DECTFL Board Meeting

Friday, December 11, 2015

4:00pm Don Pablos

Meeting Minutes

Attended: Gina Travalini-Rubini, Jennifer Short, Patty Buzby, Dr. Ali Alalou, Tracey Kackley, Julie Finley-O’Connor, Kate Dougherty, Andea LaCombe, Chris Wendel, Holly Schnittger

1. Budget- treasurer Chris Wendel
	1. Need to contact IRS about confusion with tax ID number
	2. Each committee submit to President a request for a yearly budget by June meeting. President will compile list and send to treasurer for approval
2. New appointed secretary- Tracey Kackley (newsletter will be bi-annually)
3. Advocacy Committee- Gina will contact Diana Robbins for current email address in order to locate letters
	1. Once a year write letter to Governor, University of Delaware, Del State and Del Tech to update about DECTFL
	2. University of Delaware- contact Dean of Arts and Science- Cindy Schinkle
	3. Julie will contact Delaware State
4. Social Committee- Patty Buzby
	1. All giveaways for the year for every committee will be ordered through Social Committee
	2. Patty will research cost of items in order to establish a preliminary budget for giveaways
	3. Thursday, February 25: Networking Event at Bahama Breeze at Christiana Mall
	4. Saturday, April 23: Networking Event at Harvest Ridge winery in Dover
5. Annual Banquet- Holly Schnittger
	1. Tentative date for next banquet: Friday, October 7, 2016
	2. Vista Higher Learning would like to sponsor banquet again and have a PD session that day (double up)
	3. Possibility for open bar for cocktail hour
6. TOY and AOY- Andea LaCombe
	1. Teacher of the Year will be granted $100 award
	2. Send nominations to building principals as well as teachers
7. Professional Development Committee- Gina Travalini-Rubini
	1. DECTFL conference will be March 18 pending availability at Dover library
	2. $20 nonmember fee / members are free
	3. Need 6 presenters
	4. 40 minutes per presenter
	5. DECTFL Conference food/drinks budget $100.00
	6. Spring PD- Arlene and Ruth (tentative for early April). Held on a weekday
8. Immersion Weekend- tabled until summer
9. Scholarship Fund Committee- Jennifer Short
	1. Jennifer will distribute to members ASAP
	2. Deadline February
10. Membership Committee- Chris Wendel
	1. Membership committee will be chaired by Gina Travalini-Rubini starting 1/1/16
	2. Need to update current list of members online and in files