

**PSMLA Executive Council Meeting Agenda**  
**State College, PA**  
**August 29-30, 2009**

**Saturday August 29**

**8:30-9:45** – Executive Council officers met separately to prepare for the weekend.

**President's Welcome** - 10:14 am.

President Ellen Irish welcomed Council members and introductions were made.

The following members were in attendance: Maryanne Boettjer, Ron DelPorto, Bob Hall, Ellen Irish, Sister Mary Helen Kashuba, Mina Levenson, Frank Mulhern, Susanne Nimmrichter, Natalie Puhala, Andrew Richards, Phyllis R zodkiewicz, Thomasina White, Debbie Wills, and Doug Wolfe.

The following members were absent: Colette Ballew, Cindy Dotto, Thekla Fall, Linda Kander, Pam Kolega, Nancy Smith, and Bonnie Youngs.

**Approval of minutes** from the spring meeting was done via e-mail.

**Treasurer's Report** (D. Wills)

Debbie had sent the first part of the report to members via e-mail. At the meeting, Council examined the expenses and income in the detailed report. P. R zodkiewicz approved and D. Richards seconded that Council accept the Treasurer's Report. Motion carried.

**Secretary's Report/Membership Report** (P. R zodkiewicz)

Phyllis reported that there are currently 552 members and 26 Institutional memberships as of August 20, 2009. Council discussed the importance of having the PSMLA Regional Workshops for our members throughout the state. This is very important this year for the western part of the state with this year's conference in Gettysburg.

As was approved in the spring, when the membership letters go out at the end of the year, there will be an additional option. Members will have the option to take advantage of a three-year renewal: One year for \$40, two years for \$70, and three years for \$90. Institutional Membership rates will increase: \$100 for 3 people and \$150 for 5 people. Council approved the report on a M.Boettjer/D. Wills motion.

**Advertising Manager's Report** (R. Hall)

Bob explained there are currently 23 tables reserved by exhibitors at the fall 2009 conference in Gettysburg. Some council members will contact sales reps to see if they would be willing to be a sponsor for the conference in October. Bob reported that there are still a few payments that need to come in from the fall '08 conference. Bob will continue to follow up on this.

**Website Manager's Report** (R. Hall and R. DelPorto)

Ron DelPorto took over the position of Web Manager as of last week. Bob requested that information for the web be sent to Bob and to Ron for a few weeks, until the transition is final. Council discussed the problem with on-line registrations. Ron explained that this depends on how computers are configured to send e-mail. Ron will investigate what can be done to simplify the process and solve some of our problems. Ron will need to purchase the program necessary for Password protection of the Members Only and Ex CO only sections on the website. Council approved the Ad Manager's Report and the Website Manager's Report on a P. Rzodkiewicz/M. Boettjer motion.

### **Historian's Report** (D. Richards)

This is the 90<sup>th</sup> year for PSMLA. Wanting to do something special for the conference, Drew will go to IUP on Sept. 28 to go through the archives. It was pointed out that for the celebration of 75 years, plaques were presented. At the Business Meeting at the Gettysburg conference, the past presidents since 75 years will be recognized. The Historian's Report was accepted on a motion by Sister Kashuba/T. White.

### **Standing Committee Reports**

#### **Conference 2009** (D. Wolfe)

The 2009 conference will take place in Gettysburg at the Eisenhower Hotel and Conference Center on October 15-17. Doug has received 20 registrations so far. The descriptions of the sessions will go up on the website within the next week. It is important to have these up on the website as soon as they are available so teachers can present them to their administration for permission to attend the conference. Presenters were notified about the acceptance of their proposal on July 1 and about the schedule of their conference session on August 28. An environmentally friendly bag was ordered for participants at the conference. The last topic discussed was the need for hand sanitizers at the fall conference. These will be placed in each session room.

#### **Awards**

The following awards will be presented at the PSMLA Fall Conference in Gettysburg.

##### **K-12 Educator of the Year Award**

Karen Snyder from Kennard Dale High School/South Eastern School District will be the recipient of this award. She will later go forth as the PSMLA nominee for the Northeast Conference Teacher of the Year.

##### **PSMLA Merit Award**

There will be two recipients this year:

1. Lancaster City Schools will be honored for their K-12 comprehensive language program. Kim Marucci, an ex-French teacher, will be asked to accept the Merit Award.
2. IU14 (Berks County) will be honored for their Asian Students Collaborative Group.

#### **Conference 2010** (P. Rzodkiewicz)

The conference will be held at the Ambassador Banquet and Conference Center in Erie on October 20-22. The theme will be "World Languages are ERIEsistible." David

Kinman has agreed to present the preconference workshop. The committee is considering adding an ESL component to the conference.

### **Conference 2011** (E. Irish)

The conference will be held in Penn State on October 20-22. Ellen, Frank, Maryanne, and Thomasina went to Penn State to visit possible sites for the conference. The Penn State will be the site of the conference. The conference committee is leaning toward a technological theme. Local members will be asked to help with the conference.

