

California Junior Classical League  
Executive Board Meeting  
Video Call: St. Ignatius College Preparatory and The Willows School  
January 25, 2020 9:00 a.m.

To Do Lists

- I. All board members will read the minutes and send corrections to secretary@cajcl.org.
- II. All student officers will check email regularly in order to provide support during State Convention preparation.
- III. Victoria Wat will publish an issue of the *Nuntius*. Laila Abolfathi and all of the student officers will assist her.
- IV. Rupert Chen will post the academic tests and the certamen questions from Ludi and SCRAM on the CAJCL website.
- V. Isabelle Krochmal will create EOM social media posts.
- VI. Mr. Paterson will send PDFs of Convention academic tests to Mr. Josh Davis.
- VII. Sophie Reynolds will reach out to schools that have not renewed their JCL membership for this year.
- VIII. Laila Abolfathi, Sophia Abolfathi, and Athena Davis will coordinate the production of a video inviting students to 2021 National Convention in San Diego.
- IX. Laila Abolfathi will find flights to the next board meeting.

Important Upcoming Dates

- I. March 21, 2020 – Carcer at Miramonte High School and University High School
- II. April 17-18, 2020 – CAJCL State Convention at University High School
- III. May 16, 2020 – CAJCL Spring Board Meeting

Attendance

- I. In Attendance
  1. Kasra Lekan, '19-'20 Convention President
  2. Sophie Reynolds, '19-'20 1st Vice President
  3. Laila Abolfathi, '19-'20 2nd Vice President
  4. Ethan Yan, '19-'20 Parliamentarian
  5. Isabelle Krochmal, '19-'20 Secretary
  6. Kaleigh Ruegg, '19-'20 Historian
  7. Rupert Chen, '19-'20 Webmaster
  8. Victoria Wat, '19-'20 Northern Representative
  9. Samuel Cohen, '19-'20 Southern Representative
  10. Mia Borlongan, '19-'20 CASCL President
  11. Kiana Hu, '19-'20 CASCL Liaison
  12. Ms. Martha Altieri, State Chair
  13. Mr. Kyle Smith-Laird, State Co-Chair
  14. Ms. Lisa Masoni, CAJCL Treasurer, Graphic Arts Chair, and Harker Middle School Sponsor
  15. Ms. Katie Robinson, Scholarship Chair
  16. Dr. Brian Briggs, Competitive Certamen Chair and St. Francis High School Sponsor

17. Ms. Dobbie Vasquez, Open Certamen Chair and Menlo School Sponsor
18. Mr. Scott Paterson, Academics Chair and Harker School Sponsor
19. Mr. Jon Gumz, SCL Advisor
20. Ms. Sydney Higa, Social Media Chair
21. Mr. Josh Davis, University High School Sponsor
22. Mr. Matt Davis, Miramonte High School Sponsor
23. Dr. Jeffrey Feland, Sage Hill School Sponsor
24. Ms. Grace Curcio, St. Ignatius Preparatory Sponsor
25. Ms. Lana Sum, St. Ignatius Preparatory Sponsor

II. Absent

1. Alexisse Yoo, '19-'20 Nuntius Editor
2. Athena Davis, '19-'20 NJCL 2nd Vice President

Minutes

- I. Call to Order – Laila Abolfathi moved to open the meeting. Kasra Lekan seconded the motion. The motion passed, and Laila Abolfathi called the meeting to order at 9:15 a.m.
- II. Minutes from the September 7, 2019, Board Meeting – Isabelle Krochmal read the highlights of the minutes from the previous board meeting. Laila Abolfathi moved to approve the minutes, and Ethan Yan seconded the motion. The motion passed, and the minutes were approved.
- III. Reimbursement Requests – Ms. Masoni
  - A. Sydney Higa requested \$120.00 for Weebly, the hosting service used for the CAJCL website.
  - B. Ms. Altieri requested \$239.70 for six months (February to July) of FileMaker.
  - C. Laila Abolfathi moved to approve the reimbursement requests, and Kasra Lekan seconded the motion. The motion passed.
- IV. 2019-2020 Officer Reports
  - A. Kasra Lekan – Convention President
    1. Noted that Convention materials are on the Convention website, which is linked on the CAJCL website.
    2. Shared that the Convention schedule is fundamentally the same as the one in the Blue Book. Only small changes are being made.
    3. Planned to eliminate some Saturday night activities, like casino, in order to increase attendance of That's Entertainment.
    4. Highlighted several workshops, including one on science and philosophy, one on nuclear fusion, and one on theater.
    5. Shared plans for meals.
      - a) Friday dinner will be burritos.
      - b) Saturday breakfast is still being arranged.
      - c) Saturday lunch will be In-N-Out.
      - d) Saturday dinner will be Mediterranean food. Dessert will be ice cream.
    6. Will have an app called Convenio for Convention. The app will give information about scheduling and will have a map. The scavenger hunt will also be run through the app.

