



Foreign Language Association of Virginia

Board Meeting Minutes
Foreign Language Association
Saturday, March 28, 2015, 10:00 a.m.

Present: Annette Waggoner *President*
Dick Kuettner *President-Elect* & Professional Issues
Helen Small *former Treasurer*
Margaret Hicks *Treasurer*
Jennifer Carson *Secretary* & VFLSA
Nancy Feigenbaum (Website Editor)
Debbie Sommer (Nominations & AATSP-VA)
Lisa Harris (VDOE)
Mark Keith (CAV)
Sue Robertson (Recognitions and Awards)
Paloma Sugg (Exhibits)
Alandra Giron (VCCS World Languages Peer Group Chair)
Michael Moore (AATF-VA)
Doug Bowman (Membership)
Sharon Scinicariello (MALLT)
Elena Marshall (proposed AATSEEL chapter)
Cindie Kelly (Public Advocacy)
Marcel Rotter (AATG-VA)
Aiko Kitamura (MAATJ)
Peng Yu (CLTA-VA)

1. Welcome and Introductions

The meeting was called to order by President, Annette Waggoner at 10:02 a.m. An Agenda was provided and introductions were made. She announced that Leni Bronstein, 2014 FLAVA Teacher of the Year (TOY), was selected as Regional TOY at SCOLT, a first for Virginia. Leni will go on to ACTFL to compete for National TOY. Annette urged everyone to consider taking the time to nominate deserving teachers for the FLAVA TOY. Unfortunately, Isi was unable to attend the Board Meeting, but provided Annette with his notes and a copy of the conference program to share.

2. Minutes

Copies of the August 2, 2014 Board Meeting Minutes and the January 3, 2015 Executive Board Meeting Minutes were provided to attendees. After several minutes of study, Sue Robertson moved to approve the Minutes. Helen Small seconded. The motion passed unanimously without discussion.

3. Treasurer's Report

Margaret provided an oral Treasurer's Report. She and Helen met at Wells Fargo Bank on March 13 to transfer accounts to her name as Margaret has assumed the duties of Treasurer. She praised Helen for the work she did in transitioning to digital accounts with Quickbooks and Paypal and what she did with the massive job of treasurer. Nods of assent abounded. Helen added that a routine three month extension for filing taxes was done as before. Margaret reported that after interviewing several accountants she selected Accountant Danielle Jones of CFO Professional Services. She will charge \$250-500 to complete our taxes. She also could provide training for \$75 per hour. Ms. Jones confirmed that we filed previously as a 501c3 organization. She examined our books and was pleased we had QuickBooks online. She imagines it will take 8-10 hours of work beyond tax preparation at \$100 per hour to get our books in



Foreign Language Association of Virginia

order. In the past, our accountant bill was \$600 in total. Thus far, Margaret is very satisfied with the accountant. The Schilling Fund has been moved into a separate bank account to accrue interest to give scholarships. FLAVA has a total of \$90,373.91 overall. Margaret recommends putting money into the conference to benefit members. Sue Robertson moved to approve the Treasurer's Report and actions undertaken by new Treasurer, Margaret Hicks, and Debbie Sommer seconded the motion. The motion passed unanimously without further discussion. Lisa Harris lauded Helen for doing an amazing job as FLAVA Treasurer and all echoed the sentiment. Helen missed all the sessions as she was manning the registration table at the conference. Helen added that Nancy Feigenbaum was at her side, and she thanked Nancy for her service.

