

California Junior Classical League  
Executive Board Meeting  
Woodbridge High School  
September 15, 2018 11:23 AM

**In Attendance**

1. Natalie Hilderbrand, '18-'19 NJCL Communications Coordinator
2. Kiana Hu, '18-'19 Convention President
3. Brendan McFeely, '18-'19 Convention President
4. Brian Yu, '18-'19 1<sup>st</sup> Vice President
5. Athena Davis, '18-'19 2<sup>nd</sup> Vice President
6. Benjamin Beckman, '18-'19 Parliamentarian
7. Taia Cheng, '18-'19 Historian
8. Naomi Rubin, '18-'19 Secretary
9. John Sullivan, '18-'19 Webmaster
10. Sofia Abolfathi, '18-'19 *Nuntius* Editor
11. Grace Frazer, '18-'19 Northern Representative
12. Wendy Nawa, '18-'19 Southern Representative
13. Evan Cui, '18-'19 CSCL President
14. Maggie McCarty, '18-'19 CSCL Vice President
15. Mr. Jon Gumz, Academics Chair
16. Ms. Martha Altieri, State Chair
17. Ms. Lisa Masoni, CAJCL Treasurer and Graphic Arts Chair
18. Ms. Katie Robinson, Scholarship Chair
19. Mr. John Conant, Woodbridge High School Sponsor
20. Ms. Grace Curcio, St. Ignatius Preparatory Sponsor
21. Mr. Matt Davis, Miramonte High School Sponsor
22. Mr. Josh Davis, University High School Sponsor
23. Mr. Kyle Smith-Laird, State Co-Chair and CSCL Advisor
24. Dr. Brian Briggs, St. Francis High School Sponsor and Competitive Certamen Chair
25. Ms. Dobbie Vasquez, Menlo School Sponsor and Open Certamen Chair
26. Dr. Jeffrey Feland, Sage Hill School Sponsor

**Absent:**

1. Ms. Mercedes Barletta, Harvard-Westlake Sponsor
2. Ms. Lana Sum, St. Ignatius Preparatory Sponsor

### **Important Upcoming Dates**

- September 19, 2018 – Registration Opens for *Ludi*
- September 21, 2018 – Registration Opens for SCRAM
- September 21, 2018 – *Nuntius* Publication
- October 22, 2018 – Registration closes for *Ludi*
- November 1, 2018 – Registration closes for SCRAM
- November 10, 2018 – *Ludi* at St. Ignatius Preparatory School
- December 1, 2018 – SCRAM at Woodbridge High School
- January 12, 2018 – Winter Board Meeting from remote locations
- February 23, 2019 – Carcer at Acalanes Adult Center (North); University High School (South)
- March 29-30, 2019 – Convention at Miramonte High School
- June 12-22, 2019 – Menlo School Greece Trip
- July 26-31, 2019 – NJCL Convention at the University of North Dakota

### **To Do List:**

#### **All officers will**

- Read through minutes and send corrections to [secretary@cajcl.org](mailto:secretary@cajcl.org)
- Venmo \$12 to Athena if they ate lunch at the meeting
- PayPal \$34.90 to Taia if they ordered a sweatshirt
- Send EOMs to the board and fix Dropbox folders/EOMs if necessary

#### **All sponsors will**

- Read through minutes and send corrections to [secretary@cajcl.org](mailto:secretary@cajcl.org)
- Venmo \$12 to Athena if they ate lunch at the meeting

#### **Brendan McFeely and Kiana Hu will**

- Tell Ms. Altieri the registration dates for state convention

#### **Brian Yu will**

- Check to make sure all chapter emails are current for outreach plan
- Contact Kennedy High School about joining JCL
- Include student comments in the “Advice Column”
- Change the year to span from September to June in the “Advice Column”
- Post the video on why students attended national convention in the “Advice Column”

#### **Athena Davis will**

- Keep working on the video conference and plan the test run

#### **Ben Beckman will**

- Send out current copy of Constitution

#### **Naomi Rubin will**

- Edit and send out the minutes

#### **Taia Cheng will**

- Finish the scrapbook by the May meeting

#### **Grace Frazer will**

- Send John Sullivan any *Ludi* information to post on the website
- Get 5 presenters for *Ludi*

