



**California Junior Classical League
Executive Board Meeting**
Virtually Held
January 8, 2022, 9:00 a.m.
I • VIII • MMXXII
a.d. VI Id. Ian.



To Do List:

All Board Members will:

- Check their emails regularly.
- Email reports on school chapter events to Avery Konwiser.
- Read the minutes and send corrections to secretary@cajcl.org.

Avery Konwiser will:

- Help as needed with State Convention, especially with service.

Sadie Almgren will:

- Help as needed with State Convention.

Brian Lazarus will:

- Help as needed with State Convention.

Sofia Perez-Lanza and Louise Morr will:

- Continue to plan State Convention.

Elizabeth Casey will:

- Contact potential schools about joining CAJCL.

Claire Lenden will:

- Send election materials to the Webmaster to upload to the CAJCL website and to the Convention Presidents to be sent out with convention materials.

Alexis Kim will:

- Organize, edit, and send out the minutes from this Board meeting.
- Edit the Board Contact Sheet and letterhead.

Mallika Dandamudi will:

- Submit the CAJCL scrapbook to the NJCL scrapbook competition.

Kayla Davis will:

- Submit the *Nuntius* to the NJCL competition.
- Work on the next issue of the *Nuntius*.

Ashley Yoshii will:

- Submit the CAJCL website to the NJCL website competition.
- Upload election materials to the CAJCL website.

Important Upcoming Dates:

February 7, 2022: Soft deadline for the *Nuntius*

February 26, 2022: CARCER

March 1, 2022: Officer Candidates deadline

March 19, 2022: Scholarship deadline

April 1-2, 2022: State Convention at St. Francis in Sacramento

May 14, 2022: Next Meeting

In Attendance:

1. Avery Konwiser (Harvard-Westlake School) – 2nd Vice President
2. Sadie Almgren (Menlo-Atherton High School) – Northern Representative

3. Elizabeth Casey (Sage Hill School) – 1st Vice President
4. Sofia Perez-Lanza (St. Francis High School) – Convention President
5. Louise Morr (St. Francis High School) – Convention President
6. Claire Lenden (Menlo School) – Parliamentarian
7. Alexis Kim (Sage Hill School) – Secretary
8. Mallika Dandamudi (Miramonte High School) – Historian
9. Kayla Davis (Menlo School) – *Nuntius* Editor
10. Ashley Yoshii (St. Ignatius College Preparatory) – Webmaster
11. Mr. Matt Davis – State Chair, 2nd VP Advisor, Miramonte Sponsor
12. Dr. Brian Briggs – Certamen Chair, St. Francis Sponsor
13. Ms. Lisa Masoni – Treasurer, Graphic Arts Chair, Harker Middle School Sponsor
14. Ms. Sofia Abolfathi – *Nuntius* Mentor, CASCL President
15. Mr. Jon Gumz – CASCL Advisor
16. Ms. Grace Curcio – Webmaster Advisor, St. Ignatius Preparatory Sponsor
17. Ms. Dobbie Vasquez – Open Certamen Chair, Secretary Advisor, Menlo School Sponsor
18. Dr. Jeffrey Feland - 1st VP Advisor, Sage Hill Sponsor
19. Mr. Kyle Smith-Laird – State Co-Chair, Parliamentarian Advisor, The Willows School Sponsor
20. Ms. Jen Jordt - Creative Arts Chair, Historian Advisor, Menlo School Sponsor
21. Mr. Scott Paterson – Academics Chair, Harker Upper School Sponsor
22. Ms. Kiana Hu – CASCL 1st Vice President
23. Ms. Mercedes Barletta - Harvard-Westlake School Sponsor

Absent:

1. Brian Lazarus (The Willows Community School) – Southern Representative
2. Ms. Katie Robinson – Scholarships Chair
3. Ms. Sydney Higa – Media Chair
4. Mr. Frederick Muth -Technology Committee Head
5. Ms. Maria-Luisa Deseta - Menlo-Atherton High School Sponsor

I. Call to Order – Avery Konwiser (9:10)

- a. Avery Konwiser opened the meeting.
- b. The meeting began at 9:10 a.m.

II. Approval of Agenda (9:10)

- a. No one had any objections to the agenda and it was approved.