4. Conference 2015

Isi Kessel was absent, but Annette projected the Conference Agenda and shared his notes. Nancy recommended creating a poster to send to teachers to post. Paloma suggested a scholarship for new teachers to attend the conference. Doug agreed and thought counties in the far southwest should be targeted for an early bird incentive or scholarship. Nancy expressed that she will step down as FLAVA Web Editor, but will serve until someone else has been appointed to the position. She will continue to edit the Conference Program. The program sets forth workshops on Thursday of 150 minutes, 45 minute sessions on Friday with an Awards Banquet 7:00-9:30 PM. On Saturday, there will be 45 minute sessions with two workshop strands in the afternoon of 90 minutes. Linda Egnatz, the 2013 ACTFL TOY will give the Keynote Address and professional organizations will hold their luncheons on Saturday. Isi is concerned as only 20 session proposals have been received thus far and the deadline of 4/17 is fast approaching. Angela put a countdown on the website. CAV has a good system of contacting each member to give a session. Annette stated that language affiliates should provide 3 workshops on Thursday, 7 session on Friday, 3 sessions and 2 workshops on Saturday. Jen asked whether an affiliate like VFLSA would be held to this quota, and Annette responded in the negative. It was pointed out that there are 2 strands marked J in the program and Annette said that would be corrected. Affiliates must inform Isi if they want a luncheon by 5/2. There is a Conference Committee Meeting scheduled for 5/2. There was some discussion about alternate dates but no resolution. Annette stressed that it is important for affiliate representatives to attend this meeting.

5. Revisions to Constitution and Bylaws

Annette projected the Constitution and Bylaws on Google Docs showing the recommended changes of the Executive Board. Each item was discussed thoroughly and Jen marked additional changes on documents, striking through recommendations for removal and adding in red recommendations for new language. A primary change would be changing the names of the respective boards. The Executive Committee would become the Executive Board and the Board would become the Advisory Council. The Treasurer would be an appointed positions, but the President-Elect and Secretary would remain elected. Nancy raised the issue of appointing a secretary. After discussion about promoting participation on the board and making members feel included, a vote was taken. 13 of the board members present voted to retain as elected the position of Secretary. Debbie Sommer moved to accept the changes to the Constitution and



Foreign Language Association of Virginia

Bylaws and present them for a vote to the membership in September. Cindie Kelly seconded the motion, which passed unanimously.

6. Mary Washington's World Language Day

Marcel Rotter showed a PowerPoint presentation and explained about the event which brings together high school and university students of French, German, and Spanish for a day of spelling bees, poetry recitations, extemporaneous speaking, poster exhibitions, and video/skit screenings. There is even a brief session for students to learn a few words in a new language. Workshops have focused upon study abroad, the Peace Corps, the Fulbright Program, and crafts. Marcel showed the rubrics available online: <http://cas.umw.edu/modernlanguages/world-language-day>. He said that additional languages can be added such as Russian, Japanese, and Chinese. Students register in advance using Google docs. High school students come from as far as Fredericksburg and Norfolk. Nancy suggested this could be held at colleges in different regions in March. We have representation from VCU, ODU, Longwood, and Washington & Lee to start. There could be a central State World Language Day in Richmond in April. Also, there could be musical performances in the target language and a separate competition for heritage speakers. Marcel said that he could do a session proposal about World Language Day. He did one five years ago, but it was poorly attended. Lisa suggested he propose a workshop about creating a world language day in your region. Dick added that he did a similar event when he was in Idaho. He could arrange to broadcast from the regional competitions. Jen added that the AF Concours de Français could be rolled into it as well. Marcel is willing to share everything (the site, applications, rubrics) with other universities. The registration fee is to offset the cost of food \$15-18 each (breakfast and lunch are provided). Prizes are generally donated. Lisa suggested we request support from countries with which we have an MOU.

7. Advocacy, Communications and Membership (group activity)

- **Advocacy:** After meeting to consider guiding questions provided by Annette, this group shared their perspective that advocacy is an important aspect of FLAVA's mission. We must re-educate the population that speaking another language is of the utmost importance. We should develop the relationship between educators and communities and convey the benefits of language learning.
- **Communications:** Michael Moore, as chair of Communications, is charged with FLAVA's presence on Twitter and Facebook. At the moment, there is confusion on Facebook between the FLAVA group and the FLAVA page, which will be cleared up. He thinks that it is easier to connect the page to Twitter. Younger colleagues do not always see the benefits of membership, so we need to emphasize this. We also need an organization hashtag, not just a conference hashtag. Also, the mass e-mails we send out tend to be asking something of members rather than providing something to them. We should start by sending welcome e-mails to new members that outline our presence on Twitter and Facebook. We can also add new media such as Vine, Instagram, etc. Perhaps we should pose this question in the registration form, how do you wish to communicate? In addition, each of us should reach out to potential members individually and via online networking. A poster setting forth the benefits of FLAVA membership would be a great way to get veteran teachers involved in FLAVA. We could afford to do a mass mailing of a large postcard to every foreign language teacher in the state.



