

OFLA Annual Report
March 5, 2012
Roslyn M. Terek
President Elect

In August, as I moved into the office of OFLA President Elect, I met with Sarah Shackelford and Jane Rauschenberg whom I had designated to be the Local Co-Chairs for the joint 2013 CSC/OFLA Conference. They had met in June with Patrick Raven, Executive Director of the Central States Conference on the Teaching of Foreign Languages. We discussed the timeline of the responsibilities OFLA will have during the 2012-2013 year. At this time, I passed on to Sarah Shackelford, Public Relations and Advocacy Chair, all the information and files I had created during my tenure as Vice-President of Public Relations. As President Elect and Awards Committee Chair, I reformatted the 2012 Awards Nomination Forms and created a timeline of tasks for the committee to complete.

I attended all regular board meetings in October, December and February. In late October, I met with President Carol Eiber, Executive Vice-President Teri Wiechart and the Conference Manager Dwight Loken to plan the schedule of workshops and sessions for the 2012 OFLA Conference. From early September until the present time, Carol, Teri Sarah, Carol and I communicated almost daily regarding OFLA business.

As Awards Committee Chair, I received the nominations for award recipients by December 1st, reviewed them and met with past Awards Committee Chair Mark Himmelein and Carol Eiber to discuss the nominations during the December board meeting. Following the February board meeting when the nominees were approved, I drafted and sent letters to all nominators and award recipients announcing their award and inviting them to attend the Awards Luncheon at the 2012 OFLA Conference. I also designed and created the InDesign file for the Awards Program.

In February, Carol Eiber, Teri Wiechart, Mark Himmelein and I met to work on revising the OFLA Policies. We will continue this work in April with the hope of completing the task before I take office as president. As the Board prepared for the 50th Anniversary Conference, I helped to edit the Conference Registration Book. And with Editor for Electronic Media Cheryl Johnson, I worked to create and to edit the winter 2012 issue of *The Cardinal*. Additionally, I wrote articles for the fall and winter issues and provided short “blurbs” for the OFLA website about nominations for awards and the 2nd OFLA Used Book Sale. In addition, I designed posters for the conference and arranged for the printing of them by William Griffin, an art teacher at Struthers High School.

In early March, I traveled to the Central States Conference in Milwaukee with Carol Eiber. I created a public relations PowerPoint to show at the Advisory Council Meeting as an invitation to the members to set the date for the March 14-16, 2013 joint CSC/OFLA Conference.

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Once again, although not an official duty of my office, I was asked to provide professional development to FL teachers in my area. In doing so, I presented three full day professional development sessions with the FL teachers of both Ashtabula and Trumbull County on County Waiver Days in August, November and January. Throughout the year, I offered suggestions, participated in discussions, proofed or edited documents and worked with Carol Eiber, Teri Wiechart and Sarah Shackelford. And as required, I arranged for the lunches for each of our OFLA Board meetings.

Respectfully submitted,

A handwritten signature in black ink, reading "Roslyn M. Terek", enclosed in a thin black rectangular border.

Roslyn M. Terek
President Elect