

Board of Directors Meeting: Minutes
March 19, 2011 at 10:00 am (EST)
Eastwood Middle School, Room 109
Indianapolis, IN

Elected Officers:

President:	Nicci Saari
1st Vice President:	Nancy Tilka
2nd Vice President:	Rhonda VonWerder
Immediate Past President:	Angelika Becker
Secretary:	Grace Heebner
Treasurer:	Julie Canady

Call to Order: President Nicci Saari called the meeting to order at 10:15 AM.

Non-IFLTA officers present: Ricky Baron (AATF NW IN), Wendy Yuan (ICLASS), David Malcom for DeGortari (AATSP), David Banta (ICC), Allen Kidd (AITJ), Beate Westerhouse (IFLTA Newsletter Editor), Beth Moller-Tank (AATG), Jill Canady-Hickey

Minutes: The minutes from the previous board meeting, December 4, 2010, were reviewed by the board members. A couple typographical items were noted and corrected.

Treasurer's Report: Julie Canady—

- Current checking balance is \$29,909.29

Treasurer's report was approved as submitted with no changes.

- We gained some instead of losing money for IFLTA Conference this year. Furthermore, IFLTA received \$5 from CSCTFL for each IFLTA member registered for 2011 CSCTFL Conference. We have received \$975 from 2011 CSCTFL Conference including new membership. Patrick has not sent the newly signed-up IFLTA members to Nicci yet.
- Rhonda suggested providing a detailed treasury report at all Board meetings rather than the half sheet being used. All Board members approved this motion.
- Julie reported that she would be establishing the direct billing with the new conference hotel, Sheraton Hotel at Keystone at the Crossing.
- Julie will contact the hotel to request for the copy of Contract with Sheraton Hotel. Angelika confirmed that the Contract with Sheraton is a year-to-year extension and will be renew annually after the two-year contract IFLTA has committed to. For now, Nancy will be in charge of looking after year-to-year extension contract, and she will work with Julie to make sure the contract will be given to all officers.

IFLTA Conference 2011 Update: (Nancy Tilka)

A. Theme/Keynote Speaker:

The theme is “Languages at the Core of Success” and the keynote speaker will be Laura Terrill.

B. Registration/Fees

Registration Form is pretty much the same as last year. The cost remains the same. Nancy will make a few changes on the registration form (e.g. Luncheon - Pre-registration required and will ask Dwight, Meeting Connection, how to work on the wording to make it more clear). All Board members approved the Registration Fee.

C. Conference Program Updates

2011 IFLTA

Schedule

Thursday, Oct 27, 2011

- “ 5:00 - 8:30 pmRegistration
- “ 6:00 - 9:00 pmPre-Service / Beginning WL Teachers Workshop
- “ 7:30 - 9:30 pm“A Taste Trip Around the World”
- “ 9:30 pm.....IFLTA Board of Directors Meeting

Friday, Oct 28, 2011

- “ 8:00 - 8:50.....IN-NELL Swapshop
- “ 8:00 - 9:00.....Coffee and Pastries Compliments of the Exhibitors
- “ 8:00 - 5:00.....Registration
- “ 9:00 - 9:50.....Keynote Address / Conference Welcome
- “ **10:00** - 11:50.....Workshops
- “ 12:00 - 1:00.....Lunch and IFLTA Raffle
- “ 1:00 - 1:30.....Visit Exhibits
- “ **1:30** - 2:15.....Session **A**
- “ **2:30** - 3:15.....Session **B**
- “ **3:30** - 4:15.....Session **C**
- “ 4:30 - 5:30.....Exhibitor Wine and Cheese Reception
- “ 5:30 - 6:30.....University Night Reception and Raffle

Saturday, Oct 29, 2011

- “ 8:00 - 12:00.....Registration
- “ 8:00 - 8:30.....Coffee Compliments of the Exhibitors
- “ **8:30** - 9:15.....Session **D**
- “ **9:30** - 10:15.....Session **E**
- “ 10:30 - 11:45.....Business Meetings / T oY Awards
- “ 12:00 - 1:00.....Lunch / IFLTA Bus Meeting / IFLTA Awards
- “ 1:00 - 1:45.....Exhibitor Break and Raffle
- “ **2:00** - 4:00.....Workshops Sponsored by Constituent Organizations

D. Deadline for Session/Workshop Proposals: June 20, 2011. In the past, IFLTA has given the extension of the deadline for the proposal from Constituent Organizations.

