

**PSMLA Executive Council Meeting
State College, PA
March 28-29, 2015**

Saturday, September 28, 2015

9:30 – 10:45 – The PSMLA Executive Council officers met separately to prepare for the weekend: Mike Bogdan, Mina Levenson, Susanne Nimmrichter, Phyllis Rzodkiewicz, Jan Stewart, and Thomasina White.

President's Welcome and Introduction of New Members – 11:05 am

President Stewart welcomed Council members. The following members were in attendance: Mike Bogdan, Beverly Buxareo, Jean-Louis Dassier, Ron DelPorto, Isabel Espino deValdivia, Kathy Fegely, John Grande, Christina Huhn, Sister Mary Helen Kashuba, Mina Levenson, Susanne Nimmrichter, Phyllis Rzodkiewicz, Jan Stewart, Thomasina White, Junko Yamamoto, and Nancy Zimmerman.

The following members were not in attendance: Rich Madel and Daliang Wang.

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

Secretary's Report (P. Rzodkiewicz)

Phyllis reported that we currently have 445 individual members and 24 Institutional members. This year the renewal notice went out via the list serv rather than a regular mailing. There are over 160 individual members who have not renewed their membership. This is a higher number than usual. There will be further discussion on membership after the committee meetings.

Treasurer's Report (M. Bogdan)

Council examined the Treasurer's report. Mike presented the current balances. We discussed that when we examine the current balance, it is not always a true picture depending upon when bills are due, etc. Overall, we are doing well and are working to reduce our expenses.

Finance Report (S. Nimmrichter)

Susanne explained to Council that the Finance Committee had met via Skype prior to the meeting. The Finance committee will continue to examine where we can cut costs: publications, advocacy, increasing membership, awards, etc. After discussion, it was decided that we will keep the current format and will start later on Saturday morning, allowing those council members to drive in on Saturday morning. There is continued finance discussion throughout the meeting.

Advertising Manager's Report (J. Yamamoto)

Junko Yamamoto explained the current sponsorships for the 2015 conference: Santillana – tote bags, Middlebury Interactive Languages – keynote speaker, Houghton Mifflin Harcourt – speaker during lunch on Saturday, Vista – name badge holders, and the

printing of the brochures – EMC. Junko explained that all tables with electricity have been taken for the 2015 conference. There are still 24 tables available for the conference. Junko explained that ads for the Forum would not be sold until we make a decision about the Forum “Going Green.”

Website Manager’s Report (R. DelPorto)

There was much discussion about a change in the design of the website. Some sample website designs will be presented later during the Publications report.

Historian’s Report (B. Buxareo and N. Zimmerman)

PSMLA reports and Forums are stored at IUP. These will be valuable as we prepare for the Centennial in 2019. Beverly volunteered to stay on as Historian when her term expires on January 1 and she will work on a scrapbook for the 100 Year Anniversary of PSMLA.

Council voted to accept all the above reports on a Rzedkiewicz/Levenson motion.

12:00 – 12:45 – Lunch and Committee meetings: Advocacy, Awards, and Nominations/Elections

Committees were asked to brief new members on their most recent action plan and establish a timeline for committee work. After presenting their report in the afternoon or Sunday morning, they were asked to send their report directly to Phyllis for the minutes.

12:45 – 1:15 – Organizational Reports

Act 48 – (S. Nimmrichter)

Susanne explained that on February 28, all documents and files were handed over to Brigitte Storey, the new Act 48 officer for PSMLA. She reminded council that all teachers receive Act 48 hours only after completing the online evaluation form two weeks after the event. In 2016, we will need to reapply for provider status.

ACTFL – (J. Stewart and T. White)

In December 2014, the new National Standards were published. The **World-Readiness Standards for Learning Languages** create a roadmap to guide learners to develop competence to communicate effectively and interact with cultural understanding. ACTFL has developed a position paper on **Reaching Global Competence** which includes a **Position Statement, Guidelines on Demonstrating Educator Effectiveness, and Documenting Student Growth**. ACTFL continues its quest for advocacy and effectiveness by addressing the importance and a focus on collaboration between states and within state organizations.

CCA – (J. Stewart)

There is no longer a rep on council to CCA. It was decided that we would wait for someone from CCA to approach PSMLA since Jan wrote a letter to CCA in April 2014 and they have not yet responded with a request for funding.

