

**PSMLA Executive Council Meeting Agenda**  
**State College, PA**  
**April 9-10, 2011**

**Saturday, April 9, 2011**

**8:00-9:00** – Executive Council officers met separately to prepare for the weekend:  
Maryanne Boettjer, Robert Hall, Ellen Irish, , Jan Stewart, Thomasina White, and Debbie Wills.

**President's Welcome** - 9:28 am

President Boettjer welcomed Council members. The following members were in attendance: Adam Bailey, Beverly Buxareo, Ron DelPorto, Robert Hall, Ellen Irish, Sister Mary Helen Kashuba, Pam Kolega, Mina Levenson, Susanne Nimmrichter, Katie Pohl, Natalie Puhala, Rochele Reitlinger, José Ricardo-Osorio, Phyllis Rzodkiewicz, Jan Stewart, Thomasina White, Debbie Wills, and Nancy Zimmerman.

A Moment of Silence was held and a note was read from Marty Abbott regarding our special friend and colleague, Frank Mulhern.

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

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

Debbie handed out her detailed report which council examined. She explained about our investments and how Kyle, from PNC Bank, has helped us and has been a tremendous help. Our tax return has been done for 2010. CCA sent us a letter of thanks for our contribution of \$1000 toward partnerships and helping them train students for tomorrow's challenge. Debbie pointed out that the amount for membership dues was down for 2010, possibly because we had offered the three-year deal so not as many had to renew. Council accepted the report on a Rzodkiewicz/White motion.

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

Phyllis reported that the 3-year membership option had worked well. We currently have 515 members and 26 Institutional members. This number will continue to grow with the Immersion days and other workshops that we continue to offer.

Council voted to approve the report on a Wills/Levenson motion.

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

Bob presented his detailed report. He discussed the number of tables that were sold for the Erie Conference and the number of ads that were in the conference brochure.

The report was approved on a Bailey/Kashuba motion.

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

Ron explained that the website has been changed over to Partnership Erie. Ron now has complete control of everything on the site and discussion will continue during the Publications meeting later today. Ron explained that the newer version is much easier to manage. Everyone agreed that the website looks wonderful. Council was reminded that it is important that they send Ron updates for the website on a regular basis. Miles, from Penn State the Behrend Campus, has been a tremendous help to Ron and responds very quickly to any questions. Council members need to let Ron know what to keep on the website, what should be taken down, etc.

Council voted to accept the report on an Rzodkiewicz/Ricardo-Osorio motion.

### **9:45-11:45 – Committee meetings: Advocacy, Publications, Awards, Membership, Nominations and Professional Development**

The committees met and re-examined their goals, making necessary revisions. Committees also reviewed their area of the website and let Ron know about any necessary changes. They prepared a report for later during the weekend. The reports should be sent to electronically to Phyllis and to Maryanne.

### **11:45-12:15 CCA Presentation by Deanna Baird**

Debbie Wills introduced Deanna Baird, a member of PSMLA and an active member of CCA (Cultural Communications Alliance). Deanna thanked Council for the \$1000 financial contribution to CCA. She discussed the need for having the link with the business community. She explained how CCA got started and that the students, using a rubric, present a ten minute presentation on how to market a specific product. Deanna distributed a questionnaire and an informational packet. Their website is: CCAPittsburgh.com.

**12:15-2:00 Several committees met over a working lunch.** The 2011 Conference Committee met with the local committee to begin planning the conference. Other ExCo members worked on a review of the website, based on recommendations by the Publications Committee.

### **2:00-3:00**

#### **Organizational Reports**

#### **PDE** – (P. Kolega)

Pam was not permitted to come to the meeting as a member of PDE, but she came as a member of PSMLA. Pam is working to save world language programs. ACTFL is being used for the PRAXIS exams. On-line courses must be aligned with the ACTFL standards. Every content area must be aligned to the standards. 30 lesson plans are ready to go up on the SAS site. We can map the ACTFL standards with the PSMLA proposed academic standards and put into the pre-populated spaces so we can download the lessons. Marty has sent to Pam what she needs to be able to do this. We discussed how to address the videos that are on the SAS website. The Advocacy committee will work on a reaction to all this.

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

Jan explained that she has uploaded many Act 48 credits since our last meeting. We had many workshops in addition to the conference. Jan explained there is discussion to suspend Act 48 for two years. The time may be increased to seven years to help districts. Jan will work to create a form to help people receive Act 48 hours for their participation in NECTFL. Suzanne has agreed to transition and work with Jan in uploading the ACT 48 credits. The busiest time is after the conference and the workshops.

