

**OFLA Annual Report**  
**Roslyn M. Terek, President**  
**February 24, 2013**

In July, as I moved into the office of OFLA President, I corresponded with Carol Eiber, Teri Wiechart, Sarah Shackelford and Patrick Raven (CSCTFL Executive Director) via email and telephone to prepare for the 2013 CSC Conference for which OFLA is the host state. My first task for the conference was the creation of a Welcome Letter for use by CSCTFL on their website and for publication in mailings regarding the conference. Later I created a Travel Directions document for use by CSCTFL, prepared an edited version of the Welcome Letter for the conference program and a Buckeye Recipe flyer to distribute at the annual 2012 ACTFL Conference in Philadelphia.

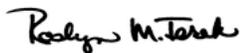
Several other duties I completed included the planning and writing of the agendas for all OFLA Board meetings and meeting with Sarah Shackelford, the Conference Committee Chairs and the OFLA Board to discuss their responsibilities and their timeline for the 2012-2013 year. In November, I traveled to the ACTFL Conference in Philadelphia where Sarah Shackelford and I hosted a booth to publicize the upcoming CSC conference in March.

I attended and planned the regular board meetings for September, December and March. At the December OFLA Board meeting, I created an Ad Hoc Committee, headed by Richard Emch, to research Tech Based WL programs. In February, I traveled to the conference hotel to meet with the Conference Planning Team and our OFLA Committee Chairs to make final arrangements for the conference.

Carol Eiber, Teri Wiechart, Mark Himmelein, Richard Emch, Alan Turner and I met in December to continue our work on revising the OFLA Policies. I wrote articles for the fall and winter issues of the *Cardinal* and edited each issue. I designed a Student Award for OFLA members to access on our website. In addition, I helped to design posters for the CSC conference and arranged for the printing of them by William Griffin, an art teacher at Struthers High School.

Throughout the year, I communicated with the entire OFLA Board, offered suggestions, participated in discussions, created, proofed and edited documents for their use. And I corresponded regularly with Sarah Shackelford, Carol Eiber, Teri Wiechart, Richard Emch, Mark Himmelein and Patrick Raven.

Respectfully submitted,



Roslyn M. Terek  
President