



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

Online Board Meeting Minutes Sunday, August 9, 2020 Time: 6:30 PM [EST]

1. Roll Call

Janice Smith-Warshaw, President

James Wilson, Vice President (left at 8:02 pm)

Jason E. Zinza, Treasurer

David Martin, Communications Director

Lorraine Flores, Professional Development Director

Amy June Rowley, Evaluation and Certification Director (joined at 7:55 pm)

Bo Clements, Chapter Affiliation Director

Christine Sharkey, ASLHS Coordinator

Lori Woods, 2021 Conference Co-Chair (left 7:38 pm)

Arlon Nash, 2021 Conference Co-Chair (left at 7:38 pm)

Absence(s):

Rhonda Jennings-Arey, Secretary

2. Meeting called to order at 6:33 pm EST

MOTION #2020-075: I, Lorraine Flores, move to approve the meeting minutes from 07/12/2020 as read.

Seconded: James Wilson

Vote: Passed

3. President's Report

- a. Memorandum of Agreement (MOA) with NASLEHL. Have met with NASLEHL's President and Treasurer along with myself and ASLTA Treasurer to create a rough draft of the proposed MOA. Waiting for a response / feedback from NASLEHL.
- b. Resignation letter from ASLHS Coordinator, Christine Sharkey. Christine's departure date has arrived and this is her final Board meeting as Coordinator of the ASLHS program. Her replacement will be Jessica Parker (of Alaska).

- c. New ASLHS Coordinator, Jessica Parker, was appointed by the ASLHS program for a new term starting Sept. 2020. She will join the Board for the social justice training next week.
- d. ASL videos of FAQs for ASLTA certification. Have filmed several short video FAQs regarding certification. Will send David the videos to upload to Youtube and the links to Jason to add to the website.
- e. One-year ASLTA membership for webinar presenter(s) or panelists who volunteer their time. The IPPG committee discussed the idea of extending ASLTA membership to ASLTA webinar presenters who do so for no fee. After discussion with the Board, it was decided to not offer this appreciation at this time. But will revisit in the future if finances permit. In the meantime, presenters will receive an ASLTA t-shirt as a token of appreciation.
- f. Reminder: “Why Do We Need Your White Privilege” workshop by Victorica Monroe on Sunday, August 23 at 4:00 p.m. EST/2:00 p.m. MST/1:00 p.m. PST. Mark your calendars for this workshop. Training is for the Board and Conference Co-Chairs (unfortunately cannot invite general ASLTA members or committee members since the presenter charges per attendee).

4. Vice President’s Report

- a. Hold for Next Meeting

5. Secretary’s Report

- a. No Report

6. Treasurer’s Report

- a. Would like to see ASLTA take the lead on organizing online ASL socials / Deaf events. Could be a members-only benefit and teachers could encourage their students to attend the Zoom chat, proctored by one or more Board members. PD is not interested in coordinating this effort since there is too much on her plate at this point. Other Board members are not interested.
- b. Organizational dues for CED (Council on Education of the Deaf) are due for 2020-2021. The amount due is \$2,000.00. ASLTA’s membership with CED is in part of fulfilling our mission of serving L1 learners.

MOTION #2020-076: I, David Martin, move that ASLTA pay dues in the amount of \$2,000.00 to CED for the 2020-2021 year.

Seconded: Lorraine Flores

Vote: Passed

- c. Would like to see ASLTA promote recognition of Latinx members in observance of Latinx Heritage month (September 15 - October 15). Ideas? Lorraine is planning an LSM workshop that month. Janice is interested in making a video announcement in honor of Latinx month as well.

- d. Have received a \$525.00 donation to ASLTA in honor of Barbara Kannapell. The donor has some stipulations (honoring Kanny with ASLTA membership and setting up a fund to benefit LGBT participation in ASLTA and / or conferences). Funds were already donated via mail. Janice and Jason to meet with that person and bring ideas to the Board.
- e. Strategic Planning Committee update: Fantastic discussions so far. Currently working on developing a set of “core values” to guide ASLTA, based on member input. Filming video outreach to members to solicit feedback on “How can ASLTA do better for you?” to identify specific areas of member concern. Board would appreciate the committee sharing insight into member responses.
- f. Website maintenance: Any objection to adding a page for the Strategic Planning Committee to use to store meeting minutes, links to videos, etc.? No objection.
- g. Working with Maria to complete all backlog transactions by September 1.
- h. Have not transferred funds from PD to Schwab (Riggs account) at this time. Will transfer when the final accounting is complete.
- i. 20% administrative chargebacks to occur:
 - i. ASLHS: \$7,328.60 (20% x total income of \$36,643.00).
 - ii. PD: \$834.43 (20% x total income as of 7/30/20 of \$4,172.18).
 - iii. Evaluation: \$840.00 (20% x total income of \$4,200.00).
- j. Evaluation Support headcount to occur: \$1,500.00 from Main account to Evaluation account (\$10.00 x each certified member in 2019-2020). (Total amount transferred will be \$660.00, since the amount will be deducted from the evaluation headcount transfer (see above). The Evaluation program is struggling financially and needs funds to sustain operations while long-term solutions are developed.

