



CODE Management Board Meeting
Saturday, May 23, 2015
Location: 71 Edgewood Ave, Toronto, ON
Time: 12:30 - 3:30 pm

Co-chaired by Daniel Lalonde, Vice-President and Sarah Papoff, President

Present: Andrea Santangelo, Rochelle Matthews, Shawn Rocheleau, Jessie Kennedy, Brooke Charlebois, Jenn Mavity, Ayesatta Conteh-King

Regrets: Liz Burnip, Sarah Hodgkinson, Gisele Paquette, Emily Caruso Parnell, Julia Gutsik, Jeffrey T. Newberry, John Thomas, Cameron Ferguson

1. Adoption of Minutes

I, Shawn Rocheleau, move that we adopt the minutes from the March 2015 management meeting. I, Rochelle Matthews, second the motion.

2. Adoption of Agenda

I, Brooke Charlebois, move that we adopt the agenda for today's meeting. I, Ayesatta Conteh-King, second the motion. Motion Carried.

3. Board Reports

- Executive and Management Members shared highlights from their Board reports.

Action Items arising from reports:

Shawn will Check with Stephen about header in emails

Brooke will send to Shawn AQ list to post on website about face to face summer AQs.

4. Conference 2015

- Dan and Jeff reported on the conference. Conference website is up and running. Please promote.
- Action item: Shawn to send trade fair letter to our list of sponsors and begin to actively recruit.

5. Conference 2016 locations

- White Oaks Conference Centre:
- E-motion: I, Brooke Charlebois, move to book the 2016 CODE conference at White Oaks resort. Seconded by Dan Lalonde.

6. Writing project- elementary and secondary

- Secondary writing project moving ahead. 4 teams 9/10 drama, 9/10 dance, 11/12 drama, 11/12 dance. Two day training in August. Call will go out ASAP
- E-motion to be posted: I, Brooke, move to move forward with the secondary inquiry writing project with a budget not to exceed 25,000. Seconded by Dan Lalonde.
- Motion carried online.

7. Regional Rep Initiative Updates

- Marketplace- talk in September about infrastructure. Now we need to populate the folders.
- Partnership Information, Show Discounts, International Links
- Sub-Committee Meeting: to discuss what it is including layout, separate page with filter?

8. Upcoming dates/events

- National Round Table May 28-29th
- Singapore SDEA conference Summer 2015: Jessie presenting
- DaCi Copenhagen 2015: Brooke and Amanda presenting.

9. Other Business

- **Communication:** We need to continue to be in good partnerships with everyone. Please be professional and positive in all communication.
- **Check your email over the summer.** Answer people within two days if they have a question.
- In E-mail settings you can set if you are out of the country. Add, if it time sensitive please email and give an alternative.
- **Action Item:**
 - **Regional Reps: regional rep mailings are due on the 15th of each month. Please send them over the summer as well.**
 - **Clyre: please send your mailings to Clyre as secretary to vett one week before the 15th and she will approve for sending.**

- **Clyre: to check mailings on 16th of the month and send reminders if mailings are not complete. This is in line with past practice when Brooke was secretary.**

Next Meetings:

September- Saturday, September 19th, 2015

October- October 23-25 CODE Conference, AGM Management Board Election

November- Saturday, November 21st, 2015

January- Saturday, January 23rd, 2016

March 4-6, 2016: Possible Retreat

May- Saturday, May 28th, 2016

**** Inquiry Activity post-poned to September due to current Job Action.**

Work group: postponed due to time and attendance.

- Regional Reps Mailings and website info
- Web Minutes
- Communications rep and new board member info.

