



**Indiana Foreign Language Teachers Association
Board of Directors Meeting Minutes
May 15, 2010 at 10:00 am
Indiana University, Bloomington**

Attendance

Elected Officers:

President: Silvana Falconi
First Vice President: Nicci Saari
Second Vice President: Nancy Tilka
Immediate Past President: Angelika Becker
Secretary: Darlene Lankenau
Treasurer: Julie Canady

Non-IFLTA Officers Present:

Ricky Baron (AATF-NW Indiana), Allen Kidd (IATJ), Barbara DeGortari (AATSP), David Banta (ICC), Wendy Yuan (ICLASS), Elizabeth Bays (IATJ).

Call to Order: President Silvana Falconi called the meeting to order at 10:10 AM.

Minutes: March 27, 2010 meeting. Minutes were reviewed and some typographical errors and other corrections were reported and noted by the Secretary.

Treasurer's Report: Julie Canady. Ending balance from last meeting was \$20,380.23 and our current ending balance is \$20,300.73. Only expense was \$99.50 to provide food for the IFLTA meeting and a credit of \$20 for membership fee of one member. The treasurer's report was approved as submitted with no changes.

Conference Report

Updates: Nicci Saari. Pricing was reviewed by Nicci Saari and Silvana Falconi to determine if there were areas where we could be more efficient with our costs. Costs associated with printing both the bumper stickers as well as the programs were discussed. A few options were compared. At the last conference in 2009, PIP Printing, for 500 bumper stickers cost \$316.00, which resulted in \$0.63/sticker. And, for 650 conference programs ordered, the cost was \$1,155.05, which resulted in \$2.31/program booklet.

Two estimates were presented. Nicci Saari went to Horizon Printing and they gave her a cost of \$501 for 500 bumper stickers, which is about \$1.00/sticker. And for 650 conference booklets the cost would be \$1,177, which is approximately \$2.73/booklet. Advertizing Specialties gave a cost

of \$275 for 500 bumper stickers at a cost of \$.55/sticker and for 650 booklets a cost of \$1,070.20 or \$1.65/booklet. A decision to go with Advertizing Specialty for 500 bumper stickers at \$.55/sticker and 650 programs at \$1.65/booklet was made.

Overview: Silvana Falconi. Silvana questioned the group regarding the proposed cultural event during the lunch. Nicci Saari contacted the “Jay Fox Band”. They play German folk music. They could be contracted for \$315 and are tentatively scheduled to perform for approximately 30 minutes during the Friday luncheon. They may be willing to perform for 20 minutes at \$300. It was decided that the cost was high for the amount of time the group offered to play.

Silvana reminded the group that the Keynote speaker has been moved to the afternoon Friday. Silvana had also contacted our contact at the Embassy of Spain and suggested having the winners of a classical Spanish music contest perform in the evening at our conference. This item was discussed as well as other options for musical performances. Julie Canady also has a contact that might be able to represent a variety of music from different regions to represent many countries and languages and possibly at a cost that is acceptable for IFLTA.

There was also concern raised regarding the cost involved in having professional performances. The style of music was discussed and the impact on table conversation during the luncheon. Another option discussed was to have the cultural event following the Keynote Speaker and prior to the University Night event to fill the transition time. This topic was discussed further by those in attendance and it was determined that we find out how much the option Julie Canady proposed would cost to see if we could do both a classical music event at no more than \$175 for 20 minutes during the luncheon and then possibly a classical guitar performance following the Keynote Speaker with a minor adjustment to the timing of the University Night.

Nicci Saari asked for clarification for the IFLTA Business Meeting during the conference. She suggested that Business Meeting should be scheduled at a time that does not conflict with other conference sessions. She added that members might have a difficult time choosing between sessions or the IFLTA Business Meeting. She asked for input. Silvana further suggested that the number of sessions offered during the time frame of the IFLTA Business Meeting on Saturday be limited to reduce the conflict. The following session block could allow for the additional sessions moved from the first Saturday AM Session. This proposal was based on the feedback received from previous conference evaluation forms and the desire to move the Business Meeting away from the luncheon so that a more professional meeting could be conducted and membership would have the opportunity to connect with colleagues during the luncheons.

