

PSMLA Executive Council Meeting
September 24-25, 2005
State College

I. Welcome / Introductions / New Roster

Saturday: Present were: M. Boettjer, V. Burke, E. Crum, C. Dohmen, T. Fall, E. Irish, P. Rzodkiewicz, J. Stewart, T. White, D. Wills, B. Youngs, R. Hall, K. Boykin. Absent were: K. Williams, P. Kolega, F. Mulhern, N. Sterniak, R. Cartier, J. Pearce.

Sunday: Absent were: E. Crum, K. Williams, P. Kolega, F. Mulhern, N. Sterniak, R. Cartier, and J. Pearce.

II. Approval of Minutes (Burke) (Done via email)

III. Treasurer's Report (Wills)

P. Rzodkiewicz moved and E. Irish seconded the move to accept the Treasurer's Report.. Motion carried.

IV. Business Manager's Report (Boykin)

Among other activities, K. Boykin did the following :

Investigated the acceptance of credit cards for conference registration and other PSMLA activities but found that the cost was too high .

Sent Newsletters and Forums to members who joined between the Spring newsletter and now.

Arranged for an audit which is in progress.

Prepared a mailing to the foreign language chair of all intermediate high schools, junior high schools and high schools in the Commonwealth with information on the fall conference, individual and institutional PSMLA membership, and the PEP Awards.

The Business Manager asked permission to buy an embosser for the Who's Who Certificates. Council approved.

P. Rzodkiewicz moved and C. Dohmen seconded that Council accept the Business Manager's Report. Motion carried.

V. Advertising Manager's Report (Hall)

P. Rzodkiewicz moved and D. Wills seconded that Council accept the Advertising Manager's report. Motion carried.

VI. COMMITTEE REPORTS

2005 Conference (Irish, Burke)

Highlights of the upcoming conference :

25 different sessions featuring presenters from:

- Middle school, high school and university levels
- Intermediate units
- Exhibitors
- Entrepreneurs
- The Peace Corps
- Singer/Songwriters
- Culinary Specialists
- NECTFL
- Cultural Consultants
- Our Own PSMLA stars

Presenter schedule is available on our website. All other details are on our Registration Form.

Friday's Keynote: "Building Friendships and Character Through Language Acquisition". Mr. Bruce Heckman, who spent about twenty years living in the Middle East with his family, will describe the importance of becoming an insider to understand another person's worldview.

Saturday's Keynote: "The Limits of My Language are the Limits of My World: World Languages and International Education." Dr. Kirsten Bookmiller will share personal insight into the challenges of language in the international education field.

Special Activities Offered:

- Dinner in an Amish Home
- Buffet dinner at 10,000 Villages
- Visit to Millersville's new Media Center(limited sign-up for these 3 activities)
- Wine and Cheese Reception plus Tombola

V. Burke suggested that ideas for Award Winners be solicited from the whole membership in the future. Nominations will be solicited at the '05 Conference. Council requested that John Pearce as Historian post a list of past Award Winners as well as Meade Fellowship Winners on the PSMLA listserv.

E. Crum moved and M. Boettjer seconded that PSMLA fund the PEP Award meeting dinner for Council Thursday night, October 27 at the Host. Motion carried.

2006 Conference (Rzodkiewicz)

The '06 Conference Committee has been working to make arrangements for the Fall Conference to be held in Erie, PA on October 20 and 21 at the Courtyard by Marriott. The theme will be "Connections". The restaurant for the Friday night optional dinner has been selected. Information about sessions, hotel, and Language Lotto will be posted on the website and will be available in the Spring edition of the Forum.

2007 Conference (Irish)

Ellen Irish will chair the 2007 Conference which will take place in King. of Prussia. No date has been set yet.

Awards Committee (Rzodkiewicz)

The description of the criteria for award winners is different on two spots on the web. This will be corrected.

