

Minutes for IFLTA Meeting for 8/6/2011

Attendance: Nicci Sarri, Julie Canady, Dee Webster, Andy Goodwin, Barbara De Gortari, Ricky Baron, Steve Ohlhaut, Caroline Lee Thompson, Beate Westerhouse, Fran Reagle, Beth Moller-Tank, Mike Tsugawa, Jody Bergman, Nancy Tilka, Pamela Gemmer, Fumiko Chiuni-Kishi

10:24 a.m. call to order

Teacher of the Year Report: Teacher of the year portfolios were mailed and all accounted for. Additions to teachers of the year were Dr. Jin Lu from Purdue University Calumet and Dr. Sarah DeMaris from Valparaiso University. D. Webster asked for any corrections to be mailed to her after meeting. N. Sarri also requested that the Teacher of the Year nominees be e-mailed to her for participation in the new teacher night at the conference.

1st thing on the agenda- look at the May 14 minutes

From Adam Jones, IDOE

Adam is no longer with DOE, therefore the foreign Language contact is Courtney Cabara (acting as interim for Adam) N. Sarri requested that J. Canady might need to really look at the treasury part carefully of the minutes. N. Sarri translated the minutes from A. Jones.

Only correction from J. Canady was the payment for the JNCL- advocacy group. IFTLA is billed for \$750 each time and is billed two times a year. Membership to JNCL cannot be lowered. R. Baron pointed out that JNCL is our lobby group that advocated on behalf of foreign language in D.C. N. Tilka asked if a re-motion would be needed to go back to the original amount paid. J. Canady stated that we needed to wait for R. Von Werder and A. Becker to be present. Payment would be in the fall and spring.

N. Sarri asked for motion to approve the minutes with corrections and comments from J. Canady. B. de Gortari and C. Thompson motioned. No discussion and all were in favor.

Tilka- need to re-motion that we need to go back to the original amount

Constituent Organization:

Baron: Continued with Immersion dinners and had a date planned for summer back-to-school beach party. Reported also on National AATF conference in Montreal, Canada.

Beth: Has a meeting on August 20 and will organize things for the upcoming conference.

Barb: Concerns about membership and formed a public relations committee with Israel Herrera, professor at Indiana University Bloomington as the chair. Committee will be making brochures for membership perks and pass out at new teachers at IFLTA. They will meet August 17 for a board meeting. Sept. 24 immersion meeting on developed country not covered in depth. The workshop is ready for Saturday afternoon. Contacts are trying to be made to present on Spain.

Mike: Earlham University sponsored the last of their grants this past Monday, Tuesday, and Wednesday.

Caroline for Wendy: Zionsville had Chinese fair this past April and will continue to get help from Cultural center (April 21 this year). The conference was very successful, this year about 400 participants; 8 cultural stations (paper yo-yo); had Chinese brain game for the first time for Jr/Sr students; had jeopardy for elementary students. New teachers from China to come start programs in America- new teachers learn about American Culture and lifestyles; this year in downtown Indy in September and will include classroom management,

Jody: Still settling in position; not a lot happening; new website down the road; a grant for someone to participate in IFLTA, will do membership push

Julie: Bilingual monthly story time will again be one every month instead of two- wants more quality rather than quantity- 2nd Saturday of the month at the Learning Curve- National Nell representative will be planning the fall event which is a bit tricky since IFLTA is earlier, so still in the process of being developed (date is Oct. 1) on lingo folio and still confirming speakers and presenters (Nicci) located at Park Tudor

Treasurer's report:

J. Canady: Only change is check written to Diane Williamson for Strasheim award; \$21, 839.34 in checking; CD- \$23,751???

Motion to accept treasurer's report was seconded and passed.

N. Tilka acknowledged anyone who has planned a conference before for their hard work and dedication; had enough proposals and needed workshop proposals for Saturday afternoon language specific from various languages still. Tilka asked if they could be submitted soon so program could be finished. Tilka also brought up that the workshops would be the only thing happening during this time and would that be a concern since in the past, it was Friday morning and conference was starting. J. Canady stated that people will want to stay especially if it is well publicized. Tilka also said that constituent presidents need to encourage and advertise the business meetings and workshops on Saturday. N. Sarri also added that advertising for the workshops can happen during the business meetings. Tilka also added that you can get your professional growth points from attendance and will honor Teacher of the Years during the meetings as a way to pull in people.