Nancy Tilka raised a question regarding the constituent organizations and their meeting time. IFLTA should also have a meeting time set aside for a business meeting in the same fashion. After discussing the pros and cons it was suggested that we take the ideas to a vote. The proposal was to have the IFLTA Business Meeting apart from any other organized event during the Conference. It was unanimously voted in favor. Silvana Falconi proposed that the IFLTA Business Meeting be moved to Saturday’s Session D1—8:30-8:50 AM to avoid scheduling conflicts with any other session. And Session D2, mini-sessions, will be held from 8:55 – 9:15 AM. Following the discussion a unanimous vote was noted.

Website Manager's Report: Carol Goss. Silvana Falconi reported that Carol will be unavailable from June 14-28. Updates have been made to the constituent organizations. The IFLTA bylaws were updated, the online voting was added, a new page for the IFLTA One Day Workshop was created and the spring newsletter posted. The overview for the Friday and Saturday of the conference will be posted in August at the latest.

Newsletter Editor's Report: Matthew Miller. Silvana Falconi reported that Matt will no longer be able to publish the newsletter. The spring newsletter will be the last one he will edit. A new person will be selected at a later date. Articles are due in mid-September and then published in October. Pictures were requested from spring and summer events to be included in the newsletter. Photos would add quite a bit to our newsletter and are definitely desired. One entry was received for the colleague news section of the newsletter. More information was requested for future editions for this section.

Old Business

Teacher of the Year: Silvana Falconi reminded the board that the deadline was May 1st, but was postponed until the 15th. The nominees were checked for IFLTA membership of 3 years (not necessary to be consecutive). She announced that Barb DeGortari will now help with this committee as Dee Webster is no longer able to chair this committee since she was nominated. Nominees will need to be working on their dossiers. These should NOT be sent to any school, but to Barb DeGortari directly. Otherwise the VPs of the constituent organizations can deliver them to the IFLTA meeting on August 7th. Silvana Falconi also stated that also the dossiers for the IFLTA officers nominated will be reviewed on our August board meeting.

Rising Star Award: A question was asked about how many Rising Star nominees have been currently submitted. A concern was raised regarding the competitive nature of the Rising Star Award and IFLTA's involvement. A suggestion was given to consider giving all Rising Star nominees certificates during the constituent organization meetings, rather than during the general IFLTA luncheon. Discussion took place regarding whether or not this will be a competitive award like the Teacher of the Year or a non-competitive recognition award. Another suggestion was made for the nominees to fill out a form with highlights of their accomplishments. It was also suggested that IFLTA still present a certificate to the Rising Star during this announcement. Qualifications were reviewed and clarified. A motion was presented by Julie Canady to have the constituent organizations in charge of their nominees for Rising Star and that it will be a non-competitive award. Candidates will complete a form stating their accomplishments. The candidates will be recognized and awarded during their constituent organization meeting and then recognized with a certificate during the IFLTA awards luncheon. The vote was unanimous in favor of the motion.

Future conference venue contract: Silvana Falconi presented information regarding two proposed contracts for the Sheraton. The number of rooms held for the conference was lowered from 60-55 and from 80-75 to reduce costs. The prices for rooms went from \$119 to \$109 for triples and for quadruple rooms \$139 to \$119. The single and double room rates will stay the same. The same will be true for 2011 and 2012 conference dates. We will still need to do 80% concessions (food/beverage) Silvana also secured one complimentary guest room for every 45 paid reserved rooms. Silvana was also able to secure meetings and functions space, with a minimum of \$10,000 to be spent on food and beverage at a cost of \$1,250. In the past this was a \$15,000 requirement. The Friday and Saturday luncheons will be \$20.00. We are only guaranteed no more than 4% of the 2011 menus for 2012 due to the uncertainty in the economy. The 2011 and 2012 contracts are set. Silvana suggested that we book immediately after the 2011 for 2012 in order to secure our dates, particularly if we are very satisfied with our experience.

