

**PSMLA Executive Council Meeting  
State College, PA  
September 8-9, 2012**

**Saturday, September 8, 2012**

**8:15-9:15** – The PSMLA Executive and Finance committees met separately to prepare for the weekend: Maryanne Boettjer, Susanne Nimmrichter, Phyllis Rzodkiewicz, Jan Stewart, Thomasina White, and Debbie Wills.

**President's Welcome** – 9:35 am

President White welcomed Council members. The following members were in attendance: Maryanne Boettjer, Beverly Buxareo, Ron DelPorto, Robert Hall, Sister MaryHelen Kashuba, Mina Levenson, Susanne Nimmrichter, Katie Pohl, Natalie Puhala, Rochele Reitlinger, José Ricardo-Osorio, Phyllis Rzodkiewicz, Jan Stewart, Thomasina White, Debbie Wills, Junko Yamamoto, and Nancy Zimmerman.

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

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

Debbie handed out her report. Council examined the report while Debbie explained the various expenses. She explained that there is an external audit in process. The results are due back soon. She will share the results of the audit as they become available. Kyle, from PNC Bank, made his recommendation regarding the CDs. Council was fine with having the 2 CDs. Debbie told council that she had received a thank you from CCA for the contribution we had given to them.

**Secretary's Report** (P. Rzodkiewicz)

Phyllis reported that we currently have 523 members and 21 Institutional members. This is average for the fall meeting. Renewal letters will be going out in December. As we offer regional workshops, membership will continue to grow.

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

Bob presented his report to council. He explained that the number of ads was down and we have no exhibitor tables because our fall conference is combined with ACTFL. Bob will reestablish connections with the exhibitors and will find potential new exhibitors when he attends ACTFL in November. Bob discussed lowering the prices for ads. There was discussion about splitting the Forum and the Newsletter. Perhaps if we go back to prices from before, there might be a boost in advertising income. Most of the ads now are incentives from sponsoring breakfasts, exhibiting, etc. The suggestion was made to table this decision until more information is available.

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

Ron has been busy setting up Election Buddy to run the PSMLA elections for the fall. There is a slate of six candidates to fill three vacancies. Pictures and bios of each candidate were available on the PSMLA website. The elections will run from September 1-15, 2012. Ballots were e-mailed to all members from [elections@electionbuddy.com](mailto:elections@electionbuddy.com) on

September 1. Members who did not receive a ballot were encouraged to check their Spam or Junk mail folder. Everything is running smoothly. Many members have voted.

Council voted to accept all the above reports on an Rzodkiewicz/Ricardo-Osorio motion.

**10:00-11:00 – Committee meetings: Advocacy, Finance, Awards, and Publications**

Committees were asked to review the action plan prepared by their committee at the spring meeting, make necessary revisions and prepare their report. Committees were asked to forward a copy of their report to Phyllis for the minutes.

**11:15-12:15 -- Reports from morning Committee meetings: Advocacy, Finance, Awards followed by Organizational Reports**

**Advocacy** (M. Levenson)

Mina explained that ASCD has joined with JNCL-NCLIS and continues to advocate on behalf of Foreign Language, as well as other fields, through meetings on Capitol Hill. Most of the meetings are in DC but some are conference calls in which Mina has the opportunity to participate. Members of PSMLA have been receiving the forwarded emails from JNCL-NCLIS that update all the initiatives. Much time was spent discussing the lack of PA State Standards and funding. The Advocacy Committee will be working on drafting letters that can be used as a template for PSMLA members at the conference. These letters can also be sent out via email.

**Finance** (J. Stewart)

The Finance Committee (Bob, Phyllis, Jan, Thomasina, and Debbie) met in early August. The recommendation was made to activate the Virtual Terminal to process credit card payments at ACTFL to sell Assessment Guides. Jan will be taking the Assessment Guides to ACTFL. Sister was asked to contact Vivian Harvey from Cemanahuac about having 2 scholarships (the 2<sup>nd</sup> one for senior student teachers who were members of PSMLA for 2 years at the time of application). We are awaiting a reply from Vivian Harvey. It is our recommendation that we provide:

- \$400 toward travel/airfare as we do for the other scholarship; and
- Extend the student's PSMLA membership for 2 years, to help them get established professionally and ensure they will present a session on their experience at the subsequent PSMLA conference.

It was the recommendation of this committee to continue to use election buddy for the process with the fee of \$50 for the election of PSMLA ExCo members in September. For financial/practical reasons, it was decided to have the election run electronically only via our website. We will send emails to the list serv and advance notice on Facebook and the website that voting will only occur online. We felt that even the vast majority of those who do not register an email with PSMLA have access to the Internet and email through their employment. In addition, in the membership letters, our secretary will add a line indicating that the elections each Fall would occur online only.