MOTION #2020-077: I, Jason Zinza, move to transfer \$2,000.00 to the Evaluation account from the main account to provide a financial cushion for evaluation program needs.

Seconded: Amy June Rowley

Vote: Passed

- k. Membership update. People are renewing memberships and the webinars continue to draw new members. Thrilled to see this growth. Keep in mind the current ASLTA membership numbers won't reset until September 1, so the chart below includes 2019-2020 and new memberships / renewals so far for 2020-2021.

Current ASLTA Membership (as of 8/9/20)			
Membership Category	Current #	Last Meeting #	2019-2020 Goal
<i>Supporting - 1 year</i>	93	77	
<i>Supporting - 2 years</i>	40	35	

<i>Associate - 1 year</i>	356	307	
<i>Associate - 2 years</i>	113	101	
<i>Certified - 1 year</i>	113	103	
<i>Certified - 2 years</i>	50	47	
<i>Retired - 1 year</i>	0	0	
<i>Retired - 2 years</i>	0	0	
<i>Retired Certified - 1 year</i>	5	4	
<i>Retired Certified - 2 years</i>	2	2	
TOTAL MEMBERSHIP	772	676	1,000
<i>Institutional Members</i>	14	14	
<i>ASLTA Chapters</i>	10	9	

e. Schwab update.

Current ASLTA Financial Status (as of 8/9/20)			
Bank of America Accounts	Bank Balance	QuickBooks Balance	Needs to be Processed
<i>ASL Honor Society</i>	\$ 67,833.06	\$ 76,998.29	82
<i>Evaluation & Certification</i>	\$ 753.11	\$ 2,454.73	1
<i>Main Checking</i>	\$ 124,346.62	\$ -84,080.54	253
<i>Conference</i>	\$ 58,802.84	\$ 36,198.75	0
<i>External Donations to the NPDC (2021 Patrons)</i>	\$ 0.00	N/A	0
<i>National Standards</i>	\$ 3,106.51	\$ 3,106.51	0
<i>Professional Development</i>	\$ 4,172.18	\$ 850.08	1
<i>Inclusion & Equity</i>	\$ 100.00	\$ 100.00	0
<i>Investment</i>	\$ 100.00	\$ 100.00	

<i>External Donations to Main Checking Account</i>	\$ 500.00	N/A	0
TOTAL ACCOUNT VALUE	\$ 259,714.32	\$ 35,727.82	337
Schwab Long-Term Investment Accounts	Account Balance	Available Funds (cash)	Investment Notes
<i>L1 Initiatives Fund</i>	\$ 13,835.74	\$ TBD	+\$4.62 (+0.06%)
<i>LF2 Fund</i>	\$ 4,180.25	\$ 0.00*	+\$2.43 (+0.22%)
<i>Riggs Fund</i>	\$ 6,835.50	\$ 0.00*	+\$4.00 (+0.06%)
<i>Main Investment Fund</i>	\$ 81,715.69	\$ 10,235.70	+\$179.60 (+0.22%)
<i>External Donations (specify account)</i>	\$ 0.00	\$ 0.- 00	\$ 0.00
TOTAL ACCOUNT VALUE	\$ 100,802.18	\$ 10,435.77	+\$190.65 (.19%)
*Fund cannot be used until it has reached \$10,000.00 in value.			