New Business

2010 IFLTA one-day workshop: Silvana Falconi stated that the one-day workshop will be offered on July 13th at IU Bloomington. Applications to attend are online on the IFLTA website.

The deadline for application and for room reservations and luncheon is June 21. Darlene Lankenau will send a reminder to the membership.

Online Voting for IFLTA Officers: Silvana Falconi mentioned that the online voting will be available on June 1st via the IFLTA website. Troy Byler will be the online voting officer for a one-year commitment. He will coordinate the nominations and the voting process with Carol Goss and Darlene Lankenau. Ricky Baron created the form for the open positions with the details required and contact information that were agreed upon. The curriculum vitae will also be requested of the candidates. Any incomplete application will not be considered at the August 7th IFLTA Board Meeting. The title of the form is "Officer Candidate Information Form". The description, the steps on how to nominate and the form will all be published online. After the nominees are collected their 250 word essay in response to their nomination will be put online to be considered for the voting process. Online voting will take place between September 1 and October 15.

Constituent Organization Reports (as needed)

AATF-NW IN: Ricky Baron. 3 students were recognized at the national level at the recent luncheon. A very prestigious award from the Republic of France and presented by the French Consulate in Chicago was awarded to Dr. Randa Duvick for her work in promoting French. She also was voted the Vice Present of AATF of NW Indiana. Ricky Baron will also be attending a workshop. During the summer AATF will conduct a membership drive within the NW Indiana area by contacting all French teachers in that area with a personal invitation to take part in their organization. AATF is also planning on how to assist at Central States Conference next Spring. Also, AATF will coordinate via Valparaiso University a "viewing session" of the IFLTA One-Day Workshop.

AATSP: Barbara de Gortari. The Concurso was held with great success as 14 schools (364 students) were in attendance in April. A new venue is in need due to the closing of Craig Middle School. More advanced planning is being considered in order to be more proactive for the next year. The National AATSP conference set for Guadalajara, Mexico in July with Edra Staffieri presenting on Diego Rivera. Andy Goodwin will also be presenting and representing our state. Manuel Collazo will be working with AATSP and the workshops for the conference. AATSP is also working on the Central States Immersion Day bringing in special speakers from the state department and creating a cultural treasure hunt within the city.

AITJ: Elizabeth Bays. AITJ is working on organizing events for the Indiana State Fair. They are asking for high school students and organizations willing to organize and conduct activities and events to showcase the Japanese language and culture. On a sad note, there continue to be cuts in the Japanese language programs in West Lafayette and Bloomington South. However, grants are being sought and awarded so that some of our schools are able to continue with their programs. There is continued work on staff development for the Japanese programs. An immersion workshop is being considered for Central States.

ICLASS: Wendy Yuan. 500 students attended the ICLASS fair and many attending the listening contest and character writing. There was also a celebration held for all the hard work done to promote the language and encourage colleagues to get to know each other. ICLASS is also planning to participate in the Central States Conference. A newsletter was also published.

ICC: David Banta. A spring conference was held in February. There is nothing new to report at this time.

IN-NELL: Julie Canady. IN-NELL is looking for a secretary to immediately fill the position. This candidate should teach at the elementary or middle school level. Central States immersion workshop is also something they've been working on. This is the first workshop IN-NELL will be hosting for the Central States Conference. They are also planning a June meeting.

Announcements: Nicci Saari announced that she is newly nominated as the NNELL East Central Regional Representative and will be coordinating the NNELL Swap Shop at Central States.

Silvana Falconi mentioned the deadline for the poster contest was today, May 15th.

Upcoming meeting date is August 7, 2010. Constituent VPs should plan to meet in Grand Hall following the meeting and the VPs will meet with Barbara DeGortari.

Adjournment : The IFLTA Board Meeting was adjourned by Silvana Falconi, President, at 1:05 PM.

Minutes respectfully submitted by Darlene K.W. Lankenau, Secretary, June 2010.