

Los Padres CATESOL meeting
11/21/08, 2:30-3:30
Wake # 12

1. Approval of 10/31 meeting minutes

Minutes approved.

2. Setting regular chapter meeting time

Jack will send an email about regular meeting time: third Friday of every month at 3:00. Upcoming meetings: January 16th, February 20th, March 20th.

3. Fall Conference Report

a) Net profit from conference: \$4,152.00.

- Possible professional development for the board—CATESOL conference attendance?
- This means that we will have more than \$8,000 dollars in the bank after Adult Ed pays for teachers. Good news!

b) Next year's plenary: Susan Gaer

- Jaala will contact Susan about next year's plenary

4. Professional Development

- We have 18-20 topics and presenters.
- 10 people per event is our goal. Presenters need to receive RSVPs.
- Cassie will be the new Professional Development Coordinator

Responsibilities:

1. Send out calendar quarterly
 2. Give calendar to Randy to post on website
 3. 2 reminders for each event, 1 month and 10 days prior to event
 4. Field the RSVPs and communicate with presenters about numbers
 5. Jaala will create calendar and word document for each event
 6. Identify board representative to be present at each meeting (food, sign in, membership announcements)
- We will try to offer 3 workshops in the credit campus to cater to credit instructors.
 - plan to have these in the Spring to appeal to teachers who need flex hours
 - Workshop days: Thursdays, Fridays, and Saturdays

5. Chapter Goals

- We reviewed the goals we set last year. More to come in the next meeting.

6. Agenda for January's meeting

1. Build outreach list representing all groups (K-12, IEP, University, etc).
2. Plan professional development events in other areas other than Santa Barbara

Action Items:

- Jack will send out an email about our new meeting time: Third Friday of every month at 3:00, Wake room 12.
- Jack will investigate option to send board to CATESOL conference.
- Jack will create a professional development calendar and send to the board.
- Cassie will be the professional development coordinator: send emails and receive RSVPs.
- Jaala will contact Susan Gaer about presenting at next year's conference.
- Jaala will give \$100 donation to SBCC School of Culinary Arts.
- Randy will post presentation handouts on the website and send a message to Jack to send to the chapter.
- Jaala will buy gift cards for student presenters and give them to Paul Mori.
- Paul will give gift cards to student presenters.
- Jaala will give CATESOL note cards to Cassie for thank you cards.
- Marit will contact Belinda about attending/presenting at next year's conference.

Present: Jaala Thibault, Jack Bailey, Randy Rightmire, Cassie Koop, Olga Spuskanyuk, Dori Carlson, Nancy Estes, Paul Mori