**Funding for NECTFL**

The aid we give for NECTFL has been established as:

1. Mead Fellow: \$250 for expenses because they also receive support from NECTFL; and
2. Best of Pa presenters (who must clearly state in their reimbursement request whether it is for 1 or 2 people):
  - a. Up \$400 reimbursement to 1 person for expenses
  - b. Up to \$500 for 2 (co-presenters)

**Awards** (R. Reitlinger)

Teachers were recommended for the K-12 PSMLA Teacher of the Year, the Post-Secondary Teacher of the Year, and for the Merit Award. Council voted to accept these candidates and they will be presented with their awards at the Fall PSMLA conference that will be combined with ACTFL this year. On Friday at ACTFL, they will be recognized at the awards ceremony during our business meeting.

Frank Mulhern had selected the recipients for this year's Leadership Award, based on the conference being held in conjunction with ACTFL. These awardees are: Sister Mary Helen Kashuba and Dr. Eileen Glisan.

Council also selected these recipients:

Kathy Fegely: Educator of the Year, K-12

Nick Uliano: Educator of the Year, post-secondary

Lower Merion School District: Merit Award for their FLES Program.

There was further discussion about having the Cemanahuac Scholarship available for a college senior. Sister will check with Vivian Harvey on this matter and will report back to council.

The above reports were approved on a White/Zimmerman motion.

**PDE** (T. White)

Thomasina spoke with Pam. Arbitration regarding the loss of the four positions at PDE was upheld and PDE was told to reinstate the individuals to the positions. Unfortunately, there was no timeframe given and nothing has yet been done. Pam is still in the ELA position. We hope she will be back with us soon.

**ACT 48** (S. Nimmrichter)

Susanne reported that there have been some glitches getting the signature pages to her. The main discussion centered on needing to know how ACT 48 will work for our PA teachers at ACTFL. The Act 48 stamps will be taken to ACTFL and a form will be created for our teachers to turn in at the PSMLA table, if ACTFL will not submit this information to PDE. Thomasina will bring a box for the forms in which the forms will be placed on the PSMLA table.

**ACTFL and Conference 2012** (T. White)

While at our ExCo meeting, we received word from Eileen Glisan that Dr. Bonnie Adair-Hauck has been awarded the 2012 Anthony Papalia Award for Excellence in Teacher Education. Bonnie will receive this award at the ACTFL Convention on Friday, November 16, 2012 at 6:30 p.m. at the Marriott Philadelphia Downtown, Grand Ballroom Salon H. We look forward to seeing her receive this award at the award ceremony where we can congratulate her in person.

State Host responsibilities are being carried out as per ACTFL's recommendations. PSMLA members have been assigned various duties as workshop monitors and greeters at the ACTFL National Convention and Expo. Our PSMLA business meeting and awards ceremony will be held on Friday, November 16 from 5-6:00 p.m. in the Marriott in Franklin Hall 12 and 13. Invitations to the PSMLA business meeting and awards ceremony, along with a list of PSMLA sessions, will be sent to all PSMLA members, as well as being posted on the website. Thomasina will investigate pricing of food and drink for the PSMLA awards ceremony/business meeting at ACTFL. Membership forms will be available at the PSMLA table for renewals and for new members. Receipts will be available. On an R zodkiewicz/Reitlinger motion, a gift card tree will also be available on the PMSLA table. ExCo members were encouraged to donate a gift card for the tree. Tickets for the tree will be \$2.00 each or 3/\$5. Teacher's Discovery and Carlex will be asked for a donation for the tree. PSMLA will be represented at the ACTFL Assembly of Delegates meeting on November 15.

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

Debbie informed council of the winners of last year's competition: 1) Deer Lakes, 2) Franklin Regional, and 3) Pine Richland. The theme was: Bayer Advanced All in One Rose and Flower Care in Brazil. Chorus Call put on telecommunication conferences. Students had the opportunity to tour Bayer and attend a Culturally Sensitive Workshop with a lady from Duquesne. PaCIE is giving CCA an award for their K-12 collaboration in October at their fall conference. This year's product has not yet been announced.

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

Mina attended JNCL in May. Dr. Raymond T. Clifford assumed the duties of President of JNCL-NCLIS for the 2012-14 term. Ms. Marty Abbott was elected Vice President. The mission and activities of JNCL and NCLIS are founded on the shared belief of its member organizations that all Americans should have the opportunity to learn and use English and at least one other language, emphasizing the vital role played in the national well being by our K-12 and higher education foreign language programs. As part of the conference, José will have a standard letter available, asking teachers to sign, asking for standards, support of languages, etc. Information will also be sent out via the list serv, asking for their support. Individual emails and a letterthon will be done in December.

