



CABE 2019 HONORARY and CO-CHAIR MEETING

CABE Headquarters
20888 Amar Road, Walnut, CA 91789
Conference Room 1
Tuesday, June 26, 2018 • 11:00am-1:30pm

OUTCOMES

- Celebrate and promote our commitment to English Learners and biliteracy programs and build a vision for systemically addressing EL needs across Southern California and the state
- Build connections to the CABE Vision and Mission
- Become familiar with the CABE structure for the CABE annual conference
- Understand the roles and responsibilities of being a part of the CABE 2019 Planning Committee
- Have questions answered and suggestions/recommendations noted
- Feel motivated to invite and involve colleagues to participate in and attend CABE 2019

AGENDA

- 1) **WELCOME** and Introductions (Lunch)
- 2) **CABE Overview**
 - a) Theme CABE 2019 – *“Imagine, Inspire, Ignite – Multilingualism For All”*
- 3) **Overview of CABE 2019**
 - a) Location: **Long Beach Convention Center, CA** on **March 20-23, 2019**
 - b) Conference Format/Schedule
 - c) Keynote Speakers & Featured Speakers, any recommendations?
- 4) **Roles and Responsibilities—Review of Planning Committee Notebook**
 - a) Roles and Responsibilities of Honorary & Co-chairs
 - i) Attend Planning Committee Meetings & Select Chairs for Individual Committees
 - ii) Publicize and Market Conference to Schools Districts/County Offices
 - iii) Recruit Presentations, as needed
 - iv) Recruit CABE Award Nominations
 - v) District/County Representation at CABE (i.e., Supt. @ event, workshops, SSV, etc.)
 - vi) Committee Role in assisting in Marketing the Conference to Increase attendance
- 5) **Key Topics and Themes for Speakers and Presenters**
 - a) What are the key areas of need for professional development in your district, county or organization?
- 6) **Contact Information Sheet**
 - a) Please Complete TODAY for Superintendent and Co-Chair
 - b) Select Committee Chair(s), complete form and return by August or September 2018 Meeting
- 7) **Selection of Committees by District/County Offices**
 - a) School Site Visit Description of Programs (Reg. form) **by Wednesday, August 15, 2018**
- 8) **Schedule CABE 2019 Planning Committee Meeting Dates**
- 9) **CABE 2019 Workshop and Institute Proposals – Due Friday, July 27, 2018**
 - a) Presenters receive a Discounted Registration rate for the full conference-\$150 members (non-members-\$250)
 - b) Please recruit and/or submit proposals online
 - i) Workshops: <https://fs3.formsite.com/cabeforms/CABE2019/index.html>
 - ii) Institutes: <https://fs3.formsite.com/cabeforms/CABE2019Inst/index.html>
- 10) **Questions & Adjournment**

NOTES