



# AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

**Online Board Meeting Minutes**  
**Sunday, April 11, 2021**  
**Time: 6:30 PM [EST]**

## **Join Zoom Meeting**

**<https://us02web.zoom.us/j/89451165436?pwd=bnJhYkF4azMybVhHd0pxa05HbVBvUT09>**

**Meeting ID: 894 5116 5436**

**Passcode: 464719**

## **1. Roll Call**

Janice Smith-Warshaw, President

Rhonda Jennings-Arey, Secretary

Jason E. Zinza, Treasurer

David Martin, Communications Director

Lorraine Flores, Professional Development Director

Amy June Rowley, Evaluation and Certification Director

Bo Clements, Chapters Affiliation Director

Jessica Parker, ASLHS Coordinator

## **Participants:**

Arlon Nash

Brenda Falgier

Hunta Williams

Bob Donaldson

Christopher Johnson

Debbie Colbert

Heather Arazi

Sara Bianco

## **Absent:**

James Wilson, Vice President

## **2. Meeting called to order by President Smith-Warshaw 6:34 pm EST**

**MOTION #2021-15:** I, David Martin, move to approve the meeting minutes from 03/14/2021 as read.

**Seconded:** Bo Clements

**Vote:** Passed

### 3. COMMITTEE REPORTS

- **ASL Can-Do Statements:** No report Jason Zinza has reached out to find their report. He will contact others.
- **ASLTA Awards Criteria:** Lorraine Flores.
  - ◆ Wooden Awards (Sheri Youens-Un, DeafRoot) postpone making video and transcript till this coming Saturday due to feeling sick from the vaccine.
- **ASLTA Logo:** David Martin. Contacted the artist that we are still reviewing the artwork. The logo committee is having a hard time finding the time to meet.
- **Nomination:** James Wilson. Hats off to Brenda Falgier and Rey Vega for their hard work and compliance to ASLTA's bylaws. So are Janice Warshaw, Rhonda Jennings-Arey and Lorraine Flores for their part on video explaining duties of respective officers, President, Secretary and Professional Development Director. Much appreciation to Jason Zinza for setting up the nomination process via website and David Martin for sending four videos and descriptions via eblast! So far as of today not a nomination has been made yet.
- **Bylaws:** James Wilson. Amendment # 34 has been completed, awaiting approval from the Board for Phase 7 vote. Amendment # 35 for the Finance Committee will be implemented this coming Wednesday.
- **Chapter Handbook & Guidelines:** No report. This will be removed from the minutes from the next meeting on until further notice.
- **Evaluation Advisory:** Will call meeting soon. Urgent items to discuss: Master Interview Rubric and Revamp GoReact rubric. There are 4 people, but the logistics have not been decided on how to meet, etc.
- **IPPG:** James Wilson. Due to Spring Break and prior commitments, the IPPG meeting convened only once since the Board meeting. From the last meeting, most of it focused on the need to enhance our current renewal process for Master/Professional certification. And we reviewed and revised on Course Online Policy. (making some progress). The next meeting is tomorrow, Monday April 12.
- **Membership:** No Report
- **Strategic Planning:** Brenda Faglier. Develop mission, vision, and core values to include diversity and other things and want to sign the mission, vision, etc. Next is implementation. If all three work together, then will implement, but not sure who is responsible for each.
- **Regional Representatives:** No report.
- **DEI:** Hunta Williams. SEnt out an eblast, hope we saw it. He is still healing from the surgery. Found two members who are interested in joining. Will get the confidentiality agreement document signed. He ill keep on updating and meeting with the committee. First thing they will work on is the guideline. Asked a question:

membership - wanted to know how a member can make a payment plan regarding a higher membership status. Wanted to know who to contact. President Janice asked Treasurer Jason if there is a payment plan in play. We are not sure. Hunta wants to know how this works out if he gets a volunteer and that person struggles to pay, what he should do. Janice answered, contact Jason if there is a question related to money, but if donation is needed, contact the board members. Next question is what if the volunteer is not an ASL teacher, but Janice suggested that Hunta try to focus on recruiting ASL teachers first.

→ **Writing Committee:** Rhonda Jennings-Arey. We met on March 7 and worked on task #1, 2, 3, and 5. We are finished, just need to process and download. We will meet again on May 2nd to work on task 4 and possibly 6. Making good progress! Amy June suggested that one of the writing committee members announce where our task work such as position papers are at on the website via eblast so that the members will be aware of them.