III. Minutes from September 18 Meeting – Alexis Kim (9:11)

- a. Alexis Kim gave an overview of the minutes from the previous board meeting, which focused on planning and finalizing SCRAM, Ludi, and State Convention.
- b. Avery Konwiser moved to approve the minutes; Claire Lenden seconded. The motion passed unanimously.

IV. Reimbursement Requests – Lisa Masoni (9:20)

- a. Ms. Lisa Masoni reported that there was a reimbursement request for \$217.70 by Ms. Altieri for FPMPro Hosting.
- b. Avery Konwiser moved to approve the reimbursement; Sadie Almgren seconded the motion. The motion passed unanimously.

V. Officer Reports

Avery Konwiser - (Harvard-Westlake School) – 2nd Vice President (9:21)

- a. Avery Konwiser reported that the FreeRice and Missing Maps service projects went well. FreeRice is a website on which volunteers answer trivia questions, and for each question answered, a grain of rice is donated to the WHO. Missing Maps is a project that allows volunteers

to use satellite imagery to help map third-world countries and places hit by natural disasters. He also stated that he is currently looking for ways to get more student participation in service at State Convention.

- b. He also reported that he got an email from Emma Conga, who was asking for an update on CAJCL for the NJCL *Torch*. He also asked the Board for reports on the activities of school chapters, which will be emailed to him so that he can share them with Emma Conga.
- c. He reported that there is a new Diversity, Equity, and Inclusivity (DEI) committee to review the NJCL Creed, and that the updated version of the Creed is available on the NJCL website. He stated that in order to be part of this committee, applicants have to apply by February 1, 2022.
- d. Avery Konwiser also discussed an idea he had for service. He suggested that CAJCL host a state-wide service project such as a book drive or canned food drive before State Convention. This service project would entail each school having its own CAJCL-sponsored drive.
- e. Finally, he organized this State Board meeting and wrote the agenda for today.

Sadie Almgren - (Menlo-Atherton High School) - Northern Representative (9:27)

- a. Sadie Almgren reported that Ludi was very successful. She stated that 17 schools, 1 member-at-large, 370 students, and 27 adults attended Ludi. The number of student attendees was similar to the previous Ludi, but there were fewer adult attendees. Ludi resulted in a profit of \$1,815.00, and honoraria were \$200.00 each for three speakers, for a total of \$600.00. She also stated that \$1,200.00 of the profit will be contributed to scholarships fund and that she would reach out to Ms. Katie Robinson to send the check for the donation.
- b. Additionally, she stated that Ludi used a Google website, not Sched, and that the website was successful and very user-friendly. She reported that the Kahoots, colloquia, impromptu art, certamen, Pictionary, and the SCL-run Minecraft building competition were popular at Ludi. Latin Oratory, Dramatic Interpretation, the Scavenger hunt, and the lunch mixer had few attendees. Overall, she reported that there were few technical difficulties at Ludi.
- c. Finally, Sadie thanked Claire Lenden for hosting the potential candidates Q&A, SCL for running the Minecraft building competition, the adult volunteers for providing assistance throughout the day, the Willows Community School for sharing materials from SCRAM, and Miramonte High School for resources from last year's Ludi.

Brian Lazarus - (Willows Community School) - Southern Representative (9:33)

- a. Brian Lazarus was absent, so Mr. Kyle Smith-Laird provided a report on SCRAM in his stead. He thanked everyone for a great SCRAM.
- b. Mr. Smith-Laird reported that SCRAM had numerous technical issues. He stated that Madeline Miller's colloquia, the Minecraft building competition, Latin Oratory, and Dramatic Interpretation were popular. On the other hand, the art competition and Open Certamen were less popular.
- c. Finally, Mr. Smith-Laird stated that Brian Lazarus would send an email with more details about SCRAM. The email contained the following information: SCRAM was held virtually on October 30, 2021 from 8:30 AM to 3:15 PM and was hosted by The Willows in Culver City. The cost to attend was \$10. There were 26 schools from California, Nevada, Washington, and British Columbia in attendance, for a total of about 250 students. There was a total income of \$2,580, with one school, Roosevelt High School, attending *gratis*. The costs were as follows: \$500.00 for Madeline Miller, \$275.00 for mailing swag bags, \$60.00 for Caroline Lawrence, and an amount soon to be decided for The Willows (for staffing, food, etc.). The final number will be calculated soon in a meeting between Mr. Kyle Smith-Laird and the Willows staff.