Foreign Language Association of Virginia

- **Membership:** It is important to get the word out to supervisors and principals that FLAVA is best way to deliver targeted professional development. Kathryn sent a letter out to superintendents and Annette could use this as the basis of another communication. We should let supervisors, administrators and teachers know that attending the FLAVA conference is considered evidence of Professionalism in the VSPPT appendix. Teachers should attend the conference and become members. We can gather information about how many do this now. Another idea would be to work with a university to offer a course, possibly tied to the conference or the webinars. Helen said that there is pending legislation that school divisions cannot require teachers to pay for courses to be recertified. That may end up removing this requirement for recertification of teachers without Master's degrees. We may wish to wait to see if this happens before planning for a course. Lisa added that ACTFL provides a folder of information to university methodologies teachers including the national Language Educator magazine, to share with pre-service teachers. This is a great way to convey the expectation that new teachers join FLAVA and attend the conference. We could add a FLAVA welcome packet with a discount for the next conference.

8. **Seal of Biliteracy**

Lisa reported that the Governor has signed Seal of Biliteracy legislation. Annette chaired the Task Force and shared how she was tremendously excited to hear the good news. Lisa recounted the story of how the legislation was initially presented this year in one form in the House and one in the Senate. It quickly looked like it was headed nowhere. With the advocacy of Jeremy Aldrich, Suzette Wyhs and Jen Carson of VFLSA, Marty Abbott of ACTFL, and Bill Rivers of JNC-NCLIS, the bills ended up being passed unanimously in both chambers. Most importantly, she was able to persuade them to enact the Senate version, which permitted the Board of Education to develop criteria for awarding the seal. At their annual meeting, VFLSA members discussed the criteria and have voted on recommendations. Proficiency measures such as AP exams and AAPPL were recommended while seat time and grades were not. Along with NABE, TESOL, and NCSSFL, ACTFL just released Seal of Biliteracy Guidelines, which will be helpful for Virginia: <http://www.actfl.org/news/press-releases/seal-biliteracy-guidelines-released> Lisa wants to convene an advisory committee for one day in the next few weeks comprised of AATs, VFLSA, FLAVA, and constituent community groups like the Hispanic Chamber of Commerce. Lisa continued that this must be done quickly to be ready for the next school year. Practical elements will be considered such as: What would the seal look like? Would it be a certificate, medal, or stamp? Nancy expressed concern about proficiency gained outside the classroom and Helen responded that presently, one can advocate for rules at the county level for awarding credits for proficiency gained outside the classroom. Fairfax has its own measures and other counties have set forth which assessments will be accepted. Annette added that there should be step by step training for school districts about how to do this. The Seal of Biliteracy could communicate the need for bilingual elementary education college graduates to staff dual language immersion elementary programs. Dick would like to see a higher Ed version of the Seal, too. Lisa put forth the name of supervisor, Jeremy Aldrich, to head up the special interest group on dual language immersion as he has organized a one-week strand in the James Madison Content Teaching Academy. As there is no budget for the advisory committee meeting and advocacy is part of FLAVA's mission, Mark Keith suggested that FLAVA provide funding. Annette agreed that FLAVA could host the advisory committee meeting Lisa will arrange and pay for a



Foreign Language Association of Virginia

lunch. Lisa believes that 20-25 would be invited. Sue Robertson moved that FLAVA financially support the advisory committee meeting by paying for lunch and mileage for up to 30 people to a central location in the state like Ashland, Richmond, or Fredericksburg. Michael Moore seconded the motion, which was passed unanimously. Michael Moore agreed to serve as FLAVA Liaison to the other organizations and to help Lisa plan the meeting.

9. Adjournment and Next Meeting

The meeting was adjourned at 3:18 p.m. The next meeting scheduled for August 15, 2015 has been changed to August 8, 2015.

Respectfully submitted by FLAVA Secretary Jennifer Carson
This 3rd day of April, 2014