As for printing, N. Tilka received a quote outside of Highland, Indiana for \$1200, which is a bit less because of fewer pages than previous years. She also pointed out that the keynote speaker will start the conference followed by the general workshops (8 were submitted and all 8 were accepted). A couple of the workshops would be more language specific, but among 300 people attending, the 8 workshops will divide them up nicely.

P. Gemmer mentioned that a neighbor who wrote a book tried to submit a proposal, but site did not work. N. Tilka said that site was up for quite a while after the deadline and that she would discuss the situation with Pam after the meeting.

N. Tilka accepted 55 proposals- rejected 13 proposals because only have 5 sessions were available this year, whereas in the past, the conference had sessions F and G. Normally 60 proposals are accepted, but number slots are limited. N. Tilka assured that she carefully balanced the sessions this year, even checked with DOE to see amount of teachers for each language; 13 sessions will have to be rejected. University night still in the works; new teacher workshop is finished.

B. Tank asked about 8 workshops after keynote, in which N. Tilka said will run up to 11:50 followed by lunch and raffle. As for IFLTA meeting, may need to hold it during the lunch while people are eating. B. Tank then asked about sessions. Sessions A, B, and C are Friday afternoon with each session only being 45 minutes. Sessions D and E will be at 8:30 and 9:30 Saturday morning. Then business meetings, lunch, honor program for Teacher of the Year, then Saturday workshops for constituent organizations before end of conference. N. Tilka stated that 13 seemed like a lot to cut, and if anyone had ideas on how not to cut for next year, please bring suggestions to future meetings.

R. von Werder not present. N. Tilka talked about the folders and how it was difficult because of no documents from anyone. Most of the information and items had to be created or taken from the website. P. Gemmer stated that no documents were available for the poster contest, just information from website (had handout for website). Should that be included was brought up. J. Canady said it used to be included with information for next year's contest and the winners from the current year, but was cut due to cost. N. Tilka said that she included information for contest, but no winners; will need to update for folder. P. Gemmer also requested that the posters be sent to her home address. N. Tilka said that C. Goss can change that online.

N. Sarri skipped to agenda item since it related to contest- suggest that when school starts create a blurb e-mail with address and attach form (do both) and then send to Nicci to pass out to membership early with fall deadline. If we want entries by Sept. 15, members need to push and get that out. N. Tilka asked if winners would be available by the end of September and could then be highlighted in the program. P. Gemmer said that she did not see why not. N. Tilka stated that information would be needed by October 5 for the program. P. Gemmer agreed that that should be doable and wanted art teachers to judge the students' posters. N. Sarri asked if any Foreign Language teachers would be judges. P. Gemmer stated yes. There is also no need to be a member of IFLTA to submit posters.

N. Sarri then returned to agenda item B- local arrangements; hotels, food, etc. FYI the lunch is set for the next two years (about \$30 for buffet lunch); R. von Werder will pick snacks for local arrangements, and will arrange hotel rooms for officers.

New Teacher Workshop- Janet sent e-mail that said for new teacher night, presidents will come and speak on behalf of organization to involve teachers and get membership; Jody needs to attend;

For new teacher workshop:

6:30 IN-NELL president will speak to the whole group

6:35- New teachers by language will be present for constituent organization presidents and/or representatives to speak for 10 minutes; pass out goodies at this time; information about organization; handout that includes contact information, website, officers, what we can do for you, how to get involved, when business meetings are (10:30 on Saturday for most organizations), how to volunteer, etc. to get them involved; Claudia Noll, Janet Holzer, and Kathy Darnell are presiding over this workshop.

N. Tilka asked when the organizations will know if any new teachers are in their language this year and how many will attend IFLTA conference. N. Sarri said that Janet wants to get a listing from DOE of new teachers and will e-mail all teachers about colleagues and new teachers.

N. Sarri also stressed getting new teachers to constituent organization booths; registration table will be at the top of the second floor by the escalator outside of ballroom with exhibits and organization tables. N. Sarri asked N. Tilka if she contacted student volunteers, to which N. Tilka has not yet. N. Tilka said she will have volunteers from IUPUI.