Sofia Perez-Lanza & Louise Morr - (St. Francis High School) – Convention Presidents (9:36)

- a. Sofia Perez-Lanza and Louise Morr reported that State Convention would be virtual now, as they sent a form to sponsors and received many responses that stated they would rather go virtual. They had worked on transitioning a completely in-person schedule into a hybrid schedule, and will now work on converting this hybrid schedule into a totally virtual schedule.
- b. They also had numerous questions. The first question was whether a one-day convention with a longer day would be preferable to a numerous-day convention with shorter days as Convention

will now be online. Avery Konwiser said two shorter days are preferable. Ms. Lisa Masoni stated that many teachers act as judges, so activities cannot be back-to-back, which would be the case with a one-day convention. Ms. Dobbie Vasquez noted that splitting up activities between numerous days worked well for State Convention last year. Dr. Brian Briggs noted that judging could be done beforehand for the arts competition, but Ms. Dobbie Vasquez said it would be challenging to have judging be done before the convention and Ms. Lisa Masoni stated that it would be difficult to organize pre-convention judging as many teachers are busy before State Convention.

- c. They then asked for suggestions for speakers, as there are more options for speakers since State Convention is now online. They asked the Board to email them if there are any suggestions. Ms. Dobbie Vasquez stated that Magister Craft may be interested in doing something related to Minecraft, and Ms. Mercedes Barletta stated that she could help regarding Jesse Craft as they are friends. Mr. Kyle Smith-Laird suggested Steven Saylor, and Ms. Dobbie Vasquez stated that he had refused last year, but that she can ask him because he has since done at least one Zoom presentation.. Dr. Brian Briggs suggested George O'Connor and Natalie Hayes. Mr. Matt Davis suggested Mindy Khaling, who has experience with Latin from high school and college, and Elizabeth Casey noted that people like Mindy Khaling cost significantly more than expected, but Mr. Matt Davis stated that a virtual convention has some more flexibility in its budget. Dr. Brian Briggs wanted to know more about honoraria. Mr. Kyle Smith-Laird stated that there was a separate application for a reduced rate for Madeline Miller at SCRAM and that honoraria are typically \$200.00 to \$300.00. Mr. Matt Davis concurred. Ms. Dobbie Vasquez stated that Latin teachers are usually not given honoraria, but non-Latin teachers are given honoraria. Mr. Kyle Smith-Laird offered to provide SCRAM materials and to help with Certamen. Ms. Dobbie Vasquez stated that Sched is expensive, and that Google forms seemed to work well. Mr. Kyle Smith-Laird mentioned that Zoom would have to be upgraded, and Ms. Mercedes Barletta stated that schools that already have the most expensive version on Zoom can simply make links for State Convention.
- d. They also asked whether or not they should use Sched, or if there were other scheduling options they could use. Ms. Lisa Masoni noted that Google Docs can be edited by anyone, even if they are not registered, while people have to be registered to use Sched. Mr. Matt Davis noted that Sched would not eat up too much of the budget, it does not slow down when people try to access it, events can be color-coded, and that it has numerous other positive features. Ms. Dobbie Vasquez added that Anha Kim liked using Sched. Sadie Almgren added that using a Google website requires each event to be input and reminder emails to be sent manually, which is a bit of a challenge. Sofia Abolfathi suggested Google Calendar as a good free option.
- e. Additionally, they asked about the logistics of chapters gathering at their respective schools, how many schools would do this, and how the program and activities could be adapted to fit the needs of these schools better. Ms. Grace Curcio and Ashley Yoshii stated that nothing had to be adapted and that the only difference was that only one Zoom meeting had to be opened for each school. Dr. Brian Briggs stated that the Convention Presidents will suggest that schools do this. Mr. Matt Davis asked Ashley Yoshii to create a write-up about the benefits of gathering at their respective schools. Ms. Lisa Masoni stated that one of the draws of virtual conventions was that people could drop in and out, to which Ms. Grace Curcio responded that gathering at school could be made optional.
- f. The Convention Presidents also asked whether registration should be completed via FileMaker and how much this would cost. Mr. Matt Davis responded that registration should be done through FileMaker as it sends email updates, generates receipts, and facilitates information sharing through Google Sheets. Dr. Brian Briggs stated that it was \$20.00 last year. Mr. Matt Davis and Dr. Brian Briggs also stated that ribbons would be sent out because this year kids are in school instead of at home. Lastly, they asked about spirit in a virtual setting. After they asked this question, Avery Konwiser suggested that the rest of the questions be addressed later on in the meeting.