### **Nominations/Elections** (D. Richards)

The officer slate will be:

President – Maryanne Boettjer, 1<sup>st</sup> VP – Thomasina White, 2<sup>nd</sup> VP – Jan Stewart, Treasurer – Debbie Wills, and Secretary – Phyllis Rzodkiewicz.

Those running for Executive Council are:

Adam Bailey, Dick Detwiler, Linda Kander, Katie Lumley-Pohl, Nancy Smith, and Doug Wolfe.

The slate will be posted this week and voting will be open until September 15. Winners will be notified as soon as possible so they can be encouraged to attend the fall conference. For the future, the Nominations Committee will work together to set guidelines for those candidates submitting bios for the slate.

### **Organizational Representative Reports**

#### **ACTFL** (F. Mulhern)

Frank reminded the group that ACTFL will be in Philadelphia in 2012 and will partner with PSMLA. This plan is subject to the continuation of present policies by ACTFL. PSMLA will be given a certain number of sessions to submit. We will make some income but we will not have all the expenses that we normally do with a conference. Like in the past, we will have our own awards presentation with a wine and cheese reception. We are looking forward to partnering with ACTFL again.

#### **CCA** (D. Wills)

Debbie informed Council that twelve schools competed in April to sell Flintstone Vitamins to China. There was much discussion on ways to help CCA. The students on the winning schools receive dictionaries from CCA. An Rzodkiewicz/Levenson motion was made and accepted that PSMLA will donate \$500 toward the dictionaries given to these students. A label will be created to put into the dictionaries to read: “Dictionaries supported, in part, by PSMLA.”

#### **JNCL** (M. Levenson)

Mina Levenson represented PSMLA at JNCL this year. The JNCL-NCLIS Legislative Day and Delegate Assembly took place over three days, May 7-9, 2009, in Washington, D.C. and in Bethesda, MD. Approximately 65-70 persons were in attendance, representing a plethora of World Language organizations. The focus of the conference was “advocacy for World Languages” on both the governmental and local levels.

JNCL-NCLIS continued to support the establishment of a cabinet level position to advise the “Administration” in matters of Foreign Languages. Senator Akaka introduced the bill, resolution S 1010 IS, National Foreign Language Coordination Act of 2009, on May 7<sup>th</sup>, to the Senate. It is now in committee.

With regard to the stimulus monies, the states are receiving both ARRA and “Race to the Top” funds. The dispersion of said funds are more likely when the request contains evidence, aligned with the “21s Century Skills.” The delegates broke into smaller discussion groups to discuss each of the above topics, as well as how to advocate for Foreign Languages at all levels.

#### **NECTFL** (M. Boettjer)

Maryanne explained that the Northeast Conference would return to New York next year (March 25-27, 2010), after which it will move to Baltimore, MD for the 2011 and 2012 Conferences. NECTFL has not been held in Baltimore since the mid 1980’s and it is hoped that the change of venue will attract new attendees. Richard Detwiler had been selected as a Mead Leadership Fellow for 2009. Richard’s project is the development of software for assessing students’ oral performance. The 2009 Conference Committee will select the Best of PA session from the sessions at this year’s conference. Information and applications for the Mead Award will be out soon.

#### **PDE** (P. Kolega)

Pam, unable to attend the meeting, submitted her report to council members. PA has a 2/3’s complete “live” Model Curriculum Framework for World Language on the PDE Website under the ED HUB Standards Aligned Systems. We are included with the “Core” State Tested and Locally Tested content areas. When finished, Thekla will use parts of this Document in the revised PSMLA Assessment Guide. Members are encouraged to visit the site.

#### **PaCIE** (Sister Kashuba)

Sister distributed information and dates on the PaCIE Conference on October 2-3. Sister will represent PSMLA at this conference. She will also be doing a presentation. On a Richards/Kashuba motion, council voted to approve the Organizational Reports.

### **Standing Committee Reports**

#### **Advocacy** (T. White)

Thomasina explained that some of the teachers in Philadelphia attended a workshop about the SAS and were excited to see the inclusion of World Languages. They liked the clarity of the information presented and the format. We need to put information on SAS in the Forum and in the 09 Conference Brochure. We discussed the concern that many district administrators don’t know much about world languages and/or they had a bad experience with languages and therefore are not supporting languages. We must continue to advocate in our area of the state. Thomasina and Pam have contacted the office of State Representative Vanessa Brown to schedule a meeting to discuss the status of World Language education in Pennsylvania. They are awaiting a response.

#### **Awards**

**Pep Award** (M. Levenson)

Mina will take over as Chair of the PEP Committee. She will work closely with Thekla this year.

**Cemanahuac** (Sister Kashuba)

The Cemanahuac Scholarship was awarded to Laura Tokarczyk, Pleasant Valley Elementary, McMurray, PA. Vivian Harvey has also proposed an extension of this scholarship to Latin America. The scholarship would include registration, tuition for two weeks, and housing (double occupancy) with breakfast and dinner each day. The recipient would cover transportation, and it would be applied to schools in any of the three countries: Peru, Ecuador, or Bolivia. What a wonderful opportunity for a teacher to gain an appreciation for the Andean culture while improving his/her Spanish. Council voted to accept Vivian Harvey's offer.

