



Board Meeting

Saturday, November 23rd, 2013

Co-Chaired by Brooke Charlebois, President and Sarah Papoff Vice President

Present: Amanda Williams-Yeagers, Wendie Gibbons, Jen Mavity, Daniel Lalonde, Giselle Paquette, Sarah Hodgkinson, Rochelle Matthews, Cameron Ferguson, Julia Gutsik, Shawn Rocheleau, Jeff Newberry, Emily Caruso-Parnell, Andrea Santangelo

Regrets: Clyre Lyndley, Stephen Wei

Meeting called to order at 12:52 pm.

1. Routine Business

Call to order-adoption of minutes of the last meeting

I, Andrea Santangelo, move to adopt the September board meeting minutes.
Seconded by Jeff Newberry. Motion carried.

Business arising from minutes

To edit:-Website redesign- one employee instead of one member's father passed away.

Action Item: Brooke will talk to Clyre about the dance liason role.

Adoption of agenda

I, Jen Mavity move to adopt the agenda. Seconded by Wendie Gibbons. Motion carried.

2. Reports

Board reports

See reports.

Action Item: Stephen will add a disclaimer that says there are no refunds for membership.

Action Item: Liz will send all of her emails, records regarding the previous conference to Giselle for her review.

Action Item: Brooke will email the membership to make sure they identify their region.

Action Item: Brooke will talk to Stephen about removing the third northern region off of the website (should be only two northern regions).

3. Discussion Items

I, Brooke, move that we book the 2015 conference at the Delta Meadowvale on the weekend of October 23-25, 2015. Seconded by Shawn Rocheleau. Motion carried.

I, Brooke Charlebois, move to continue our donation of \$2000 to the 2014 Pulse Dance Conference. Seconded by Liz Burnip. Motion carried.

Action Item: Brooke will look into the cost to digitize the archives.

Logo.

I, Brooke Charlebois, move that we dedicate time at the January meeting for discussing our vision for the rebranding of the logo. Seconded by Sarah Papoff. Motion carried.

4. Other Items

Conference 2013 feedback

Retreat update

I, Brooke Charlebois, move that we have a one-day working day retreat at the Delta Meadowvale in Mississauga on March 1st with all meals included. Seconded by Wendie Gibbons. Motion carried.

5. Working Groups

Other Business:

Action Item: Stephen will email new members to set up their email accounts and to tell them how to email membership.

Sarah will host the next meeting in January.

Meeting adjourned at 4:07 pm.

CODE - Council of Ontario Drama and Dance Educators

Board Reports

Executive Reports

Board Position - President

Name: Brooke Charlebois

Summary of Activity:

Communication:

regularly communicated with board members, members and affiliates (ARTSECO, OTF etc) via email

updated blog with important information

ARTSECO:

I attended the September ARTSECO meeting in Ottawa. It was great to connect with the arts consultants in that region in preparation for our 2014 conference. They are very excited CODE is coming to Ottawa.

The timetabling document has been approved and will be available shortly. CODE will receive a hard copy and will be able to link to the document on our website.

Power of the Arts National Forum:

I attended this national forum, put on by the Michaelle Jean Foundation on behalf of CODE. I networked with many artists and have a list of potential presenters and contacts for the 2014 conference.

York University Pre-Service Workshops

I presented multiple dance workshops for York University teacher candidates. I continue to advocate for the importance of these workshops as this is the only instruction in dance these teachers receive. CODE should have budget allocated for release time for these workshops whenever possible.

OCT Drama AQ Guidelines

I was part of the writing team that worked on revising the Drama AQ guidelines. Wendie Gibbons and Clyre Lyndley were also part of the writing team. It was great to have so many CODE board members a part of this important conversation.

Pulse

I met with Carmelina Martin, founder of the Pulse Dance Conference, to discuss the relationship between CODE and Pulse. Pulse has asked CODE for a \$2000 donation to the conference which will be in North Bay this year. I stressed the importance of featuring CODE in all promotional materials and ensuring we are well promoted at the conference as we are ultimately responsible for Pulse (financially). I am working on sorting out CODE's bank account (Pulse account) as they have had a change in treasurer, but this is proving challenging as we have a new account manager who is proving challenging to get in touch with.