Conference chairs are reminded of the importance of having names chosen for the award recipients by the end of the Spring Council meeting in order to make arrangements and to extend invitations to award winners.

Executive Council voted to accept the 3 nominees for awards. They are:

Merit Awards:

Manheim Township School District for their Elementary School Spanish Immersion Program at Nitrauer Elementary School
The York Twinning Program for their Exchange Programs with France and Germany.

Post-Secondary Educator of the Year Award:

Dr. Marilyn Conwell

Nominations Committee (Dohmen)

The ballot to elect the officers (second **vice** president, secretary and treasurer) will be sent out with the dues renewal notices in November. Candidates are:

Second Vice President: Maryanne Boettjer
Secretary: Phyllis Rzodkiewicz
Treasurer: Debra Wills

The officers and the newly elected council members will take office on January 1, 2006.

The slate of candidates for 3 year terms on Executive Council was mailed out in September to the membership. Ballots are to be returned by October 7. The slate includes:

Daniel Murphy, Indiana Junior and Senior High School
David Kinman, Allegheny Clarion Valley High School
Janice Stewart, Hempfield Area High School
Sister Mary Helen Kashuba, SSJ, DML-Chestnut Hill College
Cindy Dotto, Erie Day School

It was suggested that Council prepare an informational sheet or booklet to familiarize incoming Council members with duties, by laws, messages on Exco listserv, etc

Advocacy Committee (Cartier and Sterniak)

Much discussion was generated about the distribution of PSMLA's Standards information at the upcoming conference. PSMLA will give out the standards guidelines and emphasize that this is to support curriculum efforts. In the interim until the State approves standards. PSMLA will continue to push the state to adopt standards.

Standards Committee (Rzodkiewicz)

P. Rzodkiewicz made a motion and D. Wills seconded that Council give permission to reprint up to 200 copies of "PSMLA Framework for Standards and Assessment: What to Teach and How to Assess It." President Fall will draft a letter to be included in the front of the Framework document to explain that these are being given out as a tool for teachers to use until the State Standards are approved.

YOL Committee (Mulhern)

F. Mulhern has been sending information on YOL activities throughout the year. Mark your calendars for these last few months of the 2005 phase of YOL:

September-Heritage Languages
October-Early Language Learning
November-ACTFL Conference in Baltimore which will highlight the YOL theme and honor the National Foreign Language Teacher of the Year

The PSMLA website now contains information on some PA schools and what they will be doing/have done to celebrate YOL.

F. Mulhern will be attending the ACTFL Delegate Assembly at the Annual Meeting in Baltimore in November.

YOL will become a part of the Advocacy Committee.

PEP Award Committee (Fall)

T. Fall sent out a letter to the membership in September highlighting changes in the criteria for PEP awards and announcing the due date of October 24. Rather than sending complete application packets, a letter was sent to all schools directing them to the web site where the complete packet is available. There were 17 high schools who qualified for awards in 2005 and the committee hopes to have many new qualifying schools this year.

Membership Committee (Stewart)

Council had voted via Email to print 2000 copies of the Institutional Membership Brochure for a cost of \$535. There is still concern about recruiting members from the central part of the state. Perhaps the Institutional membership option will help. Institutional Membership information will be included in '05 Conference materials.

The possibility of a lifetime membership was discussed. A specified dollar amount reduction on the Fall Conference would accompany the lifetime membership option. K. Boykin and F. Mulhern will work on wording. A new brochure will be printed up at a **later date**. Council is to vote on this at the Spring Council meeting. If approved, it would be effective with the fiscal year 2007 .

The by-laws committee will also investigate the possibility of a dues increase effective in January, 2007.

Council requested that F. Mulhern distribute Institutional **brochures at ACTFL**.

K. Boykin will send out Institutional Membership Brochures to high schools in the middle of the State and will include copies of old Forums. She will also prepare a mailing to colleges to solicit institutional memberships and articles for the Forum and will include a letter to methods professors reminding them that they receive a free one year membership when they sign up **3 students**.