**CODE - Council of Ontario Drama and Dance Educators
Board Reports**

Executive

Board Position - President

Name: Sarah Papoff

Summary of Activity

- Regular, on-going communication with board members and members via email and phone. Sent two monthly communication mailings with upcoming events and news.
- Met with team to plan for Ministry-Faculty forum presentation. Event participation cancelled due to ETFO and OSSTF job action.
- Arranged quote and researched Conference 2016 and 2017 sites. Touring another facility on May 30th, 2015.
- Liaised with conference committee and chairs in website preparation and conference preparation (read content, communicated with participants and committee members)
- Delegated CODE attended events that I could not attend this quarter due to work and illness and job action. Thank you to Rochelle Matthews and Brooke Charlebois for attending the CNAL conference on behalf of CODE. Thank you to Clyre Lyndley for attending PAONE Artist educator Panel on behalf of CODE and to Jessie Kennedy for attending the Simcoe County DSB Arts Festival on behalf of CODE. Thanks to past CODE member Jane Deluzio for attending the Ministry-Faculty Forum and ONTEA on my behalf and finally to Kim Snider who is at the OTF Spring meeting today due to our board meeting. She will be sending a report. ARTSECO meeting was cancelled this term and will hopefully pick up after the job action.
- Attended HipHop STEMPOSIUM to see our upcoming keynote Amanda Parris speak.
- Posted relevant news and events to the CODE FB page and shared with Shawn for posting on the blog.
- Supported lead writers for elementary Inquiry Writing project via email and in person, reading the work as it arrived. Inquiry Writing is now being edited and revised for posting via lead writers.
- ONTEA report: Updates on which universities are supporting the arts actively in their two year faculty programs. Relevant Faculty forum session chaired by Terry Sefton from Windsor. Michael Wilson was supposed to be there for Ottawa. Terry got Mary Foggarty, new dance prof at York to speak instead. This was very rich and useful. Each of the speakers spoke about how their Faculty of Ed is handling arts education in the new two year model.
 - Western has one music tenure tracked professor. Their faculty is going to focus in their "TEACHABLES" (E.G. intermediate and senior candidates) on STEM, social justice/equity, French as a second language and early childhood education. Non-essential subjects MAY be offered on-line. They will hire 10 new faculty for these areas. No new arts people will be hired. In P/J, there will be 18 Arts hours for: Visual Arts, Drama and Phys Ed. Dance is assumed to be part of Phys ed but not named.

- Brock: Professors worked collaboratively rather than competitively. All four arts received increased time. They will have dance in there as well. CODE can connect with Deb McLaughlin for specifics re: drama and dance and all arts. We need to find out who is teaching dance.
 - Windsor: Terry Sefton advocated for and received more hours for drama. They managed to gain doubled arts hours but that compared to the doubled literacy and other subject hours meant that proportionately, the inequity is magnified in spite of the doubling. She would like to find ways to increase collaboration with drama in education degree people in the drama department at Windsor will not collaborate more with the Faculty of Education, and she is advocating for dance time actively, to no avail yet.
 - Mary Foggarty at York was open that she is new to dance in education and is from an urban dance, studio and community but academic background. She would be an excellent contact at the CODE conference and to be brought into CODE and curriculum dance education pedagogy.
 - OISE: managed to get doubled arts hours but that who is going to teach what and what it will look like in the end is TBD. Contact: Hilary Inwood
- CNAL update: thank you to Rochelle for her detailed notes. It is important that we liaise with the other subject associations to compose a unified letter about our concerns.
 - IDIERI invitation: April 2016, call for presenters due January 2016.
 - Actively liaised with Prologue, attending Prologue preview night May 25th, 2015
 - NRTEA - attending NRTEA in Ottawa May 28, 29th, 2015

Board Position - Vice President/Conference Co-Chair

Name: Daniel Lalonde

Summary of Activity

- Completed conference website
- Continuing communication with Hilton Mississauga re: CODE Conference
- Continuing communication with Patty Jarvis re: Prologue's contributions to the conference
- Updating CODE Twitter
- Attended Peel Arts Night

Board Position - Treasurer

Name: Jennifer Mavity

Summary of Activity

- communicated with conference chairs regarding budget for 2015 conference
- communicated with Brooke regarding treasury information as she assisted during the first 2 months of parental leave

Board Position - Secretary

Name: Clyre Lyndley

Summary of Activity

- continued to fulfill duties as Secretary
- Participated in Prologues' Artist Exchange
- Represented CODE in workshops and in-service training for ETFO

Board Position - Past President

Name: Brooke Charlebois

Summary of Activity

- Continued to fulfill regular duties as Past President (respond to board and member emails, promote CODE etc)
- Scouted conference location for 2016 conference in Niagara
- Assisted with the role of Treasurer while Jenn is on parental leave
- worked as Lead writer for the FDK and Intermediate inquiry writing resources
- worked as the editor for all elementary inquiry resources
- met to plan CODE's inquiry presentation for the Ministry - CODE was unable to attend due to job action
- connected with Madeleine Skoggard regarding the Fall for Dance North Festival
- actively recruited people for board member positions as the board positions are up in October

Management

Board Position - Drama Liaison

Name: Liz Burnip

Summary of Activity

Nothing to report - on leave

Board Position - Dance Liaison

Name: Julia Gutsik

Summary of Activity

- continued to work with Carmelina on Pulse and the Ottawa team.
- scouting out locations to hold the Pulse conference, sending emails, communicating with artists

Board Position - Membership

Name: Andrea Santangelo

Summary of Activity

- complete spreadsheets and contact pages for presenters at CODE Conference 2015
- attended CODE conference meetings
- read, responded to and managed memberships