**Wendy Nawa will**

- Send academic and Certamen tests to Grace Frazer
- Send Ms. Altieri cost to attend SCRAM
- Send John Sullivan any SCRAM information to post on the website
- Increase the time for impromptu art to one hour
- Organize the food drive before Athena arrives at SCRAM
- Arrange for the Curses workshop through Mr. Josh Davis

**Mr. Kyle Smith-Laird will**

- Find the outline for content on academic tests and send it to John Gumz

**John Sullivan will**

- Post California's awards from Nationals on the website and expand archives
- Talk to Natalie Hilderbrand and John Gumz about website competition
- Upload state scrapbooks to JCL
- Put Brendan McFeely's speech from national convention on the website
- Put links to Florida's website or directly upload previous tests and study guides

**Ms. Teresa Kawamata will**

- Send Ms. Masoni profits from SCRAM 2017

**Ms. Masoni will**

- Send out the latest treasurer report

**Mrs. Vasquez will**

- Check to see whether Menlo has sufficient conferencing facilities for our January meeting
- Send John Sullivan old Open Certamen and Ludi tests to post on the website.

**I. Call to Order – Athena Davis called the meeting to order at 11:23 AM**

**II. Minutes from May 26, 2018 Board Meeting - Naomi Rubin**

A. Naomi Rubin summarized the minutes from the May meeting, which she had sent out again that week with the most recent corrections.

B. Kiana Hu moved to approve the minutes. Brendan McFeely seconded the motion. The motion passed unanimously.

**III. Reimbursement Requests – Lisa Masoni**

A. Ms. Masoni asked if anyone had any reimbursement requests.

B. Airfare reimbursements should be done before meetings/

C. Taia Cheng moved to approve reimbursement requests. Brendan McFeely seconded the motion. The motion passed unanimously.

**IV. 2018-2019 Officer Reports**

**A. Kiana Hu, Brendan McFeely - (Miramonte High School) – Convention Presidents**

1. They have finalized the schedule and assigned committees.
2. They have created a spreadsheet of hotels near the convention site and are working on populating it.
3. Because Jerry Brown studied the classics and graduated from SI, they have formulated a letter to him to invite him to Convention.
4. Things they are focusing on:
  - i. Incorporate more carnival games
  - ii. Provide a hot breakfast
  - iii. Offer a special dessert at the Saturday banquet

5. Banner Contest
    - i. They plan to create a special contest for this year only where schools can design a state banner. Then we will have a banner at Nationals.
    - ii. The winner will not get sweepstakes points, but they will think up some kind of award.
  6. Ribbons through tenth place
    - i. Mr. Davis asked about giving awards up to tenth place like at nationals.
    - ii. Ms. Masoni replied that in Graphic Arts currently the T-shirt contest is the only category where there might be ten entries. There is not enough time for graders to place up to tenth in categories like scrapbook. Also there may be lots of ties.
    - iii. No one talked about academic contests, but that is possible. There are no sweepstakes points beyond 3<sup>rd</sup> place now. 4<sup>th</sup>. is awarded, but not for points. We did away with 5<sup>th</sup> because there were so many ties, maybe because we have fewer questions than at Nationals. Awarding extra ribbons means more tallying in the contest office. This is a question for Mr. Altieri.
  7. Ms. Robinson had ideas for events she could sponsor for State Convention and SCRAM. She particularly wants to celebrate ACL's 100<sup>th</sup> anniversary.
- B. Brian Yu - (Sage Hill School) – 1<sup>st</sup> Vice President**
1. Email Outreach Plan:
    - i. Compared schools that take the NLE versus schools that are in JCL
    - ii. Mr. Josh Davis: Quite a few of the teachers and emails looked outdated.
    - iii. Dr. Briggs: Brian should contact Kennedy High School in Sacramento because they have not joined JCL yet and the teacher presented at both *Ludi* and State Convention last year.
  2. Providing financial aid for new schools to attend *Ludi* or SCRAM
    - i. Cost of SCRAM: \$25-30, undecided
    - ii. Cost of *Ludi*: \$25
    - iii. Host schools believe that they could support a few students from new schools who want to come to see what it is all about.
  3. Created mock email to send to prospective JCL chapters
  4. Edited Adobe Spark Presentation which includes new dates.
  5. Created “Advice Column”
    - i. Natalie Hilderbrand: include student quotes
    - ii. Athena Davis: distribute video on why students attended nationals
    - iii. Ms. Vasquez: make the year span from September to June
  6. “*Legati*” System: Ambassador Outreach
    - i. Reach out to non-JCL schools: get Latin teachers to start JCL clubs
    - ii. Reach out to nearby JCL schools: get chapters more involved in state contests, offer tips and answer questions
    - iii. Created Google Maps marking prospective/current chapter locations in order to utilize proximity
    - iv. Wanted Northern and Southern representatives to help with “*Legati*” System after *Ludi* and SCRAM

