



**Board of Directors Meeting
Saturday, December 9, 2023, via Zoom**

Elected Officers:

President: Brandon Fitzsimmons (Sycamore School)
1st Vice President: Megan Worcester (Union County High School)
2nd Vice President: Ye Sun (Lafayette Jefferson High School)
Immediate Past President: Judith Carlstrand (IUPUI)
Secretary: Melinda White (Purdue University)
Treasurer: Kazumi Matsumoto (Ball State University)

The Board of Directors for the Indiana Foreign Language Teachers Association, Inc. met on Zoom at 10am on December 9, 2023. A quorum was declared by President Brandon Fitzsimmons.

I. Call to Order

- a. **Welcomed New and Old Members** – In attendance: Judith Carlstrand, Brandon Fitzsimmons, Melinda White, Ye Sun, Megan Worcester, Kazumi Matsumoto Cantrell, Israel Herrera, Nicci Carney, Yi-Chun LeFaure, Yingling Bao, Mary VanRoosendaal, Ana Bowman, Sayuri Ogiuchi, Thomas Maxwell, Candis Carey

II. Secretary's Report - Melinda White

- a. Melinda White submitted the minutes from August Board Meeting, one change on p. 6 to add that the motion to add that the changes in attendance grants had been approved. Megan Worcester motioned to accept the August minutes. Judi Carlstrand seconded. Motion passed.

III. Treasurer's Report - Kazumi Matsumoto

Current Account Balance: \$19,866.42

Checking- \$17,289.69

Savings- \$2,576.73

2023 Year to Date Income: \$5868.11

2023 Year to Date Expenses: \$56,628.65

2022 Revenue: \$40,303.96

2022 Expenses: \$14,516.99

Revenue: Conference Fees (not this Conf), Memberships, and Donations

Expenses: Conference, Subscriptions, Donations, and Management

IV. Conference Cost Report – Ye Sun & Brandon Fitzsimmons

- a. I haven't got any updated bill from the hotel for the updated hotel room charges yet. I received Dwight's reports on the registration and exhibition vendor report. I haven't received his checks yet. I haven't paid the Award Gala cost yet. Kazumi will report the regular Bank related report which we created last Thursday. I will report the link related to Conference income and cost.
- b. Suggestions to save money for next year: Not needing wifi for Thursday evening, continue donations for ASL interpreters and Gala awards, but we need to work on getting exhibitor donations for wine & cheese, coffee & donuts, etc.
- c. Marriott bill: \$318.33 credit because we weren't taxed on beverages. AV wireless charges, food, etc. \$37, 105.15. See official breakdown doc.
- d. Need to pay bill from company who printed certificates for awards (Israel), Indiana Language Roadmap donation \$500, Tom Alsop \$150, Connect \$150
- e. Discussion on cost of ASL interpreter cost and negotiation of company. Judi says company is good, uses ASL teachers, and has reasonable costs
- f. Discussion on cost of Keynote: Potentially go back to \$2500 because the extra \$300 was supposed to be for flight cost
- g. Maybe raise exhibitor table fees to \$350 (discussion tabled until next meeting)
- h. FINANCIAL REPORTS motion to accept: Melinda White, 2nd by Megan Worcester, motion approved

V. IFLTA Fall Conference 2023 Reports

- A. Survey results/take aways—Megan Worcester
 - a. 40 responses, 12 first-time attendees, suggestion to switch keynote with constituent workshops, suggestion of a cash coffee bar at breakfast next year, suggestion to not allow board members to compete in/win TOY, don't allow last minute registrations (threw off the lunch count)
- B. Best of Indiana—Megan Worcester
 - a. 4 promoted all had 5 votes: Decision to send Charlene Heinzman, if she can't go then ask Amanda Beck to represent us.
 - b. Megan motioned to accept the decision, Israel seconded, all approved

C. Exhibits Report—Candis Carey

Income: 13 Total Vendors -- \$4,550.00

Expenses:

Credit Card Fees -- \$ 165.75

(3.9% of \$4,250)

TMC Minimum Fee 1,000.00

Postage .66

Total Expenses 1,166.41

Check to IFLTA \$3,383.59

TMC check #014948 will be mailed to Ye Sun 12/05 in that amount.

.2023 Exhibitors

- Tom Alsop's Creative Teaching Materials Three 6'x30" tables
- Marian University One 6'x30" table
- Bishop Dwenger High School One 6'x30" table
- First Team Education Two 6'x30" tables
- WorldStrides One 6'x30" table
- Carnegie Learning, Inc. One 6'x30" table
- ACTFL One 6'x30" table
- Butler University Modern Languages, Literatures, and Cultures Three 6'x30" tables
- School of Languages and Cultures -Purdue University Two 6'x30" tables
- Indiana University Bloomington Five 6'x30" tables
- Hackett Publishing Company One 6'x30" table
- Vista Higher Learning Two 6'x30" tables
- Voces Digital Two 6'x30" tables
- Edinumen Two 6'x30" tables

II. 2022 Exhibitors who did not participate in 2023

- Teacher's Discovery
- Klett Langenscheidt
- Wayside Publishing
- WorldStrides
- Yabla
- EF Tours

Has multiple suggestions for more to contact for next year.