It was agreed to offer again a free assessment guide to students who join for two years. The possibility of offering free memberships to students was discussed at length. The committee decided not to pursue this matter at this time.

Ideas for E-Flash are being solicited from Council.

B. Youngs moved and P.Rzodkiewicz seconded that teachers at schools with Institutional Memberships receive an additional reduction of \$7.50 on a 2 year membership. Motion carried.

B. Youngs moved and E. Irish seconded that Council give permission to buy an on-line zip code map of Pennsylvania to facilitate membership mailing.

Finance Committee (Rzodkiewicz)

Reminder to workshop presenters to turn in paperwork soon after the workshop in order to be paid, and to send their proposed budget to the PSMLA Treasurer, to the Finance Chair and to the President 2 months before the workshop for approval.

Cultural Communications Alliance (Wills)

Seven school districts were present at the Heinz competition in April of 2005.. An all 9th grade team at Franklin Regional came in third and Taylor Allderdice High School won first prize. In the future, monetary prizes or gift cards will be awarded in lieu of scholarships for Heinz winners.

On October 10,2005 a county wide in-service is being planned for school districts in Allegheny County. 4 CCA workshops in different parts of the county have been proposed by Deanna Baird to explain the program. All workshops filled quickly. C.C.A. is looking for more schools and companies to participate. Deanna Baird and Debbie Wills will present a session at the '05 Conference in Lancaster.

International Education Committee (Prejsnar)

No report at this time

Technology Committee (Youngs)

A workshop was given at the University of Pittsburgh by Claire Bradin Siskin. There was discussion of archiving items on the web.-which items, for how long? Documents meant for the whole membership will be posted.

Publication Committee (Youngs)

There was discussion about the date of publication of the Forum. Council is investigating the need to change the submission date for the Fall issue but deadline for the spring issue is still January 15.



Bylaws Committee (Boykin and Mulhern)

The Treasurer shall file an annual report to the President on Dec 31.

Phyllis Rzodkiewicz called the attention of the board to the fact that the by-laws still say that the President will convene a committee each spring to do the audit. K. Boykin stated that we previously voted to change the by-laws to provide for an outside audit one year and an internal audit the other year. Since this change does not seem to be reflected in the by-laws that are posted on the web, the by-laws committee will investigate and attempt to resolve the matter.

Professional Development (Mulhern)

A SOPI Workshop was held in Pittsburgh for teachers of Spanish and French. Bonnie Adair-Hauck presented the French workshop and Helen Stewardt Carpenter presented the Spanish workshop. 25 Spanish teachers were in attendance and 19 French teachers attended the two-day workshop. Evaluations indicated the workshop was a great success. Discussion was generated that perhaps we could have this workshop available in the eastern part of **the state**.

E. Crum brought up the possibility of scholarship in Cuernavaca through the Cemanahuac Educational Community Scholarship group. This group offers a scholarship each year through ACTFL .PSMLA will explore the possibility of sponsoring a scholarship with this group.

Publicity committee (Youngs)

News releases for PEP Awards were sent out by President Fall.

ACE/PDE Certification Projects (Fall)

President Fall has been discussing agreements with universities to articulate k through 16 with emphasis on giving credit for proficiency.

Please send ideas for universities who might work with ACE to T.Fall.

OTHER REPORTS:

ACT 48 (Youngs)

To date, 60 names have been input by B. Youngs.

Umbrella service to other language organizations has been developed.

Workshop presenters can get Act 48 credit for preparation time not for the presentation time. This will be changing by the end of the year. By the Spring,

there will be no Act 48 credit for workshop preparation or for presentation **if the presenter is being paid for the workshop by determination of PDE.**

Based on past practices, PSMLA will give 10 hours for a co-presented workshop and 15 hours for a single presenter.

ACTFL (Mulhern)

See YOL report above.