- v. Mr. Josh Davis: one of the mandatory workshops at state convention should talk about how to run a JCL club, participate in contests, etc.
- C. **Athena Davis - (Miramonte High School) – 2<sup>nd</sup> Vice President**
- 1. Attended national convention
  - 2. Planned the September board meeting and arranged flights
  - 3. Worked on Community Service for *Ludi* and SCRAM
    - i. Planned food drives for local food banks in the North and South
    - ii. Will fly down for SCRAM to organize the food drive
  - 4. Helped Kiana and Brendan work on state convention
- D. **Benjamin Beckman - (Harvard-Westlake School) – Parliamentarian**
- 1. Wrote two articles for *Nuntius*: an introduction article and an article about the amendments passed at Convention
  - 2. Two new proposed amendments:
    - i. Outline state convention protocol in the Constituti and incorporate in the mission section that CJCL will hold yearly state conventions
    - ii. Make Northern and Southern Representatives appointed instead of voted office. Since there have been few schools willing or able to host these, and the officers must come from hosting schools of *Ludi* and SCRAM, it seems silly to vote for an unopposed office year after year. We already do this for State Convention.
- E. **Naomi Rubin - (Menlo School) – Secretary**
- 1. Made the 2018-2019 Board Contact Sheet
  - 2. Made the 2018-2019 letterhead
  - 3. Created new nameplates
  - 4. Took minutes at the May Meeting, edited them with the board’s input, and uploaded the final draft to Dropbox
  - 5. Created a crossword for *Nuntius*
- F. **Taia Cheng - (Harvard-Westlake School) – Historian**
- 1. Compiled NJCL photos
  - 2. Increased social media activity
  - 3. Created and ordered sweatshirts for the board
  - 4. Started brainstorming for scrapbook
    - i. Teamwork theme
    - ii. Focus on Certamen, spirit competition, chariot building and racing, etc.
  - 5. Established deadlines for when chapters can send in photos
  - 6. Going to make a digital scrapbook on a specialized Apple app and a traditional one.
  - 7. Ms. Altieri: Taia must finish the scrapbook by the Spring meeting to ensure that it is entered at nationals
- G. **Grace Frazer - (Saint Ignatius College Preparatory) – Northern Representative**
- 1. *Ludi* General Information: November 10, 2018, from 9:30-4:30
  - 2. Set date to open registration: September 21 – changed to September 19
    - i. Will email registration packets instead of sending them physically
    - ii. Schools without emails will be mailed paper versions.
  - 3. Set registration deadline: October 15 – changed to October 22
    - i. Ms. Masoni: too short of a return period, reconsider extending return date

