

10/24/2020 Executive Board Meeting

9-10am via Zoom

In attendance: Megan Budke, Allison Spenader, Jessie Oelke, Zvi Geffen, Karen Nickel, Lenny Ulloa, Maddy Wieneke, Effy Shypulski, Heather Cholat, Lucienne Nagel, Jenna Cushing-Leubner, Donna LeGrand, Eli Schauer

Updates

Karen

Erik and Krista will grab session links from Youtube to Attendify

Brooke and Melanie move sessions docs/links from padlet to Attendify

Maddy adds zoom links for live sessions to attendify

Sign up to host zoom sessions and zoom workshops. Please sign up! 4 would be great. You will be the back-up person, and also the host at the start. When presenter arrives, you switch host to them. You'll have 2 student presiders for support. Erik, Megan, Lenny and Karen will bounce between sessions rather than signed up for specific sessions.

Maddy notes that we can have many hosts, but need to decide what we want to pay for. 10 hosts come with the business account (\$200), additional \$20 per added host. Not realistic for us all to host everything every day. If you're going to host, please sign up for at least 3 or 4 throughout the weekend, to make it financially sustainable. As host, you can allow presenter to share screen, share chat. As host you just need to make sure presenter can share screen, but they are NOT technically a co-host. Same for student presiders: even though they aren't a host, they can unmute and ask questions.

We need hosts for Saturday and Sunday for workshops.

Maddy will purchase the zoom and communicate with those who sign up for hosting.

Karen told presenters to go onto Attendify on Oct. 30th, check their profile/description. Then there will be a zoom link there that they can use to join.

Jenna

Slides have been created. She will pre-record this session and invite the Teacher of the Year to also pre-record her acceptance speech.

Keynote and Awards format: If we have more than 300 people, we must use webinar mode. Right now we have 150 in attendance. CAL and Tamil School may want to send this out to their community. Cost to add the Webinar is a couple hundred dollars. We could livestream on facebook from zoom. Karen suggests just making the recording available to everyone. Jenna will send a special zoom link to people attending as guests for Emma Birkmier and TOY closer to the date of the conference, if needed (If our numbers are looking really large).

We will try to make this session as accessible as possible for the Tamil School and other awardees.

Physical awards will be sent to people directly and they should receive them this week.

Allison

Allison will duplicate the ballot Google Form from last year, update and give link to Lucienne.

Lucienne will replace the QR codes on current slides with a new link.

Karen suggests adding it to the front page of the Attendify app, along with conference survey.

Arrow printing has gotten back to use with first draft of the live sessions. This will continue to get updated as we get closer to conference.

Maddy

Wants ideas for gift for Leslie

Early career teacher event- no one has signed up yet. Lucienne will post on social media.

Good response to sponsorship requests

Lucienne

Lots of posts and emails going out in coming weeks. Please like and re-tweet posts as you see them.

Lenny

In next few days, he will make sure everyone in Hmong group has been uploaded. He will also look at getting exhibitors into attendify

Jenna notes that there's another Hmong group from Fresno (about 30) that should be invoiced separately. We will have 35-50 Hmong teachers between both groups, but Lenny doesn't have the complete lists yet.

Jenna will do another push to register Spanish heritage teachers. Early Bird registration was extended until yesterday.

Jenna suggests pushing to ACTFL SIGs? Jenna will post if someone gives her the wording. Heritage Languages, Spanish Heritage language, LCTL, Culture, Social Justice (Allison, Jenna, Karen and Megan)

Lenny will upload the sponsors so we can add to Attendify profiles.

We will be included in the next CARLA email blasts.

MDE has also included us in their email blasts.

Erik

Not in attendance

Megan notes that he's very responsive, so just reach out.

Jessie

Jessie notes that there is still 2019 info on the website- she will request and send new logos and links to the webpages.

Lenny will upload sponsors to Attendify

Eblasts will get forwarded to Lucienne to get included in upcoming eblasts

Exhibitors and sponsors who want to do a live meet and greet need to supply their own zoom links to us, Jenna will ask them

Megan notes the goal is to get Attendify up and running the week before the conference and ask all presenters and sponsors and exhibitors to go check and try things out. The goal is to have this done by Oct. 30th.

Heather

Has interviewed Kia London and she will send that to Lucienne

Megan reminds us to send out an email a few days prior to the conference about 'how to attend'. Heather has crafted that message.

Should we have a tech email for people to use during conference for support? Lenny suggested creating a google group. Check with Erik about best way to do this. Maybe Erik is zoom support for live sessions, and have another line for attendees?

Donna

Need to extend the registration code through the end of next week.

Maddy will make zoom link for student presider morning meeting, and will share with Karen and Donna, and will upload to attendify. After Friday, a link will be available.

Megan believes we will be able to search the conference program by strand.

Nov. 6th 5:30-6:30 check in. Megan will send invite.

10:30 Meeting adjourned

Respectfully submitted by Allison Spenader