



Board Meeting

Saturday, March 8th, 2015

9am – 12noon

Location: Kempenfelt Centre

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

Present: Emily Caruso Parnell (Skype), Andrea Santangelo, Rochelle Matthews, Shawn Rocheleau, Julia Gutsik, Jeffrey T. Newberry John Thomas, Jessie Kennedy, Cameron Ferguson

Regrets: Liz Burnip, Brooke Charlebois, Sarah Hodgkinson, Gisele Paquette, Jenn Mavity

1. Adoption of Minutes

I, Andrea Santangelo move that we adopt the minutes from the January 2015. management meeting. I, Daniel Lalonde second the motion. Motion carried.

2. Adoption of Agenda

I, John Thomas, move that we adopt the agenda for today's meeting. I, Rochelle Matthews, second the motion. Motion Carried.

3. Board Reports

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

4. Conference 2015

Daniel and Jeff present Conference updates.

Action Item, DANIEL & JEFF

-To decide how/if a “testimonial” video will be created at 2015 conference. (Shawn also wants to assist)

5. Regional Reps

- Working towards putting together a “New Board Member” manual for incoming board members as a long term goal in the Google drive.

- Survey was created for to send to members to ask their opinion on CODE and how our work is assisting their practice.

Action Items:

SARAH

-To examine Regional Rep Survey questions for working group next meeting.

JOHN

- To look into making connections with Buffalo Universities aligned with Ontario curriculum to examine potential for CODE to deliver Drama & Dance workshops to pre-service teachers.

DANIEL

-To look at how we can implement a map of CODE regions.

REPS

-Fill their Google folder with resources to share with their regions

-Building and sharing lists for

- a. A 'CODE Marketplace' (this would be a directory of where to source items commonly searched for by dance and drama educators i.e. clown noses, masks, spirit gum, etc.)
- b. Recommended Resources (i.e. quality sites online and books)
- c. Ideas for Field Trips Opportunities
- d. National and International Conference opportunities (i.e. SDEA, IDEA, National Drama UK)
- e. Links to professional subject area publications

-Work towards sharing this information with Publications for Regional Reps pages. At next meeting: Review materials and create a timeline for communicating the information to members via mailings and website page.

6. Drama & Dance Liaisons

- Suggested idea to create a list of questions teachers can ask themselves when deciding whether or not a resource/performance/etc. is appropriate for them.
- Produced next draft of the Advocacy brochure: Drama and Dance Teacher Proficiency

Action Item: LIZ & JULIA

-To create a list of questions teachers can ask themselves when deciding whether or not a resource/performance/etc. is appropriate for them.

-Complete the Advocacy brochure: Drama and Dance Teacher Proficiency.

7. Publications

- Shawn reported on several ideas on postings for the blog including a how to advocate document.

8. Conference 2016

- Exec will examine locations suggested by the the 2016 Conference Chairs.
- Exec will bring back quotes to share with Board in May; Board will vote on option in May.

9. Writing project updates

- See President's board report

10. Upcoming dates – who's attending?

March 10th : ARTSECO

March 25th: CNAL – Brooke, Rochelle, Daniel

April 8th Arts Alive (Peel): Brooke

Ministry forum: May 13th: Brooke and Sarah presenting with Kim Snider, Carmelina Martin and Jane Deluzio

National Roundtable: May Sarah to attend

Ministry Faculty Friday May 22nd and May 23rd

11. Other business: board positions

- Ayasetta Conteh will assume Communications role effective March 2015.

ACTION ITEMS

EVERYONE

-Please submit Board Reports by Wednesday May 20th @ 8 p.m.; Graydon Hall

-Next 2015 Conference committee meeting on April 12th; Jeff to send information

-Please create documents within Google Docs; rather than uploading word or other documents.

-Come prepared to discuss how CODE might support any new curriculum through an Inquiry Lens; we will use the new Health Curriculum as our first exploration activity -> read the new Health curriculum in prep for May meeting

Meeting adjourn at 11:15am.

