



MCTLC Board Meeting Minutes

Hennepin County Brookdale Library

6125 Shingle Creek Parkway

Brooklyn Center, MN 55430

November 8, 2014

Present: Marjie Hay, Frances Matos-Schultz, Jenny Johnson, Kay Edberg, Martin Pflug, Allison Spenader, Brooke Carlson, Diane Leslie, Ayumi Stockman Valorie Arrowsmith, Lisa Pérez, Mary Lynn Montgomery (AATSP rep.), Kathy Olson-Studler (NELL Representative), Grant Boulanger (guest)

Meeting convened at 10:39 A.M.

1. Introductions and Welcome (Marjie Hay, president)

Description of agenda

2. Minutes from Summer Retreat (Frances Matos)

Motion to approve minutes: Diane Leslie

Second: Jenny Johnson

Approved

3. Treasurer's Report (Allison Spenader)

A. Quarterly Report – July 27- Nov. 7, 2014

- Numbers are equivalent to the same quarter last year, minus the grant funds
- Membership dues down due to membership rolled over with Fall Conference registration
- Workshops (non Fall Conference) funds have increased
- Board expenses remain the same
- Communication expenses are over budget
 - o *Language Magazine* has not billed
 - **Discrepancy in number of copies sent to membership and copies billed.** Jenny J. and Allison S. will check and follow up with *Language Magazine*
 - o **Pay Pal.** Allison S. noted that there is a Pay Pal cost per transaction, but mentioned that it is the cost of having that type of service
 - Discussion: Brooke Carlson and Ayumi Stockman noted that it is a necessary expense

- Allison S. recommended adding **Pay Pal** expenses to the budget
 - Jenny Johnson mentioned that this situation should be taken into account and recommended a discussion on increasing the dues for the Fall.
- Fall Conference expenses at the level of last year.
- Professional Activities
- Awards
 - Marjie H. noted that Award crystal globe for Teacher of the Year should be removed from professional activities budget and moved to Awards
- Discussion: Marjie H. suggested having a separate spreadsheet just of the Fall Conference since it is the only revenue for the year.
 - Marjie H. strongly recommended exploring other forms of revenue for next year

Motion to approve Budget Quarterly Report: Lisa Pérez

Second: Diane Leslie

Approved

4. Affiliate Organization Reports

NNELL (Kathy Olson-Studler)

- NELL will be at ACTFL and CSC
- Kathy O.-S. requested a morning session for NELL at the Fall Conference 2015

AATSP (Lynn Montgomery)

- State Spanish Contest will be all virtual
- November 18, 2014: Upcoming meeting with a workshop by Gwen Barnes on use of images for communication

Discussion: Ayumi Stockman asked if the Minnesota Council of Teachers of Japanese is officially an affiliate of MCTLC and if not if it should be added/

Motion to add the Minnesota Council of Teachers of Japanese as an affiliate organization:

Lisa Pérez

Second: Kay Edberg

Discussion: Marjie H. asked if we wanted to keep the AATF, AATG and the Classical Association as affiliates. The consensus was that they should be contacted and invited to send a representative.

Marjie H. asked for a volunteer to connect with the ASL Teachers Board and ask if they would like to have a presence in MCTLC. Jenny Johnson and Martin Pflug will start a Google document with Marjie to craft questions to start the conversation.

5. Regional Representative Reports

- Ayumi Stockman – **report on LEAPS Act. Bilingual/multilingual seals** are part of LEAPS. Minnesota awards World Language Proficiency Certificates to High School students since 2009. The Bilingual/Multilingual Seal was passed in 2014.
 - Minneapolis and St. Paul Public Schools, and Minnesota Department of Education are collaborating and researching assessments in other states, as well as working with legislators
 - In the 2013 -2014 **679** were awarded certificates for Spanish, French and Chinese at the Standard Level

- **80** (Spanish and Chinese) awards were given during the same school year at the High Achievement Level
- Marjie H. asked Ayumi S. to write an article on the certificates and seals
- Grant Boulanger suggested the idea of MCTLC giving grants for teachers to work with these seals and certificates
- Kathy Olson-Studler suggested working on a position statement on the seals and levels of proficiency and making strong recommendations to the public.

6. Fall Conference 2014 Review

- **Membership / Registration (Jenny Johnson)**
 - 196 attendees from 168 in 2013
 - Suggestions for next year:
 - o Increase conference dues
 - o Reconsider Pay Pal and Wild Apricot
 - o Continue opening registration early (in May)
 - o Close early registration early and reconsider the pay schedule
 - To be discussed in the next meeting
 - o Revise continuation of pre/post Conference Workshops
- **Overall Conference Evaluations (Kay)**
 - o Overall experience and Keynote speaker had high marks
 - o Topics for future conference: strategies, differentiation, more elementary school topics
- **Session Evaluations (Kay)**
 - o Selection of Best of MN Session
 - Ayumi S. suggested adding a description to the question of Best of MN
 - Hegstad and Borey, "*Mini skirts not allowed*" selected to represent MN in CSC 2016
 - o Encore Sessions
 - Offer the encore sessions as workshops during the year instead of as a repeat at the following year's Fall Conference
- **Exhibits Report (Marjie, for Barb Judd)**
 - o 19 booths (less than last year), ads up
 - Martin P. suggested inviting colleges and universities to exhibit as a recruiting tool.
- **Door Prizes Report (Diane)**
 - o New Door Prize Chair needed for next year
- **Awards Report (Martin P.)**
 - o Martin recommended advertising the awards early
- **Website (Marjie for Jen Duronio)**

7. Vacant Positions:

Newsletter editor: filled by Lisa Pérez

Door Prizes Chair

Exhibits Chair

Central States Conference Report (Marjie Hay)

- Awards
- Volunteers

8. Fall Conference 2015

October 23, 2015

Educating Global Citizens

Possible Keynotes

Stacy Berden

9. Upcoming Events

- November 14: MinneTESOL Conference
- November 15: Jan Holter Kittok Workshop in Rochester (Coordinator: Lisa Pérez)
- November 20-21-22: ACTFL Convention in San Antonio (Mary Thron, Kay Edberg, Frances Matos-Schultz)
- February 2015 Workshop in Duluth (Martin Pflug)
- March 12-14, 2015: Central States Conference
- April 11, 2015: Minnesota Department of Education Professional Development Workshop
- May 14-16, 2015: Ninth International Conference on Language Teacher Education in Minneapolis
- June 22-25, 2015: Comprehensible Input Workshop
- June, 2015 possible partnership with MDE to offer an ACTFL OPI familiarization Workshop

Upcoming MCTLG Meetings:

- Virtual Meeting: February 21, 2015 9:00 A.M.
- (Tentative) Seal and Certificate Workshop and Meeting: April 11, 2015
- Summer Retreat: Aug, 6-7, 2015

Meeting adjourned at 2:59 P.M.

Minutes submitted by F. Matos-Schultz