

**EXECUTIVE COUNCIL MEETING**  
**September 22-23, 2007**  
**State College, PA**

**President's Welcome / Introductions**

The fall '07 PSMLA Executive Council meeting began at 10:00 am on Saturday, September 22, 2007.

The following members were in attendance on Saturday, September 22: M. Boettjer, C. Dotto, D. Hall, R. Hall, E. Irish, Sister M.H. Kashuba, D. Kinman, P. Kolega, F. Mulhern, D. Richards, P. Rzodkiewicz, J. Stewart, T. White, D. Wills, D. Wolfe, and B. Youngs. The following member was absent on Saturday: L. Crum.

**Approval of Minutes** (P. Rzodkiewicz)

The minutes were approved in May via e-mail after the meeting in April.

**Committees Meet**

The following committees met for approximately 1.25 hours on Saturday morning: PDE, Professional Development, Nominations/Elections, and PEP Award.

**Reports:**

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

Deb Wills gave the Treasurer's Report. Upon examination of the detailed report, Deb reminded Council that there is an unusually large amount of money being deposited right now due to conference registrations and membership dues being collected now instead of January. The Slippery Rock account will be closed out in approximately one month. Deb Wills reminded council that Denise is handling the web-based transactions, Phyllis is handling the checks and Deb, the credit card transactions. E. Irish moved and P, Rzodkiewicz seconded that Council accept the Treasurer's Report. Motion carried.

**The Advertising Managers' Report** (D. Hall and R. Hall)

Bob Hall distributed to council a report that explained the number of ads for the Forum and the conference brochure, the number of tables that have been reserved for the '07 conference, etc. Bob pointed out that there is space for only one more table in King of Prussia. Council was very pleased with the figures presented. The web site was discussed. The new site looks great and we realize it took much longer to set up than originally anticipated. Council voted to accept the Advertising Managers' Report on a Richards/Dotto motion.

**PDE Special Report and Discussion** (P. Kolega)

Pam reported to Council about the availability of federal funds for language academies. In 2008, She plans to apply for a SEA FLAP grant to fund academies for critical languages. Pam also explained that as of August 1, 2007, world languages are part of the Accountability Block Grants that all public school districts receive. Council approved this report on a Richards/Wills motion.

### **Committees Meet**

The following committees met for approximately one hour on Saturday afternoon: Conference 07 and Conference 08, Awards, Advocacy, Membership, Publications, Finance, and Act 48.

### **Secretary/Membership Duties** (P, Rzodkiewicz)

Kathleen, Debbie and Phyllis met several times in June and July to discuss the parts of Kathleen's job they would perform and to get materials that Kathleen had stored. Phyllis reported that she had PSMLA receipts made and printed. This form is a two-part form that will make it much easier to record sales at the conference, etc. Phyllis explained that membership continues to come in because the bulk mail did not go out until late August. This has made the job an extremely busy one, handling both membership and conference checks at the same time. Envelopes and letterhead have been copied and are available.

### **Act 48**

There are new guidelines for Act 48. Topics for sessions must be based on Best Practices or be research-based. Jan Stewart will take on the task of inputting the Act 48 hours awarded to PSMLA members. The hours should be input within one month of completion of the hours. Bonnie Youngs will submit the necessary work to request that PSMLA be allowed to grant Act 48 hours.

PSMLA is a professional organization that provides workshops and session on topics that are based on research and Best Practices. In addition, these topics support the curricula in the schools of the various participants. Related research may include: language acquisition theory, development of proficiency, assessment and teacher workshop evaluations. Workshop and session participants are encouraged to implement in their classrooms the new practices learned as well as share them with colleagues.

Currently, Pennsylvania has a draft set of World Language standards. PSMLA supports these standards as they relate to the National Standards for Foreign Language Learning. Workshop and conference topics/sessions are selected based on these standards. Furthermore, the PSMLA Exemplary Program (PEP) Award initiative seeks to motivate all Pennsylvania schools (k-12) to implement outstanding standards-based world language programs. The program annually identifies and publicly recognizes exemplary programs. Annual workshops and conference sessions are offered to help districts improve their programs to become PEP schools.

### **PEP Awards** (T. Fall)

Thekla pointed out that we had very few schools apply for the PEP Award last year. Only six schools applied. She felt this was due to the early deadline. This will change for next year and we hope that with more time to prepare the necessary paperwork that more schools will apply. The new deadline is February 8. There will also be a PEP session at the conference in King of Prussia so schools can learn more about this award.