PEP - (M. Levenson)

PEP Applications were reviewed on both sides of the state. There were 17 applications this year, including many schools that were new to PEP. The award is valid for a 2-year period. The complete PSMLA PEP Showcase is available on the PSMLA website. Further discussion on these awards will follow due to the overlap with other committees. Mina presented a draft of a letter to Acting Secretary of Education, Mr. Pedro Rivera, congratulating him on his new position and detailing the PSMLA Exemplary Program (PEP) Awards. The letter also explained that all students in PA deserve a world-class education that includes world language education. A copy of the revised letter will be sent to council.

On a Levenson/Rzodkiewicz motion, council voted to accept the above reports.

1:15 – 2:45 – Working Lunch

The following committees met over lunch: the 2015 Conference Committee (Philadelphia) and the 2016 Conference Committee (Erie).

2:45 – 3:15 – Organizational Reports

JNCL - (M. Levenson and Sister M.H. Kashuba)

Sister Mary Helen will represent both AATF and PSMLA at this year's Delegate Assembly of JNL. Membership in JNCL continues to be \$1.50 per member. News briefs, alerts, and other information are sent out regularly via the list serv. Recently, small gains in funding have occurred as a direct result of the efforts of JNCL and that of other World Language organizations.

NECTFL - (J. Stewart)

NECTFL has suspended its conference for this year. Their conference will resume in 2016. The Best of PA went to Megan Flinchbaugh and Nate Campbell. Their presentation should be placed on the PSMLA website. There was excellent feedback on the mentor program that was sponsored by NECTFL at our fall conference. We hope we can continue this program for this year's conference.

Special congratulations to Nancy Zimmerman for her Mead Project from 2015 that dealt with Bilingual books written by heritage and non-heritage speakers. This gave students the opportunity to work with the community.

PaCIE (Sister Kashuba)

The 2014 PaCIE conference took place in Harrisburg on October 16-18, at the Hilton Harrisburg Hotel. Because of the conflict with the PSMLA conference at State College, Sister only attended the Thursday evening session where she represented PSMLA and the awards session on Friday morning. She accepted the W. Lamar Kopp Lifetime Achievement Award for Phyllis Rzodkiewicz who was unable to attend.

PaCIE will offer a workshop at Temple University on April 1, 2015 titled: Navigating Health Safety, Security and Risk Management Abroad. The 2015 PaCIE Conference will be held in Pittsburgh at the Wyndham University Center on October 1-3.

3:15 – 4:00 – Committee Meetings – Professional Development, Publications, and Membership

Committees were asked to brief new members on their most recent action plan and establish a timeline for committee work. After presenting their report in the afternoon or Sunday morning, they were asked to send their report directly to Phyllis for the minutes.

4:00 – 5:00 – Reports Continued

Conference 2014 – State College (S. Nimmrichter & J. Ricardo-Osorio)

The 2014 fall conference was a great success. The pre-conference was very well attended. There were approximately 200 attendees for the two-day conference. There were 19 AATG teachers who joined us for the conference for the first time. Conference evaluations were excellent.

Conference 2015 – Philadelphia (J. Grande & N. Zimmerman)

The conference will be held from October 15-17 at the Crowne Plaza Hotel in King of Prussia. The keynote speaker on Friday will be Paul Sandrock. We already have many sponsors for the conference. The deadline for conference proposals will be April 15. The committee will ask local universities to help sponsor the wine and cheese reception. The pre-conference will deal with Using Art in the Classroom and will involve a trip and tour to the Art Museum. The conference committee has held many meetings.

Conference 2016 – Erie – (P. Rzodkiewicz)

The conference will be held at the Ambassador Banquet and Conference Center in Erie on Thursday, October 13 through Saturday, October 15. We discussed the option of having two-hour sessions/workshops at the conference, in addition to the regular sessions. We also discussed different ideas for optional activities for Friday night of the conference.

Awards - (J. Grande)

There were four applicants for the Cemanahuac Award this year. Members of the Awards committee read the submissions and the winner was Janeen Bost. John will contact Janeen with the news. There were no student teacher candidates for the award this year. John sent the applications for the Outstanding Senior Awards. These will be scored and the winners will be selected. John will send to teachers who are members of PSMLA, via the list serv, the reminder to nominate their students for the PSMLA Student Recognition Certificates.

