PSMLA EXCO MEETING  
Sunday, April 3, 2022 1:00pm via zoom

**Attendees:** John Grande, Jennifer Campbell, Nathan Campbell, Junko Yamamoto, Cherie Garrett, Susanne Nimmrichter, Debra Faszer-McMahon, Wilma Dunkle, Edith Guay, Michael Bogdan, Karen Belcastro, Isabel Espino de Valdivia, Sister Mary Helen Kashuba, Christina Huhn, Natalie Puhala, Katie Geare, Mary Musselman, Melissa Moran

**Absent:** Jan Stewart, Meghan Flinchbaugh, Gabi Appel, Brigitte Storey, Mina Levenson

- President Isabel Espino de Valdivia called the meeting to order at 1:03

### 1:00 p.m. Organizational Reports

- President’s welcome – Isabel
  - Thanks to all for our dedication. Excited to launch Peer Mentorship program, approval of seal of biliteracy,

- Approval of minutes
  - Approved via email

- Secretary’s report – Natalie
  - Transition from Jan to Natalie underway. Thanks for your patience!

- Treasurer’s report – Mike
  - Combined w/ Finance committee report
  - Conference 2022 budget to be detailed by Conference committee report
  - Conference 2023 contract being reviewed & approved by Finance Committee

- Finance Committee report – Mike
  - Combined with Treasurer’s report

- Advertising Manager’s report – Junko
  - 2022 conference will not do brochure ads
  - 2022 exhibit hall tables now on sale via website
  - John- asked if we have ever gone without selling ads? Junko says that no, this will be the first time without selling ads because we will not print a conference brochure. We will instead use the Sched app. Discussion on whether we can place ads in Sched app. Further clarification needed from Meghan and more experience/research needed with Sched.
  - Christina- added that ad requests could be steered to PLF.
  - Jennifer- explained that Junko is in charge of ads, not
sponsorships. We need clarification of roles of Ad Manager and person in charge of sponsorship because there is confusion.

- Junko - next Exco meeting that the Ad Manager role needs discussion and possibly modified.
- Junko - last year we had digital version of conference program as PDF, so we did have ads.
- Nate - we will still have a downloadable pdf for 2022. Attendees can pick up a copy, if needed. Sched app will be in addition. PLF can still feature ads to highlight exhibitors.
- Jennifer - clarified the pdf will be abbreviated version, so actually not good for ads
- Junko & Susanne - request that committee clarifies what ads will be sold and pricing. Advertising page on website has been eliminated and will need reposted, if indeed selling ads.

- Historian’s report – Gabi
  - N/A
- ACT 48 – Brigitte (written)
  - N/A
- Global Scholars – Karen
  - Jan is out of country, no details to share at this time
- Seal of Biliteracy--Cherie
  - Mar 15 it became officially passed by state. Thanks to all bc it took a tribe to support this initiative.
  - We need to get word out to schools, work is just starting. Plan to make infographic
  - Webinar has been recorded, will be posted. Plans to do many more webinars, monthly. Will do training with PaCie this week who will also share the program
  - Mike - what is our role in this program?
  - Cherie - Dept of Ed says in hands of school districts. They are in charge of seals, tracking. Susanne made tracking form for schools to report to us. Advocacy Committee will consider medals. Our duty is to promote the program
- PEP – Isabel
  - East and West met to rate 2022 applications. Current list of Awardees (11 applied) will be posted soon
- JNCL- Cherie
  - Advocacy Days held February 2-4, with 5 PSMLA members in attendance advocating for:
    - WLARA (World Language Advancement and Readiness Act)
    - BEST Act (Biliteracy Educational Seal and Teaching Act) Federal funding could provide funding assessments for Seal of Biliteracy.
❖ World LEAP- like FLAP grants. Provide grants to add or improve WL programs
❖ Advancing International and Foreign Language Education Act for Advancing Fulbright Hayes- has been passed.
❖ Meeting Wednesday, April 6 through JNCL to hear about budget in WL this year.

