

KENTUCKY WORLD LANGUAGE ASSOCIATION

Full Board Meeting

Meeting Notes

October 13, 2018

I. Call to order

President L.R. Youngworth called to order the meeting of the Kentucky World Language Association at 9:21 AM.

II. Roll Call and Introduction of the Board

The members of the Executive Board who were present: L. R. Youngworth, J.Hoban and L. Kohler. J. vanHouten (via Zoom) B. McMaine was absent.

The Full Board members who were present: A. deTorres Núñez, S. Loveless (via Zoom), B. Larkey, J. Rouhier-Willoughby, T. Rucker, S. Zimmerman, Y. Zheng, M. Huelese, B. Hawkins (via Zoom), and P. Gomez (via Zoom).

KWLA member J. Kennedy was also present.

III. Meeting Norms

- Be on time.
 - Be in the moment.
 - Be aligned to the KWLA Mission and topic at hand.
 - Be respectful of your KWLA peers and assume positive intentions.
- A. deTorres Núñez emphasized the need to ask questions for clarification instead of assuming things.

IV. Approval of September Minutes

Minutes were emailed to all present. Changes were made in the Drive. The minutes were moved to be approved by J. Kennedy and seconded by B. Larkey. Motion passed by vote.

V. Treasurer's Report

J. Hoban reported that we have \$23, 9231.03 and \$25,000 due in 30 days. J. Hoban will let you know each meeting what is being spent each month.

We have a non-profit business classic account. We have to keep a \$4000 balance, or we have to pay an \$8 fee per month. We have 200 transactions per month. Over that ,we owe a \$0.40

fee. We pay for checks, but we are a paperless account. We have seven years worth of transactions available online.

We may change to Chase Total Business checking. We have to keep \$1500 minimum balance. Fee is \$12 per month if we go under that. We only get 150 transactions per month. A. deTorres-Núñez asked if there an account with rewards. L. R. Youngworth said not for our minimum balance. The Square phone addition for cards comes free with the account and has a better return.

VI. President's Report

L.R. Youngworth stated that we came in under budget on Conference, but we still need to get money paid in to pay the Marriott. One round of invoicing has gone out by S. Merideth since Conference occurred. We have a lot of annual expenses and J. Hoban will be talking about that in Committee. We will need the money for the invoicing to proceed into 2019. A. deTorres Núñez will need a plan to collect debt and there should be a penalty for that. L.R. Youngworth will discuss that and send emails to the bookkeepers. J. Kennedy suggested that the bookkeeper's email (finance contact) should be a required field on the registration form - someone other than yourself, clarified L.R. Youngworth.

L.R. Youngworth has read the by-laws and noted the next version should be dated. A. deTorres-Núñez said we should revisit the by-laws every year. We should have 14 board members. We have Directors - leaders of the Affiliates. We have Officers that are elected, the Executive Board. There are potential additions like Communications Director, Regional Rep Liaison that are unclear and we need to vote and clarify. We should also have a Conference Director and committee, to talk about at Retreat.

L.R. Youngworth is working with the CPA to file taxes and it should be a small amount. The 501c3 paperwork is easier to re-file as a new organization. The CPA cost will be \$500. We will get the 501c3 status before filing taxes to pay less. We hope to have this resolved by January.

VII. Reports/Updates

L. R. Youngworth stated that we will change the Affiliate reports will change. They will be submitted by Google Drive. The form will be available the Monday before the Board Meeting, due Wednesday before. We are going to discuss them at the meeting and read ahead of time.

S. Loveless, Regional Representative Liaison, reported that her plan is for the new reps to figure out which counties are theirs. They need to be making a list of WL teachers in their region for communication and PD purposes. L. R. Youngworth would like a copy of the list to add to the Google Drive for the Board.

J. Rouhier-Willoughby, University Representative, reported that Friday, October 26, is World Language Day at the University of Kentucky. Thirty-four alumni will be there to talk about their experiences and career paths with languages with current students. This is a network we can use. The goals for the UK alumni board are increased networking, increased internships, and increased advocacy. Send anything of note to J. Kennedy to be submitted through social media

to increase advocacy for languages. We have the outreach clearinghouse at UK where we can publicize more. KWLA advertises for the common good of all languages within the region.

T. Rucker, AATF President stated that he has three goals: to encourage collaboration, promotion, and sharing. J. Hoban is running social media- the website is updated, and Facebook and Twitter are up and running and we are in process of revamping the school program recognitions.

