

# CODE Management Board Meeting

Saturday, May 5<sup>th</sup>, 2007

1:00 – 4:00pm

Theatrebooks, 11 St Thomas St, Toronto, ON

**Co-chaired by Wendie Gibbons, President, and Andre Gravelijn, Vice President**

**Present:** Tara Lee Blight, Donna Marie Baratta, Bev Bonk, Andrea Goldfarb, Wendie Gibbons, Andre Gravelijn, Lorena Haley-Twiss, Pat McCarthy, Debra Reynolds, Ceris Thomas

**Regrets:** Heather Downey, Matt Kerr, Shelley Smith-Dale

**Absent:** Jen Santangelo

## 1. Routine Business

### 1.1 Call to order at 1:00pm by Wendie Gibbons

Welcome to our new Western Rep Ceris Thomas

*I, Bev Bonk, move to adopt minutes from the March 3<sup>rd</sup> meeting; seconded by Donna Marie Baratta. Motion carried unanimously.*

### 1.2 Business arising from minutes: none

### 1.3 Adoption of agenda

*I, Andre Gravelijn, move to adopt the agenda for the May 5<sup>th</sup> meeting with the amended 3.7 to review reports; seconded by Donna Marie Baratta. Motion carried unanimously.*

## 2. Presentations

**The Specialist High Skills Major in Arts and Culture- Alice and Lois from R.H. King:** overview of pilot program being implemented at R.H. King.

## 3. Discussion/Decision Items

**3.1 Arts Curriculum Review Update** (Wendie): Applicants for review teams for drama and dance summer writing for the Ministry of Education have now been selected and contacted.

**3.2 Course codes update** (Wendie and Kim): Kim gave an overview of the two letters that went forward to the Ministry; one encouraging the Ministry to offer senior Drama and Dance courses at the O, U and C level, and one suggesting a number of new courses to be added to the curriculum.



**3.3 Ministry Initiatives Update:** Update on insurance purchase for Ministry funding, CODE Resource Development Call Sheet, and TDSB Copyright Purchases.

**Action Items: Board can send suggestions of content for the resource development to Wendie.**

### **3.4 Treasurer's Report**

**Pulse:** Dre updates board on work underway to get artists and begin planning Pulse Conference in May 2008.

**Admin Module:** The new module is ready and both Annette and Heather have put in a lot of work and Dre's input has made it an exciting prospect. Dre presented ideas discussed at Exec meeting regarding pre-service memberships.

**Action Item: Dre will ask Annette about a link to registration and Paypal when members receive expiry notices.**

**Ministry Money:** We have the insurance and Ministry money is in a separate account from our regular CODE account.

**Logo launch:** Dre has brought t-shirts, pen, water bottle samples and logos; Native and dance posters have permissions; Drama poster must be changed; Dre thinks posters will be ready to be sent out September. Logo will be "launched" at the 2008 Conference. Thanks from the Board to Andre for work on the promotional materials and thanks to Heather for her tremendous work on the membership.

#### **Donna Marie: Thunder Bay Conference**

DM went over the breakdown of the day; the CODE display board will go with DM. DM will keep Management Board posted with confirmed date.

Heather: One August and one October PD session in Sudbury is planned.

### **3.5 Conference Update**

Bev: See report for overview.



Discussion: Wendie thanked the Conference committee for their great work on an exciting-looking conference; questions raised regarding registration, timing of Saturday's events and student performance timing.

**Action Item: Bev will take concerns re: student performance timing back to the conference committee.**

**Action Item: Bev will make sure that the registration form has a spot for delegates to check re: Friday night dinner.**

**Action Item: If board members know of someone who might be interested in Poster display presentation, we can pass on some names to Bev.**

**AGM and Board Elections (Wendie):** Board positions are up for elections this fall. Board members are encouraged to invite interested parties to apply through Donna Marie. Wendie would like to put Board reports on the website before the AGM and have hard copies available at the CODE display table.

**Action Items: Board members will give two separate reports to Kim before the AGM from Jan. 1<sup>st</sup>, 2006 – Jan. 1<sup>st</sup>, 2007 and from Feb. 1<sup>st</sup> 2007 – June 30<sup>th</sup>, 2007.**

**2008 Conference Location:** Discussion and presentation of possible sites including London, White Oaks Resort in Niagara-on-the-lake, Stratford, and Deerhurst.

*I, Donna Marie Baratta, move that CODE have its 2008 Conference in London, Ontario at the London Convention Centre with accommodation at the Hilton. Seconded by Ceris Thomas. Motion carried unanimously.*

Planning for 2009 Conference deferred to next meeting.

### **3.6 Subsidy Report Action Plan**

Kim went over what had been decided by Regional Reps through email; board members then paired with a partner to discuss further and reported back to the board.



Work groups report back: idea was floated that we use the Ministry mileage formula and split subsidy money equally among regions.