**Outstanding High School Senior** (Sister Kashuba)

The information on the recipients of the three awards is posted on the PSMLA website. Congratulations!

**Finance** (M. Boettjer)

After the spring meeting of Executive Council, we changed our online payment service from Your Pay to Pay Pal. The main difference is that with Pay Pal, they deduct the Pay Pal fee from each transaction. PSMLA will need to raise the cost of items to cover that fee. This is a big change for our Treasurer. Debbie will consult the accountant she has consulted in the past to help her determine how she can more easily input fees and transactions into the bookkeeping process. We also discussed the fact we will need the Virtual Terminal for the conference. We now have to pay for the Virtual Terminal. The Finance Committee will investigate how to recoup the 3% we are losing on credit card transactions.

On a M. Boettjer/N. Puhala motion, Council voted to fully reimburse expenses for meals and lodging for the PSMLA Secretary and PSMLA Treasurer for the three required meetings per year.

**Publications** (D. Wolfe)

Rochele Reitlinger will take over as the head editor of the PSMLA Forum. Bonnie Youngs will take on the advisor's job for Rochele this first year. Donna Spangler will work closely with Rochele on the Forum. (Rochele Reitlinger, Donna Spangler, and Greg Knowles were co-editors with Bonnie Youngs on the Spring 09 Forum.)

**Spring, 2009, PSMLA Ex Co Meeting** - The meeting will take place in April.

Thomasina will check with the hotel and let us know the definite date. We will again meet at the Courtyard by Marriott in State College. Council was very pleased with the accommodations at the Marriott and thanked Thomasina for her work and organization in arranging for the weekend. **The spring meeting will be April 17-18, 2010.**

**The meeting adjourned at 4:41 pm.**

### **Sunday, August 30**

The following members were in attendance: Maryanne Boettjer, Ron DelPorto, Bob Hall, Ellen Irish, Sister Mary Helen Kashuba, Mina Levenson, Frank Mulhern, Susanne Nimmrichter, Natalie Puhala, Andrew Richards, Phyllis Rzodkiewicz, Thomasina White, and Debbie Wills.

The following members were absent: Colette Ballew, Cindy Dotto, Thekla Fall, Linda Kander, Pam Kolega, Nancy Smith, Doug Wolfe, and Bonnie Youngs.

President Irish called the meeting to order at 8:36 am.

### **Reports**

#### **Parliamentarian – By-law changes** (F. Mulhern)

Council considered a change in Article 7, Section 11.

This article currently reads:

*Article VII, Section 11.* It is the obligation of all Executive Council members (both elected and appointed) to attend the three Council meetings. Any member of the Executive Council who is absent from two of three meetings within a calendar year, without an excuse, which is justifiable in the opinion of the Executive Council, shall be asked to resign from the Council immediately. Failing this, he/she shall be dropped from the Council. All records of attendance shall be kept by the Secretary and will be published in the minutes of the meeting.

There will be no official change but the current PSMLA President will send out a reminder of the by-law before and after council meetings, reminding them of attendance policies for ExCo members.

We also discussed the need to have a list of duties for the PSMLA Officers and to develop a list of policies.

#### **ACT 48** (J. Stewart)

Jan submitted a report. President Irish will remind Jan to check with the secretary before she inputs hours for Act 48 to make sure the persons receiving the hours are current members of PSMLA.

### **Regional Projects**

#### **Northwest** (P. Rzodkiewicz)

Phyllis explained that she has organized a PSMLA Immersion Day, with the help of Alice Edwards from Mercyhurst College. French, German, Mandarin, and Spanish teachers will have the opportunity to practice their language skills. Teachers will attend sessions, in the target language on: Contemporary issues/current events, the arts, and issues of the profession. Continental breakfast is included in the fee. Lunch will be at a local restaurant with authentic food of the target culture at the expense of the participant.

#### **Northeast**

There will be a meeting to discuss a workshop in the northeast sometime during the Gettysburg Conference.

### **West**

Debbie Wills made a suggestion to offer a workshop for world language teachers that will provide them the opportunity to have a hands-on experience with cooking foods from several countries. The teachers would then be able to try making these foods with their students in class. Jeff Poole, a Spanish/French teacher from Franklin Regional has offered to work on this idea. Drew has a contact that could team up with him for German.

### **Central**

Susanne and Doug will explore a follow-up workshop to the preconference workshop in Gettysburg. This could possibly be a traditional SOPI workshop.

### **New Business**

Since the 2011 conference will be held in State College, council discussed the importance of inviting one or two representatives of the State College SD to the ExCo officers' meeting in the spring.

The membership committee will investigate dual memberships – AATG/PSMLA, etc.

Council will consider additional ways to help the CCA. The membership committee will consider a discounted PSMLA membership for teachers who are involved with the CCA and will make a proposal at the spring meeting. We could also consider making a monetary gift to the Foreign Language Department of the schools of the winning teachers.

Council was reminded that the Spring ExCo meeting date is April 17-18, 2010, at the Courtyard by Marriott in State College.

The meeting was adjourned on a Puhala/Richards motion at 10:30 am.

Minutes respectfully submitted by Phyllis Rzodkiewicz