- ii. SI is fine with the money coming later if the registration materials are in.
  - 4. Created the *Ludi* schedule:
    - i. *Ludi* Games to include face painting, jumpy house, scavenger hunt, myth spelling bee, pin the tail on Cerberus, Olympika
    - ii. Will give actual awards for soccer and basketball
    - iii. Lunch from SI cafeteria
      - a. There will be no box lunches.
      - b. SI Cafeteria will support “paper plate” lunch style
      - c. Menu: grilled cheese and Caesar salad
  - 5. Got some workshop presenters but hadn’t reached the goal of 5 presenters
  - 6. Collaborated with Woodbridge for Certamen questions and tests, but SI has already completed two advanced and two novice rounds of Certamen.
  - 7. Made a poster for *Ludi* which was sent out over email
- H. Wendy Nawa - (Woodbridge High School) – Southern Representative**
- 1. Created the SCRAM schedule:
    - i. Sports: switched out soccer for sports that are easier to participate in
    - ii. Changed Impromptu Art slot to STEM challenge
      - a. Ms. Altieri and Ms. Vasquez: There must be a one hour slot for impromptu art.
      - b. The contest can be 45 minutes, and the judging 15 minutes.
      - c. If they use the same people to proctor and judge the contest, the judges can start eyeballing winners before the contest ends.
      - d. Have kids sit together by judging levels to make judging easier.
    - iii. New additions to SCRAM:
      - a. Mini golf based on the twelve labors of Hercules
      - b. Just Dance activity
      - c. Nap room available after lunch from 2-3 PM
    - iv. Tentative lip dub idea
      - a. Send in videos beforehand, award winner at SCRAM
      - b. Must consider licensing issues:
        - 1. Katie Robinson: could create original music
        - 2. Ms. Masoni: can’t use more than 15 seconds of a song
        - 3. Mrs. Vasquez: check the rules in the white booklet under Graphic Arts
    - v. Set up “Remind” at SCRAM
    - vi. Planned to arrange Curses workshop with assistance from Mr. Josh Davis
    - vii. Student-Teacher dodge-ball idea
      - a. Jon Gumz: suggested CSCL vs. CJCL dodge-bal.
      - b. Sponsors are busy right until the end, and there was not much enthusiasm among the adults at the meeting.
    - viii. Considered having a *That’s Entertainment!* at SCRAM.
      - a. Ms. Altieri: All acts must be previewed.
      - b. Jon Gumz: SCL would need a break from sports to prepare which is currently not in the schedule. The event is usually very well organized, and this is important if it is to go well. It would not fit into one hour because there have to be tryouts too. If it is not well

done, it could send the wrong message about what happens at state convention.

- ix. Roman rap battle during lunch
  - a. Mr. Josh Davis: something for North to consider
  - b. Natalie: It was very popular at State last year.
- x. Ms. Robinson: She would like to see the day end with a unifying academic activity.
- 2. Sent half of academic tests and will send Certamen tests to Grace Frazer
- 3. Registration opens September 21 and closes November 1
  - i. Will send out physical packets
  - ii. Ms. Altieri: registration process
    - a. Chapters must register online
    - b. Host school must send a confirmation email and Excel spreadsheet for teachers to fill out with student names and information.
- 4. Security: will work with Mr. Josh Davis to figure out security
- I. **Sofia Abolfathi - (Member at Large) – Nuntius Editor**
  - 1. Attended National Convention
  - 2. Decided on *Nuntius* theme: “*canta, o musa*”
  - 3. It will be published on September 21
    - i. Explanatory letter and table of contents
    - ii. “Get to Know the Board” pages
    - iii. Out of state articles
    - iv. Ludi and SCRAM Q&A section
    - v. CAJCL directory
    - vi. SCL Corner and SCL directory – more integration between SCL and JCL
  - 4. Looked at previous newsletter winners for inspiration
- J. **John Sullivan - (Loyola High School) – Webmaster**
  - 1. Updated website for 2018-2019 board
  - 2. List of chapters on membership page:
    - i. Included a fraction of the chapters that were members last year
    - ii. List should include teacher names and phone numbers
    - iii. Natalie Hilderbrand: website contest only requires student names and emails of board members, not all JCL members
    - iv. Should incorporate links to other classics related sites
    - v. Ms. Masoni: use list from previous year until state convention
    - vi. Jon Gumz: SCL send out a Google doc to chapters to self-report individual information (i.e. website, contact information)
    - vii. John will look at NJCL and SCL forms for self-reporting from individual chapters for ideas.
  - 3. Natalie Hilderbrand: getting more national points
    - i. Post minutes on website. California has lost points in the past for not having board minutes on our site.
    - ii. John should work with Natalie Hilderbrand and John Gumz on the website.
  - 4. Wendy Nawa: website should store old tests

