



# CABE 2020

A PERFECT VISION FOR MULTICULTURALISM AND MULTILITERACY

## PLANNING COMMITTEE MEETING (LUNCH INCLUDED)

Hilton San Francisco Union Square, 333 O'Farrell St, San Francisco CA 94102- Golden Gate 4-5  
Wednesday, February 19, 2020 / 12:30pm – 3:30pm

## OUTCOMES

- Feel prepared and ready for CABE 2020
- Celebrate and promote our commitment to English Learners and Bilingual Programs
- Ready to celebrate CABE 2020 Award Recipients
- Understand the Day by Day Roles and Responsibilities during the conference
- Begin to finalize plans for the committee work
- Have questions answered and suggestions/recommendations noted

## AGENDA

- 1) **Welcome and Greeting, CABE Board President, Olivia Yahya**
- 2) **CABE Staff Welcome and Introductions**
  - a) Introduce yourself and your committee
- 3) **PICTURE TIME (PC Group Picture)**
- 4) **Walk through of the Hilton and the Parc 55**
- 5) **CABE 2020 Overview**
  - a) Registration Information
    - i) Current Attendee Registration Count and Promotion
  - b) CABE Award Recipients: TOY, AOY, POY, PEOY, SWC, SEA,
  - c) Highlights: ALS, Speakers, Film Festival, etc.
    - i) Ester De Jong, Wednesday Featured Speaker - <https://www.youtube.com/watch?v=b7OObdLz2I>
- 6) **Logistical Details and Committee Daily Schedule (See Attached Draft)**
  - a) Where should I be and when?
  - b) Walkie Talking training list
  - c) Review and Initial cell phone roster prior to conclusion of meeting
- 7) **Student Entertainment**
  - a) Mariachi needed for Opening of our Exhibit Hall Wednesday, April 8<sup>th</sup>, at 12:00pm
  - b) Need Entertainment for Thursday, April 9<sup>th</sup>, for General Session from 8:00am-8:25am
- 8) **Committee Chairs Planning and Reports**
  - a) Action Plan- updates, questions and needs
  - b) Report
- 9) **Volunteer Recruitment**
  - a) Register online <https://fs3.formsite.com/cabeforms/2020Volunteer/index.html>
- 10) **Announcements**
  - a) Registration confirmation will be sent via email by CABE Event Ready site
  - b) Housing accommodation will be sent via email from hotel
- 11) **Questions, Concerns & Adjournment**

**Next Meeting: Wednesday, March 25, 2020 San Francisco USD, 555 Franklin Street, San Francisco, CA 94102**



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## NOTES

**Become or Renew CABE Membership TODAY!**

<https://www.gocabe.org/index.php/about/members/>