E. Others:

1. Form to record Personal Growth Points (PGP): The form needs to do a minor change because official signature from IFLTA Conference is no longer needed. In each IFLTA Conference there is about 8 PGP points in total to be earned (one hour = one point)

2. Julie suggested to add the link to IDOE license renewal for PGP on IFLTA website

3. Rhonda suggested having performance groups (such as high school talents). Angelika explained that there will be no performance as it has been done in the past due to seeing the need of teachers desiring to network with each other. IFLTA will re-evaluate and make changes if it needs to.

4. University night: In order to encourage more universities to participate this event, the charge for the university night will be lower , \$100, and there will be less food served to cut the cost.

5. Workshop schedule: Reasons to shuffle the workshops around is to encourage administrators to allow teachers to attend the conference. IFLTA will offer different “hot topics” to attract higher attendance on Friday. Nancy asked for more suggestions on workshop topics: PLC (Professional Learning Communities), Technology and 21st Century Skills and Reading and Writing were mentioned. Ricky suggested that Nancy will bold on the Workshop Proposal Form indicating what workshop topics that IFLTA is looking for.

6. Internet in Sheraton: Nancy reported that there will be wireless in two public areas at Sheraton. Internet usage for private room is \$9.50/day and for conference room, it is \$150/per room/per day. Nicci proposed to provide Internet service for all conference rooms and the cost would be approximately \$3000. It was mentioned by some in attendance that it might be more cost effective to offer it only where needed. Nicci then proposed to designate an area on the Proposal Submission form for presenters to check whether internet would be needed and that IFLTA could provide it based on need. The proposal was seconded and approved by all Board members.

7. Hotel registration: Carol Goss has added the link connect to the conference hotel on IFLTA website so people can register for the accommodations directly. There will be no paper for hotel registration and the hotel room is subject to availability because certain block number is required to secure the room price of \$99.

Website Manager's Report (Carol Goss)

Carol Goss has updated the website. Information for the 2010 conference is available on the website. More details on 2011 IFLTA Conference is needed, as well as other documents. Nicci reminded those in attendance to please send updates to Carol Goss.

Newsletter Editor's Report (Beate Westerhouse)

IFLTA Spring Newsletter is longer than before but it has lots of great information and Beate had received great responses on student trips overseas to post on the newsletter. Postcards will be sent out, now and in the fall, to remind people to read the Newsletter. The postcards will need to include the new location and new dates for 2011 IFLTA Conference. The publication date for the IFLTA Fall Newsletter is Sep. 15th, 2011. The date may have to be moved up to Sep. 1st, 2011 because the conference this year has moved up to Oct. 27-29 instead of the first week of Nov.

News from the Dept. of Education (Adam Jones)

Adam Jones shared with Nicci that there are no pressing updates from IDOE but there are some requests from World Language teachers for curriculum mapping. Ricky Baron has volunteered to contact Adam and work on this task. Angelika is encouraging World Language teachers to sign up on the website of Learning Connection on IDOE and utilize this website as a tool to communicate with other World Language teachers and to recruit teachers to join IFLTA.

Old Business

A. ACTFL 2011 Delegates: Rhonda will attend the conference and possibly Nancy will attend also.

B. IFLTA Officer Elections Online/Candidates:

Online voting: Board members agreed online voting was easy and a great tool. Angelika suggested to find out how many people voted to evaluate the effectiveness of the online voting last year. Nicci will ask Troy Byler at IU.

Candidates: We need IFLTA members to nominate people to be candidates for IFLTA Secretary and 2nd Vice President. Nicci asked the board to identify future leaders for IFLTA. Beate will post the deadline for the nomination on IFLTA Newsletter.

C. CSCTFL 2011 Delegate Assembly Report (Nancy Tilka)

Representatives from all different states and organizations were there. Problems in each state are very similar. Some topics were discussed: how to attract more membership, the importance of connecting to political sites, etc.

New Business

A. Scholarships: Strasheim applications

No one applied for the scholarship. The deadline was on March 1st. In order to get better respond in the future, we should publicize the scholarship opportunity in Jan. each year to remind teachers to apply (Facebook, Learning Connection, IFLTA membership email list, etc.)