- a) Mr. Gumz asked whether students would need to enter personal information. Kasra Lekan replied that students will enter information like their name, grade, and Convention ID number. Mr. Gumz asked if it would be possible to contact all high school seniors about SCL, and Kasra Lekan replied that this would be possible.
- b) Mr. Matt Davis asked if students would have access to WiFi, and Mr. Josh Davis and Kasra Lekan said that they would.

B. Sophie Reynolds– 1<sup>st</sup> Vice President

- 1. Has continued to follow up with schools interested in JCL.
- 2. Had a new school, Lowell, come to Ludi, and two new schools, Santa Monica and Temecula, come to SCRAM.
- 3. Noted that Sacred Heart Middle School had a conflict, but might come next year, along with The Gooden School and Kennedy.
- 4. Helped plan and run Ludi.
- 5. Has started her outreach program for State Convention. She is focusing on nearby schools since they are most likely to attend.
- 6. Sent letters to homeschooled students.
- 7. Will help chapters enter the publicity contest after registration ends in February. She would like to work to add a page for these contests to the CAJCL website.
- 8. Wrote an article for the *Torch* about her work as a state First Vice President.

C. Laila Abolfathi – 2<sup>nd</sup> Vice President

- 1. Worked on compiling the podium books for this year’s Convention.
- 2. Has planned the community service project for Convention. Delegates will be making fleece hats for NEGU, which stands for Never Ever Give Up. The organization supports children who are fighting cancer. She would like to have mythology read as students work.

D. Ethan Yan – Parliamentarian

- 1. Shared the miscellaneous items he has worked on since the September board meeting.
  - a) Removed gendered pronouns from the Constitution.
  - b) Amended the Constitution to comply with IRS requirements and placed the updated version on the CAJCL website.
  - c) Helped with Ludi. He ran an election workshop there, and Laila Abolfathi sent him the names of delegates who attended a similar workshop at SCRAM.
  - d) Wrote a letter for the Ludi news letter encouraging people to run for office.
- 2. Has encouraged candidates to run for office.
  - a) Created a spreadsheet with sixteen people from seven schools who have expressed interest in running. There is at least one candidate for every elected position except First Vice President.
  - b) Responded to emails from students and adults asking questions

- about elections.
- c) Compiled election materials and placed them on the Convention website. He will send updates for the Convention website to Kasra Lekan.
  - d) Spoke with Rupert about adding election materials to the CAJCL website.
  - e) Hopes to post about elections on social media.
  - f) Clarified that applications are due on March 9, 2020. He will work with the Nominations Committee, which will include himself, Samuel Cohen, and three other officers who have no one from their school running for office, to select two candidates to run in cases when more than two apply for any one position. He will then send the short list of candidates to Ms. Masoni so that she can verify that candidates are members of the CAJCL in good standing.
  - g) Dr. Briggs suggests sending an email to sponsors asking them to encourage their students to run for office.
  - h) Ms. Altieri noted that she had received an email from a Miramonte student hoping to host Ludi. We still need hosts for State Convention and SCRAM. SCRAM could possibly be hosted at the Willows. State Convention could possibly be hosted at Harker or St. Francis.
3. Proposed several amendments to the Constitution.
- a) Definition of Amendment: Amendment will be defined as a substantive change to the document. Ethan moved to place this amendment on the ballot at State Convention. Victoria Wat seconded the motion, and the motion passed.
  - b) State of Emergency: This amendment outlines the procedure for filling vacant offices in the case that no candidate wins a majority of votes. Ethan moved to place this amendment on the ballot at State Convention. Victoria Wat seconded the motion, and the motion passed.
  - c) Presentation of Amendments at Candidates' Open Forum: This amendment formalizes that the Parliamentarian must present proposed amendments at State Convention. Ethan moved to place this amendment on the ballot at State Convention. Rupert Chen seconded the motion, and the motion passed.
  - d) Line of Demarcation: This amendment removes the formal separation of Northern and Southern California from the Constitution. Ethan moved to place this amendment on the ballot at State Convention. Isabelle Krochmal seconded the motion, and the motion passed.
  - e) Amending the Bylaws: This amendment states that the bylaws can be amended with a simple majority. Ethan moved to place this amendment on the ballot at State Convention. Sophie Reynolds seconded the motion, and the motion passed.