The Honorable Mention category was changed to Globe. A change was made to allow the Globe Award to have one indicator off the rubric. There will be two committees to evaluate the submissions. These persons have agreed to evaluate those from the west: Boettjer, Irish, Mulhern and White. These persons have agreed to evaluate those from the east: Hall, Kinman, Richards, Rzodkiewicz, Wills, and Youngs.

New prizes will be awarded this year:

Globe: Certificate

Bronze Globe: Institutional Membership for 3

Silver Globe: Institutional Membership for 5

Golden Globe: \$250 (hopefully with corporate sponsorship)

Bob and Thekla will write a letter to vendors to find sponsors. We are seeking long-term support. A Youngs/Rzodkiewicz motion was made and approved for PSMLA to pay the \$250 prize in the event that a sponsor backs out. The sponsor will receive a free ad (either in the conference brochure or the PSMLA Forum. The sponsor will be listed as a PEP sponsor on the PEP forms and will have the opportunity to send a representative to represent the award at the fall conference. By giving these prizes in the fall, we will encourage their participation at the fall conference and hopefully generate interest in new applications for the next year.

**The meeting was adjourned at 4:45 p.m. on Saturday, September 22, 2007.**

**Sunday, September 23, 2007**

**President Youngs called the meeting to order at 8:00 a.m.**

The following members were in attendance on Sunday, September 23. M. Boettjer, C. Dotto, D. Hall, R. Hall, E. Irish, Sister M.H. Kashuba, D. Kinman, F. Mulhern, D. Richards, P. Rzodkiewicz, T. White, D. Wills, D. Wolfe, and B. Youngs. The following members were absent on Sunday: L. Crum and P. Kolega.

### **Committee Reports**

#### **Professional Development** (D. Kinman)

At the Governor's Institute this past summer, questions were asked of participants regarding how the professional organizations can better serve them. The responses dealt with: reach out to where there is little offered, more mini-workshops, activities to stress oral proficiency, best practices, sharing, and special interest study groups.

Dave proposed having a workshop in the west this spring since the conference this fall is in the east. Possible sites were Foxburg, Grove City, the Tom Ridge Center in Erie, the Pittsburgh Zoo and the Carnegie Science Center. Council voted to have the workshop in the spring. Dave will facilitate the day. There will be a Best Practice session. The workshop will be a hands-on day and there will be time for sharing ideas. Council gave Dave permission to investigate further and send the information back to the board. A vote will be taken electronically.

#### **Nominations Report** ( D. Wolfe)

Doug reported that eleven candidates were contacted with five interested members for five positions. The results of the on-line voting: Collette Ballew, Mina Levenson, and Drew Richards will serve the three-year terms. Nancy Smith and Linda Kander will fill in for Thomasina White and Dan Murphy. Voting on line worked well. 78 votes came in electronically. (25 ballots had been mailed out to those who did not have e-mail.) The newly elected Ex. Co. members will be introduced to Council members at the Ex. Co. breakfast.

### **Membership** (C. Dotto)

Cindy and Jan distributed copies of the new membership brochure that Jan had printed. Cindy reported that she and Phyllis have been working on revising forms, applications, letters, etc. Renewal letters will be mailed out in January to those who have not renewed their membership for 2008. Letters with membership cards will be mailed to those who have already renewed. Letters will also be mailed to the universities reminding them to encourage their students to belong to a professional organization. Council took membership brochures to hand out at various events.

Drew will contact the grad student at IUP who catalogued items for us. He will make sure that the current Forum, Assessment Guide, etc. are in the archives.

### **Publications** (D, Wolfe)

There was discussion about the amount of e-mail that has been sent to PSMLA members recently. It was decided there was an extra amount of e-mail being sent recently due to elections and the conference. Council was reminded to hold off sending things out that were not urgent when stuff had already been sent.

Bonnie Youngs will replace Dan Murphy on the Publications Committee. Rochele Reitlinger will be working on the Forum with Doug and Bonnie. All three will be receiving an honorarium for the Forum this spring. January 15 will be the deadline for submissions for the Forum with the hope of having it to the printer by February 15. It was suggested that a printout of the website appear in the Forum.

