

PSMLA ExCo Meeting Monday August 16, 2021

1:00 p.m. ExCo Meeting

Attendees: Karen Belcastro, Cherie Garrett, Silvina Orsatti, Michael Bogdan, Wilma Dunkle, Isabel Espino de Valdivia, Megan Flinchbaugh, John Grande, Mina Levenson, Melissa Moran, Jan Stewart, Junko Yamamoto, Sister Mary Helen Kashuba, Christina Huhn, Susanne Nimmrichter, Kathy Fegely

Absent: David Brightbill, Debra Faszter-McMahon, Jennifer Campbell, Nathan Campbell, Edith Guay

Organizational Reports (All reports are in the folder on Google Drive)

- President's welcome – John Grande called the meeting to order and asked that we keep our reports brief, focusing on discussion points or items needing a vote.
- Approval of minutes (done via email)
- Secretary's report – Jan
- Treasurer's report – Mike
- Finance Committee report – Mike and Isabel
 - Motion to purchase Quicken Starter at \$35.99 – moved by committee, motion approved
- Advertising Manager's report – Junko
 - Junko commends the Conference Committee on being organized and efficient.
- Historian's report – Gabi – no report
- ACT 48 – Brigitte (written)
- Global Scholars – Jan and Karen
 - 2021 – 103 graduates from 19 schools
 - 2 new schools joined this summer.
- Seal of Biliteracy—Cherie
 - 44 states NOT including PA have Seal of Biliteracy programs.
 - Cherie is reaching out to PDE.
- PEP – Mina
 - Thekla is pulling back and Mina is looking for someone to jump on board to assist.
- Webmaster's Recommendation--Susanne Nimmrichter
 - Report in the folder
 - Please use PSMLA email rather than personal emails to send to other ExCo members and check your PSMLA emails to keep current on PSMLA business.
 - Explanation of how to use Google Workspace distinguishing "Shared Folder" and "Shared with me". Share files through the Workspace so that files will remain available to future ExCo members who take over positions. The files are then owned by PSMLA rather than the individual or other organization.
- JNCL- Kathy
 - JNCL membership structure has been revised but our status and membership rate are similar.
 - Dues will be according \$1,000 for Level 3 due to the number of PSMLA members.

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- Mike motions and Mina seconds to accept. Motion carries.
- NECTFL- Wilma
 - Congratulations to Mike on the NECTFL Conference this year.
 - MEAD Fellow applicants interested in developing a project will be needed soon.
- PaCIE- Sr Mary Helen
 - Virtual Conference will be held October 11. No new information.

Approval of the organizational reports - Moved by Isabel, seconded by Karen, motion carried.

2:00 Standing Committee Reports

- Awards Committee-- Karen Belcastro
 - Conference Awardees will be recognized via a PPT w/voiceover made into a video which will be available via a link.
 - John indicated that the awardees and their bios will be listed in the program.
 - Mike asked if there were a way to link to a live recognition.
 - The link will also be available on the PSMLA webpage.
- Advocacy Committee--Cherie Garrett
 - Creating a list of PSMLA members who would be willing to support new teachers. (name, emails, languages, area(s) of expertise), and to any PSMLA members.
 - Is it possible to provide a reduced PSMLA membership for first year teachers the same as the student rate, effective July 1, 2023?
 - Moved by committee, motion carried
 - Posting Seal of Biliteracy data will be done soon.
- [Publications Committee](#)--Megan Flinchbaugh
 - Remember that if you have items to post on the website, please send them to webmaster@psmla.org. Send to Susanne first so that the Facebook post can be linked to the website.
 - Susanne is asking everyone to find 5-10 images reflecting PSMLA and upload them to the file indicated in the Webmaster report, preferable taken from our cameras rather than stock images. Images from conference are possible.
- Professional Development--David Brightbill – no report available.
 - John thanks those who have hosted webinars and coffee hours. It is beneficial to have these events every few weeks.
- PLF - Christina
 - There are currently 3 submissions for the fall PLF, we need more!
- Membership--Isabel Espino de Valdivia
 - Current membership demographics are in the report.
 - How can we promote and retain membership? Discussion points highlighted in report.
- Nominations/Elections-- Mina Levenson
 - ExCo members at large (3 needed): Cherie Garrett, Mary Musselman, Katie Geare
 - 2nd VP = Mike Bogdan PLUS Treasurer next year
 - We are looking for someone to assume the Treasurer's position

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- Secretary – Natalie Puhala has agreed to take over position after her obligation with NECTFL as PSMLA's TOY nominee is completed. Jan will stay on until Natalie is available.
- Susanne will set up voting on the website.
- Slate of nominees needs to be approved. The CV's were uploaded to Google Drive for review by ExCo.
 - Committee moved for approval. Motion carried.

Approval of the standing committee reports - Moved by committees, motion carried.

3:00 Conference & Regional Reports

- **Conference 2021-- VIRTUAL**, beginning with a keynote on Wednesday,
 - October 13-and ending on Saturday afternoon October 16 John, Sister, David
 - **[See Conference Landing page for the most up to date Conference](#)**
 - Sign up to host conference sessions:
 - **Session Host responsibilities**
 - **Session Host sign-up**

Please note: Each person (PSMLA Conference Committee and Exco/PSMLA Leadership) should have 1 session host responsibility each day.

ExCo and Conference Committee should seek to host one session or virtual exhibit hall each day (as either Host 1 or 2). If all spots are taken for Thursday and/or Friday, sign up twice on Saturday as there are additional sessions on that day.

- Conference 2022 - Megan, Jen, Nate
 - Hotel in the Lancaster area is booked but has switched contact people and the new person will not be available until October 2021.
- Conference 2023
 - Should be in the west (Pittsburgh); committee needed. Junko, Karen, Silvina, and Christina are willing to participate on the committee, though a chair is still needed.
 - There are not enough members in Erie to support a committee or attendance.
 - In Cranberry, there is a limited number of hotels/conference centers and extra activities.
- Conference 2024 -- ACTFL in Philadelphia
- Regional Reports – none at the time.

Approval of conference and regional reports - Moved by committees, motion carried.

3:45--New Business:

- ***Remember to sign up for the Conference at Presenter's rate!***
- **Are we ready to meet face to face?**
 - Maybe one meeting per year. Perhaps the August meeting?
 - We will table and revisit at the spring meeting.
- **YouTube Channel** for awards presentations, updates on Global Scholars, Seal of Biliteracy, free webinars, etc. Thank you to Junko for working on this.

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- **Strategic Plan**- Looking for members, non-officers and other volunteers. If interested, please email me to let me know of your interest.

Some areas of concern:

- suggested questionnaire to ExCo members to address relevant issues needed to be addressed
- short- and long-term goals
- review vision and mission of our organization

Adjournment AT 2:53 P.M.- Moved by Mike, seconded by Isabel, motion carried.