- f) Removing the Bylaws from the Constitution: This amendment extracts the bylaws from the Constitution and establishes the hierarchy for CAJCL's governing documents. Ethan moved to place this amendment on the ballot at State Convention. Victoria Wat seconded the motion, and the motion passed.
- E. Isabelle Krochmal, Miramonte High School – Secretary
    - 1. Compiled the minutes from the September board meeting and edited them as corrections were sent in.
    - 2. Worked with Rupert Chen to place the minutes on the CAJCL website.
    - 3. Created a social media post about the September board meeting and plans to do the same for this board meeting.
    - 4. Organized the officer introduction social media post series.
    - 5. Reflected that she would like to continue to be involved with social media.
  - F. Kaleigh Ruegg, St. Ignatius College Preparatory – Historian
    - 1. Created a Flickr account and sent the link to the Board. We can use Flickr Pro for free once we are registered as a non-profit.
    - 2. Has been using photos and Canva to create social media posts.
    - 3. Has been running the California Photo of the Month contest and submitting the winning photo to the national contest. California's photo won in September!
    - 4. Attended both Ludi and SCRAM to take photos.
    - 5. Has been planning the scrapbook, which will focus on themes of teamwork and strength.
  - G. Victoria Wat, Menlo School – Northern Representative
    - 1. Hosted Ludi on Saturday, October 26.
    - 2. Noted that total attendance was 611 students and 102 adults from 21 chapters. She attributes this increase in attendance to social media outreach. One school, Lowell, even attended for the first time. The ten delegates from this school were given a discounted registration price of \$10.00.
    - 3. Shared that scheduling went smoothly throughout the day.
    - 4. Reflected that ID numbers changing in FileMaker after name tags had been printed was challenging, but she was able to solve this issue with Mr. Altieri's help. Additionally, more reading comprehension tests were needed because the program recognized reading comprehension only if it was a delegate's first choice, but this also was easily overcome.
    - 5. Shared that Open Certamen, the geocaching activity, and the community service project of writing letters to inmates and collecting Latin textbooks for them were all well-attended.
    - 6. Presented the final financial information for Ludi. Expenses were \$12,788.
    - 7. The budget was \$15,865. Profit was \$3,077.37. Of this, \$1025.79 will be donated to the CAJCL scholarship fund.
  - H. Samuel Cohen, Sage Hill School – Southern Representative
    - 1. Shared that there were 683 delegates and about 800 attendees in total from 34 chapters.