### **Finance** (E. Irish)

Deb Wills reminded us that we need a license to collect sales tax. The book signing at the conference makes this necessary to see if we need to pay someone to give us some tax advice. Sister will check with the accounting department at Chestnut Hill. We do not want to lose our non-profit status if we sell things and collect sales tax. All the above reports were approved on a R zodkiewicz/Dotto motion.

### **Advocacy** (T. White)

Thomasina reported that there would be a meeting in October to address the Standards. Thekla and Thomasina discussed sending a letter to Mrs. Rendell, appealing to her on a personal basis, and recognizing the need for having languages for all children and having standards.

Pam reported she has been contacted by superintendents regarding have Chinese in their schools. This international push will help our cause with the standards. Businesses want more workers who are knowledgeable in Chinese for job opportunities.

Another matter discussed was the importance of PSMLA working with Pam Kolega to set aside additional funding for teachers who are not familiar with the actfl scale. There are teachers who do not know the difference between an achievement test and a proficiency test. If PSMLA could get 20 people to become certified trainers, we could do local training, etc. We need to think what will benefit the profession statewide and have an impact on every school district in every area. We need something to help the profession as a whole.

#### **Awards** (Sister M.H. Kashuba)

Sister reported that approximately 150 Who's Who Awards were given out last year. This year the deadline will be April 30. Sister is requesting that the names be sent to her on an Excel spreadsheet. The deadline for Outstanding Senior Awards will be April 15. Information will be updated and available on the website. The deadline for the Cemanahuac Scholarship is January 31. Forms are ready and will be available on the PSMLA table at the Conference.

This year's awardees for Educators of the Year are: Emily Wagner – k-12 and Suzanne Nimrichter – post-secondary.

#### **2007 PSMLA Conference** (E. Irish)

The 2007 PSMLA Conference will be held at the Crowne Plaza Valley Forge in King of Prussia on October 19 and 20. Ellen explained that there are four sessions per time slot and four time slots both Friday and Saturday of the conference. The keynote speaker is Terri Morrison. She will be available to sign copies of her book. Bonnie Adair-Hauck will present a pre-conference workshop on IPAs. Session proposals and times are available on the web site. The front of the conference program will be the same as the poster that was used to advertise the conference. The 07 committee has done a wonderful job finding sponsors for bags, for breakfasts, for the wine and cheese reception, etc. Way to go!!

#### **Conference 2008** (D. Wills and B, Youngs)

The 2008 PSMLA Conference will be held in Pittsburgh at the Radisson Greentree, located off 279. The hotel room rate is \$94.00. The theme will be: World Languages: Stronger Than Steel. Pittsburgh is celebrating its 200-year anniversary in 2008. These were the suggested topics for the pre-conference: FLES, assessment, SOPI and a refresher workshop for the SOPI.

#### **Conference 2009** (D. Wolfe)

Doug Wolfe, chair of the '09 conference, reported on two possible sites for the conference in Gettysburg. One is the Wyndham and the other is the Eisenhower II. Council members pulled up the web sites on their computers and took a look at the two

hotels. Doug and his committee will make a decision and report back to council. Both places look very nice.

On a Kashuba/Dotto motion, Council voted to accept the above reports.

**PaCIE** (Sister M.H. Kashuba)

Sister Kashuba will be going to PaCIE as the PSMLA rep. Janet, from PaCIE, and Bonnie will work to find someone from PaCIE who will be joining us. PaCIE will do anything they can to help us get the standards passed.

**New Business**

**PSMLA Web Site**

Denise has redone the PSMLA web site and has done a wonderful job. She will take care of having more French t-shirts done. We will sell the other shirts and then make more. Some people have been placing special orders.

**PAISTA Conference** (B. Youngs)

Bonnie will attend the PAISTA conference on October 8. She will invite them to take a table at the 08 Conference in Pittsburgh. Bonnie is taking some shirts to sell.

**Council set the date for the fall Executive Council meeting: April 26 and April 27 at the Ramada Inn in State College.**

**On Saturday, September 22, the council meeting began at 10:00 a.m. and was adjourned at 4:45 p.m.**

**On Sunday, September 23, 2007, the council meeting began at 8:00 a.m. and was adjourned at 11:10 a.m.**

Respectfully submitted,  
Phyllis Rzodkiewicz  
PSMLA Secretary