- a. Elizabeth Casey reported that she attended SCRAM and that she appreciated Madeline Miller's presence. She also hosted a Potential Candidates Q&A at SCRAM.
- b. She also reported that Sage Hill's chapter has hosted a karaoke event and a holiday card service project.
- c. Finally, she reported that she emailed some schools and that Ms. Lisa Masoni had helped her find an email list. She has received no responses to these emails, but she stated that she would email them again this weekend as there is now a convention update.

Claire Lenden - (Menlo School) – Parliamentarian (10:11)

- a. Claire Lenden proposed some amendments to the Constitution. The first proposal was to Article XI Section 1, which is a small change to the wording regarding the location of State Convention in order to allow CAJCL to have virtual conventions. Claire Lenden moved to approve this edit; Kayla Davis seconded the motion. The amendment passed unanimously.
- b. The second proposal was to Article VI Section 3 and will require a vote at State Convention. The amendment is to ensure that the Parliamentarian can have guidelines to run an election even without a State Convention. It states that campaign materials will be uploaded to the CAJCL website and that in lieu of an Open Forum, the Parliamentarian and Board can ask questions to the candidates. Claire Lenden moved to approve this amendment; Alexis Kim seconded the motion. The amendment passed unanimously and will be voted upon at State Convention.
- c. The next proposed amendment was also to Article VI Section 3. The amendment is that the Parliamentarian must outline rules regarding virtual campaigning on platforms such as social media. This amendment is to ensure that the Parliamentarian can remain flexible based on the needs of each year and the types of technology that exist and develop year-to-year. Mr. Kyle Smith-Laird stated that this amendment is very forward-thinking. Ms. Dobbie Vasquez had a small idiomatic note. Ms. Lisa Masoni wanted to note that many middle school participants are legally too young to use social media, and that it would be helpful to have numerous ways to access campaign information. Claire Lenden moved to approve this amendment; Mallika Dandamudi seconded the motion. The amendment passed unanimously and will be voted upon at State Convention.
- d. She also reported that she had created a timeline for the election at State Convention. She will send emails to the sponsors of each school to see how many of their students would like to run for office. Mr. Matt Davis stated that he will share an updated sponsor list with her. She also asked how and when she should send out the election materials as they are complete and need only be sent out. Dr. Brain Briggs suggested that PDFs would be the most accessible format. Claire Lenden added that March 1, 2022, should be the deadline for the applications for state office. Ms. Lisa Masoni reminded her that all candidates have to be registered members of CAJCL and that Claire Lenden should send her the list of candidates as soon as possible to resolve any issues with registration. Elizabeth Casey noted that having a Google Form is very helpful as it can automatically create a single spreadsheet with all the contact information of the candidates.
- e. Finally, Claire reported that she will email the election materials to the Webmaster and to the Convention Presidents.. Mr. Kyle Smith-Laird suggested that candidate information should be in the *Nuntius*, and it was agreed that the March issue of the *Nuntius* should be delayed by a few days to ensure that candidate information can make it into the issue.

Alexis Kim - (Sage Hill School) – Secretary (10:34)

- a. Alexis Kim focused on the minutes. She took minutes from the September meeting and cleaned them up. She also made an Instagram post with a summary of the minutes and sent them to Ms. Sydney Higa.
- b. She also edited the Board Contact Sheet and the CAJCL Letterhead for the 2021-2022 Board and noted that anyone who needed the letterhead should email her for a PDF of it. Ms. Dobbie Vasquez suggested a few more edits to the letterhead and the contact sheet, so Alexis Kim stated that she will make these changes, as well.

