



SAN FRANCISCO BRANCH, INC.

Teachers' Committee Meeting, January 21, 2012, minutes

Location: Home of Alan Twhigg

Note: Where any or all of us is expected to do something, the words in parenthesis "[Action Item]", followed by *italics and bold type* is used.

Meeting called to order:

by Armin, at 2:00pm. Many thanks to Alan for hosting. A special welcome to Bob, whose first meeting it was.

1. Present:

Those present signed in. Kathy Allen, Bob Branstrom, Armin Busse, Laura Cooper, Juliet Davoren, Marianna Harvey, Bradley Hobbs, Paula Jacobson, Susie Langdon Kass, Trina Merriman, Sandee Schulz, Alan Twhigg, Tim Wilson.

2. Regrets:

The following regrets were noted: Patti Cobb, Kristi Closser, Fred DeMarse, Gail Erwin, Sara Gratiot, Bruce Hamilton, Alex Harvey, Linda Henderson, Bruce Herbold, Gary Thomas, Ron Wallace.

3. Minutes of September 17, 2011 meeting:

Accepted as written (Proposed Kathy, 2nd Trina, with all in favor).

4. Report on Party Program Committees:

All program committees - party and ball - are up to date.

5. Election of Officers

The officers gave a very brief outline of what their job entails. Elections were held.

Chair: Armin was willing to continue and was elected unopposed.

Secretary: Juliet was unwilling to continue; Bradley Hobbs was elected unopposed. (These minutes are Juliet's last in the role.)

Monthly Party Programming Continuity Person: Bruce Herbold was willing to continue and was elected unopposed.

Ball Program Continuity Person: Paula was willing to continue and was elected unopposed.

TAC Representative: Paula continues in this role for her third and final year. There was a brief recap of the conditions of this role: according to recommendation, a new person serves every three years. The Branch now subsidizes attendance at TAC with 100% of registration + up to \$200 (was previously up to 50% of registration + up to 50% of lowest-available air fare). If unable to attend TAC, our TAC representative can appoint a delegate. A small handful of our teachers commonly attend TAC.

6. Future Teachers' Workshops

Since the last meeting, Armin spoke to Bruce Hamilton on "What makes a great MC?" Bruce recommended this not be a full workshop, but be combined with something else. Our suggestions were "briefing" and "microphone technique", and that three to four hours would be good. Further suggestions were a) that it be combined with a monthly party (possibly May, since there is no Branch committee meeting in May) - for economy of hall, and attendees could brief the party dances - or b) that it could be at someone's house in July. [Action Item] **Trina volunteered to be the contact, and spearhead this.**

There were further comments that we not forget the topics from the September meeting (Item 17 in those minutes), e.g. What makes a good warm-up/cool-down routine? Bob guided us to a helpful organization, Healthy Dance Clinic: www.odcdance.org. [Action Item] **Sandee volunteered to make enquiries as to suitable classes/workshops there.**

7. Selection of Program Committees

Program committees, listed by due date, were selected as shown below. Note: Many slots were slow to fill. Some people are doing double duty. [Action Item] **If you are keen to serve on a program committee, speak up.** Contact Bruce (for monthly party programs), Paula (for Ball programs), or any of the people doing double duty to express interest.

Due	For	By
March 1, 2012	Kim McGarrity Memorial Ball	Paula, Marianna, Jennifer/Fred
March 15, 2012	Jean Patrick Memorial Dance	Paula, Sandee, Bob Branstrom
August 1, 2012	Oct/Nov Monthly Parties	Bruce Herbold, Armin, Lin P.
August 15, 2012	Valentine's Ball 2013	Paula, Patti, Linda H.
October 1, 2012	Dec/Jan Monthly Parties	Bruce Herbold, Tim, Bradley
December 1, 2012	March/April Monthly Parties	Bruce Herbold, Juliet, Alan
February 1, 2013	May/June Monthly Parties	Bruce Herbold, Sandee, Patti

Note: Susie is willing to be on call as a substitute for Monthly Party programs. [Action item] **All, please note the dates you are committed to.**

8. Report from Branch Committee

Bradley reported: a) Bruce Herbold had asked for clarification on two issues which the Branch Committee referred to the Teachers' Committee:

- i) the question of copyright on our distribution of non-RSCDS dances
- ii) the mechanism for distribution of non-RSCDS dance information for balls.

On i), Tim's expertise as a librarian provided guidance: wholesale reproduction of a book is a definite no-no; reproduction of certain selected pages is fair use. As a dance devisor, Tim added that he is happier for people to have the correct and full details than not.