M. Huelse, AATG President, reported that he is learning the ropes of being President. J. Rouhier-Willoughby said he should be aware that KWLA Showcase is March 2 and to be sure the German Immersion weekend is not the same weekend.

P. Gomez, AATSP President, reported that she is still learning what to do and glad to be a part of the Board.

B. Larkey, KCA President, reported that KCA has a website for the first time and a Twitter Account. They have several specific events going on. Her goal is for KCA to be the go-to for Kentucky. At Conference, there was a local reading, translated by a member, that was a good meeting point for KCA.

Y. Zheng, KACLT President, reported that support of the Chinese Program was promised by Dr. Maske, Director of Kentucky Confucius Institute. We want Chinese to be a part of the Showcase as well.

S. Zimmerman, KAJLT President, reported their Speech Contest will be February 24 at Atherton High School. They are pushing for statewide PLC due to the small number of Japanese teachers across the state.

J. Kennedy reported that NNELL President M. Griffett is working to grow the membership of NNELL. There is a Facebook group. Letters to support language in elementary. L. R. Youngworth said they need to show administrators how to make it worth the money and have language growth. Administrators could share teachers between two school and think of baby steps. It was a large NNELL meeting at Conference with 15 attendees.

A.deTorres-Núñez, KDE Liaison, reported that standards will be re-written in Career Studies by 2019. High school graduation requirements was approved and it is currently a month-long comments. It may be a part of the Individual Learning Plan, and the AP courses are a part of the . Pre-college curriculum has not changed. But will they? They tried earlier this year due to interventions by Alfonso. When is discussion? LRY - through October 30.
Accountability System - WL remain as a part of access, but World Language Culture OR Language. There will points for having good AP enrollment. Seal of Biliteracy is under study by KDE. There may be a way to fund PD for WL teachers this spring. More details later. We have Georgia PD available for free. Tell Administrators about the Visiting Teachers Programs - applications available in November. Kentucky is one of 12 states that has a Global Competency Recognition. International Education Week in November could be pushed by KWLA. 2019 Legislative Session in January we will need to keep our eye out. He would like to see PD for summer. LRY - to S. Loveless - could we make a couple of PD Webinars? S. Loveless says the spring PD is not usually well-attended. We need to offer the right topic - LRY. Spring PD is a

leadership-building opportunity for the Regional Reps. We also want summer Webinars. ADN would like a college chapters for future teachers. ADN would like an advocacy kit.

VIII. New Report Structure

We will fill out a Google Doc to report the information for each Affiliate in the Google Drive. On Wednesday before the meeting, we will have the files uploaded. Board members will be expected to read the document before the meeting.

IX. Focus: Committee Structures

Advocacy, Awards, Communications, Conference, Finance, Membership, PD, Showcase are the committees we have. We will keep all but Membership and Finance, which are under the titles of Secretary and Treasurer. We will add a By-Laws committee, as they should be reviewed every year.

Advocacy Chair: Laura Roche Youngworth

Awards Chair: Ben Hawkins with someone - tabled

By-Laws Chair: Brandi Larkey

Communications Chair: Jennifer Kennedy

Conference Chair: Ben McMaine

PD Chair: Sarah Loveless

Showcase Chair: Lydia Kohler

X. Requested Discussion

XI. Action Items

A. deTorres-Núñez moved to make the Communications director a position on the current board, B. Larkey seconded. Motion passed by vote.

J. Rouhier-Willoughby moved to appoint J. Kennedy as the Communications Director, seconded by A. deTorres-Núñez. Motion passed by vote.

L. Kohler moved to change the bank account to the new type. Seconded by T. Rucker. Motion passed by vote.

T. Rucker moved to accept the list of new committees as listed above. A. deTorres-Núñez seconded. Motion passed by vote.

XII. Upcoming Board Meetings

Executive Board will meet to discuss budget virtually. Be looking for an online vote.

Jan 25-26 Winter Retreat, Friday Executive Board and Saturday Full Board with Regional Reps

February 23 Showcase Committee & Executive Board Only

March 2 Showcase, Full Board with Regional Reps and Board meeting immediately following,
Full Board

April 27 Full Board Meeting for Conference (probably online)

August 10 Full Board Meeting

XIII. Adjournment

A motion to adjourn was made by B. Larkey, and seconded by Y. Zheng.

President L. Roche-Youngworth adjourned the meeting at 12:11 PM.