2. Noted that having signups for events at the beginning of the day was helpful, even though they were crowded.
  3. Felt that having two trucks made the In-N-Out lunch lines more manageable.
  4. Highlighted the success of Roman Rap Battle and an updated Roman Speed Dating.
  5. Shared the success of interactive workshops on graffiti, curse tablets, and Roman dining.
  6. Reflected that Certamen was generally successful, but more tiebreaker questions were needed.
  7. Presented the final financial information for Ludi. Expenses were \$14,129.
  8. The budget was \$17,728. Profit was \$2,599.35. Of this, \$1000.00 will be donated to the CAJCL scholarship fund.
  9. Mr. Gumz noted that Capture the Flag was difficult to organize and may not be worth doing next year.
- I. Alexisse Yoo, Member at Large – *Nuntius* Editor
    1. Alexisse Yoo has been unreachable for several months. If she does not respond to attempted communication, the board will have no choice but to impeach her.
    2. In Alexisse Yoo's absence, Ms. Altieri appointed Victoria Wat pro tempore *Nuntius* editor. She will be supported by Laila Abolfathi and the rest of the officers.
  - J. Rupert Chen, The Harker School – Webmaster
    1. Reviewed the feedback from the national website competition in order to implement changes to the CAJCL website. Our website placed third by only two points, so it could definitely win first this year!
    2. Ms. Vasquez suggested posting the tests and certamen questions from Ludi and SCRAM on the website. Rupert Chen will do this.
    3. Mrs. Robinson would like a flier for the scholarship added to the website. Rupert Chen will do this.
  - K. Athena Davis, Miramonte High School – NJCL 2<sup>nd</sup> Vice President
    1. Thanked chapters for submissions to Club of the Month!
    2. Has been working on reaching out to local Second Vice Presidents.
    3. Encourages those attending nationals to apply for the Packet Award.
    4. Decided on themes for spirit days at Nationals.
      - a) Saturday: Clamate, a no costume and no props competition
      - b) Sunday: VA, VA State T-Shirt Day
      - c) Monday: Purple Rain and Golden Slumbers
      - d) Tuesday: Arachne's Web
- V. SCL Report – Mia Borlongan
    - A. Shared that SCL has a new webmaster, Rowan Biggs.
    - B. Highlighted the success of SCL hangouts.
    - C. Announced that the SCL has released two Letters of the League since the September meeting.
    - D. Reported on the SCL's work at regional Conventions. Ten SCLers attended Ludi

and 50 slashers came to the SCL mixer, while eight SCLers attended SCRAM and eleven slashers came to the SCL mixer.

- E. Focused on SCL growth and engagement. A survey for high school seniors is being circulated, and Sydney Higa will post this on the CAJCL instagram.
  - F. Emphasized the effectiveness of having one student serve as the SCL point of contact at Convention.
  - G. The SCL had one hangout in the south over Christmas break and is having one in the north on January 26.
- VI. Social Media Report – Sydney Higa
- A. Has been using Canva to create graphics with guidelines for colors and fonts created by Kaleigh Ruegg.
  - B. Set up Linktree so that the CAJCL Instagram bio can contain multiple links.
  - C. Posted the Ludi video on Instagram.
  - D. Created a new YouTube account since the login information for the existing one has been lost.
  - E. Created a CAJCL Snapchat to use at Convention.
  - F. Hopes to oversee officers continuing to create content to post on social media.
  - G. Emphasized the importance of using photographs instead of graphics containing mostly words.
  - H. Suggested starting a chapter spotlight. Additionally, she proposed posting summaries of officer positions as election applications begin and summaries of officer EOMs like the national JCL does. Isabelle Krochmal volunteered to work on the EOM posts.
  - I. Decided that email is more convenient for coordinating posts than Google Docs.
  - J. Would like to have posts completed a month in advance when possible.
  - K. Will collaborate with Kasra Lekan to promote Convention.
  - L. Will promote scholarships. She clarified that the website has the correct dates, not the Blue Book.
- VII. Certamen Report – Dr. Briggs
- A. Reminded the Board that Carcer will take place on March 21 from 10:00 a.m. to 1:00 p.m. at Miramonte and University High Schools. Registration is open now and will close on March 9.
  - B. Stated that in order to attend Carcer, students must be CAJCL members in good standing and must be registered for State Convention, unless they are playing on a wildcard team. Since Convention registration closes on February 21, there will be time to ensure students are eligible to compete at Carcer.
  - C. Clarified that two students from Kehillah will be allowed to compete as members at large since they do not have the six students necessary to form a chapter. Ms. Altieri emphasized the importance of reminding members at large that they are required to have an adult chaperone at Convention.
- VIII. Academic Testing – Mr. Paterson
- A. Thanked Ms. Sum, Ms. Curcio, Ms. Robinson, Ms. Vasquez, Mr. Smith-Laird, and Kiana Hu for writing tests.
  - B. Announced that a few tests still need to be written and edited. Reading Comprehension and Ancient Geography specifically still need to be written. Ms.