On ii), Bruce's reported standpoint was that he's not unwilling to do it, but that is is not "his" (i.e. Monthly Party Continuity Person's) responsibility, and he therefore cannot be responsible for it being "late". We agreed. The Ball Continuity Person need not do this task themselves (Paula, for

example, does not have a scanner), but we agreed distribution of non-RSCDS dance information for balls is the responsibility of the Ball Program Continuity Person. The concept of “late” raised some discussion, and we agreed to add a “requested date” for dance information distribution, while also thanking Bruce and Paula for their work. For monthly parties, the requested date would be two weeks after the program due date; for Balls, the date would allow an ideal amount of time to prepare our classes for these events. Thus:

Program Due	Event	Requested distribution of non-RSCDS dance information
March 1	Kim McGarrity Memorial Ball	July 1
March 15	Jean Patrick Memorial Dance	May 1
August 1	Oct/Nov Monthly Parties	August 15
August 15	Valentine’s Ball	December 1
October 1	Dec/Jan Monthly Parties	October 15
December 1	March/April Monthly Parties	December 15
February 1	May/June Monthly Parties	February 15

[Action item] **Bruce, Paula, please note these “requested dates” for non-RSCDS dance information distribution on all future programs.**

b) The Branch is in need of a Valentine’s Ball Chair for 2013 onwards. [Action item] **All please ask in class for a volunteer.**

c) Meg Linsley is taking over from Kathy Allen as insurance coordinator.

Juliet asked if the Branch would be offering another CPR class, as the previous one was two years ago, and so that certification has expired. It was further requested that the course be offered at less than two year intervals, since renewal is a shorter course (~3 hours), but, once expired, the whole course (~6 hours) needs to be re-done. Note: Courses are also available through the American Red Cross and other organizations. [Action item] **Bradley will inquire of the Branch regarding future CPR classes.**

9. Discussion of SF-Branch By-Laws

The Branch is updating its by-laws and wants to clarify the definitions of “teacher” used therein, in light of the changes to the teacher certification process structure and terminology. We suggested use of the terms “Part 1” and “Part 2”. [Action item] **Bradley will bring our input to the Branch Committee.**

Note: Teaching Certificate Part 1 comprises: Unit 1, Written Paper; Unit 2, Practical Dancing; Unit 3, Teaching Level 1. Teaching Certificate Part 2 comprises: Unit 4, Teaching Practice; Unit 5, Teaching Level 2.

10. Report on TAC

Any/all updates from TAC are distributed via email.

The TAC AGM weekend is July 27-29, 2012; Summer School is July 29-August 5, 2012.

It is in Portland; it is expected to sell out. Early registration deadline is end April. We will have some from our Branch taking Unit 5 at Summer School; others taking Units 2&3. [Action item] **All: We are encouraged to attend, and to encourage others to attend.**

11. Special Topics for Future Meetings

Thanks to Armin for conducting the survey and to those who participated. Survey results are currently available on the Teachers' web site: <http://teachers.rscds-sf.org/>. The Top Five Topics are: @ 15 points a) "Handling perpetual beginners in an intermediate class"; @ 11 points b) Discussion on warm-up routines: "Is a rut (established procedure/routine) a good thing for warm-ups?"; @ 10 points each c) Using YouTube to advertise or teach classes, d) Teaching dancers of more advanced age, e) Briefing dances.

Action items were agreed.

For a), [Action item] **Trina will facilitate this topic for our next meeting on May 19th.**

For b), see Item 6, Future Teachers' Workshops, specifically [Action item] **Sandee will investigate.**

For c), we agreed YouTube is a valuable tool, both for teaching and for advertising classes. In the short term, rather than working at a Teachers' Committee level on this, we should each pursue use of YouTube at our own level of interest or ability. Specific action items were: [Action item] **Laura will enquire as to permission and feasibility of putting a short clip of pas de basque step from the Red Thistle video onto YouTube as a trailer for the video.** And [Action item] **Armin will put this topic onto the September meeting agenda, and we will reassess.**

For d), No action.

For e), see Item 6, Future Teachers' Workshops, specifically [Action item] **Trina will spearhead.**

12. Teacher Resources - for mentoring and orientation

This agenda item relates to Item 17 e) of the September 17, 2011, meeting. Discussion was postponed until a future meeting where Greg Reznick is present. For reference, the relevant section of those minutes is duplicated below, with the action items unbolded.

"Guidance and mentoring of new teachers

[Action Item] *Greg will work with Alan and others to come up with a proposal for a protocol to be followed when Level 1 teacher status is achieved. (For example, inform registrar, be on the teacher reflector, overview of teachers' pages, guidance on selecting and working with a mentor while preparing unit 4 materials, other useful documents.)* [Further Action Item] *All are invited to contribute suggestions to Greg for what to include."*

13. Discussion of Dances

On Tulloch Gorm, Bk 8/1 (on Valentine's Ball program): Note the first parallel reel finishes in own original places on bar 8. See Manual and TAC Notes for details - these differ slightly; TAC Notes are clearer. Note the difference from Cadgers in the Canongate, Bk 9/10, where the first parallel reel finishes in partner's original place. Both dances are from the 1750s.

14. Dates and locations of next meetings

May 19, 2012, 1:30pm for 2:00pm: Marianna Harvey's, Mountain View

September 22, 2012, 1:30pm for 2:00pm: We need a location. [Action item] **Armin will ask Greg Reznick if he is able to host; otherwise Sandee may host.**

[Action Item] **Everyone should write these dates into their calendar.**

15. Adjourned

The meeting was adjourned at 5:10pm. (Proposed Trina, 2nd Marianna, with all in favor).

Submitted by Juliet Davoren