7. Professional Development Director Flores

- a. Dr. Curt Radford's Webinar Title: Teaching ASL Online Effectively, Tuesday, July 21, 2020, earned \$5790.00 and this amount will go to Riggs Chapter Fund (minus the CEU fees paid to the CEU processor).
- b. Dr. Kim Pudans-Smith's Webinar Title: ASSESSMENT, WHAT'S THAT?, Wednesday, August 12, 2020. Approximately 50-ish registrants.
- c. Ernest Willman, Title: READY LEARN ZOOM NOW...FINISH AHA ZOOMED, Sunday, August 16 (will provide four sessions on the same day).
- d. Dr. Janice Smith Warshaw's Webinar Title: The Importance of Intersectionality in ASL Education, Saturday, September 19, 2020.
- e. Al Jiminez, "Teaching Lengua de señas Mexicana", October 10, 2020 webinar.
- f. Planning a webinar with David Martin, "ASL Classifiers - Sports", November 2020???
- g. Shirts? 15 or 20 shirts? I need to order the shirts this week.
- h. Feedback from webinar participants shows a need for separate webinars for college vs. high school teachers. Will host the webinar for ASL HS Teacher soon.
- i. The Awards Committee will meet this week to develop criteria for awards. Specifically need chapters award criteria. Will have the conference host award (goes to the host chapter), and the chapter of the year award (Bo will develop criteria for that).
- j. Nomination Committee will meet this week.

- k. CIT/ASLTA Professional Development (last week) and will meet with Ohio PD Conference Committee.
- l. Thank You (ASLTA Board Signatures)

8. Evaluation and Certification Director Rowley

- a. Florida certification issue. Multiple requests for assistance have come in from Florida and the issues are complex. Really needing assistance to figure out the issues and how to navigate solutions with Florida Department of Education and FLVS (Florida Virtual School). Problem is that Florida lists Professional ASLTA certification for degree fulfillment but not Master, but there doesn't seem to be a clear way for Master to be added or to get them to understand Professional became Master. A solution is needed. Janice will work with Amy and FL DOE.
- b. Several evaluations in progress - great news.
- c. Would like to make the payment plan more prominent on the certification pages. Jason can do this.

9. Chapter Affiliation Director Clements

- a. Would like to offer to ASLTA chapters the option to use ASLTA's Zoom webinar plan as a benefit to chapters in good standing. Our pricing is up to 100 people at \$40.00; more than 100, \$140.00. We could allow chapters to use our webinar account but only up to \$40.00; they would pay the difference if it costs \$140.00.

MOTION #2020-078: I, Bo Clements, move that ASLTA allow chapters to use ASLTA's Zoom webinar platform, provided they are current in their chapter dues. ASLTA will cover costs up to \$40.00 from the Professional Development budget and the chapter will pay the difference for expenses beyond \$40.00, effective 8/9/20.

Seconded: David Martin

Vote: Passed

- b. Chapter representatives meeting was on August 3, 2020. All reps were in attendance. Covered the following:
 - i. 10 chapters/ Now 11 chapters - Maryland
 - ii. We sent out the forms to chapters for updated information for school year 2020-2021.
 - iii. We discussed Chapter Award criteria into five categories.
 - iv. Instrumental Video for renewal chapter fee - working on this.
 - v. New intro of all reps video by August 15 for website/eblast. Will help people feel more connected with their reps.
 - vi. Chapter luncheon/Dinner still in the air.
- c. NE Representative Brenda Schertz reports:
 - i. Old Sign Panel webinar by NJ-ASLTA: Sept/Oct

- ii. August 4, 11, 18 - Roundtable/16 participants to discuss on different topics. Perhaps charge 3 sessions/\$10.00
 - iii. Follow up PA group/chapter if not merge with NJ/NY
 - iv. Charles Mc Gowan gave a video/web of Byron Bridges to David. David and Jason are working on a long-term webinar archive option but have not identified a workable solution at this time.
- d. SE Representative Cathi C. Holst reports:
 - i. No responses from FL and NC
 - ii. Contact a point person in Georgia for Group
- e. MW Representative Damon Johnson reports:
 - i. Working with a new president of the Ohio Chapter, Sarah Henegar as well to work with her on Ohio Chapter ByLaws.
- f. West Representative Heather Arazi reports:
 - i. Contacted Dean Papalia - BA chapter
 - ii. Contacted LA/So Cal group.
 - iii. Hosted a zoom meeting on July 28, 2020 with local individuals interested in establishing a local chapter. I was there in this meeting.
 - iv. Attended San Diego chapter meeting for the elected new board members.

10. Communications Director Martin

- Membership drive. Will share some ideas with the Board via email. Want to shift the lens to “what can ASLTA provide you / do for you?” and focus on membership benefits.
- Only 1 person has expressed interest in joining the membership committee. Maybe rename the committee to “Benefits committee.”
- Suggestion: Incorporate membership into webinar costs (example: webinar + membership, paid together at once).