CODE - Council of Ontario Drama and Dance Educators Board Reports

Executive

Board Position - President

Name: Sarah Papoff

Summary of Activity

- Continued with regular duties including: On-going communication with membership and board members via email on upcoming and on-going events.
- **Web launch:**
 - collaborated with Rochelle Matthews, David Booth and Shawn Rocheleau to promote, organize and set up event.
 - arranged for payment of invoice to be made to David Booth
 - hosted event and arranged guest speaker Stephen Wei to discuss website
 - networked and celebrated at event itself. Thank you to all board members and CODE members past and present who attended. Thank you to David Booth, Larry Swartz, Debbie Nyman and Kathleen Gallagher for book signing.
- **CNAL:**
 - attended research hub and facilitated educator discussion group while maintaining CODE's position
 - sent a follow up letter with research hub notes and CODE's position on supporting policy around teacher's assessment and evaluation. CODE's position should continue to be that we do not support a handbook for teachers on assessment and evaluation in the arts as we are government by our provincial policy documents (Ontario Curriculum and Growing Success)
 - Completed follow-up phone call with Ann Patteson reiterating our position. PAONE/Prologue: Met with Patty Jarvis around CODE partnerships in the conference and in future
- **Conference 2015:**
 - Attended Conference committee meeting at the Delta.
 - Supported conference proposal submissions and website needs in errors and re-submissions
 - ongoing communication with conference co-chairs and committee
 - arranged for panel discussion at conference organized by Christine Jackson.
- **OTF/Ministry faculty Forum:** proposal submitted by myself, Brooke Charlebois, Kim Snider, Jane Deluzio and Carmelina Martin accepted to present on Inquiry in Drama and Dance.
- **Inquiry Writing project:**
 - reviewed applications of writers and hired writers for the current project.
 - organized contracts and sent out acceptance letters
 - organized guest speaker James Steeves for the Writing day.
 - collaborated with Brooke Charlebois to organize the Writing day at Kempenfelt.
- Collaborated with Brooke Charlebois in organizing the Kempenfelt retreat. Thank you for her hard work in organizing this weekend event for CODE.
- Liased with Vidya Shah at York U about future CODE presentations and support of pre-service drama and dance after a very successful series of workshops by Brooke Charlebois and Rochelle Matthews.

Board Position - Vice President

Name: Daniel Lalonde

Summary of Activity

- Continued prep of CODE Conference with Jeff and the conference committee
 - Confirmed our Keynote speaker (Amanda Parris) - super excited!!!
 - Continuing dialogue with Debbie (Delta rep) to ensure we are always on the same page
 - Met with Patty Jarvis re: artists performing at CODE
 - Weekly meetings with Jeff to continue planning the conference
 - Conference Committee meeting and tour of the Delta
 - Continuing the writing of the Conference website
- Attended OTF retreat on behalf of CODE
- Attended CNAL hub with other members of CODE
- Continuing to update CODE Twitter

Board Position - Treasurer

Name: Jennifer Mavity

Summary of Activity

- Continued to fulfill regular treasurer duties including updating finances and budget

Board Position - Secretary

Name: Clyre Lyndley

Summary of Activity

- Fulfilled duties as Secretary
- Re-organized various Google Drive folders for easy of use
- Promoted CODE at various ETFO Local events
- Closed October 2014 Conference Treasury duties; Transferred responsibilities to Jenn Mavity, Treasurer and Conference 2015 Treasurer
- Attended ETFO Arts Committee Meeting; Promoted CODE and established new communication connections.

Board Position - Past President

Name: Brooke Charlebois

Summary of Activity

- continued with my regular duties - communicating with members and board, answering emails etc
- continued to liaise with the President and offer guidance on CODE matters
- Created call for writers for the CODE Inquiry Resource Project
- organized the March retreat at Kempenfelt conference centre for CODE board and CODE Inquiry Resource project
- presented at York University for pre-service students - this is a transition year at York. Many seconded faculty will be returning to their boards at the end of the year. It will be important for CODE to build relationships with incoming instructors, as there is very little dance instruction happening in the preservice program.
- Attended CNAL's networking hub in Toronto. I am increasingly concerned about the Assessment and Evaluation Handbook being created. CNAL is creating a national resource that is attempting to be all things to all people. CODE's position should continue to be that we do not support a handbook for teachers on assessment and evaluation in the arts as we are government by our provincial policy documents (Ontario Curriculum and Growing Success)
- Continued to work with former CODE secretary Amanda Williams-Yeagers on the research we are presenting at the Dance and the Child International Conference in Copenhagen in July.