- 12/13-Candis and Brian will have zoom meeting with a representative from Klett to discuss the 2024 conference and possibly other sponsorship opportunities.
- Redesign Exhibitors' Prospectus for 2024 conference
- Send out thank you emails to 2023 exhibitors
- In May and early June contacts will begin to be made for the 2024 conference

V: Questions/Discussion Items

- Are their funds to be able to send out postcards or small flyers to potential exhibitors
- Could we put tables for conference attendees to sit inside of the exhibitors hall? (Like we have in the hallway area) This would possibly have more attendees taking time inside the hall.
- Working with Dwight on lunches not reported to ensure all attendees receive lunch
- Could IFLTA raffle a few items for visiting the booths? The exhibitors' chair could print a passport or flyer and exhibitors could stamp this. There would be a drop off bag or box for completed passports/flyers and a few items could be raffled.
 - Ideas for raffle
 - gift cards
 - free or half price registration to the next IFLTA conference

E. Teacher of the Year report—Li Liu
No report, Not in attendance

F. Poster Contest report—Yi-Chun LeFaure

No report

G. Creative Projects Contest report—Kathy Darnell and Christopher Hindsley
No report, Not in attendance

H. Attendance Grants report—Sibel Crum
No report, Not in attendance

I. Workshops:

- a. Leslie Phillips - Pre-Conference workshop
No report, Not in attendance
- b. Leslie Phillips - Beginning Teacher workshop
No report, Not in attendance

VI. Committee Reports

*Discussion on Committees: We have had lower board attendance, look at how to streamline committees so our talent isn't overworked, table some committees until we have a surplus of willing helpers, do we need to keep the newsletter? (Judi "no one reads the newsletter"), Do we keep creative projects?, Less Commonly Taught Languages should be a SIG and not a committee, No research & publications, Mandatory to keep Marketing, Advocacy, and Awards, Reflect and make decisions in March

- A. Advocacy Committee – Megan Worcester
Advocacy Day: met with 2 senators and 3 congressmen (Chunmei assisted Megan)
CALICO to promote World LEAP (15 million into Ed. to promote languages)
create database to look at how many are taking languages
Online advocacy days needs more participants from other districts to reach more representatives, offer PGP points to participate in JNCL
Looking at companies who want language training for their employees (ESL, Spanish, French, German). Has found funding for ESL, but still working on the world language piece.
134 conference participants signed up to receive Advocacy emails (65 of them put in school emails, which can't be used, instead of a personal email), listserve started for those that signed up.
- B. Newsletter manager - Dr. Luo
No report, Not in attendance
- C. Awards committee - Israel Herrera
Celebration of Success Gala:
Recipients at ACTFL Chicago: Vesna Dimitrieska and the Metropolitan School District of Lawrence Township.
- D. PD Committee - Israel Herrera

Need to have a meeting and set location and dates (check with Chunmei) for Spring Conference

Pinto – bringing a speaker from Argentina in April, so maybe combine with IUPUI for that?

Nominate colleagues from constituent groups: IFLTA member that deserves to be nominated for awards at ACTFL & Central States lifetime teacher, researcher, school, administrator

E. Election Committee – Ye Sun

We have a new treasurer (& president, conference chair and 2nd VP)

We will need an election for a new 2nd VP and secretary at Conference, start reaching out. They will need to send a CV, Statement on their desired contribution to IFLTA, and a photo to Ye.

F. Dual Language Immersion and Heritage Language – Vesna Dimitrieska

No report, Not in attendance

G. Technology and Public Relations – Thomas Maxwell

Technology stored and in good working order

Make sure we keep it at 8 rooms per session

This is Tom's last year as Tech and PR rep (after conference) suggestion of Brian at Cathedral to take his place – he said that he likes technology

H. Membership and Outreach – Nicci Carney

No report

I. Less Commonly Taught Languages – Sibel Crum

No report, Not in attendance

J. Mentoring – Leslie Phillips

No report, Not in attendance

K. Publication and Research – Julia Baumgardt

No report, Not in attendance

L. The Indiana Language Roadmap – Eli Konwest (emailed)

a. We are committed to supporting joint PD activities with IFLTA next year. We have funding to support honoraria for speakers. I'll work with Israel Herrera to coordinate.

b. Language Roadmap Community Grants competition will be launched in the new year. Funding for activities that support language learning and global competencies up to \$1000 will be considered. I'll send all information to the board when the information and application are ready.

c. Funding for language testing fees to support students receiving the certificate of multilingual proficiency will also be available in the new year. Schools can apply

for this funding to cover testing fees for up to 10 students from each school. I'll send all information to the board when the website and application are ready.