Ministry of Education Meeting

I attended the Ministry of Education meeting on behalf of CODE. Of particular interest to our organization is the fact that a new FDK curriculum document is to be released in the spring and the newest draft of Growing Success is to be released in the fall of 2014. We should continue to seek opportunities to support our members in the implementation of FDK.

Board Position - Vice President

Name: Sarah Papoff

Summary of Activity:

Communication:

regularly communicated with board members, and members via email and in person to answer questions.

updated Facebook page regularly - please like us on Facebook and tried to maintain Twitter communication with Daniel to promote CODE on twitter

Philip Taylor workshop November, 27th, 2013

Organized and promoted next week's Drama and Social Studies workshop with NYU professor Dr Philip Taylor:

CODE is pleased to announce that Dr Philip Taylor, associate professor at NYU and Director of the Program of Educational Theatre will be facilitating a workshop for Junior-Intermediate-Senior teachers at OISE, University of Toronto, on Wednesday, November 27th, 2013. Please join us for Dr Taylor's presentation: Integrating Drama and Social Studies in the Reflective Classroom. The workshop will take place from 4:30 - 6:30 in room C-154. The cost of the workshop is \$15 for CODE members.

Conference 2014

Skyped into first Conference committee meeting chaired by Gisele. Volunteered to help organize transportation.

Met with Gisele over the phone prior to the meeting.

CNAL Conference

On October 24 and 25th, I attended the Canadian Network for Arts and learning meetings on behalf of CODE and Brooke Charlebois. The first day began with an inspiring keynote by Jeff Melanson of the Banff Springs Centre who spoke about the importance of business, advocacy and the arts. CNAL presented quantitative research on a current arts sector needs profile. The research suggested the greatest need was in pre-school and for adults. However, questions were raised about qualitative research possibilities for the future. Next was an informative panel: "Walking the Talk: Creativity in the 21st Century: Why is arts and learning important and how do we convince others?" The panel discussed education, outreach, as Roberta Smith talked about her work with the TSO, Francoise Chaine spent time talking about the barriers in teaching and the need for focus to be on the creative process and not the creation. Antonio Cimolino discussed the importance of cultural mediation and sharing with the public what

artists do to foster inclusion and relationship building and the interdisciplinary revisioning at Stratford. Jeff Melanson raised key questions about what we value in society and how do we hold government accountable? Also, how do the arts engage the public daily and how are they accessible?

The afternoon breakout roundtable sessions were around the purpose and future agenda of CNAL - which is developing an advocacy and education focus. The day concluded with a panel discussion on marketing in arts education. The tribute dinner honoured Soulpepper Theatre and its contribution to arts outreach with its youth mentoring program. The second day involved a variety of breakout sessions in which many arts educators shared their research. Unfortunately, there were many breakout sessions, so the groups were quite small and we weren't able to widely attend each others' presentations. I attended my own presentation on: The Influence of Drama and Dance on Urban Elementary Students' Critical Engagement with Questions of Social Justice and Equity and I attended YPT's Member schools program and Michael Emme's session from U Vic on Unbinding the Arts Curriculum. CODE members Dr Marc Richard, Kate Cornell and Carmellina Martin all presented research in Dance Education and CODE member Rob Kempson also presented in theatre education. Finally Dr Lee Willingham presented his research. I was especially interested in the notion of art as agent for cultural building. The conference concluded with a closing roundtable discussion on what the key messages of CNAL would be.

ARTSECO Meeting

I attended the ARTSECO (Arts Consultants of Ontario) meeting on Brooke's behalf on November 7, 2013. Some highlights:

ARTSECO has a new Logo

Next meeting ARTSECO: Wed. Jan 29th in York region: Newmarket 9:30 a.m

Rubicon publishing came to share a new online arts program grades 1-8 Artslink

(David Booth, Kathy Lundy, Larry Swartz worked on it)

Artslink.azurewebsites.net

These are anthology arts units organized by grade and theme. We saw grade 4 samples. Other grades not developed yet: ready fall 2014. There will be future opportunities for authors and reviewers... How might CODE be involved?

Time tabling document is not ready yet. The final document needs photos still.