B. Teacher of the Year Reminders

All Constituent Organizations need to have their selections submitted by May 1st for the May board meeting. To be Teacher of the Year of IFLTA, the teacher needs to be the current IFLTA member and be an IFLTA member for 3 years (not necessarily consecutive). The candidate information needs to be sent to Grace and Julie to verify for their membership status.

C. Mentoring for the Future Program (Angelika Becker)

Angelika proposed to apply grant through IFLTA to sponsor Mentoring for the Future Program. The program will be a state-wide mentorship program. The idea is to pair up seasoned teachers with new teachers. One great way to head start this program is identify the new teachers at the new teachers workshop during IFLTA Conference. The grant will provide the fund for the initial meeting, such as a luncheon with the mentors and mentees. Angelika hopes to work on the proposal in April and will send out information about this program to Grace to inform all IFLTA members. Along the same line of training future leaders, Rhonda suggested we recruit teachers who are not involved in any organizations to attend the CSCTFL Leadership Academy.

D. IU WEST has lost some of their grant. Angelika Becker proposed to sponsor the program through IFLTA. Julie Canady is checking on the tax code on the possibility of sponsoring it as a grant. The applicants of this grant should be IFLTA members. IFLTA will provide \$300. The proposal was motioned and approved by all Board members.

Constituent Organization Reports

AATF: Steve Olhaut (not present)

AATF-NW IN: Ricky Baron

Ricky presented at Valparaiso workshop with lots of teachers attended and it was very well received. AATF-NW also hosted an immersion dinner in early March; there were lots of new teachers who attended. AATF-NW will set up another immersion dinner in April at South Bend.

AATG: Angelika Becker for Beth Moller-Tank

Central States Reception was held at an off-site restaurant and it went wonderfully. AATG also held a workshop at CSCFL with 23 participants. The workshop was a success. Beth and Angelika will present a workshop on April 20th on the topic of how to involve different disciplinary areas in German class (such as math, science, etc.). AATG is encouraging teachers to submit the nomination for German Teacher of the Year and Rising Star (teaching experience with 5 years and under). Angelika gave a wonderful example on how important it is to recognize new teachers as future leaders.

AATSP: David Malcom for Barbara De Gortari

Hispanic reception on Fri. during CSCTFL Conference was with food and a concert combined. Teachers enjoyed the reception very much. AATSP is working on the annual Spanish contest (new rules and new location, Cathedral High School) on April 16th .

AITJ: Allen Kidd for Mike Tsugawa

There were 150 students who attended a special AITJ event at Valparaiso on Feb. 12th. AITJ will have a conference at IUPUI on the topic of “Advocacy of Japanese Education”. AITJ has been working with students to raise funds for Japan earthquake and tsunami relief.

ICLASS: Wendy Yuan

ICLASS has created a new website to better serve Chinese teachers. ICLASS had its first immersion workshop at CSCTFL. It was a fun time learning and networking. The reception during CSCTFL was small but well received. On April 30th, ICLASS will have its annual Chinese Fair. It will be at Zionsville Middle School again this year. There are several new teachers training coming up this year: IU STARTALK program in June and New Chinese teacher Workshop in Sep.

ICC: David Banta

ICC will conduct a workshop on April 15th with the Keynote speaker from OH. It will be held at Crown Point High School.

IN-NELL: Julie Canady

IN-NELL hosted a half-day workshop during CSCTFL Conference. All participants went to the Indianapolis Children’s Museum to learn how to utilize the museum in their lesson planning. IN-NELL also had an fun off-site reception during the Conference. The bilingual story time that IN-NELL has been offering in the IMCPL has been changed from every month to only six months of the year. It will still be the second Saturday of the month. Nicci was happy to see that there were more states forming their own NELL organizations inspired by IN-NELL.

Announcements

A. IU World Language Festival on April 9th: It is a festival that promotes language learning through food, games, etc. It is a free event.

Upcoming Meetings:

Sat., May 14, 2011 10:00 a.m. Sheraton at Keystone at the Crossing Indianapolis, IN

Sat., Aug. 6, 2011 10:00 a.m. Eastwood Middle School, Indianapolis, IN

*VPs of Consituent organizations should attend for Teacher of the Year selection process

Thurs., Oct. 27 during conference Sheraton at Keystone at the Crossing, Indianapolis, IN

Adjournment—President Nicci Saari called the meeting to adjourn at 1:31pm