

VATE Executive Board Meeting
Saturday, July 31, 2010
Richmond, Virginia

Members present: Chuck Miller, Sarah Tanner-Anderson, Jan Suppa-Friedman, Julie Singleton-Smith, Adria Merritt

- I. Call to order, adoption of agenda – The meeting was called to order at 11:30am.
- II. Reports
 - A. Secretary's Report – minutes have been adopted via email and posted
 - B. Webmaster's Report – Linda MacCleave – **See Full Report sent via email.**
 - C. Excellence in Student Literary Magazines – Frejya Bergthorson –
Literary magazines have been mailed to judges. A list of magazine sponsors, school names and addresses will be sent to Adria by July 31.
 - D. NCTE Achievement in Writing Award – Troy Ketch –
Judges responses have been returned. Results will be forwarded to the board as soon as they are done.
 - E. VETAC Liaison – Rafe Telsch –
Will investigate the possibility of ebooks being used as a method for VEB and the use of NCTE's Connected Community site to promote VATE's information.
 - F. VDOE Report – Tracy Robertson – **See Full Report sent via email**
 - G. NCTE Liaison Report- Jan Suppa-Friedman
 - Leadership Development - Christine Frierman (At least 12 other states decided to send a developing leader to the NCTE convention by supporting them with expenses or donations from other sources.) Plan on attending the affiliate breakfast where Christine will receive recognition.
 - High School Teacher of Excellence - Sara Zeek (Haven't heard from Sara yet about her receiving this award. It is sponsored by the NCTE Secondary Section Committee and will be given out at the Secondary Luncheon. Plan on attending to support Sara.)
 - VATE Web Site Award - **Honorable Mention** was earned by VATE this year.
Many thanks to Linda MacCleave for her consistent and hard work keeping VATE's web site up-to-date.
 - Affiliate Excellence Award - This award was submitted by July 15. Results will be forthcoming.
 - NCTE Conference-
 - Adria and Mary Beth will be participating in one of the NCTE SCOA breakouts where affiliates that have earned excellence status will be sharing some of the activities that have helped them earn this status.
 - VATE members need to support their affiliate by attending Affiliate sponsored sessions including the Affiliate Breakfast being held on Saturday this year where the Vice President of NCTE presents a short talk, discussion takes place, and affiliate awards are given.
 - H. VCEE Report- Hood Frazier
 - The VCEE held its spring meeting at JMU on May 22, 2010
 - VCEE had a membership update from Pat Kelly and Treasurer's Report. Currently, there are 30 members who represent 18 different institutions from around the state 10 are institutions of higher education.
 - VCEE has proposed two sessions for the VATE Conference in VA Beach. One for teaching candidates from around the state and the other a round table discussion with members from VELAS.
 - VCEE approved a VELAS Liaison position on its board and will bring this up at the state conference for VELAS consideration.
 - In addition, VCEE has initiated a proposal to link the VCEE page to the College English Education (CEE) website to make links at the national level.
 - VCEE has mailed notices about the Diversity and Meade Awards to colleges and universities around the state.
 - Finally, VCEE has new officers based on the election procedures outlined in our new constitution. Officers for 2011:
Chair: Kathy Kelly
Vice Chair: Robin Smith
Secretary: Gina Southall
Treasurer: Pat Kelly
 - I. Members-At-Large
 - Elementary –Nancy Webb/Kirk Dolson –
 - A. Submitted a proposal for the elementary forum, which will consist of a group discussion focusing on the needs of elementary schools/teachers and how VATE can assist with some of those needs.