#### **ACTFL** (T. White)

Thomasina attended ACTFL and will present her report. She explained that Eileen Glisan's approach was unique. She started with a togetherness plea, to all who are professionals in world languages. K-16 must work together to present a unified front because the future of world languages is in jeopardy. We must share what we are doing in our individual states and get the community to support languages in a positive way. Council approved the three Organization Reports on a Rzodkiewicz/Ricardo-Osorio motion.

#### **JNCL** – (M. Levenson)

Mina reported that FLAP, ASCD, and JNCL are focused on trying to retain and reinstate funding that is dedicated to foreign languages. Letters will be put on line for districts and organizations to use. Advocacy will

keep the site updated with names and important information. Mina will send a sample message and a link to where they are to be sent as they become available.

#### **NECTFL** – (N. Puhala)

NECTFL was held in Baltimore this year from April 1-4. The Best of Pennsylvania session, Chinese 1,2,3 was presented by Kaity Chou and Christina McNaughton. Our PSMLA nominee for the Mead Fellowship was Silvina Orsatti. She was one of four Mead fellows. There was a touching tribute to Frank Mulhen on Saturday evening. Colleagues shared stories about the many experiences they had shared with Frank. PSMLA is fortunate and proud to have had Frank Mulhern as a friend and as part of our organization.

#### **PaCIE** – (Sister Mary Helen)

Sister Mary Helen Kashuba will again represent PSMLA at the PaCIE conference in Harrisburg on September 22-24. The conference is always excellent. Perhaps Deanna could present on CCA. Council approved the next three Organization Reports on a Adams/Bailey motion.

#### **Conference 2010—Erie** - (P. R zodkiewicz)

The conference was again held at the Ambassador Banquet and Conference Center on October 14-16. The theme was: Languages are Eriesistible. Dave Kinman presented the pre-conference workshop. Dr. Eileen Glisan delivered the Keynote on Friday and did a wonderful job. A suggestion that had come from the 2009 conference was to offer sessions in less commonly taught languages so there were sessions in Chinese and in Slovenian at this year's conference. John DeMado presented a general session on Saturday. Casey Krein, an ex-student from North East SD designed the program for the conference. The conference went very smoothly.

#### **Conference 2011--State College** – (M. Boettjer)

The theme of the 2011 conference to be held in State College is: State of the Art: From Innovation to Impact. CALPER will sponsor the Pre-Conference. The Keynote speaker will be Mimi Met. Rates for the conference were discussed. The rates for the conference were established after much discussion. ExCo was lucky to meet with members of the local conference committee (Kathy Miller, Maggie Muir, Eduardo Valerio, Gabriela from CALPER, and Emily Sevo) over lunch.

The Conference reports were approved on a Irish/Kashuba motion.

**The meeting was adjourned at 5:15 on a White/Adams motion.**

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

#### **Sunday, April 10, 2011**

The meeting was called to order at 9:18 am.

The following members were in attendance: Adam Bailey, Beverly Buxareo, Ron DelPorto, Robert Hall, Ellen Irish, Sister Mary Helen Kashuba, Mina Levenson, Susanne Nimmrichter, Katie Pohl, Natalie Puhala, Rochele Reitlinger, José Ricardo-Osorio, Phyllis R zodkiewicz, Jan Stewart, Thomasina White, Debbie Wills, and Nancy Zimmerman.

The following member was absent: Pam Kolega.

#### **Conference 2012 – ACTFL in Philadelphia**

PSMLA will again be a co-sponsor for the conference. Local committee members will have a reduced rate. The conference will be held at the Philadelphia Convention Center. The Marriott is connected to the Convention Center. It is the largest convention center on the east coast.

#### **Conference 2013- Pittsburgh** (D. Wills and J. Stewart)

Jan Stewart and Debbie Wills will co-chair the conference to be held at the Greentree Radisson on October 17-19. The rate for the hotel rooms is \$109. Members of the local committee are: Mina, Natalie, Rochele, and Bonnie Thomas. Bonnie will chair the registration. They will look for a keynote speaker. The Conference reports were accepted on an Irish/Kashuba motion.

### **Awards** – (Sister Mary Helen)

The committee proposed a new award: the PSMLA Leadership in World Languages Award. This award will recognize the exemplary work of an individual who has: 1) Provided outstanding leadership in the foreign language profession in the state, region, and/or nation; and 2) Contributed significantly to the work of PSMLA. The recipient must have been a member of PSMLA for a minimum of ten years and must still be active in the work for which the award is being given. The Award is not meant to replace the Educator of the Year Award, nor is it a career achievement award – but the focus is leadership, above and beyond all other PSMLA Awards. The award does not have to be given annually. Recipients for the PSMLA Leadership Award were discussed.