#### **NECTFL** – (N. Puhala)

NECTFL will again take place in Baltimore, on March 7-10 at the Baltimore Marriott Waterfront. To help the organization, NECTFL membership is now available for \$50 and includes: reduced registration fees, three free webinars, and access to a members-only section of the NECTFL website. Attendees will receive a 20% discount on their room rates and will receive free Wi-Fi. ExCo Members are eligible to apply for the Mead Fellowship. They are chosen by February 13. Anyone who contributes to the profession can apply. They must, however, be an individual member of PSMLA.

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

The annual PaCIE meeting will be held at the William Penn Omni in Pittsburgh, PA from October 4-6, 2012. Sister Mary Helen Kashuba will attend and give a report on PSMLA on Thursday evening. The conference bulletin is available at: <http://pacie.org/wp-content/uploads/2012/07/PaCIE-Conf-2012-FINAL.pdf>. The theme is Preparing Pennsylvania's Students and Educators for Today's Global Economy. Sister Mary Helen Kashuba submitted an article on the annual PSMLA conference at State College with a memorial to Frank Mulhern. There is also an article on SEPCHE, a consortium of local colleges in the Philadelphia area. It is about the Foreign Language Symposium held at Chestnut Hill College in March.

### **12:15-1:30 Working Lunch**

Committee members use this time to work on additional plans and/or upcoming events.

### **1:45-2:45 Committee meetings: Membership, Nominations/Elections, and Professional Development**

Committees were asked to review the action plan prepared by their committee at the spring meeting, make necessary revisions and prepare their report. Committees were asked to forward a copy of their report to Phyllis for the minutes.

### **2:45-3:45 Committee meetings: Publications, Conference 2012, Conference 2013, Conference 2014**

Committees were asked to review the action plan prepared by their committee at the spring meeting, make necessary revisions and prepare their report. Committees were asked to forward a copy of their report to Phyllis for the minutes.

### **3:45-4:00 Break**

### **4:00-4:45 Finish Organizational Representative reports begin Standing Committee reports, based on earlier meetings and e-mailed reports**

#### **Conference 2013—Pittsburgh**

Debbie reported that the 2013 PSMLA conference would be held on October 17-19 at the Doubletree in Greentree in Pittsburgh. The theme is: Get the Point – Languages are Bridges to the World. Silvina Orsatti will present the pre-conference on Thursday using the latest technology at the time. Mina is working on confirming the Keynote. There will be a cooking demonstration available on Saturday by Jeff Poole. There will be a small fee to attend the workshop to pay for the food. On Friday there will be a “make and take workshop” that will last two hours. The fee for the workshop will be \$10. The Pittsburgh Steelers mascot will be coming to the conference.

#### **Conference 2014 – Penn State** (S. Nimmrichter and J. Ricardo-Osorio)

The co-chairs for the conference are Susanne and José. There was discussion to try to make an effort to involve the AAT chapters from the state at the conference. Perhaps they could co-sponsor the conference. PSMLA could provide a forum for the chapters to meet and have sessions and meals at the PSMLA conference. Perhaps PSMLA could be

an umbrella organization for the chapters and foster further collaboration. Phyllis will handle registration.

**Membership** (P. Rzodkiewicz)

Council asked the Membership Committee to examine the Institutional Membership and clarify things.

**Nominations/Elections** (J. Stewart)

Phyllis and Jan volunteered to chair this committee since Beverly's term is expiring, requiring her to run again for office.

The three members (all of whom had served 1 term) with terms expiring at the end of the year are:

1. Adam Bailey (who declined to run again as he was moving to Boston, MA),
2. Katie Pohl, and
3. Beverly Buxareo.

In accordance with the By-Laws, the membership was made aware via the list serv and the website of the upcoming elections and invited to submit names for possible candidature.

The slate of a maximum of 2 nominees per opening was filled with the first of those who responded:

1. John Grande,
2. Daliang Wang,
3. Michelle Kindt, and
4. Dave Kinman.

Others who responded as well were encouraged to submit their names next year.

Elections will be held electronically using Election Buddy on the website September 1-15 with emails to the list serv plus posting on the website and Facebook to alert the membership of the upcoming elections. Phyllis will also include a line in the membership letter each year indicating that elections are held electronically each fall and it is the responsibility of members who do not choose to give PSMLA an email address to check the website for information about voting. Results of the voting will be announced after September 15. We thank Ron for all his help with setting up the elections with Election Buddy.

**Publications** (S. Nimmrichter)

The Forum is done and is at the printer. There were 14 contributors to this year's edition. \$10 "PSMLA Bucks" coupons were mailed to each contributor. Four of the 14 contributors are non-members. Rochele will develop guidelines for contributors concerning the content, topic, length, format of the articles, and membership requirement.