● NECTFL- Wilma
  ❖ Connected with Rhode Island rep in regards to a recently hired WL supervisor for state again. Looking to connect for advice so we can PA can do the same?
  ❖ Call for proposals open now, due June 1st.
  ❖ NECTFL looking for next Exec Director

● PaCIE- Sr Mary Helen
  ❖ Annual Convention Sept 30-Oct 1 at Haverford College near Philadelphia.
  ❖ Global Education Task Force has unanimously passed the Senate Education Committee, and will now be sent to the full Senate for consideration
  ❖ Holding meetings & webinars
  ❖ Looking for nominees for awards

● Parliamentarian- Sr Mary Helen
  ❖ N/A

● PA Language Forum editors- Christina and Nate
  ❖ Spring edition waiting for one final article from a group of young authors. 4 brand new authors! Exciting to see new, young and unsolicited submissions.
  ❖ Lots of color and links added now that not printed
  ❖ More news and announcements since we discontinued the newsletter. More like a magazine now
  ❖ Coming out this week
  ❖ Welcome article ideas to pursue
  ❖ Fall edition will have peer reviewed articles, in traditional professional style to delineate between sections of journal

● PSMLA News editor- Nate
  ❖ An issue is that PSMLA member roster is 714, but over 2000 on publications mailchimp list.
  ❖ Problem is that we can only send 1 message a day if over 2000 on list.
  ❖ Natalie has volunteered to help pare down the list.
  ❖ Not sure how to remove people from Mailchimp. Susanne may have to help
  ❖ We need to clarify who will receive which blasts. Currently members only receive job postings.
 Susanne- Publications committee should revisit/rethink what members-only receive. An Exco member could propose
Christina- agrees we need a broader audience for job postings
Melissa- proposed that we send job postings to ALL, regardless of membership. Seconded by Wilma Dunkle
Discussion: Nate explained scholarships advertised to only members. If we add job postings to news, that frees up mailchimp restrictions.
Melissa- information should go to everyone to encourage membership
Nate- everyone gets prof dev info. Only job postings and scholarships go to members now.
Christina- sometimes we post scholarships on FB, so is that a conflict? Good question for publications committee
Vote-All agreed. Motion passes to include job postings in news to all, not just members

Social Media
Katy- Twitter, Christina-FB

Approval of the organizational reports
Motioned by: John Grande
No discussion, All approve

2:00 Standing Committee Reports
Short summary if needed, Questions and Voting only, please

Awards Committee-- Karen Belcastro
Window closed Thursday. 8 students being evaluated.
1 Teacher of Year will be voted on
Request for Merit Award nominations
Teacher that won 2020 Cemanahuac will finally get to travel in 2022

Advocacy Committee--Cherie Garrett
Using PSMLA to collect data for PA Seal of Biliteracy. Cherie created form for schools to report through July 31st, to recognize students.
Medals to be purchased by PSMLA? Will be a lot of work. We could order in bulk for schools to order.
Mary- likes idea of official medal provided by PSMLA
Nate-AATSP partners with a company to provide regalia. Can we do same? Schools would order directly from company.
Cherie- agrees using vendor would be ideal, would have to check about seal/logo permission. Greensburg-Salem has already ordered
medals. Before we vote, will do more research.

- Looking to find a leader in PA State Dept of Ed. We are under Fine Arts and working towards having WL rep.

- Publications Committee—Mike
  - Social media policy updated and motioned for approval. It mimics NECTFL's policy (Mike)
  - Melissa seconded
  - All voted in favor. Approved
  - Policy and Procedures to be updated

- Webmaster’s Report—Susanne Nimmrichter
  - Progress on re-doing website stalled. Will start again this summer
  - Will work with Natalie to clean up membership accounts.
  - This should be under organization reports for next time.

- Professional Development—John Grande
  - Peer Mentoring program is looking for 5 pairs. We have 5 mentors, need 3 more mentees. No cap on participants. Cut off in June.
  - Pilot program. Plan is to create a list of point persons
  - Immersion Day workshop not being offered in person in Philly
  - Messiah will offer Immersion Workshop April 30
  - Thanks to all for coffee hours online
  - Mentees clarified as 5 years of experience or less and student teachers
  - Susanne- not all student teachers have jobs by June deadline, so they may not think to apply
  - Mary- is there a flyer or webpage to advertise? Something with a QR code
  - Junko- webpage is posted
  - Mary-volunteered to make an infographic with QR code
  - Susanne- contact Rich for an infographic bc he already has so many resources with this program. We can upload for all to share
  - Katie- will discuss with Rich in morning at school
  - Edith- isn’t there a cap because it is a pilot project?
  - John- we haven’t received enough mentees, so opening to public