Masoni will be writing Reading Comprehension I. He asked anyone interested in helping to contact him at academics@cajcl.org.

- C. Shared that Ludi and SCRAM each had an additional level of grammar test.
  - D. Will send PDFs of academic tests to Mr. Josh Davis at least three weeks before Convention. University High School will then print the tests.
  - E. Ms. Masoni emphasized the importance of allowing students to specify the level of the tests they are taking so that the correct ones are available.
- IX. Scholarship Report – Ms. Robinson
- A. Stated that the balance of the scholarship account is \$26,350.57.
  - B. Contacted the teachers of ten students with outstanding awards.
  - C. Paid out one scholarship since the September board meeting.
  - D. Noted that the dates in the Blue Book need to be changed to align with those on the website. The paper applications need to be postmarked by March 14, while electronic applications are due on March 20.
  - E. Recommended that the board approve five \$2,000 scholarships for this year. Laila Abolfathi moved to approve the scholarships. Kasra Lekan seconded the motion, and the motion passed.
- X. State Chair Report – Ms. Altieri
- A. Thanked everyone who participated in the virtual meeting in December regarding modifying the Constitution to comply with IRS requirements. Unfortunately, the IRS has not provided any updates about the status of CAJCL’s application to register as a 501(c)(3).
  - B. Noted that no donation was made to the scholarship fund by Woodbridge, the host of last year’s SCRAM. Mr. John Conant is attempting to make this donation now, but the bookkeeping is more complicated a year later.
  - C. Shared that current CAJCL historical information is available on the CAJCL website. Much of this information is important for officers to be aware of.
  - D. Reminded officers of their responsibility to support the running of State Convention. Checking email regularly is especially important. Officers are expected to sit on the stage during General Assemblies.
  - E. Discussed scholarships for California delegates to Nationals. She recommended awarding ten \$500 scholarships. Laila Abolfathi moved to approve these scholarships. Kasra Lekan seconded the motion, and the motion passed.
  - F. Reminded officers to be aware of deadlines for contests that they are responsible for entering.
- XI. Treasurer Report – Ms. Masoni
- A. Announced that CAJCL currently includes 38 chapters and 1840 members.
  - B. Reminded the board that schools cannot register for CAJCL events unless they are in good standing. Schools whose membership dues are pending include Santa Monica, Harker, NorthCreek Academy, Stanford Online, St. Francis, Sacred Heart, Crossroads, New West Charter, Fresno, and Menlo-Atherton.
  - C. Schools that registered chapters last year but have yet to express interest this year include The Academy, Bentley Middle School, California High School, Convent and Stuart Hall, De La Salle, Live Oak, Mayfield Senior School, Mirman, Orange Lutheran, Pacifica Christian, St. Margaret's Episcopal Middle School, and St.

Paul. Sophie Reynolds will reach out to these schools.

- D. Will send the financial report to the board. The current balance of the CAJCL account is approximately \$25,000.
  - E. Will also order more CAJCL checks.
  - F. Ethan Yan moved to deem the presentation of a financial report at State Convention unnecessary. Sophie Reynolds seconded the motion, and the motion passed.
- XII. New Business – Ms. Altieri contacted San Diego State University about filming the invitational video for 2021 National Convention. We are welcome to film on campus at any time. Laila Abolfathi, Sophia Abolfathi, and Athena Davis, as well as at least one male student, will travel to SDSU to film the video. Besides filming the dorms, dining halls, student union, and other campus locations, we can consult the Chamber of Commerce for promotional materials for the city of San Diego. This video will then be shown at Nationals in Richmond this year.
- XIII. Next Meeting – Our next meeting will be on May 16, 2020, possibly at Harker, since it is so close to the San Jose airport. Laila Abolfathi will coordinate flights.
- XIV. Adjournment – The meeting was adjourned at 1:15 p.m.

Respectfully submitted,  
Isabelle Krochmal  
CAJCL Secretary, 2019-2020