Several items from the Forum will be made available on the PSMLA website to a larger audience to attract new members. These include the Table of Contents from the Forum, the letter from the President, one article, and the Keynote from the fall conference. An email from the President should go out to all world language department chairs to invite them to visit the website to see these materials and to share the link with teachers in their department.

Council voted to come out with two digital editions of the newsletter per year and the Forum (print copy). The Forum will no longer include the newsletter. The digital newsletter will be published on the website. Rochele will continue as Forum editor and Jan will be in charge of the first PSMLA Newsletter. Katie offered to assist with the newsletter. A goal is to have the first digital newsletter out before the conference.

Council also agreed to provide a copy of the PSMLA Standards from the Assessment Guide on the website. We will include the section on “What students should know and can do in levels 1 through 4.” This may entice some to buy the Assessment Guide. It was also recommended that Thekla be asked to write a short article explaining the state of the standards in PA and why we have two sets of standards.

Council was also reminded that we need to work on and update the website. The website should become more of a resource, helping those new to PSMLA and to foreign language teaching.

### **Professional Development** (N. Puhala)

There was discussion about creating online professional development opportunities. Silvina used the last of her blackboard time. We have to be careful with timing, the start of school, etc. Many other organizations are now providing online professional development. It was suggested that PSMLA start with a one-day webinar and see how it goes. Perhaps we could do this in January or February when not much is going on. Who will run it? Who will be the guest speakers? We would like to involve our members in online adventures. Perhaps we could send out a request via the list serv. We would look for someone who has the knowledge and the passion that Silvina has. We could start with a needs assessment survey of our members asking what they would like to see with online professional development.

Council approved the above reports on a Levenson/Wills motion. The meeting was adjourned at 5:08 p.m.

## **PSMLA Executive Council Meeting Agenda State College, PA**

### **Sunday, September 9, 2012**

#### **The meeting was called to order at 9:02 am.**

President White welcomed Council members. The following members were in attendance: Maryanne Boettjer, Beverly Buxareo, Ron DelPorto, Robert Hall, Sister MaryHelen Kashuba, Mina Levenson, Susanne Nimmrichter, Katie Pohl, Natalie Puhala, Rochele Reitlinger, José Ricardo-Osorio, Phyllis Rzodkiewicz, Jan Stewart, Thomasina White, Debbie Wills, Junko Yamamoto, and Nancy Zimmerman.

#### **7:45-8:45 Breakfast in the Garden restaurant: meet over breakfast by regions to discuss professional development and regional projects for the academic year 2012-2013**

### **PEP** (M. Levenson)

Due to the timing and length of the business meeting at ACTFL, the PEP certificates will not be presented this year at ACTFL. Winners will be invited and encouraged to attend

the Business Meeting and will be recognized. A suggestion was made to email the school board in order to recognize the award winners as well as the superintendent.

The Gold Award winners include: Upper St. Clair, Gateway, and Camp Hill.

The Silver Award winners include: Hempfield and Penncrest.

The Bronze Award winner was Deer Lakes.

There were many Globe Award winners: Boiling Springs Sr. High, Charleroi Area, Dallastown Area HS, Downingtown East, and Waynesboro.

There was discussion about Indicator #5 with scheduling classes that are one level per period. Mina will work on this. The certificates have not yet gone out since we normally recognize the award winners at the fall conference. Thank you to Mina and Thekla for all your work with PEP.

## **Regional Projects**

### **Northwest**

Phyllis explained that on October 27, Mercyhurst University will hold their first Immersion day for students in French, Mandarin, and Spanish. The students will receive two sessions in the target language and one in learn another language (Arabic, Japanese, etc.).

### **Southwest**

A tech workshop will be held on October 20 at Brashear HS. Devin Browne and Silvina Orsatti will be the presenters. The title is R U 21? Details are being worked out. They are also considering having a networking session in March.

### **Central**

Kutztown may offer a workshop in the spring. Shippensburg is planning a workshop for college teachers who are interested in teacher training for NCATE. Approximately 20 teachers will be involved in this workshop in November.

### **Southeast**

A workshop will be offered at Chestnut Hill College in the spring. The date depends on availability. They are considering having a native speaker in each language doing something with contemporary culture. José, in the PM, will teach how to use karaoke in the world language classroom and create a show. There will be an international luncheon with conversation in the target language over lunch.

Council approved the above reports on a Puhala/Levenson motion.

## **New Business**

The spring meeting will take place at the Penn Stater on April 13-14, 2013.

On a motion by Pohl/Ricardo-Osorio, the meeting was adjourned at 10:41 a.m.

Respectfully submitted,

Phyllis Rzodkiewicz  
PSMLA Secretary