Photos will be added by December and document will be sent to membership for voting.

Once ready, one hard copy will be sent per Artseco rep then it will be on website for download

The ARTSECO rep gets it. There will be a Spring release

Collaborative Inquiry PLC's conversation lead by Laurie Moore

Great to Excellent 7 questions from ministry: Where are we headed in ON schools...

CODE has already contributed, but we are asked to submit feedback to ARTSECO as well.

Action item: Due date: Nov 22 to contribute

Hubert and Laurie will create google docs for reps to give feedback.

FNMI arts writing project Mervi Salo and Lynette Charters call for writers soon.(January-March ish)

Using CODE guide for writing project:) Thanks for document to CODE!

Lead writer, one for each art-- dance, drama, music, art

Carefully constructed to include FNMI voices -- who can CODE recommend?

Board Position - Past President

Name: Wendie Gibbons

Summary of Activity:

Attended CODE Conference and AGM. Continued to advise as needed in my capacity as PP.

Board Position - Treasurer

Name: Jenn Mavity

Summary of Activity:

-met with pulse treasurer and conference treasurer to discuss new financial record keeping for current fiscal year

-worked at code conference on conference committee to ensure conference ran smoothly

-continued to update and manage financial records

-presented 2 drama workshops for the Peel Board and promoted CODE website and resources

Board Position - Secretary

Name: Amanda Williams-Yeagers

Summary of Activity:

-attended Arts Matter Conference by Brock University on behalf of CODE in October

- met with various pre-service students to discuss CODE membership
- continued to monitor and vet emails from the website

Board Position - Western Region Representative

Name: Sarah Hodgkinson

Summary of Activity:

provided 23 teachers and 3 UWO candidate teachers with an Improv for the Classroom Workshop (Part 2) on Wednesday, October 30th at the Thames Valley D.S.B. office in London, ON. Provided each participant with a CODE pamphlet and urged them all to register (especially the UWO students).

organized a dance workshop based on the ActionPak Dance Resource for Thursday, December 5th at Eastdale P.S. (my school) from 4-5:30pm. It is a free workshop and so far there are 20 registered participants. Each participant will receive a CODE pamphlet and there will be a demonstration of the website and what it has to offer that night. The poster/flyer will be sent out on Sunday, November 17th to all CODE members inviting them to attend but each school within Woodstock and surrounding area received the PDF poster via First Class email.

attended the 2013 CODE Conference at Deerhurst Inn and introduced/thanked two presenters. Had a great time but regretted missing the Saturday morning regional breakfast due to the fact that I couldn't get there in time due to family obligations the previous evening.

brainstorming various options for increasing the Western Region membership and CODE membership in general. Contact made with UWO Althouse (Teachers College) Drama and Dance professors urging them to get their students to register. Would like to discuss at our November meeting the idea of asking/urging principals to select one staff member to be a CODE member (registration fees provided from the school budget).

Board Position - Communications

Name: Stephen Wei

Summary of Activity:

Gave two workshops at the Annual Conference and provided A/V support as well.

Facilitated discussion and work on the new logo.

Troubleshoot problems with the website for board members.

Worked with the web developers from Foster Interactive on the redesign of the website. The following is a summary of issues and elements of the website that have been in development:

We have worked through designs and layouts for the home page and the resource page. Issues have arisen in the redesign pertaining to the resources. Fortunately, the coding of the old resources is clean enough that they will accept a new style sheet without having to recode them.

Wireframes were developed to show the layout of the home page. A focused design will be implemented, and we are currently sourcing a variety of cover images that we can use for the website, so that each blog post is accompanied by an image from a library hosted on the site. I am currently using Shutterstock to find images to purchase for use on the website. I will also try to pull screenshots from the Curriculum Services videos as well. I am hoping I can get some help in this project.

There were issues with the Ministry-mandated table-based layouts that required some investigation, but it has been determined we will not have to completely redo them despite the table layout, which is a deprecated method of creating layout in HTML because when they were first coded, I was careful to still maintain a hierarchical header system.

The new logo has been revised, with the following issues and caveats:

The designer revised the logo with no extra charge so that the two figures holding hands/hugging was clearer.