- i. Mr. Matt Davis: John could post tests from Ludi and SCRAM but not from state convention because they are reused.
  - ii. Sofia Abolfathi: link to Florida website, which has tests published
  - iii. Wendy Nawa is willing to write study guides.
  - iv. Kyle Smith-Laird should provide the outline of topics covered on tests.
  - v. Mrs. Vasquez will send old Ludi tests and Open Certamina to John.
5. John plans to upload state scrapbooks to the website.
  6. SCRAM and Ludi: Northern and Southern representatives should send all information so that John can post as soon as possible

**K. Natalie Hilderbrand - (Menlo School) – NJCL Communications Coordinator**

1. Wrote NJCL website contest rubrics. **N.B.** The first submission must be in by midnight, Pacific Coast Time, on October 1 for the month of September.
2. Started compiling a state officer directory
3. Encouraged state officers to join national officers' Facebook groups
4. Announced publication of the *Torch: U.S.*
5. Upcoming online contests: JCLers can participate in 11 different contests without attending conventions. Go to <https://njcl.org/Students/Non-Convention-Contests>
6. National Classics Week:
  - i. Happens the week of Rome's birthday: April 21.
  - ii. Maybe CJCL can encourage everyone to participate in at least one of the days this year.
  - iii. It will be published after the Fall Planning Meeting on Oct. 11-13.
7. Greece trip: Menlo invited CAJCL members and/or teachers to join
  - i. Dates: June 12 – June 22
  - ii. Cost: \$4,547 includes airfare, all meals during the cruise, all breakfasts, and all tips.

**V. State Chair Report – Martha Altieri**

- A. Sent out access codes for sponsors to access online database
  1. Included over 100 schools with only six bounces including Arete Preparatory, Palos Verdes High School, and Valley Christian High School.
  2. There is no Latin at Palos Verdes HS.
  3. Ms. Masoni said she would check on Valley Christian in San Jose.
- B. 2018 National Convention:
  1. We had 38 delegates, 5 sponsors, 1 chaperone, and 3 SCLers, for a total of 47 people.
  2. California placed 9<sup>th</sup> in Novice Certamen, 1<sup>st</sup> in Overall T-shirt with 1<sup>st</sup> for best visual and 4<sup>th</sup> for most creative t-shirt, 7<sup>th</sup> in the Website Contest, and 9<sup>th</sup> for State Publications.
- C. 2019 National Convention: July 26-31 at North Dakota State in Fargo, North Dakota.
- D. Dropbox: officers should make folders, share EOMS, and make everything public
  1. EOMs: include important information to keep officers updated every year
  2. Email EOMs to whole board
  3. Everyone should create one continuous document with header: 2018-19, Office, Name, School
- E. Sponsors must check in on students, follow-up, and check the Dropbox.
- F. Praised Brendan McFeely and Jon Gumz for work at National Convention



1. John Sullivan should put up Brendan's speech on the website
2. John Sullivan should ask [publications@njcl.org](mailto:publications@njcl.org) for video footage of Brendan's speech.

**VI. Certamen Report – Brian Briggs**

- A. Crossroads Invitational will be held on February 2 or 16.
- B. Questions for Open Certamen are public, but not Competitive.
- C. Chapters should advertise their participation at invitational competitions.
- A. Carcer: February 23 at University High School (south) and Acalanes Adult Center (north)
  1. Registration for State Convention should close a week and a half before Carcer.
  2. Chapters must attend State Convention to compete at Carcer.
  3. Certamen rules for member-at-large
    - i. Cannot compete with another chapter except as a wild card team.
    - ii. Public schools can't take members-at-large as part of their chapter
    - iii. Ms. Vasquez: At the national level, state chairs have suggested that the members-at-large category be removed and that any one student can be a chapter as long as an adult acts as a sponsor. That will probably not go into effect this year, even if it is approved in October at Fall Planning.

