



**The Ohio Foreign Language Association  
2016 Annual Report  
President**

I began my work as President in the Spring 2015 by attending the Budget meeting immediately following the Ohio Foreign Language Association 2015 conference. My work for the 2015-2016 academic year centered around the Board meetings, the work with Central States Conference on the Teaching of Foreign Languages (CSCTFL) to plan a joint conference, activities related around the Seal of Biliteracy, as well as representing and communicating with OFLA members through publications and representation at conferences.

For the Board meetings, I planned, wrote agendas, and directed meetings ensuring all voices were heard. I first planned and organized the August Retreat that sets the scene and goals for the academic year. For the retreat, I worked with Dwight Loken from the Meeting Connection to organize lodging and meals for the attending Board members. The agenda of the retreat included: board orientation of policies, file storage, organization's mission and vision, as well as goals for the academic year; board discussion of by-laws; updates from ODE: advocacy; Seal of biliteracy, leadership report; ODE/OFLA recognition program for outstanding WL programs in Ohio; Conference planning; as well as the official Board Meeting. For the October, December and March Board meetings, I wrote the planned, wrote the agendas and directed the meetings.

In the Fall 2013, the OFLA Board voted to conduct a joint conference with the Central States Conference on the Teaching of Foreign Languages (CSCTFL) for the 2016 conference. As the OFLA president, I served as Local Liaison. My duties included: meeting with program chair to finalize the keynote speaker; communicating timeline with executive director; co-organizing the booth, staff and materials, at ACTFL 2015 for promoting CSCTFL/OFLA 2016 conference; providing the executive director with membership information for inclusion in the conference registration form; writing the Welcome letter used online to preview the conference; coordinating payments for special sessions at the conference; appointing and helping organize the local committee chairs; surveying board members regarding conference accommodations and communicated information to executive director; writing the Welcome letter used in the conference program; as well as planning the OFLA Board welcome meeting, Annual Business Meeting, and Post-Conference Board meeting.

During the 2015-2016 academic year, I formed and chaired a committee to select the Ohio Teacher of the Year (TOY). For this task, I collaborated with Cheryl Johnson, Editor for Electronic Publications and Web Site, to create an online submission link and hosting place. I then drafted the requirements for the Ohio TOY and presented these to the board. Next, I invited all former Ohio TOYs to serve on the committee along with one representative from the Ohio Department of Education (ODE). I advertised the award using all social media venues (e.g. listserv and Facebook). We collected and reviewed submissions. Selected the Ohio 2016 TOY and submitted materials to the CSCTFL.

Martha Halemba, Chair of the Professional Development Committee, worked to get the Seal of Biliteracy as an Ohio House Bill. I communicated with Martha Halemba throughout the process. I created a sample letter to send to representatives and posted this letter online. In addition to the letters sent to the list serve, I communicated with OFLA members through publications and representation at conferences. I wrote an article for each issue of the cardinal. Finally, I attended the American Council on the Teaching of Foreign Languages (ACTFL) 2015 in San Diego and represented Ohio. While at ACTFL I attended the leadership meeting and presented the current language teaching situation in Ohio.

Respectfully Submitted,  
Martha Castaneda  
Martha Castañeda, President

March 2016