**Action Item: Andrea will write up a statement for the website as to the description of the subsidy that goes up at the same time as the registration page.**

**Action Item: Wendie will send out an email to membership alerting them to the subsidy info posted on the website.**

**3.7 Comments on Reports (Wendie)** Wendie wants to add an Events Calendar page under Community Links that lists upcoming Drama/Dance workshops; all agreed.

**Action Item: DM will follow up with Matt to see if he is posting the activities/warm-ups Regional Reps are sending.**

4. **Other Business:** Ron Dodson has approached Wendie about a “Best Practices” Manual on planning a conference and the possibility of accessing Trillium grant money to fund the project; Wendie will share the draft outline for comments from the board.

**Next year’s meeting dates:**

September 15<sup>th</sup>, 2007

AGM (at Conference)

December 1<sup>st</sup>, 2007

January 19<sup>th</sup>, 2008

March 1<sup>st</sup>, 2008

May 3<sup>rd</sup>, 2008

June 14<sup>th</sup>, 2008

Meeting adjourned by Wendie Gibbons at 4:06pm.



## Appendix I

### Communications Report - Andrea Goldfarb

#### Website:

- ∞ Have been in touch with John from Theatrebooks who has agreed to highlight drama and dance resources for us to post on the site. I am waiting for the first article.
- ∞ Waiting for the TDSB resources to come in so we can post them on the site
- ∞ Conference info sent to Annette to update

#### ACTION ITEMS!!

- ∞ Currently sorting through the links/community page. Is there a better way to present links? Add links... (SEARS Drama Festival, Dancefest)
- ∞ Honorary Members Page:
  - Need bio on Fabian Lemieux (Sonia Dunn – I am in contact)
  - Need bio on Norah Morgan (Judy Saxton) Does Anyone know Judy Saxton???
  - Will post Helen Dunlop's bio when received
- ∞ Conference archives – 2004 – some info on site not available...next steps?
- ∞ Do we want to put a job posting for a western rep on the home page somewhere?
- ∞ Members zone – secondary drama resources same as secondary dance resources

#### Discussion Forum:

- ∞ Not very active
- ∞ Have not received any items for discussion

#### Other Subject Associations:

- ∞ Been researching what is available in other provinces
- ∞ Have sent many emails...been in contact with the Alberta Teachers Association Fine Arts Council

#### Conference:

- ∞ Getting word out to possible presenters, principals around supporting teachers to attend
- ∞ Contact with publications (Voice, Professionally Speaking) to post conference info in calendar sections



## Appendix II

### CODE Publications Report – Matt Kerr

#### Web Content Update:

##### Articles:

- We desperately need new articles for the website.
- In Process – will work with Bev and Jenn on an interview style piece that promotes the conference
- Still need “Favourite Things” from several board members. I will mail out a template for you to fill in.

##### Honourary Members:

- We still need bios and photos from a few of our honorary members. Andrea should be able to update us on that.

##### Next Steps:

- I have placed the content brainstorm from the retreat on the following page, copied to the board for the last meeting; please check the list and follow up on any items that you have suggested or may have in process and get back to me.
- I have contacted Aynne Johnston, a Queen's Ed. Professor, regarding articles. She has given me leads in the past and she heads an Artist-in-Residence program that may be of interest to members.
- Follow up with writers of potential articles.
- Encourage honorary members to submit articles.
- Solicit more submissions through regional reps, Executive Board and others
- Follow up brainstorming session to “mine” for new articles – attached

#### Website:

- Suggest sending an e-mail to membership that drives traffic to the forums and lead articles on the main page.
- We've had some miscues about scheduling the release of articles on the website. I recommend that we go with the method suggested by Wendie and have a featured



article each month that has a teaser on the home page and sends the member to the full version on the Touchstone page when they log in. Only one article should appear on the Touchstone page at a time and any others may be accessed through archives. A notice might be sent out to members to guide them to new content on the site. Frequency? How often is enough? Too much?

### **CODE Retreat – Publications Brainstorm for follow-up**

#### **DANCE & DRAMA**

- Student Responses – student writing in and about drama/dance
- Leading a Workshop – Some Things to Consider (possible article)
- Drama and Dance Ed. Students – taking AQ courses, personal experience & sharing of ideas (we have a couple of reflections from Brock B. Ed. Students; more needed – MK)
- Value – research on experiences w/ drama/dance raising academic performance
- Quotes – about – what is drama? Dance? Student’s views
- Evaluation and Assessment tools – checklists & rubrics
- Honourary members – ask them to write something
- Integrated Nature – Connections between Drama and Dance
- Stories – Musical Theatre
- Success Stories
- Kathy Lundy
- Christine Jackson
- Memories from Past Conferences – start thinking about this for the 40 anniversary of CODE (Peter Mansell has been contacted and is willing to write – MK)
- Christine Jackson and David Greene – re: curriculum review process
- Voice – how to project and protect your voice, etc. (as a teacher)
- Aynne Johnstone Associate Professor at Queen’s Faculty Education – re: Artist in the community program (MK to follow up)
- Kim Snider interviews Jane Deluzio (Drama Teacher, past VP of CODE and current VP of high school)
- No Script? Let’s Write One! – ideas for generating theatre with young students (article)
- Avis Glaze – Keynote address conference 2007? – on character education
- Character Education – How to use drama to instill core values (article)
- Critiques – upcoming performances
- Theatre Groups



