



KENTUCKY WORLD LANGUAGE ASSOCIATION

Executive Board Meeting

September 20, 2014
Meeting Notes

I. Call to order

President S. Hinds called to order the regular meeting of the Kentucky World Language Association on September 20, 2014 at 4:41 p.m.

II. Roll Call and Secretary's report

The members of the Executive Board who were present: S. Hinds, L. Gravitt, C. Delvalle, T. Coffey, J. Van Houten, K. Peng, E. Kamenetzky, E. Muncie, Z. Smith, L. Roché, A. Vinson, L. Kohler, E. Anama and C. Shiroma.

President S. Hinds announced the following election results:

Secretary - Lydia Kohler

President-Elect - Lucas Gravitt

S. Hinds proposed Catherine Delvalle to be appointed Communications Director to fill vacancy left by L. Gravitt. Motion was made by T. Coffey and seconded by L. Roché. The motion passed by vote of the Board.

Regional Representatives:

Region 1 Sarah Loveless

Region 2 write-ins

Region 3 Christine Wilson

Region 4 Liz Cobb

Region 5 Emmanuel Amana
Region 6 Gina Newsome
Region 7 Aggie Manion
JCPS Cheng Fischer
Jefferson Private Schools Diego Ojeda
Fayette Private Schools Linda Froelich
FCPS write-ins

Those listed as write-ins are a tie and S. Hinds will consult with those individuals before announcing a winner.

Bo Anama was elected the Regional Representative Liaison by the newly-elected Regional Representatives.

Caryn Connelly and Jeanmarie Rouhier-Willoughby will serve as University Liaisons, taking turns fulfilling the role.

Minutes of the August meeting will have to be approved at the November meeting as we accidentally left this out.

III. Treasurer's Report

\$30,395.00 Paypal Balance Morning of 9/20/14
\$5,918.70 Payments and Showcase
\$36,313.70 Sub Balance
\$13,896.55 Checking Account Balance
\$50,210.25 Sub Balance
-63.60 Flowers
\$50,146.65 Balance

\$15,471.44 (Includes savings of \$1,574.89)
\$3,825.67 Conference Expenses to Date

IV. President's Report

Briefing of New Board Members and Contracts

Explanation of ex-officio roles, quorum (10 voting members), expecting meeting agendas five days before a meeting, and fulfilling

Board responsibilities was given by S.Hinds. Contracts were distributed to all Board members and Regional Representatives, signed and returned to S.Hinds. These contracts specified the role each Board Member is expected to fulfill, including AAT reports on teacher activities, 80% attendance by Members at scheduled meetings on contract, and leading KWLA Committees (Conference, Finance, Showcase, PD, Membership, Advocacy, Awards, Leadership). More information about what the committees do can be found on the website. Regular members can also choose to serve on committees.

Email addresses will be assigned to each officer from the website.

Affiliates need to give email to L. Kohler to have report included in the minutes at least one day before a scheduled Board Meeting.

Phone numbers of Board Members were collected by S.Hinds.

Discussion

Z. Smith apologized to Board for missing in the summer due to illness of a family member. She is glad we are cleaning up KWLA and wants to move forward.

L. Roché requested that the winter retreat location be easier to reach than the 2014 location. S.Hinds agreed and is working on finding a better location.

E. Anama was approved to send meeting minutes to Regional Reps, but not to a larger audience until they are approved at the next meeting. S.Hinds said approved minutes will be posted on kwla.org.

V. Showcase

The Showcase will be held at Centre College on April 25, 2015. There was good turnout and ideas generated at the Showcase sessions at the conference. Teachers were passionate about getting involved. One suggestion for including middle and elementary school students was to have a “JV” and “Varsity”

squad competing. A suggestion was also made to have a student representative on the Showcase Committee to better consider the student point of view.

VI. 2014 Conference Feedback

S.Hinds was happy to announce that the 2014 Conference is over and was successful. Reminders were given about the reduced conference rate for those Board Members and Regional Reps who worked at least 3 hours during the conference. Reimbursement, if Members have overpaid, will be determined on an individual basis. A reminder was given that Board members' hotel rooms were reserved at a reduced rate. L. Roché recommended revising the discount policy for next year's conference. That will be discussed by the Conference Committee.

There were many positive comments made about the conference. 440 participants registered, 38 of which were on-site. Both lunches sold out before the conference began. The 17 Exhibitors were mostly content with the set-up this year, per Exhibitor Chair, M. Motsinger. C. Shiroma had heard positive comments about the food that was served, though there were some issues with Vegetarian meals.

There were some suggestions made about how to improve the conference next year and some problem areas that need to be addressed.

Per M. Motsinger, the Exhibitors need a clear cut-off date to be included in the program. (They were unhappy that they were not listed, but overwhelmingly signed up to attend after the programs were being printed.) The Exhibitors also would like to have the Wine & Cheese reception back on the second floor next year. M. Motsinger, who is willing to continue her role as Exhibitors Chair in 2015, also suggested having tables for ACTFL and NNELL next year.

A. Vinson pointed out that L. Roche has been supporting M. Motsinger with Exhibitor gift bags; L. Roche suggested giving M. Motsinger a small budget to help defray expenses. S.Hinds said

this could be added to the Conference Budget for next year and be reimbursed this year.

E. Anama felt the Program Review PD that was given at the conference needed to be made available for small schools who could not afford to send teachers to the KWLA conference. J. VanHouten said schools will train teachers on the Program Review because it is a school wide responsibility. L. Gravitt stated that the State has what is needed available online. PD will be at the top of the agenda at the November 1 Board meeting.

T. Coffey stated that registration needs to be more efficient by having more people who are trained to do the needed tasks. P.O.'s take time and numbers have to be correct.

C. Shiroma suggested having a sign pointing to the registration desk. L. Gravitt suggested having student marshals to direct people at the top of the escalator.

T. Coffey stated there were issues with people understanding the 9/8 cut off date for early registration. She had received a suggestion at the registration table for a box where programs could be recycled from one-day Friday participants to one-day Saturday participants because we ran a little short. There was confusion on the online registration form about lunch issues online and whether food was included in the price.

There was a suggestion to have the price of the Awards Luncheon separate since some were talking during speeches; L. Roche said that is was the fault of hotel due to sound system issues. The people in the back of the ballroom could not hear the speeches.

Some people were not happy about the lack of coffee on Saturday morning.

E. Anama said billing issues need to be resolved but L. Gravitt stated that billing would always be an issue due to different rules in different school districts.

J. VanHouten stated that we need to differentiate sessions for beginning teachers, expert teachers and those between.

S.Hinds reiterated the importance of having quality conference presentations. It is up to AATs to find good presenters for their language and that it was hard to fill the schedule this year.

Z. Smith wanted to know if conference proposal forms could be available year-round like teacher nominations are. L. Gravitt stated that proposal forms would continue to be available at the start of the calendar year, but not before.

VII. Adjournment

Motion to adjourn was made by E.Anama and seconded by T.Coffey. Meeting was adjourned at 5:42 PM.