

---

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

---

KATE Executive Board Meeting Minutes  
26 June 2010  
Eisenhower Library, Abilene, KS

**Members present**

Joy Bunch, Clark Coker, Kara Huck, Kaleen Knopp, Deb Kohn, Phillip Marzluf, Mimi Rainen, Paula Ripple, Jeff Roper, Mary Schmutz, Carl Singleton, Carlene Stueve, Dana Waters, Kristen Worthington, Terri Zimmer.

**Call to order**

President Kaleen Knopp called the meeting to order. She welcomed members and asked that they introduce themselves. She asked that members select from the luncheon menu, pick up handouts, and sign the roster sheet.

**Approval of agenda**

Kaleen added the following reports to the agenda: Jeff Roper—the Kansas Writing Project Coalition; Deb Kohn—teacher workshop at the Eisenhower Center; Carl Singleton—vendors for the KATE conference. The agenda was approved by consensus.

**Approval of minutes**

Mary Schmutz asked for correct spelling of her name. Deb Kohn asked for correction of the number of Friday only conference registrations. Mimi Rainen asked to clarify the resignation of Annie Heidersbach as committee chair of *Young Kansas Writers*. Paula Ripple moved to approve the minutes of the February 20, 2010, meeting as amended. The motion was seconded and passed.

**Announcements**

Kaleen announced absences of which she had received notice. Mimi Rainen reported on Debbie Holloway's absence.

**Reports**

**Treasurer:** Clark Coker reported receiving more conference income. He clarified that one travel expense item for the 2010 conference appears on this report. The 2009 conference showed a loss of approximately \$3700. The general treasurer's report showed a balance of \$25,569.87. A few expenses remain to be paid. Clark asked for clarification of which editors are to be paid the \$100 stipend. *Kansas English* now has a six member editorial board. In the past co-editors had divided the stipend. Kristen Worthington felt that the editor's job is voluntary and there is no need for the stipend. Kaleen pointed out that other tasks on the board are done voluntarily. Action was tabled

until the next meeting. Clark pointed out that inaccurate forms cause anomalies in the fees he collects and reports. Paula Ripple suggested all future forms have a “valid only” date at the bottom.

**Membership:** Clark Coker reported that because of incomplete information written on the membership forms, the data base has inaccuracies. Kaleen volunteered to contact lapsed members this summer. Clark reported that the fiscal year begins July 1, although most members pay at the time they register for the October conference. The membership list shows 509 members, but many have not paid dues. Carlene Stueve pointed out that many people pay dues when they register for the conference and if their district doesn't allow them to attend the conference, they don't follow up with dues payment. Kaleen pointed out that NCTE gives a free first-year membership that positions people in the membership cycle; she suggested we follow up on KATE's free membership for new teachers, being more proactive in contacting and welcoming them.

**Marketing:** Deb Kohn and Terri Zimmer reported that they are developing a flyer for mass mailings. Terri will create the marketing materials and Deb will work on the mailings. They will contact Matt Copeland about creating labels. Since school districts may no longer pay for professional memberships, they will use “Make and Investment in Your Career” as a catch-phrase. Deb and Terri will ask members to provide quotes about what they get out of the KATE conference for the flyer. They will meet with Kaleen to further discuss strategies. A sheet was passed around for quotes. Their marketing goal is to send out materials August 27 to reach schools before Labor Day.

**KATE Update:** Kaleen reported on behalf of Suzy Oertel and Elaine Klincik. Suzy and Elaine have had technical problems collaborating, which has left Suzy without mentoring as new editor of *Update*. Kaleen asked if we have clear guidelines for mentorship of those assuming new tasks, and if we need to generally revitalize our location-based mentorships and update the mentor/mentee chart. Jeff Roper added that the Writing Project has a policy of sustainability and it is understood that the person giving over the position will help the new person. Jeff will work with Kaleen to develop guidelines. Andy Anderson has acquired new software for *Update* which he will be sending to Suzy. Kaleen was directed by the editors to ask if we should reduce the number of *KATE Update* issues from four to two, since now we have other ways to communicate. Constitutionally KATE is mandated to publish *Update* quarterly. Clark Coker moved that we amend the constitution to call for two issues of *KATE Update* a year rather than four. The motion was seconded. Carlene Stueve pointed out that this is one more membership benefit KATE is reducing. Kara Huck suggested a blog to update members on KATE's activities. Deb Kohn suggested we look at the website Englishcompanioning as a model. Dana Waters asked about how changing publication dates would affect the conference. Paula Ripple suggested three issues: pre-conference, post-conference, slate of officers. Clark amended his motion to publish *KATE Update* three times each year, each publication to follow closely the Executive Board meeting dates. The amendment was seconded and approved. The motion passed as amended. Carlene Stueve volunteered to help with *KATE Update*.

**Kansas English:** Kristen Worthington reported that the *Kansas English* creativity issue is to come out next week. However, Andy Anderson's e-mailed reported that JCCC had not yet mailed it. Kristen reported that the next issue, dealing with assessment, is progressing. She solicited small blurbs about assessment—a thought, some complication, some observation—a small description or paragraph. The focus of the following issue will be working with struggling or reluctant students. To enhance readership, the editors are working on a sense of contact with readers and contributors through networking. They are talking to the Writing Projects to generate interest. Kristin asked for contacts within our areas to solicit submissions. Kaleen had received a complaint about grammatical errors in the previous issue. The Board emphasized making sure there are no grammatical errors in our journals.

