed their appreciation. Linda Jones volunteered to take over as editor of *Younger Kansas Writers*. Clark appointed Linda Jones editor of *Younger Kansas Writers*.

Clark announced that no editor had been found for *KATE Update*. He had talked to the Dodge City Community College journalism department about publishing but they had not been responsive. Andy pointed out that we should use the *KATE Update* heading for the conference mailing so it is clear that the mailing takes the place of that issue of *KATE Update*. Andy suggested we also include a notice that the June meeting minutes will be posted on the website, since they will not be published in the conference mailing issue. Paula pointed out that *Update* had become more expensive since KATE had turned it over to Moxley Publishing.

Ruthann Harris reported for Gerrit Bleeker on NCTE Writing Achievement Award and Barbara Bleeker on NCTE Promising Young Writers Program. Gerrit stated that divulging the winners of the NCTE Writing Achievement Award before the conference date violated NCTE rules. Arranging for student writers and their parents and teachers to attend the awards ceremony honoring had made it necessary for him to violate that rule. Instead, Gerrit will send the winners congratulatory notes at the appropriate time. He suggested we award the winners a gift certificate from a bookstore. Clark Killion said that last year Watermark Books had provided gift certificates for the winners as a thanks to KATE for using Watermark as the conference supplier of authors' books. Paula Ripple said the amount for the reception was \$234, which would limit the certificates to about \$10 each. Since NCTE only publishes a list of the winners' names from all 50 states so students can then use the recognition on college applications. Barbara Livengood asked if we could publish the winning work on the KATE website or on the *Young Kansas Writers* CD. Andy stated that KATE can give NCTE publications permission to reprint from any of KATE's publications; Andy will check with NCTE about permission to publish the NCTE winners' work. Marti Mihalyi said that we should ask that students be recognized by their schools. However, students often have moved to a different school by the time the winners are announced. Dave Smit suggested we put *Young Kansas Writers*, *Younger Kansas Writers*, and the work of the NCTE Writing Achievement Award winners on one CD and send the CD to the winners. Andy reminded us that someone would have to enter the documents, as they come only in hard format. Gerrit would need to ask the winners for a digital copy when we ask for permission to publish them. Winners are scored on both a finished and an impromptu writing; there would be no digital copy of the impromptu writing. Clark said we could put the cover letter from NCTE recognizing the winners on the CD to explain the meaning of the award. Dave Smit suggested we give a certificate to the winners rather than a gift certificate. Joy Bunch suggested we contact the winners and invite them to the conference the following year. Dave Smit moved we award winners of the NCTE Writing Achievement Award a certificate and an opportunity to publish on the *Young and Younger Kansas Writers* CD. The motion was seconded. Paula suggested we not frame the certificates to make mailing more feasible. The motion passed.

Clark Killion had not received a report from Shannon Nickell about William Allen White Award.

Matt Copeland, SLATE representative, had no new information to report for SLATE.

Andy Anderson, NCTE liaison, had submitted Elaine Grimbacher from Clearwater for the NCTE Prentice Hall Leadership Development award. Prentice Hall pays the registration to the NCTE conference for the nominee. Susie Micka said KATE had provided \$350 for her expenses to the conference when she was the nominee. Andy Anderson moved that KATE award scholarship funds of up to \$400 for Elaine's attendance to the NCTE Conference in Indianapolis. The motion was seconded and passed. Names for nominees for next year should be submitted to Andy. Andy had submitted Chris Goering's name for the NCTE High School Teaching Excellence award. He asked the board to consider whom we want to nominate for next year. In the past we have used those submitting their names for KATE's Outstanding Teaching Practices awards; this KATE had no high school submissions. Andy Anderson moved KATE award Chris Goering \$50 from scholarship funds to support his attendance at the NCTE Conference banquet to receive the Outstanding High School Teaching award. The motion was seconded and passed. Andy announced that NCTE leadership training for our district will be held in New Orleans in July. Andy submitted Annie Heidersbach's and Matt Copeland's names to attend. Andy Anderson moved KATE support the attendance of Matt Copeland and Annie Heidersbach to the NCTE Leadership Training event in New Orleans in the amount of \$275 each, the funds to come from the scholarship fund. The motion was seconded and passed

Andy Anderson, Outstanding Teaching Practices committee, had received two submissions for KATE's Outstanding Teaching Practices awards, one from middle school and one from college. He asked that we review the submissions.

Joy Bunch, nominating committee, announced that the new board members had been elected. Matt Copeland was elected second vice president and conference chair for 2006. Newly elected board members are Mindy Applegate, Marilyn Brewer, Terri Browning, Chris Goering, Todd Goodson, Maryemma Graham, Gerri Hilger, Glenna Richardson Mock, Troy Douglas Parker, and Jeff Roper.