Exhibitors- Jill could not come, but only 9 have signed up which is not a lot; N. Tilka indicated that she wants to call some of the exhibitors and Nicci offered to help; fees were within our contract; not at Sheraton; Nicci got a renegotiated price for this; exhibitors always want more breaks and talk to Tom Alsap for a perspective of exhibitors; N. Sarri explained situation with charging exhibitors. Years past, hotel never charged exhibitors for electricity or internet; in signed contract, electricity and internet not included; no form in contract for electricity and internet (at least a couple of hundreds of dollars each day- alarming for exhibitors- e-mail from someone who had to pay and never paid before- exhibitors unhappy of course); \$90 more (\$45 each day); (\$50 per day for internet connection); Nicci met with hotel- talked and said the proposal and contract were different from what we originally thought; when signed contract, we did not see form for electricity and internet- N. Sarri proposed a flat fee of \$60 for each exhibitor for conference- they said only charge for one day as oppose to two days, and most exhibitors will only be paying \$45 per day; no internet charge- IFLTA will pay one wireless router for room (\$90); turning point for negotiations was how we are a volunteer organization and had no extra money to supplement a lot of things and what would it take to get out of contract; R. Baron mentioned the reason for the change was to go without change for a long time in hotel venues. Did we need to reevaluate that? N. Sarri said yes. P. Gemmer asked if exhibitors knew about price and what happened? N. Sarri said yes, they were aware of the situation. J. Canady said IFLTA was able to renegotiated and take fees down quite a bit at Crowne Plaza, so we are comfortable with savings right now. P. Gemmer asked then about new teachers from abroad. Was there any outreach for them? Was there any way we could communicate with them about the conference and the benefits. N. Tilka said that principals know and then asked if we could send out and e-mail or advertising encouraging our guest from abroad to attend our conference. Janet could do this and even contact the Chinese organizations about welcoming people to this conference, especially teachers from abroad. N. Sarri suggested advertising IFLTA conference at Chinese workshop in September.

Creative Project Contest: Will be located in the exhibit hall to be more visible and get more people aware of contest; bring entries (need to update forms- contact Sylvia Hyde); talk it up with colleagues and not hard to do; keep items from students; encourage this!

Attendance grants: Nancy Rodgers- not updated on website and no report; grants deadline is coming up and will need to know who they are and inform them that they will have to be presiders; not in agenda, but adding- will need to have presiders and presidents send out e-mail to members and will need presiders for sessions and workshops. N. Tilka encouraged e-mailing her directly

Break ☺

N. Sarri: Website manager report: handed out copies; a lot of things need to be updated; grants need to be updated; someone has already contacted Grace about submitted materials with wrong year/date on forms. P. Gemmer wanted to know if the workshop/conference overview were on the website yet. N. Tilka said she would do that and have C. Goss post them online.

B. Westerhouse: Sent e-mail about newsletters. Wants to make sure everyone receives the postcards. She is using the addresses from former list. This list needs to be updated, which N. Sarri said she would send the updated list. B. Westerhouse sent two e-mails. Submissions for fall newsletter will be on August 25. Will put it together and have it up on website within a week. N. Sarri stated that the deadline is normally August 1, so please each language group take advantage of the extended deadline and submit something. B. Westerhouse said that she could not e-mail the newsletter to everyone because the attachment is too large and most school e-mail's rejected the e-mail. So she will send an e-mail with the link instead. N. Tilka asked about when it will come out. B. Westerhouse said after Labor Day, during that week. She also stated that she wants it out then to make sure the information about the conference is in the newsletter. This will be enough time for the early-bird specials for the conference also. N. Tilka also asked about the online links right in the newsletter, if they would work. B. Westerhouse said yes, it should work and should have been converted.

Officer Elections:

N. Sarri pointed out that IFLTA needed to elect a new secretary and new second vice-president; sent out solicitations, and not a lot of people responded; however, one candidate for secretary was Olga Mounayar from Muncie; she was looking for involvement with foreign language organizations and wants to become more involved with IFLTA. Her nomination was motioned by M. Tsugawa and second by B. de Gortari. All were in favor.

Two candidates for second VP-

Darlene Lankeneau- was IFLTA secretary- explained that two years ago she had personal issues to attend to and had to drop out of being secretary along with personal conflicts within the board, so she left in her best interest; N. Sarri said she can vouch for her endorsement and desire to be a part of the organization. N. Sarri explained that D. Lankeneau began a K-5 program in her county (lost it), had parent support; was placed in high school, 1st person in Indiana with a licensed K-12 for foreign language; has been fairly involved with language organizations and IFLTA, thus has experience that will be very helpful for the next four years in her position; will have a lot of understanding of this conference and the needs of language teachers, has a good working knowledge of organizations and the working profession. N. Sarri fully endorsed D.