**Young Kansas Writers:** *Young Kansas Writers* editors were not present. The report was tabled until the next meeting.

**William Allen White award:** Tara Baker sent a report that she is reviewing submissions for the awards.

**SLATE:** Steve Maack sent a report that there had been no SLATE activity. Tara Coleman will also be a contact for SLATE issues.

**NCTE Liaison:** Andy Anderson e-mailed a report. He reported that KATE's taxes are current. KATE's membership form can now be completed on line and in the future can be imported directly into the membership data base. Andy will be updating the forms for the new year. The conference form will also be available to complete on-line. The Outstanding Teacher Award program and forms will be posted on the website soon.

**2010-2011 Board Slate:** Andy Anderson reported the election results for the new executive board members, to be installed at the Fall Conference:

Second Vice President: Jeff Roper, Andover High School

Executive Board

- Jeremy Gibson, Topeka High School
- Eryn Elder, Wichita South High School
- Jennifer Funk, Trailridge Middle School
- Eileen Montavo, Junction City High School
- Heidi Stohs, Abilene High School
- Heather Caswell, Kansas State University
- Kevin Keinholtz, Emporia State University
- Denise Gilligan, Mission Valley High School
- Montika Atkinson, Westwood Elementary School
- Penny Macumber, Junction City High School

**KSDE Liaison:** Matt Copeland was not present.

**NCTE Literary Magazines:** Judy Beemer was not present. Kaleen will ask Judy if she will continue to serve.

**NCTE Teaching Awards:** Mimi Rainen will publish information about the NCTE Teaching Awards in the next *KATE Update*. She would like to begin the nomination process earlier next year. Mimi will provide a full report in October.

**Conference 2010:** Phillip Marzluf asked for breakout session presenters. He reported that he has e-mailed last year's breakout presenters to see if they would like to present again. The tentative deadline for breakout sessions is August 7. Kara Huck asked if someone could present a session on policies for Internet use with students. Mimi Rainen will provide signs for the breakout sessions. The two main conference speakers have been engaged. Phillip needs volunteers to drive them from and to the airport. Phillip asked for volunteers for various other tasks and will be e-mailing assignments in the next weeks. Suggestions for the Thursday night reception were the Milken Foundation; Don Wagner; Karen Miriam Beaufort, poet laureate; and Don Hedrick. Clark Coker asked for a clear policy for whom we waive registration fees. The breakout session presenters must register; other than that, Kaleen suggested we leave that to the discretion of the conference chair. Dana Waters suggested that each year KATE have a session where conference attendees discuss a book, chosen and announced the previous conference. Titles would be nominated and a selection made at the board meeting Thursday and the title for the following year would be announced Friday. Joy Bunch discussed the on-going problem of finding exhibitors for the tables. Phillip warned that he might be called away from the conference for the birth of his son.

## **Old Business**

There was no old business.

## **New business**

There was no new business.

## **Agenda additions:**

Jeff Roper reported on the Kansas Writing Projects Coalition, a new coalition formed by South Central Writing Project, Flint Hills Writing Project, and Greater Kansas City Writing Project. The Coalition's goal is to advocate and improve writing in Kansas. They will meet once a quarter, and have applied for grant funding. Initially they will target the western part of the state as an underserved area. They held a summit in Garden City, working through the school district to help English language learners write family stories. Last year they encouraged writing projects in the classrooms, and each project did a presentation on what they had done, followed by breakout discussions on establishing a linkage to Western Kansas. Next year they will do a week-long mini-institute. Jeff suggested a breakout session at the conference repeating some of the presentations. Dana Waters moved that the KATE Board create a position of Liaison from the Kansas Writing Project Coalition. The motion was seconded and passed. Kaleen appointed Jeff Roper as liaison from the Writing Project Coalition. The report will be added to the October agenda.

Deb Kohn reported on her participation in an intensive, week long teacher workshop at the Eisenhower Center: Eisenhower and the Righteous Cause: The Liberation of Europe. The workshop included people from the Kansas City Holocaust Foundation. They screened *Life in a Jar: The Irena Sendler Project*, a story that came out of the Nation History Project. Three girls from Union Town, Kansas, found the story of Irena Sendler and researched it. They developed the story into a play which they presented in Kansas City; and which was made into a Hallmark movie. The Lowell Milken Foundation became involved and has created a center in Fort Scott which does teacher training. Deb had done a week of research in the Eisenhower Library archives to put together a lesson plan. Baker University issued credit for the workshop and the research. Deb researched the theme of tolerance and human rights. She has her students read related novels and research the liberators of the Nazi concentration camps. She raises the issue of human rights violations and asks whose responsibility is it to step in? Deb suggested the Milken Foundation might be a resource for a conference session.

Carl Singleton reported that at last year's KATE conference, Fort Hays State University rented an exhibitor's table to advertise their graduate program. They had 30 inquiries and will rent a table again this year. Jeff Roper committed to rent a table for the Kansas Writing Projects Coalition. Carl suggested soliciting publishers of Kansas authors and perhaps inviting some of the authors to present a breakout session.

## **Adjournment**

The meeting adjourned at 11:45. The next meeting will be October 7, 2010, at the Marriott Hotel in Wichita, Kansas.

Dana Waters, secretary