M. Indiana Department of Education – Chelsey Isley (Emailed)

- a. We have some early data about the 2023-2024 EL Counts. Our EL student population increased by about 10,000 this year, which is an 85% increase since the 2016-2017 school year.
- b. The official public and non-public EL counts can be found on the [IDOE English Learning and Migrant Education webpage](#), under English Learner (EL) Grants and Programs.
- The [Jotform](#) is open to sign up to participate in CoMP for the 2023-2024 school year. The deadline to sign up is March 31, 2024.
- You can see the current list of LEAs, charter schools, or accredited non-public schools who have already signed up [here](#).
- The U.S. Department of Education just released an [infographic on the State Seal of Biliteracy](#) that highlights the benefits of earning the Certificate and ways to increase student participation.
- This infographic was published as part of Secretary Cardona's [Raising the Bar](#) initiatives which aim to increase equitable access to education for ELs, create a more diversified multilingual educator workforce, and provide quality bilingual education for all students. Secretary Cardona also released another letter titled "[Being Bilingual is a Superpower](#)" which shares many resources to help advocate for EL and multilingual students.

Save the Dates: [Upcoming EL Professional Development](#):

- March 7 – Certificate of Multilingual Proficiency Informational Webinar: 4 to 5 p.m. ET
- April 10 & 11 – TitleCon 2024: Numerous multilingual learner-focused sessions
- Attachments also sent (if you would like a copy, email Melinda): Indiana English Learner PD Opportunities Calendar, Ways to support ELs Letter from the US Secretary of Education, and 2023-2024 Certificate of Multilingual Proficiency Participant List

N. Social Media – Attia Youseif

No report, Not in attendance, suggestion to add Chunmei to this duty, she has expressed interest in doing it

VII. Old Business

A. Spring Conference and Webinar Series

A vote might need to be called for date change on conference?

VIII. New Business

A 2024 Keynote Speaker: Brandon Fitzsimmons and Megan Worcester

Copy of bio info about suggested keynote speaker Elmar Hashimov emailed from Brandon. He has an interdisciplinary approach on the importance of learning languages in the time of war and "Language Attachment Theory." Brandon is hoping for a "fresh theme." Suggestions were LEAP into Life with Language, LEAP into the Future with Languages, LEAP into the Intersection (sounds like a traffic danger), and LEAP into Action. By email (later) Brandon Proposed "LEAP into the Multilingual Future." Needs to

have an advocacy spin, show that what we are doing is impactful. Preliminary offer of \$1500, suggestion to not offer less than \$2000, suggestion to look at creating a payscale based on travel distance. Judi motioned to accept Dr. Hashimov as Keynote, Ana Bowman seconded. Approved unanimously. Israel moved to pay \$2000 (plus 2 hotel nights and included meals), 2nd by Megan, approved.

B. Central States Awards: Israel Herrera

New Professional Award

Paul Simon Award

We have 4 spots on delegate assembly: Brandon, Judi, and Ye Sun will be going

We have 2 spots in the Leadership Academy: Ask Rising Stars if they are going and can do it? People we know are going?

Extension workshop – They will have to re-present this workshop at IFLTA next year

Joyful Content Instruction Workshop: Engage & Elevate

C. ACTFL and NCSSFL: Judith Carlstrand

NCSSFL is a rolling membership, Chunmei has been going but not bringing anything back. Jill Woerner's still on that board so it was decided to just let our attendance lapse.

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IX. **Constituent Organization Reports**

A. AATF Madeline Hennessy

B. AATF-NW Mary VanRoosendaal

C. AATG Charlene Heinzman

D. AATSP Ana Boman

E. AITJ Sayuri Ogiuchi

F. CLTA-IN Yingling Bao

G. ICC Charles Campbell

1. At our IFLTA meeting, ICC members expressed a couple of preferences for future IFLTA conferences which I committed to relaying to the IFLTA board. These were:
 - a. 1-day registration option at future IFLTA conferences
 - b. more time between opening of presentation submissions portal and deadline for submission

2. FYI: The annual Indiana Classical Conference will take place April 12-13th on the Purdue University Campus

H. GLAC

Jill Woerner

IX . Final comments

X. Next board meetings: March 2, 2024

There being no other business, the meeting adjourned at 1:16 pm.

Respectfully submitted,

Melinda White

IFLTA Secretary