- Membership—Debra Faszer-McMahon
  - 549 members currently
  - Propose to move back to regular membership rates $50 (1 year)/$80 (2 years). Discounted $30 ($20 student) rate renewal is still good IF before July 1st.
  - No group memberships offered last year. Will be offered again after July 1
  - Seconded by: Edith
  - Discussion- What defines a group? Group membership back to $40pp if after June 30th. Group is defined as group of 3 or more that register
What is membership year? Secretary will add membership for remainder of this year, if member joins after midyear
Mike- an exact date would be good for rolling over. April 1st suggested. Add to policy document.
Susanne- suggest earlier because some workshops held in spring
Motion passes to approve membership pricing
Sponsored membership program? In conjunction with new mentoring program? Find somebody to provide funding for membership to open up world of PSMLA
Junko- willing to donate $100 for sponsored membership
Debra- Motion to explore membership sponsorship program (later withdrew bc not needed)
Cherie- we already have an approved motion through Advocacy Committee to offer reduced rate in 2023 for new teachers
Susanne-we can send automated messages if we want to send reminders about renewing memberships. Debra will contact Susanne to send in May
Junko- might be useful to have new teachers sponsored on website, donations accepted
Mike- NYSFLT has ‘gift membership’ option

Approval of the standing committee reports

Motioned by: Karen Belcastro

No discussion. All approve

3:00 Conference & Regional Reports

- Conference 2022 - Jen, Nate
❖ Jen- proposal date just closed March 30th. Committee will start sorting through proposals
❖ Keynote= CSW Global
❖ Pre-Conference=William Himmele from Millersville U. Lunch on site, tour conducted by Lancaster History Museum.
❖ Friday- 6 concurrent sessions, awards ceremony, wine and cheese, evening social (optional- across street)
❖ Saturday- 5 concurrent sessions, PM walking food tour to entice people to stay (6 stops at international restaurants) after last session
❖ Budget still being finalized. Proposed costs $160 Fri/Sat, Pre-conference $85, Hotel $150 per night Fri/Sat
❖ Parking on site (garage next door connected to hotel, not free maybe $12 cost)
❖ Junko- Is there a group code? Yes, PSM.Use website link to book.
❖ Mike- EXCO should be reimbursed for parking. Consider adding that to conference budget?
❖ Susanne- we may want to add more CWS info to website since it is “Church World Services”
❖ Jen- Keynote will have not religious affiliation
❖ Jen- we may do a silent auction. Hoping to get art from refugees in area, with proceeds going back to artists.
❖ Junko- will there be a language lotto? Not in 2022.
❖ Karen- has baskets from 2019 if needed
❖ Conference 2023-- Natalie
  ❖ Contract sent to Finance Committee. Will contact Mike to send deposit.
❖ Regional Reports
  ❖ Mike- Messiah Immersion Workshop- April 30th

Approval of conference and regional reports

Motioned by: John Grande

No discussion. All approved

3:45--Old & New Business:
❖ August ExCo meeting: In-Person or Virtual?
Discussion- lots of travel in August, start of classes, Sept close to conference, cost of board meetings to host in person? Several thousand dollars. Online has no cost.

But which is more effective? Online offers flexibility, easier and more efficient. We will see each other in October, so it will be easier to have online meetings.

Difficult to meet in person during fall, beginning of school year. Day Inn closing, issues with Penn Stater so where would we even go?

If we don’t meet in person, we should set aside time to gather together. Breakfast too rushed. Maybe Sunday morning after conference? Or Thursday pm? Informal vote to do online in August passed.

Mike will do a Doodle poll for an online meeting date/times. Conference committee will come up with an idea to gather at October conference.

- Responsibilities, Procedures and Policies Document-Committee Chairs please check that the document is up-to-date (John Grande)

  - To the committee chairs- please check the document in your area and send email to John any changes that need to be made.
  - In PSMLA shared drive in 2021 folder.

Adjournment at 3:34pm