It was decided that we would hold on presentation of the Golden Senior Award for this year. Information on this new award will be presented to the membership at the business meeting at the fall conference for approval.

Mike Bogdan will work on adding the Best of PA to the award section of the website.

Nominations/Elections (I. deValdivia)

Two current members of ExCo are eligible to run again. John Grande will run again and Daliang Wang will let us know if he will decide to run for another term. Once again, voting will be done electronically. The list serv will be used to solicit names for people to run for ExCo. All nominees for council must have been individual members of PSMLA for at least one year.

Advocacy - (N. Zimmerman)

The Advocacy committee will investigate a trip to Harrisburg to advocate for world languages in the curriculum and to promote the many successes of PSMLA. Letters will be sent to the state representatives to encourage stronger involvement and support with world languages. The information under Advocacy on the website will be updated and information on the Global Scholars Program will be detailed.

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

Fall Meeting, 2015 - (M. Levenson)

The fall ExCo meeting will be held at the Penn State in State College on August 29-30.

On a Rzodkiewicz/Huhn motion, the meeting for Saturday was adjourned at 5:31 pm.

**PSMLA Executive Council Meeting
State College, PA
Sunday, March 29, 2015**

7:45 – 8:45am - Breakfast in the Garden restaurant. Council members met over breakfast to discuss professional development and possible regional projects.

At 9:07 President Stewart welcomed back Council members. The following members were in attendance: Mike Bogdan, Beverly Buxareo, Jean-Louis Dassier, Ron DelPorto, Isabel Espino deValdivia, Kathy Fegely, John Grande, Christina Huhn, Sister Mary Helen Kashuba, Mina Levenson, Susanne Nimmrichter, Phyllis Rzodkiewicz, Jan Stewart, Thomasina White, Junko Yamamoto, and Nancy Zimmerman.

The following members were not in attendance: Rich Madel and Daliang Wang.

Google Doc “Training” – (S. Nimmrichter)

Susanne Nimmrichter conducted a short training to make everyone on ExCo familiar with a shared folder in Google Drive that can be used in the future to share documents such as committee reports and other documents.

9:00-11:00 Continuation of Standing Committee Reports

Membership (I. deValdivia)

There was discussion about the PSMLA Institutional Memberships. Council agreed that 2015 would be the last year we would offer a PSMLA Institutional membership. In the future, there will be a School Group Membership. This Group Membership Application would serve as an incentive for all members of a school’s language department to join PSMLA at a special rate. There would be \$10 off the membership fee per person for three or more teachers who join as individual members from that school. Individual checks or a combined check may accompany the Group Membership Application. A new PSMLA Group Membership Application form will be developed. Vermont has a similar membership option. The membership committee will write a proposal including all

details and information for this new Group Membership Application and it will be sent to ExCo for approval. This will necessitate a change in the bylaws. This change will be presented to the membership at the business meeting at the conference.

PSMLA has not had a Membership brochure for a few years. The previous brochure was out of date. A new brochure will be created which will highlight all the benefits of membership. It will detail Individual Membership option and the New School Group Membership application. The new brochure will not contain the fees but will direct people to the website for current membership rates.

The committee voted to mail a renewal letter to those who have not yet renewed for 2015. A “letter” will also be mailed to those whose membership expires at the end of 2015. Natalie had pointed out to council in the fall that at the Meeting of the States at NECTFL, other states reported they had much better luck with renewals when letters were mailed. Jean-Louis also indicated for the IUP Spring Methodology Workshop their experience has been that potential attendees respond better to a letter.

PEP Awards – (M. Levenson)

Council worked on the award structure for winning PEP schools and agreed to the following:

Schools with a Golden Globe would receive a \$100 credit voucher.

Schools with a Silver Globe would receive a \$50 credit voucher.

Schools with a Bronze Globe would receive a \$25 credit voucher.

The voucher would be good for the duration of their PEP award, to be applied toward workshops, the conference, or membership. Jean-Louis will design the voucher and will send to ExCo for approval. The design will include an expiration date. The voucher will need to be designed soon because the schools have already been notified.

The above proposal for PEP Awards passed on a R zodkiewicz/Fegely motion.