- Benjamin Santamaria – Peace Activist, Theatre Augusto Boal – Jan 31<sup>st</sup>
- Plans, warm ups, lessons, ice breakers

## **DANCE**

- COBA – Bahair – Multicultural Dance – Dre will contact
- Dance – from a male student perspective
- The dance gazette, The Dance Current, Dance International Magazine (articles for reprint)
- Brooke Charlebois -- Elementary dance – possible article/lesson plan
- Peggy Baker – to be contacted by Dre
- Dance Movement of the Month – for the beleaguered generalist
- Student testimony assignments
- Poetry – Creative Writing

## **Appendix III**

### **Dance Liaison Report – May 2007 – Tara Lee Blight**

#### **Teacher College Survey to Professors**

1. I have sent out a few surveys - York University and University of Toronto faculty of education. Waiting on a response.

#### **Pulse 2008**

2. I am currently the Co-Artist Liaison with Dre Gravelijin. Pulse will be running again next May 2008. The response and feedback from their first event was overwhelmingly positive. CODE has been a partner, and we want to maintain CODE as a partner for Pulse.

#### **Scholarship**

3. Scholarship – We (Pat McCarthy) and I are looking into details in regards to stating on the membership fees that part of the money will go towards a dance and drama scholarship.





## **Appendix IV - Regional Reports**

### **Central West – Jenn Santangelo**

Nothing to report at this time. Efforts are being put forth to Conference planning.

### **Central East Regional Report – Lorena Haley-Twiss**

This past month I met with our school board's Arts Consultant, Steve Russell, to flesh out some ideas for a regional mini-conference to be held in conjunction with CODE in August of 2007. He has submitted a proposal to the Teaching and Learning Department on our behalf and we currently await approval. Hopefully, we will be able to discuss ideas for key speakers at our upcoming meeting on May 5th. We have some tentative verbal agreements from people willing to lead workshops, should we receive approval. Further planning will depend upon confirmation at the Board level. Steve and I have agreed to work together on this endeavour.

### **Toronto Regional Representative Report – Debra Reynolds**

#### Professional Development Feb 16th

On February 16th at the TDSB P.D. Day a CODE display was up and running. An announcement regarding CODE membership and the Conference was made at lunch. I also introduced myself as the new Toronto Regional Representative. I networked with individuals at lunch hour and promoted the upcoming fall conference and membership.

#### Conference Contact and Workshop Application

I have contacted the Toronto members by email and have sent them information about the upcoming fall CODE Conference. I have also sent the membership the application flyer for the workshops. Many responses came back to me and I asked them to contact Bev Bonks Co-Chair of the Conference.

#### ETFO Conference March 30th

CODE was represented at "The Face of Adolescent Learning Conference" Friday March 30th sponsored by ETFO/FEEO. The CODE display was among the vendor's tables. Conference materials were placed on the luncheon tables during the conference. Many were picked up by individuals attending the conference.

Networking with Instructional Leaders from other subject areas was quite beneficial.

Stan Hollman-Chong Instructional Leader of History

Andreas Ghabrial Instructional Leader of Computers in Education



Interesting site for History Drama inspiration [historybenchmarks.ca](http://historybenchmarks.ca)

Possible workshops for P.D. Technology use in the Drama classroom.

Meeting with Patty Jarvis Canstage?PAONE April 27th

Discussion of PAONE (Performing Arts Organization Network for Education.)

PAONE is a loosely structured group that dedicates itself to educational programming for the Toronto and Southern Ontario areas. Representatives of PAONE are: Canstage, Stratford, Shaw, Soul Pepper, Tarragon, Factory, National Ballet, Ballet Creole, Ballet Jorgan, Prologue, Theatre Direct, Lorraine Kimsa, COC. AGO, Harbourfront,..... list to follow.

Patty Jarvis current informal Chair made a suggestion to have PAONE work with CODE as a support organization. Possible PAONE Panel at the CODE Conference of 2008.

Patty has volunteered her services to CODE to further this if passed by the Conference Committee.

Panel would be open to format of Conference.

How can PAONE support CODE members?

How can PAONE work in partnership with CODE members?

What does PAONE look like and explanation of their members?

What are the common challenges for PAONE and CODE?

The next PAONE meeting is May 22nd in Stratford. I have asked to attend if possible.

Patty Jarvis will contact the other PAONE members for clarification.

