

ORTESOL Board Meeting
March 6, 2005
Spruce Room
Sylvania Campus, PCC

Attending the meeting: René Pearson, Juliet Pursell, Mary Stevens, Betsy Kraft, Joel Glick, Kathryn Long, Anna Becker, Tim Van Slyke, Bill Walker, Kelley Fitzpatrick, Kathleen Kuba, Florence Deutsch-Timmons, Daphne Gumas, Hilary Williams, Tina Knight, Bruce Arendt, Linda Steinle.

I. Old Business

A. Introductions

B. Mary asked board members to respond to her if they receive her emails. Joel suggested we all “train” our email that the board mail is not spam.

C. Approval of minutes from January, 2005

1. Corrections

a. I.B.1 “ortboard” has a lower case o

b. I.E.1 166 on Friday and 340 on Saturday

c. II.A.3 “and” replaces “but”

d. II.B.5 copying

e. II.D.2 .org

2. Joel moved to accept the minutes as revised. They were accepted and stand as written.

D. Mary will send an attachment describing board responsibilities. Old board members should pass everything on to the new member replacing them.

II. New Business

A. ESL Awareness Week is the last week of April, beginning April 25.

1. Joel suggested we send a message to k-12 principals, superintendents ESL teachers, and ORTESOL members informing them about changing demographics, a message from the governor, and some suggestions of activities teachers can do during ESL Awareness Week.

2. We could send a mailing to members without email addresses listed about ESL awareness week, and direct them to go to the website for ideas. Remind them to submit an email address so that they will get ORTESOL news, newsletters, and updates.

3. Membership renewal form should include a requirement for an email address.

4. Should we still have a short mailing list for members who do not want to use email? Members need to tell us if they prefer a hard copy.

5. Bill moved to send members without email addresses a flyer about ESL Awareness Week, and remind them to supply us with their email address in order to keep updated. We will still send the directory, conference announcement, journal, and membership reminder in hard copy. A privacy statement will be given. René seconded the motion and it was approved.

- B. Kathleen moved that in our 2005-2006 renewal process, we give members the option of having updates sent as hard copies rather than receiving information electronically. Joel seconded the motion. The same document can be sent to Tim for the website (as a pdf file) and then be printed for those who don't want email announcements. After discussion, the motion was amended. Members will be informed that they can either provide an email address or consult the website often for news and updates. The motion was seconded and approved.
- C. Spring Workshops
1. Kathryn Long distributed a handout about a three hour workshop on teaching Russian speaking students. Presenters will be Larissa Sofronova and Bengt Skillen from 2-5pm Friday April 29. Free for members; \$20 for non-members (includes membership). Pre-registration would allow us to be prepared for the estimated number of participants.
 2. Anna would like to connect with Kathryn so she can line up volunteers for the workshop.
 3. Tina suggested checking out the cultural boxes and asking some Russian speaking PSU graduate students to create a poster. Kathleen suggested that students at the Maywood Campus may have decorated the facility for ESL Awareness Week.
- D. Fall Conference
1. November 4-5, 2005, at St. Mary's Academy
 2. Plenary speaker is Joy Reed, author of *The Process of Composition*. Her focus is writing.
 3. Bill will create a slide show again.
 4. Board members met in small groups to brainstorm theme ideas. A discussion followed. We broke for lunch and then voted, selecting "Opening Doors to New Frontiers".
 5. Florence is conference chair.
 6. Joel has a potential presenter for Friday, Dr. Michael Sedler. If he presents, Joel proposed that his full-day workshop replace the k-12 conference on Teacher In-service Day. Dr. Sedler offers an option for earning credit. We would prefer for him to present related sessions morning and afternoon so that people could attend either session or both sessions. In addition, there could be some short sessions (50 minutes, 90 minutes or three hours) offered on Friday. Perhaps presenters could present the same session more than once.
 7. Joel moved we ask Dr. Sedler to present. The motion was seconded, and approved.
 8. Tina suggested that presentations could include topics on adult learning. Dr. Christine Cress teaches at PSU and is an interesting presenter; perhaps she could speak about teaching specifically to adults. Would we ask her to speak for free, or offer an honorarium? Mary will approach her.

9. Joel suggested we get someone from the State Department of Education to speak about k-12 Standards and standardized testing for k-12. That would be a big draw for k-12 teachers. Joel will find out about that for a Saturday session.
10. Tim suggested we offer a three-hour technology session with Jeff Magoto. That could be a Friday session.
11. Anna suggested we ask Diedre Cain to speak about service learning.
12. Tina brought up the question of bringing up social issues in the ESL classroom, and maybe inviting Kim Brown and a panel of PSU faculty to speak on the issue. We could have a discussion of micro-strategies. Both a panel and a workshop might be appropriate. Mary will talk to Kathleen Kuba, since she is SIG for socio-political concerns.
13. Tim wondered if we can arrange a tour of the Lab School at PSU.
14. Pre-registration would help us determine what rooms we'll need.
15. Bill suggested we ask Leslie Opp-Beckman if she can speak on technology in the language classroom.
16. We will defer our discussion on publishers and publicity until the May meeting.

E. Newsletter

1. René asked when the letters go out. The May issue would include a call for papers and a call for new officers for the next board. Send contributions by May 7. She would like to hear from every SIG chair and something about what you did for ESL week, and a report about the Spring Workshop. There should also be a report on TESOL, including from the recipient of the travel grant. Bill will submit guidelines for submissions to the new ORTESOL Journal. The August issue will include conference information.
 2. A flyer mailing will go out to those without email, week of May 21, giving them a password for accessing the newsletter online. By May 28, René will get a pdf file to Tim.
- F. Bill spoke about board recruitment for 2005-2006. We have to approach members personally and persuade them to run for an office. Joel suggested we identify long-time members who haven't served yet. Point out the advantages to networking and advancing in our field. The May newsletter will post positions and descriptions.
- G. Juliet presented the budget. We presented one grant for a member to attend TESOL.
- H. The application for the Terdal Action Research Grant is still in process. Bill will get back to the applicant.
- I. Tim reported on the website. Bill will ask Ginny White to work out technology issues with Tim. Tim is working on setting up online registration. Bill will check around campus to find out what we can do with Dream Weaver, and he will report next time.
- J. Special Interest Reports
1. Adult Education: Tina suggested we look at bilingual schools (like Atkinson) where parents learn reading and writing skills one hour a

week. What if we expanded this model to other bilingual programs, bringing in university students to teach adult education classes? What if linguistics instructors, speech pathology instructors and education instructors worked more collaboratively? Could we identify pathways that cross over departmental lines? We will continue this topic at the next meeting.

2. We will discuss volunteers at the June meeting.
3. Bill passed out Information for Contributors to the ORTESOL Journal and encouraged us to copy it onto ivory paper to distribute to potential contributors.

II. The next meeting will be at the same location at PCC:
Sunday, June 5 from 10-2pm.

The meeting was adjourned at 2:15.