11. ASL Honor Society Coordinator Sharkey

Teacher’s Grants:

- 10 Applications were received
- 3 Awards were given:
 - Jennifer Battaglia - \$500.00 for curriculum books and DVD
 - Meghan Santone - \$487.57 for highback counter height chairs for deskless classroom
 - Michele Gachowski - \$88.38 for “Hidden Treasures of Black ASL” book and DVD

High School Scholarships:

- 14 Applications were received
- 3 Applications were incomplete
- 1 Applicant was disqualified for non-major/minor in ASL/Deaf Studies
- 1 Applicant was disqualified for non-submission of transcript (we were accepting informal due to COVID-19 Pandemic)

- 3 Winners:
- Madeeha Mirza - 1st Place **\$1,000.00** (last year: \$2,000.00)
- Caroline Baumann - 2nd Place **\$750.00** (last year: \$1,500.00)
- Nicole Garmer - 3rd Place **\$250.00** (last year: \$500.00)

College Scholarships:

- 3 Applications were received
- 1 Winner:
- Sarah Dettmer - **\$1,000.00** (last year: \$2,000.00)

Scholarship amounts were lower than last year due to a decrease in Graduation material sales.

ASLHS Graduation Shipment Information

	Items Sold		To Order for 2020-2021	Have left
	2019-2020	2018-2019		
ASLHS Pin	1125	1046	1100	144
ASLHS Seal	1030	993	800	411
Honor Cord	1016	1091	1080 (90 sets of 12)	270
Cogswell Medal	159	110	200	14
Clerc Medal	640	600	750	40
ASLHS T-Shirt				
S	49	23	50	8
M	80	29	90	8
L	38	26	50	13
XL	16	6	20	5
XXL	3	1	8	0
XXXL	1	0	0	7

2019-2020 ASLHS Competition End of Year Report

Expenses		Competition Participation	
Survey Monkey	\$131.40	Art Competition	22 Schools
Prize Money	\$675.00	Category-Portraits	300 Entries
Prizes (Ann Silver Prints	\$180.00	Literature Competition	17 Schools
Printer	\$79.99	Category-ABC Stories	156 Entries
Ink	\$91.89		
Seals	\$62.38	Competition Fees Collected	\$975.00
Shipping	\$308.40		
Certificate Paper	\$21.76		
TOTAL	\$1,550.82	TOTAL	

2019-20 Membership:

There are 248 chapters in good standing
Two year memberships were not documented.

ASLHS Public Relations Summary 2019-2020

Social Media Used

Facebook - YES

Instagram - YES

Twitter - NO

Facebook Posts- 74 posts from Aug 2019-June 2020

FACEBOOK Followers/Page Likes: 2,608

Aug 1,2019- 2,389 likes

June 2020- 2,608 likes

About 200 more people followed ASLHS this year

- Chris Sharkey- ASLHS National Coordinator Resignation is effective August 31, 2020. Jessica Parker was invited to the Aug 23, 2020 ASLTA Board training meeting and will participate in monthly meetings beginning Sept 2020.

2021 NPDC Report - Arlon Nash and Lori Woods

- a. Sponsorship letters have been sent to multiple sponsors. Arranging face-to-face meetings with representatives to review questions and explore sponsorship options. Have a variety of sponsorship opportunities and options available.
- b. COVID-19 Plan B. Have had discussions with the hotel regarding social distancing requirements in Ohio (if required at the time of the conference). May require an attendance cap of 360 attendees and masks. Are also discussing postponement options, along with reductions in food and beverage spending and hotel guest room requirements. May also need a Plan C to cover future issues. Lori will contact the hotel POC to see if we can have two simultaneous contracts in effect - one in effect with Covid-19 exigencies, and one without. It is clear Covid-19 discussions need to continue so address all possibilities we're dealing with.
- c. Committee will hold off on opening registration until more information regarding Covid is obtained from the hotel.

MEETING ADJOURNED AT 9:15 pm EST

Meeting Minutes respectfully submitted by Acting Secretary, Jason E. Zinza.

Future meetings:

August 23, 2020 at 4:00 pm EST

September 13, 2020 at 6:30 pm EST

September 27, 2020 at 4:00 pm EST

October 11, 2020 at 6:30 pm EST

October 25, 2020 at 4:00 pm EST

November 8, 2020 at 6:30 pm EST

November 22, 2020 at 4:00 pm EST

December 13, 2020 at 6:30 pm EST