**VII. '17-'18 Convention Financial Report – Natalie Hilderbrand**

- A. Income totaled \$121,847.24
- B. Total expenses totaled \$78,895.35 with a profit of \$42,951.87
- C. Gave 40% or \$17,180.76 to CJCL in accordance with the CJCL Constitution
- D. Menlo JCL kept \$25, 771.13. They gave
  1. \$5,000 to Menlo School's Financial Aid program
  2. \$14,771.13 went into the Menlo School coffers.
  3. In essence Menlo School received \$19,771.13.
  4. \$6,000 went in the Menlo JCL account. Of that, Menlo has spent:
    - i. \$1,096 to take families from a local homeless shelter to the zoo
    - ii. \$2,442 on textbooks for Dr. Denali St. Amand's Latin class for the inmates of the Corrections Institution at Tehachapi.
    - iii. Currently \$2,461.37 is still in the Menlo JCL account.
- E. Previous donations from the state convention proceeds
  1. Coin Wars money plus \$1,000 for Scholarships: \$1,251.24
  2. Snack Bar proceeds for Fire Relief North and South: \$2,087.00

Total: \$3,338.24
- F. Ms. Vasquez reported that the Latin class at the prison has had a profound effect on the men there. Here are two quotes from students in the class:

"I'd ...like to extend my thanks and gratitude to Professor Ms. St. Amand for the time she invested toward my efforts at higher education thus increasing my chances of success upon my transitioning back into society. With the successful completion of Latin 101 I feel as though... there is no goal I can't achieve. Wow! I actually learned some Latin, and that is truly an amazing gift that will keep on giving. Thank you, and God bless!"

And from a 'lifer': "Latin class takes me away from here."

- VIII. **CJCL Scholarship Report – Katie Robinson**
- A. \$1,251.24 from convention proceeds allotted to scholarships
  - B. Received contribution from CJCL memberships
  - C. Totaled a deposit of \$4,006.49 in the last quarter
  - D. Did not pay out any scholarships since May
  - E. Calculated a balance of \$30,143 that will be used for remaining scholarships
  - F. Revised the scholarship Google form after requested changes at the May meeting
    - 1. All forms now uploaded online
    - 2. Automatically creates a spreadsheet
    - 3. Included both SAT and ACT score submissions
  - G. Website updating: sent John Sullivan Google Form and printable link to put on website
  - H. Deadlines: March 4<sup>th</sup> and 8<sup>th</sup>
- IX. **SCL Report – Evan Cui**
- A. Organized summer get-together and two meetings
  - B. Brainstormed ways for 52 SCLers across California to add value to JCL
  - C. Added 17 new members and took in \$102 in membership fees
  - D. Upcoming Events: will help judge sports and organize *That's Entertainment!* at state convention
  - E. Grace Frazer: building JCL-SCL connections
    - 1. Sofia Abolfathi: More SCL social media
    - 2. CJCL YouTube account: promo videos, *That's Entertainment!* videos
- X. **Treasurer Report – Lisa Masoni**
- A. Membership: zero CJCL members until they have paid and become official
  - B. Will send out treasurer report with next minutes.
- XI. **New Business & Next Meeting Date**
- A. Video conferencing plan for next board meeting
    - 1. Video conferencing meetings once a year to save money
    - 2. Application Options
      - i. Option 1: Amazon Chime
        - a. Costs \$3 per day used
        - b. Everyone can download Amazon Chime to a computer
        - c. Athena will send out document with instructions for downloading
      - ii. Option 2: Skype
        - a. Sky Business used where Jon Gumz works
    - 3. Meeting Options:
      - i. Athena Davis: meet in small groups with students and their sponsors
      - ii. Ms. Altieri: meet at business offices made for conferencing with a northern and southern location
      - iii. Natalie Hilderbrand: best to minimize number of computers used
      - iv. Meet at schools with proper setup
        - a. Harvard-Westlake
        - b. Menlo School
    - 4. Test call before the board meeting:
      - i. 5:00 PM on a Sunday evening
      - ii. Test call will come as soon as we have determined the *modus operandi*.

B. Ben Beckman moved to set the next meeting on January 12<sup>th</sup>, 2019. Brendan McFeely seconded the motion. The motion passed unanimously.

XII. **Adjournment at 2:55 pm– Athena Davis**

A. Brendan McFeely moved to adjourn the meeting. Kiana Hu seconded the motion. The motion passed unanimously.

Respectfully submitted,  
Naomi Rubin  
CJCL Secretary, 2018-2019