### **3. President's Report**

- a. Accolades. Thanked the board members for running the last board meeting. Applauded the nomination committee for their work. Wanted to thank each board member for their hard work.
- b. Presented at the University of North Colorado's TASL program (virtual). Topic was on ASLTA certification. The audience mentioned that they had a hard time understanding the process and our website.
- c. Representative at the CED Board Meeting (October 15, 2021 12:00 - 3:00 p.m. EST). Needs someone to represent ASLTA at their meeting.
- d. ASLTA representative needed to serve on CIT Task Force (ASL assessment for Interpreting students).
- e. My Final Three Months Plan. Goal is to see the online course that Lorraine is working on done. Huge tasks: certification and chapters. Wants the board to get together before the conference. July 23-27 all day long meetings with one day of rest.
- f. Our next Board meeting date needs to be changed from May 9 to Sunday the 16th

### **4. Vice President's Report**

- a. Nomination: Already reported as committee.
- b. Bylaws: Already reported as committee.
- c. IPPG (Information, Policy and Procedures Guidelines): Already reported as committee.

### **5. Secretary's Report**

- a. No report

### **6. Treasurer's Report**

- a. ASLTA website was hacked again.
- b. ASLTA remains \$10,690.54 in the red. There are two upcoming revenue sources: ASLHS chargeback and NPDC 2021 profit. As ASLHS revenue is down considerably compared to last year and registrations have slowed for the conference, it looks likely ASLTA will remain in the red.
- c. Since Daniel Heinze's departure in 2018, I have been maintaining the ASLTA website. Ensuring that information is accurate and up to date on each page is a heavy burden. Would like to propose that responsibility for updating content on web pages be assigned to various Board members, who would let me know what specific content needs to be updated. This can ensure content is consistent and updated across all 175+ pages of the ASLTA website.

**MOTION #2021-16:** I, Jason Zinza, move that ASLTA pay \$1,322 to Traveler's Insurance for the D&O policy.

**Seconded by:** David Martin

**Vote:** passed

- d. Membership update. Some growth as ASLHS members renew Associate membership in order to purchase graduation materials.

<b>Current ASLTA Membership (as of 4/11/21)</b>			
<b>Membership Category</b>	<b>Current #</b>	<b>Last Meeting #</b>	<b>2020-2021 Goal</b>
<i>Supporting - 1 year</i>	95	89	85
<i>Supporting - 2 years</i>	56	56	36
<i>Associate - 1 year</i>	296	280	218
<i>Associate - 2 years</i>	156	154	104
<i>Certified - 1 year</i>	114	111	100
<i>Certified - 2 years</i>	66	66	48
<i>Retired - 1 year</i>	1	0	2
<i>Retired - 2 years</i>	0	0	2
<i>Retired Certified - 1 year</i>	4	4	5
<i>Retired Certified - 2 years</i>	5	5	3
<b>TOTAL MEMBERSHIP</b>	<b>793</b>	<b>766</b>	<b>603 (-20%)</b>
<i>Institutional Members</i>	16	12	15

ASLTA Chapters	12	10	10
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h. Schwab update.

<b>Current ASLTA Financial Status (as of 4/11/21)</b>			
<b>Bank of America Accounts</b>	<b>Bank Balance</b>	<b>QuickBooks Balance</b>	<b>Needs to be Processed</b>
<i>ASL Honor Society</i>	\$ 70,246.72	\$ 67,496.46	33
<i>Evaluation &amp; Certification</i>	\$ 2,732.36	\$ 2,515.23	0
<i>Main Checking</i>	\$ 259,722.44	\$ 148,427.10	169
<i>Conference</i>	\$ 29,713.25	\$ 6,710.91	3
<i>External Donations to the NPDC (2021 Patrons)</i>	\$ 0		
<i>National Standards</i>	\$ 3,107.53	\$ 3,107.40	1
<i>Professional Development</i>	\$ 1,171.94	\$ -2,150.21	1
<i>Inclusion &amp; Equity</i>	\$ 100.00	\$ 100.00	0
<i>Investment</i>	\$ 100.00	\$ 100.00	1 (transfer \$100.00 from Main)
<i>External Donations to Main Checking Account</i>	\$ 0.00	N/A	
<b>TOTAL ACCOUNT VALUE</b>	<b>\$ 366,894.24</b>	<b>\$ 226,306.89</b>	
<b>Schwab Long-Term Investment Accounts</b>			
<b>Schwab Long-Term Investment Accounts</b>	<b>Account Balance</b>	<b>Available Funds (cash)</b>	<b>Investment Notes</b>
<i>L1 Initiatives Fund</i>	\$ 8,741.96	\$ TBD	+\$19.52 (+.22%)
<i>LF2 Fund</i>	\$ 4,557.78	\$ 0.00*	+\$10.97 (+.24%)
<i>Riggs Fund</i>	\$ 7,472.86	\$ 0.00*	+\$18.51 (+.25%)
<i>Main Investment Fund</i>	\$ 91,503.03	\$ 10,003.87	+\$133.39 (+.15%)

<i>External Donations (specify account)</i>	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL ACCOUNT VALUE</b>	<b>\$ 112,275.63</b>	<b>\$ 10,003.87</b>	<b>+\$182.39 (+.16%)</b>
*Fund cannot be used until it has reached \$10,000.00 in value.			