Membership Summary										
Members by Type	April – (Last Month)			May (MTD)			2015 (YTD)			Current #
	New	Renew	Total	New	Renew	Total	New	Renew	Total	
CODE Full Member	11	5	16 [16]	12	5	17 [17]	95	47	142 [142]	464 [464]
First Year Teacher	10	1	11 [11]	6	0	6 [6]	43	2	45 [45]	137 [137]
Free Pre-Service Student	0	0	0 [0]	0	0	0 [0]	0	0	0 [0]	280 [280]
Honorary Member	0	0	0 [0]	0	0	0 [0]	0	0	0 [0]	7 [7]
Totals (all types)	21	6	27 [27]	18	5	23 [23]	138	49	187 [187]	888 [888]

Primary member counts (those who "own" the membership rather than receiving via relationship) are in [brackets].

Board Position - Publications

Name: Shawn Rocheleau

Summary of Activity

- ongoing posting of items of interest to Blog, Facebook and Twitter
- ongoing clean-up of website
- ongoing responding to website inquiries and questions about content
- began outreach to theatre companies for the 2015 Conference Trade Fair

Board Position - Communications

Name: Ayesatta Conteh-King

Summary of Activity

Nothing to report - new board member

Board Position - 2015 Conference Chairs

Name: Daniel Lalonde & Jeff Newberry

Summary of Activity

Board Position - Eastern Rep

Name: Gisele Paquette

Nothing to report

Board Position - Central East Rep

Name: Cameron Ferguson

Summary of Activity

Board Position - Metro Toronto Rep

Name: Rochelle Matthews

Summary of Activity

- Attended CNAL Conference on March 25th at the Royal Conservatory of Music. Some of my notes from the conference:

- In regards to their "handbook"....there is still NO CLEAR focus on what this handbook will be about. CNAL has changed the language around a bit to appease us I believe. Patteson and Campbell refer to the handbook now as a "resource." They say they want the arts sector to guide them in the development of the research. They claim to be working with an 'emergent research design' based in qualitative research. They want the resource to now acknowledge and refer to existing work in the field of evaluation in arts based learning and to help arts organizations and school communities to find common ground. The researchers also reduced their reference to the word "evaluation" and are now using "impact" (working title of document is, "Determining Impact of Arts in Learning"). They want this resource to be a living document online the CNAL website and they want this resource to be "used especially in but not exclusive to Canada." They will begin writing their final research by the end of April (haven't heard anything yet to its completion)
- I spoke with Ian (OTFederation) at length during the lunch hour. We were both concerned about the lack of teacher voice at this conference. Also, there was not enough done to have more diverse representation of arts organizations/ educators from across the country. There was one teacher, Joe Haras, from Manitoba who I connected with who is the arts coordinator in the Winnipeg School Board, also Marnie Gladwell the Executive Director of The Saskatchewan Arts Alliance, and Douglas Riske, ED of Manitoba Arts Council were there. But everyone else I can assume works in Ontario
- Overall, I think the conference was very music-centered in its love/support of the arts. I believe that the event was a mini-celebration of the LTTA initiative. I also think that there was a lot of sponsor name dropping and a LOT of reference to trillium funding. I strongly believe that CODE and all arts educators should be keeping an eye on what CNAL is about. Their mandate still remains unclear and that's not just talking about their research. It seems to me that the Conservatory of Music and Trillium have a vested interests in the outcome of all their research outcomes.
- Emailed all selected workshop leaders for the Conference; sent and received all contracts
- Emailed all rejected workshop applicants
- compiled list of bios and workshop descriptions for Ron to be uploaded to the conference website
- Continue correspondence with workshop leaders for the conference
- wrote junior drama inquiry lessons for the Inquiry writing project; submitted work to lead writer

Board Position - Central West Rep

Name: John Thomas

Nothing to report.

Board Position - Western Rep

Name: Sarah Hodgkinson

Summary of Activity

- provided 8 schools across Thames Valley D.S.B. a Drama/Improv Festival on Monday, May 11. Jay Reid came from the Canadian Improv Games to assist with the day. We are hoping to make our 2016 Drama Festival an official Canadian Improv Games event (junior level - grades 6-8).
- in need of posters, pamphlets, bookmarks, etc.

Board Position - North Eastern Rep

Name: Emily Caruso-Parnell

Summary of Activity

Board Position - North Western Rep

Name: Jessie Kennedy

Summary of Activity

- Represented CODE at the SCDSB Arts, Innovation and Equity Conference in Barrie
- Provided North Western, Out-of-Province and International members with monthly mailings
- Added to the CODE 'Marketplace', Resources and PD Opportunities document