Sister Kashuba reported that the winner of the PSMLA Student Award was Lauren Sites. Another student winner was James Fiola. Their essays were wonderful.

Sister reported that there were no applicants for the Cemanahuac Scholarship this year. A proposal was made to help. 1) For 2012, PSMLA would offer up to \$400 toward airfare once the trip was over and the conference session was completed. 2) If there are no applicants, ExCo members could apply. If more than one ExCo member applies, selection will be done via a lottery. Council voted to accept the proposal on a Kashuba/Rzodkiewicz motion.

Council discussed the K-12 Educator of the Year Award. The committee will examine the description and discuss if there needs to be a change. If changes are proposed, these will be discussed in the fall and then at the PSMLA Business Meeting at the fall conference. The report was accepted on a Kashuba/Ricardo-Osorio motion.

### **Finance** – (T. White)

Council was reminded that all budgets for Professional Development workshops are due two months prior to the workshop. All honorarium and presenter fees should be paid on the day of the event. All receipts are due within two weeks. To be eligible for a refund for workshops and the conference, cancellations must be made prior to the registration deadline.

PEP awardees or a designated person may attend the conference at the Presenter rate. Or they can just come to accept the award and the luncheon and not pay.

PSMLA will make a \$1500 donation to NECTFL in memory of Frank Mulhern.

PSMLA will establish a scholarship for the fall conference. The Professional Development Committee will select one college student, one first-year teacher, and one veteran teacher to receive the scholarship.

A voucher will be issued to someone who pays to attend an event but then has to cancel with a good reason. The voucher will need to be used within one year. The person in charge of the event will mail the form to them. The voucher is non-transferrable.

The Finance report was accepted on a motion by Rzodkiewicz/Ricardo-Osorio,

### **Nominations/Elections**

There was discussion for nominations. A second Vice-President must be approved as part of the ballot this year. It is important to increase the diversity on council. We will look for nominations from various parts of the state.

### **Publications** (J. Stewart)

Rochele will develop forms to help make it easier to submit proposals, etc. Council also discussed putting something in the Forum about the author. The persons whose articles are selected for publication will complete a biography summary. Rochele will have a separate e-mail for the Forum and this will keep information for

submissions separate from regular e-mail. A PDF of the Forum will be located on the website in the Members-Only section. A form for submissions will also be located on the website. The website will also include links to our partner organizations like ACTFL, NECTFL, PaCIE, PDE, JNCL, CCA, etc. The two reports (Nominations and Publications) were approved on a Wills/Bailey motion.

Jan explained that people have “friended” us on Facebook. If we continue, we want to direct people back to the web page. Ron reminded us that we should let him know immediately if any of the links don’t work. We need a release form to use when members send us pictures to be used on the PSMLA home page.

Council discussed how to help Rochele obtain articles for the Forum and Newsletter. There was discussion that perhaps an incentive would help. There was discussion about giving a \$10 voucher to someone who submits something that is used for publication. We should also ask the conference presenters to submit their presentation electronically for the Forum.

Council approved the report on a White/Ricardo-Osorio motion.

## **Standing Committee Reports**

### **Advocacy**

Thekla and Nancy have been working on finalizing the Assessment Guide. On a Rzodkiewicz/Levenson motion, it was voted to give one Assessment Guide to each PSMLA member at no charge. These will be distributed at the fall conference, if they are ready. Phyllis will check into having these printed by her district. These could also be printed where the Forum is printed.

### **PEP**

Information is available on the website. This year six schools received the Golden Globe. Schools that did not receive an award were contacted and were encouraged to resubmit their application next year. Thekla and Natalie will present a session at the fall conference on the PEP award.

### **Membership Committee**

Council decided that we should again offer a three-year deal on membership when renewals are mailed out in December/January. The prices will be: \$90 for a three-year membership, \$70 for two years, and \$40 for a one-year membership. Perhaps we could send something to colleges in the state, encouraging them to recommend to their students that they join PSMLA. Perhaps something could be sent to methodology teachers and supervising teachers. Katie will contact Pam to get a list of colleges and universities in the state and the names of the teachers.

### **Assessment Guide Update**

Jan is working on the Assessment Guide with Thekla. We hope this will be finished soon and will be printed in time to be able to be distributed to those members in attendance at the conference in October in State College. The meeting was adjourned at 11:55 am on a Pohl/Puhala motion.

The fall PSMLA Executive Council meeting will be held at the PennStater on August 27-28.