## 7. Professional Development Director Flores

- Course Online Instructors (Momentum of Agreement or Understanding) will discuss this tomorrow at the IPPG meeting.
- Adding CEUs on Course Online. People are still misunderstanding what CEUs are about, they thought they had to have it in order to obtain ASLTA certification.
- FASLTA-will have two co-chairpersons: Arlene Negron and Ivan Jarama (he is a treasurer for FASLTA currently. Ben Jarashow is acting president. Rachelle Settambino is on her maternity leave.

## 2021 Virtual Conference Report by Lori Woods and Arlon Nash (presented by Arlon). Agenda for ASLTA Board Meeting (Public)

1. The Conference Schedule is still in processing (try to finish by Saturday). There is 24.25 hours of conference so far.
2. Registration - 233 registrants so far
3. Check conference website and aslta website. To see if it is updated.
4. Screen for call of presenters will be done by April 15th and start to PR by Saturday April 18th.
5. Sponsors - please contact Sara Bianco
6. Call for artists will be in two weeks. Plan to put it into one gallery.

## 8. Evaluation and Certification Director Rowley

- New Evaluation Assistant- Leslie Greer, her email is [evaluationoffice@aslta.org](mailto:evaluationoffice@aslta.org). Still receiving training. Has access to goreact and emails. Worked with her to help reply to general correspondence and set up goreact accounts. She contacted the previous evaluation assistant to see if he would be willing to train her, but he declined. I will contact other ASLTA board members for continued training as she develops her list of responsibilities.
- One person contacted us for a VP meeting, referred to Leslie Greer, but ASLTA doesn't currently have VP access. Waiting on result from contact with Convo (through our treasurer - Jason replied that the person responsible is sick and will contact him Monday or Tuesday).
- Almost done with MOA with Gallaudet MASLED Program. They want language in the MOA that states that persons who decline to renew their membership will not be required to retroactively pay their membership dues but instead can apply for

- certification/membership on their own. IPPG committee felt that this language leads to more potential misunderstandings so I have asked the MASLED coordinators to propose the exact wording they would like to see that would make it more clear and not more confusing.
- Currently working on: LAST CALL for old evaluation system. Looked at Member Database on website- Have 39 people with Provisional Certification and 14 with Qualified. A few have already started the process to either move to Master or Qualified or Professional. Will look for their emails and make a video to communicate with those 53 people regarding wrapping up our old certification system.
  - In Evaluation now: 2 candidates (1 Master Interview, 1 Professional). In progress: (Candidate has gone) 8 candidates: 3 Certified, 3 Certified Redo, 2 Master. Recently Completed: Certified - 1, Course Verification- 1, Qualified- 1, Master- 1, Professional - 2.

#### **9. Chapter Affiliation Director Clements**

- We will have a regional rep meeting on April 13, 2021 at 7:45 pm **EST**.
- **San Diego ASLTA** hosts Zoom - Meet & Greet breakout discussion topics: Course Design, Deaf Studies Today Conference and Open topic. Date: **April 17, 2021** at 10:30 am -11:30 am PST. Free/everyone is welcome.
- **NCASLTA** chapter hosts Virtual PD Conference “**ASL Strategies for Vision Teaching You The Skills**” by Keynote speaker Dr. Dan Hoffman, and two workshops speakers Dr. Rhonda Jennings-Arey and Wanda Riddle Date: **April 23-24, 2021**

#### **10. Communications Director Martin**

- One person asked David to see if the newsletter can be done through communications. Do this 2-3 times a year. Might contact ASLHS newsletter person on the hows of this issue. The person who contacted David is a PhD candidate and wants the newsletter to have research based articles. The committee would help figure what is needed and what format to use.

**Action Item:** Set up a standing committee for the newsletter starting sometime in May.

#### **11. ASL Honor Society Coordinator-Jessica Parker**

- April Newsletter- <https://aslhspr.wixsite.com/mysite/post/april-2021-aslhs-newsletter>
- We gave a \$500 teacher grant for an assortment of ASL Curriculum to ASLHS Member Stephanie Ochoa from Tuloso-Midway High School.
- We ordered new T-shirts and updated our certificate and other related items using our new logo design.
- A big part of what we do is offer college scholarships to ASL students. We have had 0 applications and the due date is this month. Please encourage students to apply.

- We have a strong interest in creating an ASL Assessment equivalent to STAMP for high schoolers to qualify for the Biliteracy Seal. My board would like to create a committee of members to work on creating such an assessment. What are the board's thoughts on this? Jason - this is something ASLTA can lead and establish our own ASL assessment. Amy June shared that her daughter has this. How it works, they make sure a person's proficiency is high and is on 12th grade.

**Action Item:** Include this ASL assessment discussion in the pre-conference project

**MEETING ADJOURNED AT 8:09 pm EST**

Meeting Minutes respectfully submitted by Secretary Jennings-Arey.

**Future meetings:** *ALL MEETINGS ARE AT 6:30 PM EST*

April 25, 2021

May 16, 2021

May 23, 2021

June 13, 2021

June 27, 2021

July 11, 2021