Ruthann Harris, 2004 conference chairman, reported on the 2004 KATE conference. She distributed presentation forms and pointed out that they could be found in Clark's Killion's e-mail and on the KATE website. Ruthann has not found a speaker for the Friday luncheon. She also appealed for more presenters. Ruthann suggested a presentation on the censorship issue, as many members are concerned about current censorship issues confronting their districts. Andy suggested we ask someone from the KSBE to speak on what we have learned so far from the assessments. Joy Bunch suggested we invite Kathleen Sebelius to speak on Kansas's literary heritage and writers. Dave suggested we invite a Chautauqua performer. Ruthann has engaged a Shakespeare impersonator for Thursday evening. Ruthann reviewed the conference committees. Kay Flook will take care of registration; next year Clark Killion will take that responsibility. Paula suggested we have a booth with NCTE merchandise. Andy will order the package from NCTE. Andy said that we are expected to pay expenses for the NCTE speaker and an additional \$200 or more to send to NCTE. Members will assume the following responsibilities: Marilyn Brewer--transportation for the speakers; Andy Anderson--Outstanding Teaching Practices recognition; Joy Bunch--vendors; Kay Flook--Friends University credit; Ruthann Harris and Kay Flook-- coordination with the Marriot; Ann

Dora--local packets; Patty Strothman--idea exchange; Ruthann Harris--signs; Joy Bunch--luncheon hostess/door prizes; Dana Waters--photography. Ruthann will move the Thursday afternoon awards time up, as well as the times for refreshments and entertainment. The Executive Board meeting will be held earlier as well. Paula suggested that we have a cash bar rather than the wine reception Thursday evening, since the cost of the reception has exceeded the vendor fees meant to pay for it. The board felt it is important to keep the function as a time for camaraderie. Dr. Phillip Nell will speak on Dr. Suess at the Thursday luncheon and will provide a break-out session on Harry Potter and censorship issues. Members discussed moving the Harry Potter session to the first concurrent session on Friday to accommodate a larger audience. Andy volunteered to introduce Kent Williamson, the keynote speaker from NCTE. Andy had posted on the website increases in the registration fee for non-members: Friday only attendance increased from \$45 to \$65; Thursday only attendance increased from \$50 to \$70. Full conference fees did not change. All luncheon fees increased to \$18 to absorb hotel charge increases. Andy Anderson moved that the fees as posted on the website be approved. The motion was seconded and passed. Last year's conference mailing to every English teacher in Kansas will be continued this year. Clark Killion will be in charge of this mailing. He will contact administrators about in-service dates and ask for a place on the agenda to talk about the advantages of KATE membership. He will then solicit board members to attend the inservices. Patty Strothman had compiled a listing of schools and sent conference information. Many of the e-mails had bounced back because of the size of the document. Ruthann suggested the Moxley database be used for the mailing. Susie Micka volunteered to do e-mailings for conference registration. Paula suggested KATE send back conference registration confirmation by e-mail. Kaleen Knopp cautioned that we need to tell presenters to bring their own equipment or be specific about what we will have available.

Clark Killion suggested we raise the editor's fees to \$200. Paula pointed out that the positions were voluntary and that other officers did not receive pay. Editors present said they did not think an increase was necessary.

Old business

Dave Smit, committee chair to develop the position of Marketing Chairperson, presented a proposal for amending the constitution to include Marketing Chairperson under Article IV, "Organization," Section 2, "Duties of Officers and Committees," adding a new point 9; renumbering subsequent sections; and including "Marketing Chairperson" in other appropriate sections. Duties were described: "The Marketing Chairperson shall be responsible for promoting the association and recruiting new members by supervising (1) the production of informative media about the association and (2) the distribution of these media to schools, universities, and other institutions interested in the association's mission." Members discussed the description of responsibilities and asked if it should include fund raising. Paula suggested it would be more appropriate to solicit advertising and sponsorships for publications than to fund raise. Dave amended the wording of the proposal to include "the solicitation of financial support for that mission." Paula moved that we accept Dave's proposal as amended. The motion was seconded. Matt Copeland stated that marketing membership and seeking funding were two different issues. Dave retracted the change in wording, and Paula Ripple, who made the motion, and Tara Azwell, who seconded, agreed. The motion stood with no amendment to

the language. The motion passed. Dave Smit volunteered to serve as Marketing Chairperson. Clark Killion appointed Dave. Ruthann Harris moved that we approve by acclamation the appointment of Dave Smit as Marketing Chairperson. The motion was seconded and passed. Dave proposed communicating with English Education departments and setting up a table at English conferences in the state. Andy Anderson and Marti Mihalyi presented a brochure they had designed to recruit members for KATE. Dave said he and Andy would tweak the design and asked to whom we wanted to send it. Dave asked for people to volunteer to cover the university education and English departments. Members suggested other meetings that we should cover. Joy Bunch and Susie Micka volunteered to work with Dave on marketing.

Clark appointed Andy Anderson, Joy Bunch, and Dana Waters as a search committee to undertake finding an editor for *KATE UpDate* and *Kansas English*.

New business

Andy asked that we review the nominations for best teaching practices following the meeting.

The next KATE Executive Board meeting will be held during the KATE Fall Conference at the Wichita Marriot on Thursday, October 21, 2004.

Adjournment

The meeting adjourned at 2:48.

Dana Waters, secretary