DECTFL Board Meeting

Wednesday, June 17, 2015

12:00 Patty Buzby’s house

Meeting Minutes

Attendees: Gina Travalini-Rubini, Tracey Kackley, Jennifer Short, Patty Buzby, Holly Schnittger, Chris Wendel

Absent: Diana Robbins, Julie Finley-O’Connor, Ali Alalou, Andea LaCombe, Debbie Supplee, Mandy Gillin, Judith Conway

1. Approval of last meeting’s minutes
2. Review and approve updated constitution and bi-laws
3. Budget- Chris Wendel
	1. Still having problems with the online banking
	2. Gina will call M&T to try and resolve issues
4. Still in need of Secretary
5. Committee updates
	1. Advocacy- Gina will send out letters written by Diana Robbins for approval to be sent to CAEP and ACTFL
	2. Social Committee
		1. Patty is going to use Networks and other companies to order mugs,m bags, lanyards, car magnets, etc.
		2. Jennifer Short has been added to the committee
		3. New next year will be wine tastings (Harvest Ridge?)
		4. Fall Networking event will be held at Bahama Breeze $200-300 budget, outside if possible
		5. Other possible sites for Networking events: Kildares, Wilmington Riverfront
	3. Annual banquet
		1. Possible dates October 2 or 9, 2015
		2. Venue: Christiana Hilton
		3. Music for dancing
		4. Teacher of the Year, Advocate of the Year and Student Contest teacher winner are all free to attend and will receive either a certificate or plaque
		5. Holly Schnittger needs to have a plaque for her Teacher of the Year award (she was never previously given one)
		6. Cut-off date for reduced entry. Will depend on the date of the banquet.
		7. Raffle/auction
		8. Gina will send Holly previous agendas to use as a guide
		9. After the event Holly will send out an electronic feedback form to attendees
	4. Teacher of the Year and Advocate of the Year
		1. all forms have been sent out to members at the end of the 2014-2015 school year. A reminder will be sent at the beginning of the 2015-2016 school year.
		2. AOY and TOY winners get 2 free years of membership and become Honorary Board members for 2 years.
	5. Professional Development
		1. New member: Holly Schnittger
		2. November- PD will be held on a weekday
		3. February
			1. DECTFL Conference will be held on a weekday
			2. Need 2 rooms
			3. Possible locations are Dover Public Library, fire houses, community centers
			4. Possible publishing companies coming and setting up tables
		4. April or May- will be held on a weekend
	6. Immersion Weekend
		1. Possible locations: Virdin Center in Lewes, Sheraton, Hilton hotel
	7. Possible timeframe- Fall
	8. Scholarship Fund
		1. Teacher Scholarship fund
			1. $500 scholarship
			2. Can be used for study abroad, professional development, graduate courses or classroom enhancements
			3. To apply: CV and 2 letters of recommendation from any of the following must be included: student, another colleague, or parent
			4. Application due November 1st. Money dispensed by January 1st or company deadline or departure date
		2. Student Scholarship fund
			1. $250 scholarship
			2. Must show proof of study abroad or college acceptance
			3. To apply: CV and 2 letters of recommendation from any of the following must be included: teacher or parent
			4. Application due November 1st. Money dispensed by January 1st or company deadline or departure date
			5. Must write a blog, diary, journal, etc. “What did you learn from this experience?”
	9. NEW COMMITTEE- Membership Committee
		1. Chair- Chris Wendel
		2. Members- Gina Travalini
		3. Chris will e-mail all membership renewal papers to current members whose membership is expiring and all nonmembers
6. Select dates for 2015-2016: all meetings, except for June, will be held at Don Pablos restaurant near Christiana Mall beginning at 4:00 p.m.
	1. Thursday, September 10, 2015
	2. Friday, December 11, 2015
	3. Thursday, February 4, 2016
	4. Friday, April 8, 2016
	5. Friday, June 17, 2016- Patty Busby’s house