- B. Recruited a colleague to present with on our approach to RtI, which is called "Responsive Instruction" in Loudoun County. Hopefully, some of elementary teachers from the RI schools will be able to attend, but those teachers cannot commit without speaking with their principals first.
 - C. Elementary attendance is UP for the fall conference! What a great achievement!!!
 - Middle –Arleatrice Winters/Jennifer Bartholomew –
 - A. A middle school Forum will be held as a part of the conference.
 - Secondary – Ryan Tibbens/Lynn Armstrong –
 - A. A high school Forum will be held as a part of the conference.
 - J. Affiliate Chair Report – Roark Mulligan –
 - Roark is creating an Affiliate Packet. It will be complete in time for the fall conference.
 - K. Vice President’s Report – Julie Singleton-Smith –
 - The tentative date for the fall 2011 conference is October 14-16;
 - The location will be Staunton; Stonewall Jackson Hotel and Conference Center (see proposal sent by Chuck via email).
 - The conference will feature a session at the American Shakespeare Center;
 - Carol Jago may be the keynote speaker and may also feature a poet who is a part of the Norfolk 17.
 - Some possible plans include: the Saturday matinee at ASC, a workshop combined with an opening session at the theater on Friday, and Ralph Cohen, founder of ASC and author of books on teaching Shakespeare as a speaker.
 - Some door prizes for the 2010 conference have been secured.
 - L. Past-President’s Report – Chris Woods –
 - Vendor registrations are slow, but will hopefully pick up – will be back in school August 5th and will continue soliciting;
 - Attended the Blue Ridge Writing Project luncheon a few weeks ago and am very happy to report they want to participate in PATE/VATE as officers locally and conference presenters!!
 - M. President-Elect’s Report – Sarah Tanner-Anderson – **2010 VATE Conference**
 - 40 proposals have been submitted; a conference schedule featuring concurrent sessions Friday evening and all day Saturday is being created;
 - The local committee is requested to solicit bags that may be used as goodie bags for registrants (ex: a cloth bag with a company logo). These bags will be filled with pens, candy, and flyers and other donated or informational items. In addition, the local committee should reach out to local merchants about being vendors in the conference Exhibit Hall.
 - A conference postcard will be created to publicize the conference; the postcard will be mailed (August) to the membership and given to language arts coordinators in the areas near the conference (Virginia Beach, Norfolk, Hampton, Chesapeake, York County, Williamsburg, Newport News), as well as colleges with teacher preparation programs (ODU, Hampton University, Christopher Newport, William and Mary, Regent).
 - N. Executive Secretary’s and Conference Coordinator’s Report – Chuck Miller –
 - Will investigate the cost of having the conference program printed;
 - Has met will several hotels regarding our 2011 conference;
 - Will create a database of VATE Board members’ personal contact information to create a phone tree;
 - Followed up with Stonewall Jackson Hotel and Conference Center and American Shakespeare Center in Staunton.
 - O. Treasurer’s Report – Peggy Gearhart – **See Full Report sent via email**
 - P. President’s Report – Adria Merritt –
 - Advocacy Day- A session will be presented during our fall conference and information displayed near the registration table. Efforts will be made to have a large number of VATE members attend NCTE Advocacy Day in April to lay the foundation for a state level Advocacy Day to be launched February 2012.
 - Book Trailer Competition Development- For next year, looking at ways to collaborate with VSRA to have our Book Trailer competition a part of Virginia Young Readers. When schools send in their winning book, they would send VATE Book Trailers made to promote the book. Our website would reference VSRA’s Young Readers when views access the trailers, and VSRA’s could reference VATE’s website for people to view trailers of the winning books.
- Publications – Carolyn Matthews –
- Needle’s Eye – Sara Zeek –
- Do we want to continue with two publications?
 - For now, we will continue with two publications.
 - Could we run print copies of the VEB and include the newsletter info in it? (Jan gave us a sample of a publication like this last year in Williamsburg.)

- It is difficult to email the VEB because it is a large document. To continue emailing it, we need to make some decisions about size. Linda can speak to this as she helps me with the emailing when needed.
- If we print the next issue of NE, we need to hold it to 16 pages or less. We need to decide if we want to fold it in half and use one side for addresses or if we want to put it in an envelope (more money).
 - We will print a September "Back to School issue" that will be limited to no more than 16 pages and folded for one side to be used for addresses.

Proposed the following questions for consideration:

VEB – Robert Williams –

- Just proofread the pre-production proof set for the print run of VEB and approved the printing. Our 100 copies will hopefully be in the Post Office's hands early next week, and out in the mail the next day.
- Will definitely need everyone to solicit for articles for the next VEB which is currently being worked on. The Call for Manuscripts is in the pdf issue everyone just received (thanks to Sara's e-mail prowess).

Policy and Practice Chair – Linda MacCleave – **See Full Report Sent via email.**

Q. Old Business –

- VEB Editor Search- No one has submitted a letter of interest to serve as editor. Follow up emails have been sent to Carolyn Matthews (publications chair) and Kathy Kelly in reference to the urgency of this matter.
- Spring 2012 Literacy Fair-**See Full Report submitted by Jenn Bartholomew Sent via email**
- Book Trailer Competition- Arleatrice created judging kits for middle and high school entries. The following judges have been secured so far: Elementary: Jenn Bartholomew, Freyja Bergthorson, Silvia Babcock, Desire Dixon (PenVATE), Chanmoni Small (PenVATE), Tori Oxley (PenVATE).
Middle School: , Jan Suppa-Friedman, Julie Singleton-Smith, Chuck Miller
Three additional elementary judges are needed.
Judging sheets are due back to Arleatrice by September 15.

R. New Business –

- Virginia Writing Project Liaison- We will add the VWP Liaison position in the Policy Manual under the heading "BOARD LIAISONS AND OTHER STANDING COMMITTEES CHAIRS"; the position will also be added to our website with KaaVonnia's contact information.

S. Announcements – No announcements

Adjournment – Meeting adjourned at 1:40 pm.