Publications (C. Huhn)

There was discussion about updating the website, to make it more appealing. Ron had contacted Antoine, who currently helps with the site, to do a mock up of what the site could look like in the future. These were shown to ExCo during the meeting. Do we need marketing and design person for the site? The cost is prohibitive as we could spend much money on the redesign. We would move what is currently there. We also need to know if we will be able to maintain two list serves (active and inactive). A sub-committee was formed to work on the development of the site. Members of this committee are: Mike Bogdan, Jean-Louis Dassier, Ron DelPorto, Christina Huhn, and Susanne Nimmrichter. Susanne pointed out that it is important that we have information about the provider. We want to have enough information about the website developer. On a Huhn/Dassier motion, council voted to approve to spend a maximum of \$1300 to move forward with the web page design.

Donna is asking for articles for the Forum. It was decided that the printing of the Forum couldn't cost more than the previous year. Last year, we had to remove one article and put that article on the website to reduce the cost of publication. The cost was still more than the previous year. On a Huhn/Fegely motion, Council set a budget range of \$3000 to \$4000 for the printing and mailing of the Forum.

Christina will edit the PSMLA Spring Newsletter. The goal is to have the spring newsletter out by April 30. We want to advertise the conference.

Professional Development (N. Zimmerman)

Council discussed workshop fees for non-members. Adding \$50 to the cost to cover membership for a workshop of a few hours is cost prohibitive. There was discussion about charging an additional \$35 for non-members and this would include membership for the year. PSMLA only provides Act 48 hours for members of PSMLA.

Our members are looking for immersion days, theme workshops, etc. Rich and Daliang will work to advertise those on ExCo who are able to do onsite or virtual professional development for school districts for a fee. 50% would go to the presenter(s) and 50% to PSMLA. We would expect expenses to be paid for mileage over 50 miles. This list will eventually appear on the website.

11:00 – 12:00 - New Business

Global Scholars Program (J. Stewart)

The Global Scholars Program will provide high school students the opportunity to better prepare themselves for personal and professional success in an increasingly global society. The program is designed with components established by the Wisconsin PDI. Upon completion of the criteria, the high school students would be honored with one or more of the following: a Global Scholars Certificate, a Global Scholars Seal on their diploma, and/or a Global Scholars Honor Cord to wear at graduation. The program is adapted to an individual school's curricula and is able to be implemented at little or no cost to the school. PSMLA could provide a PDF of the certificate that the schools could get and use. Jan will investigate the purchase of the certificates, seals, and Honor cords that would be available to schools in the Global Scholars Program to purchase for their graduating students who have met the requirements of the program.

Regional Discussion

Southwest

In the Pittsburgh area, Rochele has organized a "Paint 'n Sip get together for May 2. This will be an artist led painting, international in nature. The cost is \$35 to members and \$40 for non-members. There is a max of 20 attendees. Information will be sent out via the list serv and will be posted on the website.

The APPLES collaborative will host a workshop in the target language, possibly at IUP, at the end of September. The proposed fee will be \$20 for members of PSMLA and \$55 for non-members that includes membership for the rest of 2015 and for 2016.

Junko and Phyllis discussed having an Immersion Day at Slippery Rock University in the fall. This would not have an impact on the fall conference. More details will be provided as the Immersion Day is planned.

Southeast

The Immersion Day at Chestnut Hill College in the spring was, once again, a great success with 33 attendees.

Southeast/South Central and Beyond

The group discussed the possibility of having another regional workshop that could take place at the Milton Hershey School, possibly in September. Possible topics included: follow-up work with SLOs or sessions in the target language. They also discussed how to encourage membership and activity in the northeast corridor and to make connections with Delaware Valley School District in Pike County that just won a Globe PEP Award.

Future Conference Sites

2017 – State College

2018 – Pittsburgh

2019 – State College

The PSMLA Centennial Celebration

The 2019 conference will showcase 100 years of PSMLA. The conference will be held in State College since it is more centrally located. There was discussion of having a proclamation from an elected official to be presented at the conference in support of world language education. Wouldn't it be great if we could find funding and have a member registration rate of \$100 in honor of the 100 years?

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

On a motion by Rzodkiewicz/Grande, the meeting was adjourned at noon.

Respectfully submitted,

Phyllis Rzodkiewicz
PSMLA Secretary