Management

Board Position - Drama Liaison

Name: Liz Burnip

Summary of Activity

- Nothing to report at this time.

Board Position - Dance Liaison

Name: Julia Gutsik

- On Feb.8th I had a 3 hour meeting via skype with the Pulse committee to start the planning for the Pulse conference in May 2016
- On going planning for Pulse conference (i.e., booking space, artists, food etc.)

- On Feb.20th, I replaced Gisele and taught a 1.5 hour workshop to P/J pre-service teachers at Ottawa U.

Board Position - Membership

Name: Andrea Santangelo

Summary of Activity

- On-going updates to membership. Membership is currently healthy.
- Continue to email and respond to membership questions
- Attended the CODE Conference 2015 Committee Meeting

Board Position - Publications

Name: Shawn Rocheleau

Summary of Activity

- On-going maintenance and tweaking of the website content
- Made various edits and posts to site
- Made a brief presentation about the potential future of the CODE Website and other Publications-related initiatives

Board Position - Communications

Name: (VACANT)

Summary of Activity

Board Position - 2015 Conference Chairs

Name: Daniel Lalonde & Jeff Newberry

Summary of Activity

- Continued prep of CODE Conference with Jeff and the conference committee
- Confirmed 1 of our Keynote speakers (Amanda Parris)
- Continuing dialogue with Debbie (Delta rep) to perfect all details around the conference
- Met with Patty Jarvis re: artists performing at CODE
- Weekly meetings with Dan to continue planning the conference
- Conference Committee meeting and tour of the Delta
- Connecting with corporations and educational organizations re: conference sponsorship
- Trade Fair
 - Worked on letter to be sent to potential trade fair participants, highlighting new aspects of the Trade Fair.
 - Letter will be sent to Trade Fair companies outline their “To Do” list and what the day will look like.

Board Position - Eastern Rep

Name: Gisele Paquette

Summary of Activity

- Nothing to report at this time.

Board Position - Central East Rep

Name: Cameron Ferguson

Summary of Activity

- Nothing to report at this time.

Board Position - Metro Toronto Rep

Name: Rochelle Matthews

- Attended CNAL Toronto Hub at the Conservatory of Music with Sarah, Brooke and Dan.

I will continue to attend as many CNAL events, including their upcoming Conference on March 25th to monitor what direction their research initiative will take as it pertains to their Evaluation of Arts Learning Handbook.

- Continued prep for and attended the CODE website launch and book signing event at OISE/UT Nexus Lounge
- Attended Conference Committee meeting at Meadowvale Delta
- Continued correspondence with Toronto members through mailings
- Presented 2 drama workshops for the Toronto Catholic DSB for South/West and North/East elementary teachers
- Presented drama workshop at York University for 3rd year pre-service Concurrent Education students
- Submitted application for current CODE Inquiry Writing Project; accepted as Junior Division writer

Board Position - Central West Rep

Name: John Thomas

Summary of Activity

- Nothing to report at this time.

Board Position - Western Rep

Name: Sarah Hodgkinson

Summary of Activity

- Nothing to report at this time.

Board Position - North Eastern Rep

Name: Emily Caruso Parnell

- Continued working with Canada's National Ballet School, Royal Winnipeg Ballet, and PHE-Canada creating resources for Sharing Dance
- Assisted Carmelita Martin with French translation of Pulse website.

Board Position - North Western Rep

Name: Jessie Kennedy

Summary of Activity

- Attended Conference Committee Meeting at Delta Meadowvale
- Made contact with Nina Aquino, Artistic Director at Factory Theatre as a possible workshop presenter
- Sent update mailing out to North West Members
- Submitted proposal for workshop at the 2015 CODE Conference
- Continued research into Rep area (i.e. Making contact with Danielle Chandler, Education Coordinator at Magnus Theatre, Thunder Bay surrounding matinee and other drama education programs/PD that may be of interest to members)