The designer did not change the font as requested, in no large part because it would necessitate a redesign of the accepted style tile, as the logo font is consistent with the style tile font. If we decide to change the font, it will be necessary to also revise the style tile.

The designer offered several three edits, but only the one being presented to the board fit within the parameters set by the board (developing the two figures embracing, etc.).

I showed the logo to more than 20 people. About 80% of those shown saw the figures embracing in the black-and-white version. We know that in the colour version it is far more clear, and because we will almost always be using it in colour, I feel the issue is resolved.

At this point, we can expect any further revisions to the logo to cost money, which will pull from the redesign of the website and may mean loss of some of the functions we had hoped to add in this project.

It is my belief that the logo is appropriate for our organization and needs, as it is clean and in its minimalism will allow for a variety of applications at the same time conveying a sense of what we as an organization stand for, which is connecting colleagues in the education of drama and dance.

Board Position - 2013 Conference Chair

Name: Liz Burnip

Summary of Activity:

Chaired the 2013 Conference @ Deerhurst

Assisted in editing feedback survey

Evaluated and Assessed feedback from Conference Survey

Provided feedback to Deerhurst about my experience

Wrote letters of reference for Brock University Students

Followed up with delegates who needed receipts, refunds, lost items etc.

Currently compiling lists, emails, minutes and agendas for Giselle to use as she takes on Conference 2014 in Ottawa

Board Position - 2014 Conference Chair

Name: Gisele Paquette

Summary of Activity:

REPORT- 2013

Gisele Paquette

Conference Chair - Ottawa Delta 2014

- Met with the committee at the Delta on November 16, 2013

- Sent a general mailing to several members from the East informing them about the meeting.

- Present: Anita Mitra, John Thomas, Julia Gutsik and Sandra., Sarah Pappoff (Skype)

- Theme of the conference: Mirrors in Drama and Dance; A journey to identities

- Theme of the Gala : Carnival

- Attributed roles for the committee:

- Sarah Papoff / Transportation(train - bus - plane) rates for members- Creative Inquiry Speaker
- John Thomas and Brooke and I: Workshops selections
- John Thomas: Stage manager for all performances
- Sandra- Jen Goodine: Trade Fair-
- Julia Gutsik: Connection-Ottawa- logo

- Anita Mitra: Marketing-Contacting unions- get funding information for teachers..sending letters to consultants and school boards.
- Chair me: French connection/Keynotes speakers/ menu / workshops
- Robert Poirier: French- role tbd- program translation
- Program coordinator: NONE>>
- Sandra: Sponsors and secretary for meetings
- Volunteer Coordinator/ Michael Wilson..Ottawa U (tba)/ stuffing bags!!!
- Visited the location - some breakout rooms very small.

- Contacted: Margie Gillis, Justin Trudeau as keynote- Will know about Margie mid-december

- Contacted: le cirque du soleil, le cirque Eloize and l'école national du cirque for workshops and performances

- Julia / contacting group for logo for the conference- I do have a person if that does not work out.

- Discussed the vision of the conference and timetable

- Have question/ Saturday breakfast room is not on the schedule?

- Starting workshops at 9:00 and will have two workshops in the morning and two in the afternoon

- Rob..sent a proposal for registration

- Will we have additional items to give at the conference because right now I just have posters.

- When will the web and logo be ready?

- Arts Adventure- Conference starts on Friday afternoon..with an arts adventure..organized by Julia. Members will participate in NAC workshops/theater workshops..etc..visits to various location in Ottawa. Julia will contact tourism Ottawa to see if they can sponsor the event.

- Panorama Performance/Friday/exhibits...Friday Night...welcome night to members

- Hannah Beach is on the committee board and her company will give a performance for free

- Propeller Dance and Lazy legs (inclusion) to showcase parts of this conference (Julia)

- If possible to upload videos of the guest performers on the website so that members can access and see??? What the conference will offer or links to the presentations?

- Colour Codes programs (active-panel-more active- active)- indicating the type of workshop- what to expect.

- Conference bags..different a new look..smaller?

Board Position - Drama Liaison

Name: Liz Burnip

Summary of Activity:

Promoting CODE through Sears Drama Festival staff supervisors, Facebook and Twitter.

