

## **Los Padres CATESOL Meeting - Friday, January 15<sup>th</sup>, 2010 at 4:00 pm, Wake Center, Room 12.**

### **1. Review of Minutes from Friday, 12/04/09 Meeting**

- Minutes reviewed and approved.
- Next meeting: Friday, February 26<sup>th</sup>, 2010 at 4:00 pm Wake Center, Room 12.

### **2. Los Padres CATESOL Officers for 2009-2010**

- Coordinator: Terease Chin
- Coordinator-Elect: **Silvia Morgan**
- Fall Conference Coordinator: **Terease Chin**
- Fall Conference Coordinator-Elect: **Douglas Smith**
- Treasurer: Clara Bauler
- Secretary: Douglas Smith
- Professional Development Coordinators: Jack Bailey, Jaala Thibault, and Silvia Morgan
- Events Coordinator: Cassie Koop

#### **Los Padres CATESOL Level Chairs for 2009-2010**

##### Board Representatives for Level Chairs:

- a. K-12 – **OPEN**
- b. Adult Ed – Silvia Morgan, Tara Stoker
- c. Community College – Jaala Thibault
- d. IEP – Paul Mori
- e. University – Randy Rightmire
- f. Ventura County – **OPEN**
- g. SLO County – **OPEN**

- The Board continues to seek representatives for open level chairs.

### **3. Los Padres CATESOL Web Site**

- The Los Padres CATESOL Web Site will remain at <http://www.lospadrescatesol.org/>.
- It was agreed that most of the information at the ning site will be removed to avoid any confusion.
- Douglas Smith volunteered to work with Randy Rightmire.

### **4. Los Padres CATESOL 2010 Finance Report**

- The Board reviewed the January 14<sup>th</sup> Chapter Financial Report.
- The Board discussed ways in which funds could be allocated. A portion of the funds will be allocated towards promoting LP CATESOL membership. New members will be eligible to receive 50% off their first year membership dues. The amount allocated towards scholarships will be limited to \$500 for this winter and another \$500 for the fall.
- Mini grants will be made available to Los Padres CATESOL members to cover registration fees for the CATESOL State Conference in April. The registration fee is \$175 per person. The board agreed that up to fifteen grants will be offered. LP CATESOL members who receive grants will agree to give a 5 minute presentation or prepare a poster for a "conference share" after the State Conference.
- Silvia Morgan will obtain a Mini Grant application form from CEIA for use as a template in creating our Mini Grant application. The Board will review the application at our next meeting.

### **5. Los Padres CATESOL 2010 Professional Development Calendar**

- The Board reviewed the January through March 2010 Professional Development Calendar.
- The board selected representatives for upcoming workshops. At each workshop, board representatives will discuss the benefits of being a CATESOL member.
- Jack Bailey and Cassie Koop will make copies of the Professional Development Calendar available for SBCC Adult Ed Language Classes and Franklin School teachers.
- Current scheduled professional development workshops and Board Representatives are as follows:

1. Saturday, January 30<sup>th</sup>, 9:30 am - 11:30 am. *What is Your Grammar Style?*  
Presenter: Rob Walters. Board Representative: Terease Chin.

2. Friday, February 5<sup>th</sup>, 5:30 pm – 7:30 pm. *Role Play, Simulation and Drama in the Language Classroom*. Presenter and Board Representative: Cassie Koop
3. Friday, February 26<sup>th</sup>, 5:30 pm – 8:30 pm. *Tapping into Our Learners' Strengths: Integrating Multiple Intelligence Theory into ESL Lesson Design*. Presenter: Jayme Adelson-Goldstein. Board Representative: Bonnie Blakley.
4. Saturday, March 20<sup>th</sup>, 9:30 am – 11:30 am. *Learning Styles in the Language Classroom*. Presenter: Barbara Lotito. Board Representative: Jack Bailey

- CATESOL representatives may contact Jack Bailey to assure workshop rooms are open and that supplies are available.
- Jack Bailey will remove surplus supplies the day following each workshop.
- Attendees will RSVP three days in advance of the conference.
- There must be a minimum of ten attendees preregistered for each workshop.

## **6. Los Padres CATESOL Board Resource Bag**

- Jack Bailey will assure the “Resource Bag” is available for board representatives to use during upcoming workshops.
- Resource Bag contents include:
  1. Information on Joining CATESOL (Orange fliers - Why Join CATESOL?).
  2. Workshop Sign In Lists.
  3. Applications to join CATESOL.
  4. Workshop Evaluation Forms.
  5. CATESOL Conference Catalogs.
  6. CATESOL Journal / Quarterly Newsletter.
- Board Representatives will contact Jack Bailey to restock resources as needed.

## **7. Action Items:**

1. Randy Rightmire will remove most of the information from the ning web site, and place a redirect link to the Los Padres CATESOL Web Site at <http://www.lospadrescatesol.org/>. Douglas Smith will assist as needed.
2. The Board will discuss future professional development workshops at our next meeting.
3. The Board will continue to seek representatives for the open level chairs.
4. The Board will continue to research and discuss ways to increase new membership and participation in CATESOL.
5. Silvia Morgan will obtain a Mini Grant application form from CEIA for use as a template in creating our Mini Grant application.
6. Jaala Thibault will update the Fall Conference Binder with her recommendations.
7. Terease Chin and Douglas Smith will review the updated binder in preparation for the next Fall Conference.
8. Jack Bailey will assure the “Resource Bag” is available for board representatives to use during upcoming workshops.

**Present:** Jack Bailey, Bonnie Blakley, Terease Chin, Cassie Koop, Silvia Morgan, Douglas Smith, Sarah Graff.