



# Kentucky World Language Association

## Board Meeting Minutes

01/23/2023

<https://us02web.zoom.us/j/3909449578>

J.Hoban called the meeting to order at 9:00 AM

### 1. The current Executive Board members present are Executive Board:

Past-President - Jeanmarie Rouhier-Willoughby

President - Jennifer Hoban

President-Elect - Madeleine Sexton

Secretary - Ke Peng

Treasurer - Francisco Castillo

### Full Board:

Communications - Jennifer Kennedy

AATF - Donna Tatum-Johns (Ben Hawkins)

AATG - M. Collin Smith

AATSP - Pilar Gomez

KACLT - Na Li

KAJLT - Elena Kamenetzky

KCA - Lucianne Junker

NNELL - Nadine Jacobson

University Liaison - Brenna Byrd

Regional Rep Liaison - Alyse Treesh

**Regional Representatives:** Valeriya Fritz, Jennifer Rogers, Hailey Hartman, Chase McCoy, Hubie Schroer, Madeline Griffitt, Remona Estep, [Laura Roche Youngworth](#), [Christine Hutchins](#), [Tamara Kunkel](#)

### Ex-Officio Members & Committee Chairs

Awards Chair - [Alfonso de Torres Núñez](#)

By-laws Chair - Sara Merideth

Showcase Chair - [Lydia Kohler \(Jill Susini\)](#)

### 2. Approval of October 8th 2022 Board minutes

B. Byrd motioned, J. Hoban seconded. Motion passed.

### 3. Software updates -M. Sexton

**Google Workspace:** C. Smith motioned. J. Rouhier-Willoughby second. Motion passed.

**Rationale:** KWLA's files in shared drives are owned by Fayette County Public

Schools. Our current system does not support 2-factor authentication.

**Proposal:**

- to purchase 6 google accounts (KWLA, President, Secretary, Treasurer, Communications, Showcase, Conference), \$12 per account per month = \$864 annually, automatic custom branding on docs, slides, etc.
- Net cost: \$664 annually (currently our zoom costs \$200). Workspace comes with Google Meet for 150 participants + recording, including moderation, participation, and breakout tools.

**Wild Apricot: K Peng motion. Jen Kennedy second. Motion passed.**

**Rationale:** No one on the board knows how to use a-member effectively, and neither is the software company willing to provide training. It has been difficult to carry out basic functions, such as running membership reports, sorting membership by location, sending membership expiry notifications. We have a huge network of different applications to do the work that could be one-stop-shop and therefore more consistent, accurate, and efficient. PayPal does not have a streamlined way to transfer ownership to a new manager.

**Proposal:**

- Cost: \$648 annually (\$1,188 for more than 250 members)
- Net cost: \$348 annually (after replacing JetForm, \$300 and PayPal)
- More powerful functions:
  - Automatic renewal reminders
  - Online member database, so regional reps can see their constituents.
  - Member-only content
  - Automatic invoices
  - Better donation management
  - Event apps
  - Integrated online store (KWLA products)
  - Integrate with or replace WordPress in the long term

Discussion about the pros and cons of the technology and the impact on the budget.

**4. Budget - F. Castillo**

**M. Sexton motioned, C Smith second. Motion passed.**

- o Current Account balance: \$13,263.92
- o Sponsorship will increase.
- o Hotel and food may go up when the conference resumes to be a two-day conference.

**5. Showcase**

March 25th, Saturday, is the date for this year's virtual showcase. Committee meets on March 18th: preparation for Showcase (Spanish,

French , German, Japanese, Chinese). Full boards are asked to help. Regional reps, J. Kennedy, and A. De Torres Núñez will help promote the event. Suggestion is made to add live sessions to local meetings.

## 6. Updates

- **Reports for AATs and Committees -M. Sexton**  
Google Shared Folder/ KWLA Full Board /Affiliates:  
KWLA Affiliate Report [Template] –make a copy and Committee Action Plan [Template] –make a copy
- **Advocacy Committee/JNCL - L. Youngworth & J. Rouhier-Willoughby**  
Seal of biliteracy: report only the numbers of graduates, not juniors  
LAD happens virtually on 02/08-02/10, and J. Hoban, K. Peng (TOY) and J. Rouhier-Willoughby will attend the conference.
- **Awards Committee - A. De Torres Núñez**  
Rising star and TOY of KWLA will present a professional workshop in the spring.
- **Professional Development Committee -J. Kennedy**  
Three TOYs will present at Fayette County Public School World Language Conference (virtual) on Thursday, 01/26, 4:30-6:30. Email to current members about the PD opportunities J. Kennedy will work on the spring workshops after the FCPS WL conference.

## 7. Conference - M. Sexton

Recommendations about the theme and keynote speakers are made to the committee. M. Sexton will send an email template to the board to recruit Exhibitors & Sponsors.

## 8. New Business

- Newsletters will be periodically sent to all the members and subscribers in our list. Send news and updates to J. Hoban.
- Board members sign up for the [Committee](#).

## 9. [Roles/responsibilities pages](#) and Breakout sessions for [Committees](#)

### 1. Conference - M. Sexton

### 2. Professional Development - J. Kennedy

J. Kennedy will create and send a survey on social media to identify potential topics for PD, including but not limited to,

- student community engagement
- classroom management
- timesaving tips & organization
- differentiation in the WL classroom
- social emotional learning in WL
- KY WL standards
- student recruitment and retention

## 10. Adjournment

J. Hoban motions to adjourn, M. Sexton seconds. Meeting adjourned at 11:50am.