

07 September 2011

## **Memorandum**

To: FLAVA Membership  
From: Dick Kuettner, Chair, FLAVA Professional Issues Committee  
Subject: FLAVA Professional Development Opportunities

Professional development opportunities for FLAVA members is going statewide. What does this mean?

This means that workshops normally held in just one location with the hopes of attracting many attendees will now be more conveniently located so many more members can participate.

But how can this be achieved? Easily. During this initial, pilot stage, workshops will be held on the campus of Washington and Lee University and will be broadcasted via the Internet to possibly 200 locations across Virginia. The FLAVA membership will be able to attend workshops free of charge, at local and regional schools belonging to and participating with the FLAVA Professional Development Network (PDN). Of course, visitors are always welcome with a nominal fee of \$5.00 per workshop. But we would want to encourage our visitors to become FLAVA members on the spot by providing them physical means of enrolling as a member and explaining the benefits of membership in the 100-year-old organization.

At this time FLAVA is in the process of forming its Professional Development Network and is actively seeking schools and school districts that wish to work with FLAVA by offering their facilities and expertise for the establishment of this workshop network. These schools or school districts/divisions will be known as host sites, and it is at these host sites where FLAVA members will gather for professional development workshops at least four times during each academic year.

If you are interested in naming your school or school district as a host site and you would like as well to be a PDN host site director, speak with your administrators and your world languages coordinator. If you are given the go-ahead, then please contact Dick Kuettner, FLAVA Professional Issues Committee chair at 540 458-8995 or [kuettnerd@wlu.edu](mailto:kuettnerd@wlu.edu) to learn more about the PDN and the host site's simple expectations.

The PDN needs to be finalized by 19 September 2011 so workshop registration can begin shortly thereafter.

Participating schools, school districts, and PDN host site directors will be featured during the plenary session of FLAVA's 100<sup>th</sup> Anniversary Celebration being held in Richmond on 08 October 2011.

Listed below are (1) workshop titles and dates for the 2011-2012 academic year, and (2) answers to questions you might be asking yourself as you read this memo.

Remember that FLAVA members are able to attend these workshops free of charge!

### **Tried and Proven Conversation-Building Activities for Language Learning**

11 October 2011

Workshop Director: Peter Vlaming, Williamsburg

### **Learning Activities for the Inhibited Language Learner**

10 November 2011

Workshop Director: Norah Jones, Lynchburg

### **Where Does the Learning Actually Occur? Inside or Outside the Classroom?**

19 January 2012

Workshop Director: TBD

## **Reaching Out to the Non-Gifted Language Learner**

15 March 2012

Workshop Director: TBD

Here are some Questions and Answers about Logistics.

**What exactly would the host sites need to provide/do? Obviously the space, but what technology would be needed?**

Provide space, provide a computer connected to the internet, data/video projector, and speakers.

**What are the times of the workshops? after school (After school? Schools get out at different times...)**

4 – 6 pm is what is presently scheduled

**What is the attendee registration process if a school or school division becomes a host site?**

Individuals would be directed to a web site where signup is done. Registration information would come to Professional Issues chair and to the host site director. Host site director would be responsible for setting up the workshop location and would take roll. Professional Issues chair would make certificates. The host site director would distribute certificates to those pre-registrants who are present. The certificate of attendance for two hours of professional development training could be used toward recertification. Host site director would collect \$5.00 fee from non-member workshop attendees.

**Would my school division be hosting teachers from other divisions?**

This might occur. The software allows for 200 locations but professional issues doesn't necessarily guarantee that there will be that many schools or divisions which will wish to host.

**Who advertises this?**

FLAVA site, emails to all FLAVA members sent by Professional Issues committee, host site directors, posters sent to host site directors for placement in teachers lounges, host site directors placing workshop info in division newsletters.