JNCL (Sterniak)

At the Delegate Assembly, N. Sterniak had the opportunity to speak with Senator Akaka and to hear Congressman Holtz, two strong advocates for language education. For information on the 2006 appropriations go to the JNCL website.

NECTFL / Mead Fellowship (Irish)

Mead Fellowship applications are **available**. December 1 is the deadline. The Best of Pa. presentations will be chosen by the end of the October conference. A reminder will be on the listserv in November that the deadline is approaching.

PDE (Kolega)

The new 720 H.S. programs are highly recommending World Languages as a graduation requirement **for all**.

Teacher certification issues are being discussed.

The Governor's Institute was a rousing success.

PDE has received an Asian Society Grant to design a curriculum resource

Website.

Planning is occurring for Twinning "Sister" schools with Ecuador.

Outstanding Senior Award (Boettjer)

20 nominations were received for these awards. The committee chose first, second and third prize winners as well as three honorable mentions. Students received a letter of congratulations and the first, second and third prize winners received a monetary prize.

Upcoming Meetings (Spring meeting date and location)

Dubois or Clearfield. K. Boykin will investigate these possibilities

Tentative date -April 22,23,2006.

New Business

Tour Company- Deb Wills . A discussion was had about a bad experience with a student travel company . Advice was given to the teacher about the best way to let other teachers know about this company.

PSMLA Executive Council meeting adjourned at 10:20 a.m. Sunday, September 25, 2005.

Committee Meetings

ACT 48 Youngs Burke	Advocacy Cartier Sterniak Boettjer Kolega Stewart White Youngs	YOL Mulhern Dohmen Rzodkiewicz	Finance Rzodkiewicz Boykin Hall Wills Youngs	Int'l Educ. Prejsnar Sterniak Cartier Mulhern Williams Rzodkiewicz	Standards Rzodkiewicz Mulhern Fall	Con 05 Elle Virg Burl Hag sann Nim Mar son Sch
Membership Stewart Boykin Burke Irish Kolega Williams	Nominations & Election Dohmen Boettjer Wills	Publications Youngs Donato Hall Wil- liams	Professional Dev. Mulhern Cartier Jane Hershberger (Adair-Hauck)	Awards Rzodkiewicz Mulhern	Bylaws Mulhern Rzodkiewicz Boykin	Con 06 C Doh Deb Phyl Rzo Kare liam Judy Bene Becl rik,
Outstanding Senior	PEP Fall	Technology Sterniak	CCA & Business	ACE/PDE Certification	Media & PR	E-fl Stev

Awards Boettjer Boykin	Rzodkiewicz White Cartier Mulhern Irish Richards (Baird)	Williams Youngs	Community Outreach Wills Stewart	Projects Fall Adair Hauck Boykin Williams Youngs Pearce Hershberger	Youngs Crum Fall	Irish Crum
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Items for committees to resolve:

Technology and Nomination/Election:

- is there a way to have the ballot in a secure area so only members can see it?
- Is there a way for members to vote online?

Technology and Membership and Finance:

- is there a way to pay dues online—accept credit cards?

ACE/PDE Certification Projects

- can we get Pitt, CCAC, IUP, Clarion, Slippery Rock, Penn State, Dickinson, Mercyhurst, Millersville, to sign on
- can someone set up a face to face meeting with PDE Certification person

Standards and Conference 05

- how to distribute standards (guide?) and assessment information at the conference
- sessions?
- Give-aways (ACTFL stuff?)

Technology

- policy for giving out email addresses

Act 48

- be umbrella for AATG and others? Cost? Time?

Finance and Business Manager

- gifts for outgoing EXCO

International Ed and Membership

- Exchange institutional memberships?

Advocacy

- Next steps?

PR

- Template for pr for new exco members
- Letter for principals of new exco members

YOL

- Radio ads (see sample price list)
- Free ads (radio, news, tv)
- Billboards