Wrote an article for the TDSB Arts November Newsletter, on request from Christine Jackson, about the annual conference and how to become a CODE member

Advertised and promoted Dr. Philip Taylor's OISE workshop to all TDSB Drama and Social Science Secondary Level teachers, through Outlook email using Sarah Papoff's announcement.

Spoke with Kathy Lundy who is interested in connecting with CODE in offering a week long 35 hour course at York July 5 to 12, 2014 (July 6th off) instructed by Jonathan Neelands. The course will be happening for graduate students who are primarily education students, interested in the arts and advocates of it but are not drama specialists. She is looking for around 15 drama educators to take the course which will cost about \$500 (numbers not exact) and participants would be awarded a certificate of completion. York would provide CODE members a discount. We both feel that this is an excellent opportunity for our Drama educators.

Kathy and I also discussed Peggy Albert, a student of Jerome Harsk, who is an expert on modality and literacy, who will be at York July 7th to 14 and the possibility of drama teachers, though CODE working with her and the students to show literacy through drama. (this is rough planning at this point)

Spoke with Helen Zdriluk from Brock University about the need to have drama in education programs continue at the undergraduate and graduate level. It was my understanding that Brock has eliminated this stream in their offerings (at least at the undergraduate level) and this has raised a large concern about the future of drama in education. More to come on this.

Board Position -

Name: Daniel Lalonde

Summary of Activity:

-Continued to advertise CODE events and interesting theatre articles or upcoming shows on Twitter

-Working to connect with Ottawa-area boards and schools' Twitter accounts in prep for next year's conference

-Presented musical theatre workshop at the CODE Conference

-Presented musical theatre workshop at the OMEA Conference in Niagara Falls. Distributed CODE pamphlets and received a lot of feedback from music teachers about the need to incorporate more drama and dance in to the teaching of music.

Board Position - Drama Liaison (outgoing) Dance Liaison (incoming)

Name: Clyre Lyndley

Summary of Activity:

Worked with Sarah to finalize first publication of the Drama and Dance Advocacy Brochures

Representative for CODE at Pulse conference meetings

Re-elected as Chair for ETT Arts Committee; Including preparing to host several ETT drama and dance workshops where CODE will be featured

Focused on Conference duties, as Conference Treasurer.

Advertised and promoted Dr. Philip Taylor's OISE workshop to all TDSB Arts and Model Schools: Coordinators, Instructional Leaders, Coaches, and Elementary Teachers

As Conference Treasurer

Performed conference duties: Thank You cards + cheques to workshop presenters; Tallying conference on-site financial intake; Photographing conference

Monitored conference bank account

Working to finalize 2013 budget

Preparing 2014 budget

Board Position - Membership

Name: Andrea Santangelo

Summary of Activity:

Members by Type

October – (Last Month)

November (MTD)

CODE Full Member

23

16

39 [39]

13

7

20 [20]

224

90

314 [314]

438 [438]

First Year Teacher

17

0

17 [17]

7

0

7 [7]

120

1

121 [121]

140 [140]

Free Pre-Service Student

0

0

0 [0]

0

0

0 [0]

98

0

98 [98]

99 [99]

Honorary Member

0

0

0 [0]

0

0

0 [0]

0

0

0 [0]

7 [7]

Totals (all types)

40

16

56 [56]

20

7

27 [27]

442

91

533 [533]

684 [684]

- responded to membership emails

- attended CODE conference and worked on committee

- promoted CODE at FDK inservice for YCDSB

Board Position - Northern Representative

Name: Jeff Newberry

Summary of Activity:

-Continued to advertise and promote CODE/CODE events through social media and Toronto District School Board performing arts meetings and networks.

-Using contacts at Queen's University to promote 2014 CODE conference

- upcoming skype presentation/q and a with p/j and I/s drama teacher candidates. Plans to encourage teacher candidate membership, and promote ottawa conference

-Presented musical theatre workshop at the CODE Conference

-Presented musical theatre workshop at the OMEA Conference in Niagara Falls. Distributed CODE pamphlets and received a lot of feedback from music teachers about the need to incorporate more drama and dance in to the teaching of music.

- reaching out to "northern" teacher education programs to promote PULSE conference

-planning to attend pulse to rep CODE