Mallika Dandamudi – (Miramonte High School) – Historian (10:36)

- a. Mallika Dandamudi reported that she attended SCRAM and Ludi. She took numerous photos at these conventions. She also stated that she had begun outlining the scrapbook and that she hopes to have a rough draft soon.
- b. Mr. Matt Davis asked her to share the draft with the board when complete. She also took a photo of this board meeting.

Kayla Davis (Menlo School) – *Nuntius* Editor (10:39)

- a. Kayla Davis reported that the first issue of the *Nuntius* is out. She stated that she will work with Claire Lenden to ensure that the election information is in the next issue.
- b. She also stated that she will send out assignments for articles in the next week.
- c. Finally she also reported that she is engaged in an article exchange with the Indiana editor for the next edition of the *Nuntius*, to be released in early March.
- d. The soft deadline for writing for the *Nuntius* is February 7, 2022.

Ashley Yoshii (St. Ignatius College Preparatory) – Webmaster (10:41)

- a. Ashley Yoshii reported that she has been working on updates for Ludi and SCRAM and that she published the *Nuntius* and the SCL meeting minutes on the website.
- b. She concluded her report by stating that she will work on expanding the website contests.

VI. Motion for a Break (10:42)

- a. Avery Konwiser motioned for a break until 10:50 a.m.; Claire Lenden seconded the motion. This motion passed unanimously.

VII. SCL Report – Sofia Abolfathi (10:51)

- a. Sofia Abolfathi is planning the second SCL hangout of the year. She also reported that the second Letter of the League is coming out soon.
- b. Additionally, she stated that the SCL is ready to help during State Convention and that she wants to meet with the Convention Presidents to discuss State Convention.
- c. Dr. Brian Briggs also mentioned that SCL support may be needed for CARCER.

VIII. Social Media Report – Sydney Higa (10:52)

- a. Ms. Sydney Higa was absent. In her stead, Mr. Matt Davis reminded everyone to send photos and updates to her to upload to social media.
- b. Ms. Dobbie Vasquez stated that she had received a \$100,000 endowment and asked whether CAJCL should publish information about this in order to encourage more giving back from alumni. Mr. Matt Davis responded that a social media post and mentioning this endowment in the *Nuntius* would be great.

IX. Academic Testing – Scott Paterson (10:56)

- a. Mr. Scott Paterson reported that Google Forms would be used again for academic testing during State Convention. He also stated that he now had enough volunteers to edit the tests and that 3 sponsors had volunteered to write tests.
- b. He added that there are still 12 tests left to be written. Finally, he reported that he had sent out a Google Form for volunteers interested in writing academic tests.

X. CAJCL Scholarship Report – Katie Robinson (10:58)

- a. Ms. Katie Robinson was absent. As such, it was said that she would send out an email with all financial information. The email contains the following information: Ms. Katie Robinson would be willing to do a mythology art sketch contest, which has been popular in the past, at State Convention. She would also be willing to run or help out for any other event.
- b. Her email also stated that the starting balance of the scholarship account was \$22,866.48. Two scholarships at \$2,000.00 each were paid out, for a total of \$4000.00 in expenses. In terms of income, there was a \$1,588.00 donation from the SCL and a \$1,146.31 donation from Miramonte

of revenue from Convention, for a total of \$2,734.31 in income. Finally, the closing balance as of December 31, 2022 was \$23,600.79.

XI. State Chair Report – Matt Davis (11:00)

- a. Mr. Matt Davis reported that he has been working on State Convention, and that the Parliamentarian, the Second Vice President, and the Historian would be particularly busy during State Convention. He added that all board members would need to help out in the months leading up to and during State Convention and reminded everyone to consistently check their emails and their Google Drives.
- b. He also reported that the National Convention will be in the summer, and that there are numerous competitions for board members to submit to. He asked the *Nuntius* Editor to submit the *Nuntius*, the Historian to submit the scrapbook, and the Webmaster to submit the CAJCL website.
- c. Additionally, he reported that the technology committee has been having meetings. He added that he had been working with Mr. Altieri to discuss technology.
- d. He also reminded the board to upload their End-of-Month Reports to their respective shared folders, and to email them to all members of the board every month.
- e. Ms. Lisa Masoni mentioned National Convention scholarships and the fact that costs are significantly higher if the convention is in-person.
- f. Ms. Jen Jordt stated that the current plan for National Convention offers 3 tiers of participation (online, hybrid, and in-person), each with a different price.
- g. Avery Konwiser moved to approve 10 scholarships at \$500 each; Sadie Almgren seconded the motion. The motion passed unanimously.