Lankeneau. B. de Gortari stated that Darlene was always diligent with work, on time, and knows the working of this organization fairly well.

Second candidate- N. Sarri introduced the candidate Israel Fernando Herrera: He is very active in AATSP and an up-and-coming member; he looks like a formidable candidate also, although not a lot of involvement with IFLTA; will be a good place for him to serve as well, would have like to see him as secretary for a nice start, but will welcome his nomination of VP; we can accept up to three nominees for a position. B. de Gortari wanted to know when was the voting taking place. N. Sarri stated from September 1 through October 15 people can go online and vote. Only 29 people voted last year. The question was posed in May whether IFLTA should continue online voting, but decided to keep status quo for this year. P. Gemmer said we have two good candidates and moved to accept both nominations. B. de Gortari second and all were in favor. Again, N. Sarri said to encourage voting. N. Tilka brought up quickly if F. Herrera knew what was involved with VP/President's position with IFLTA. B. de Gortari said yes, he was fully aware of the work that comes along with this position. Concerns were if he knew what he would be getting himself into with the work load. It was confirmed that if I. Herrera did win, there would be enough people to give him support and guidance. Someone proposed that you must have been a constituent organization leader before an IFLTA leader. N. Sarri said the negative was that this would exclude people. P. Gemmer said also that this might turn off some people to our organization and we have two good candidates.

Online Registration: N. Sarri confirmed that you can register for the conference online now!

Mentoring for the Future program- no reports from Angelica- last meeting, it was decided to develop an IFLTA mentoring committee- encourage Angelica to work with Janet on New Teachers' night and will give an article for the newsletter. N. Tilka also said that there would be a session at the conference for this also.

Teacher of the Year: N. Sarri said that it was brought up about the gap between the Rising Star guidelines and the teacher of the year guidelines. Rising star required 5 years of less, where Teacher of the Year required 8 years or more experience. R. Baron motioned that the Rising Star be moved from 0-5 years experience to 0-7 years experience. B. Westerhouse countered the proposal with 0-5 for Rising Star and 6 and above for Teacher of the Year. B. de Gortari second and all were in favor.

P. Gemmer: Wanted to address that teachers from abroad, how do you nominate them? She continued saying that a teacher has come to IFLTA conferences and thus was a member for three years, came from Spain, will stay in U.S., and wanted to nominate her as rising star, but has been teaching for longer than five years. It was concluded that if they came from a different state, then no. If they came from abroad, that would be a different situation and could be nominated. Also, R. Baron pointed out that they can be nominated for ToY if they are above 6 years in teaching also.

B. Westerhouse: When asked about the nominations of current board members, in the past, members of the board have been nominated, and the answer was no because they are part of the board. R. Baron pointed out that many people can nominate from outside of IFLTA, so you cannot limit the nominations. P. Gemmer said that there are no rules from IFLTA about the nominees.

Conference Updates:

N. Sarri gave Sheraton updates; Katie and Karen said because of problems, we need to look at the contract and know the items in the contract; one in particular, we would be charge for internet; problem solved, never had to pay to begin with. In contract, complimentary internet in all meeting rooms so no charge! ☺ Will be wireless in each room; we wanted it for a long time and will enhance our conference; in the past at CP, we always had projector and screen, but do not plan on having the projector because it is not guaranteed in each room; if needed, need to specify this. N. Tilka said the forms then need to be updated with that information. P. Gemmer asked if IPS (Indianapolis Public Schools) will provide overhead projectors. D. Webster said North Central may help also. N. Tilka said to first see if IPS would help first, but then could tap into them if needed.

P. Gemmer said Professional Standards board is working with getting K-6 back on the licenses again; did request all online and had her endorsement replaced. N. Sarri suggested submitting and article to the newsletter about that.

Teacher of the Year follow up:

D. Webster brought up an item of new business that since the requirements of Central States is more; the committee wondered if their portfolio procedure should not mirror that of Central States more. N. Sarri said yes, and that CSC is in line with ACTFL. D. Webster wanted to know if the guidelines are online. J. Canady said that Jill W. just turned her portfolio in and that it should be online. P. Gemmer suggested a committee meet and discuss with Jill and Andy this change. D. Webster said that it could be delineated by pages so that all is in order and can cut out the hunting for information. N. Sarri said a motion was not needed and a committee could just form to look at this. P. Gemmer asked if D. Webster will head this committee. D. Webster agreed that she would head this committee.

Adjourned at 12:42 p.m.