XII. Treasurer Report – Lisa Masoni (11:17)

- a. Ms. Lisa Masoni reported that we currently have 23 chapters and 873 members. She added that there are 7 schools on the pending list, meaning that they have registered but have not yet paid their membership dues. She also reported that 9 schools were members last year, but have not yet registered this year; she said she would contact these schools.
- b. Finally, she reported that as there had been no travel to meetings this year or last, CAJCL is doing well financially. She stated that there is currently \$41,066.61 in the CAJCL bank account.

XIII. Certamen Report – Brian Briggs (11:20)

- a. Dr. Brian Briggs reported that CARCER will be on February 26, 2022.
- b. He also stated that last year, we had implemented a policy that allowed 2 teams at each level per school; this system worked well, so it was concluded that this system will be kept for this year's CARCER.
- c. Finally, he stated that CARCER this year will be virtual and similar to last year.

XIV. New Business & Next Meeting Date (11:21)

- a. The board returned to answering the questions of the Convention Presidents. Their next questions were how awards, which will be ribbons this year, ought to be sent to schools and how overall awards ought to be given. Ms. Lisa Masoni stated that overall awards were not given last year. It was concluded that this policy of no overall awards would be maintained this year in order to reduce the stakes of policing events and to account for changes that have to be made to competitions like spirit and catapults. Ms. Dobbie Vasquez asked about potentially sending out certificates rather than ribbons, to which Dr. Brian Briggs stated that ribbons are possible this year because students are back in school. Numerous sponsors voiced their concerns about the extra work involved in mailing ribbons, and Mr. Matt Davis suggested that all envelopes and thank-you notes should be premade and pre-addressed so that they can be mailed out easily after State Convention.
- b. The Convention Presidents' next question was how chess should be run online. Ms. Dobbie Vasquez answered that State Convention last year used a program to play chess online, but that the advanced chess program would have to be purchased.
- c. The Convention Presidents then asked whether the full oratory passages from nationals ought to

be used at State Convention. Mr. Matt Davis stated that Ms. Jen Jordt would look through the national passages, then he asked about sight reading passage selection. Ms. Jen Jordt responded that she could look into the sight reading passages, as well.

- d. The Convention Presidents' final question was whether Minecraft should be an event this State Convention. The consensus was "yes" as it was a success at the fall events. Mr. Kyle Smith-Laird stated that he would put St. Francis High School in contact with the student who ran Minecraft at SCRAM.
- e. It was then agreed that Dr. Brian Briggs would meet with Ms. Dobbie Vasquez and Mr. Matt Davis to review State Convention from last year. Ms. Lisa Masoni stated that she would send rules and details for the arts competitions to Dr. Brian Briggs.
- f. Then, Avery Konwiser asked about the feasibility of his idea of CAJCL-affiliated service projects at individual schools. Mr. Kyle Smith-Laird asked where donated goods would go, and Avery Konwiser responded that donation sites would be set after the participating schools are selected. Dr. Brian Briggs suggested that these drives can be connected to State Convention using a creative component like asking students to make art out of donated items. Ms. Dobbie Vasquez brought up concerns about the timing of this event as it would occur at a time when Latin clubs are particularly busy.
- g. Ms. Dobbie Vasquez then asked whether there were schools and students who want to host Ludi and SCRAM next year. It was reported that St. Ignatius College Preparatory has a student who wants to run for Northern Representative and that the school is willing to host Ludi. Miramonte is planning to host the state convention. The Board needs to find a school and candidate willing to host SCRAM and run for Southern Representative.
- h. The next meeting will be held virtually on May 14, 2022, at 9:00 a.m.

XV. Adjournment – Avery Konwiser (11:49)

- a. Avery Konwiser moved to adjourn the meeting; Kayla Davis seconded the motion. The motion passed unanimously.
- b. The meeting was adjourned at 11:49 a.m.

Respectfully submitted,
Alexis Kim
CAJCL Secretary, 2021-2022