

LATTICE, Inc.

BOARD OF DIRECTORS RESOLUTIONS: 2007-7

LATTICE Membership, Recruitment & Retention

The Board resolved the following regarding Membership, Recruitment & Retention:

Monthly Sessions:

Lattice Monthly Sessions consist primarily of these components:

- K-12 classroom educators
 - International Graduate Students (preference to College of Education)
 - Michigan State University staff/faculty
 - Community members, i.e., retired teachers, school administrators, Happendance, Book Club, and others connected to infusing global perspective(s) into classroom instruction.
- All members shall exhibit commitment to the LATTICE Mission, Vision, Values, and Strategies.

Monthly Session Director shall be responsible for the following objectives for recruiting and retaining viable membership especially as it pertains to international students:

- Provide on-going recruitment and monitoring of membership efforts to maintain a balance of active participants to assure, to the best of their ability, diversity geographically and culturally, between and within all the core groups.
 - Targeted percentages: Active K0-12 teacher = 41%; International Students = 38%; MSU = 12% ; Community= 9%
- Encourage all members to seize opportunities to recruit/retain members by declaring the personal and professional benefits gained from LATTICE participation and to make membership referrals.
- Utilize current and new venues to seek members i.e.: Global Festival, referrals, Coffee Hour, Book Club, etc.
- Seek opportunities to acknowledge and utilizes the varied expertise of participants and especially retired teachers.

The LATTICE Board of Directors shall work with MSU in their proposed outreach to undergraduate students.

Membership Process:

The LATTICE Graduate Assistant and Monthly Session Director shall adhere to an organized process for membership. This process is outlined, noting that with regard to International Students, personal contacts have been the most instrumental.

Recruitment of International Students:

- Historically, the LATTICE Graduate Assistant has most effectively facilitated the recruitment of International Students.
- Monthly Session Director shall take the following steps:
 - Gather a list of possible members from all current venues.
 - During summer months, contact active members via e-letter for suggestions for new members.
 - Make personal contact to international students to inform them about LATTICE with the help or current members if needed.

- During August of each year a LATTICE Representative(s) shall attend International Student Orientation / Resource Fair.
- During August of each year send an invitation to College of Education Graduate Orientation via the Department Graduate Assistant.
- Gather a recruitment team and attend Coffee Hours.
- Graduate Assistant shall extend an official invitation to join LATTICE via e-mail, or written correspondence, or phone call.
- Prospective members complete and return the LATTICE application.
- LATTICE Member shall complete the “Membership Agreement.” The Membership Agreement does not need to be signed, but it does inform prospective members of LATTICE expectations and values. (See “Membership Agreement” below.)

Recruitment of Active K-12 Educators, MSU Faculty, and Community Members

- Historically, the Monthly Session Director has most effectively facilitated the recruitment of K-12 Educators, MSU Faculty, and Community members.
- Monthly Session Director shall take the following steps:
 - Prepare and distribute an annual letter, with the LATTICE Brochure, to current and prospective School Districts in coordination with Intermediate School Districts.
 - Utilize K-12 teachers for recommendations for new members within this group.
 - Contact International Studies, ISE, Internationalizing Student Life Office, and community members and agencies, who will support and help achieve LATTICE Mission
 - Continue with application and Membership Agreement process.

Membership Agreement for Prospective LATTICE Session Members

The Board of Directors authorizes the use of the following LATTICE Agreement for all LATTICE members.

LATTICE AGREEMENT

*In achieving the LATTICE mission, the following values guide all of our endeavors. The strategies used to obtain the Vision are anchored by a willingness of all members to: Gain **Knowledge**, Acknowledge **Diversity**, Give and Receive **Respect**, and Nurture a Viable Learning **Community**.*

As a LATTICE Session Member, I agree to:

- Strive to fulfill the LATTICE Mission and Vision in my professional domain of International Student, K-12 Educator, MSU faculty or staff member, or Community Liaison member.
- Make every reasonable effort to attend all Monthly Session meetings in a timely fashion, and, if for some reason, I **absolutely must** come late, or leave early, I promise to do so with the least amount of interruption to the Session as possible.
- Thoughtfully participate in the entire Session Meeting with respectful and engaged listening, offering of comments, and asking of questions.
- Share the benefits I receive from LATTICE with others.
- Demonstrate my commitment to LATTICE by creating learning or service opportunities for myself in my personal and professional domain that uphold the LATTICE Values and supports a global perspective in K-12 education.
 - Below lists just a few learning or service possibilities. This is not exclusive or all inclusive:
 - Attending community, university, or school international events.
 - Attending International Coffee Hours.
 - Attending Global Festival.
 - Assisting with Zulu basket sales and / or preparation.
 - Attending LATTICE Book Club, or other international book clubs.
 - Tutoring international students.

- Arranging classroom visits with or for international students.
 - Bringing food from your cultural background to LATTICE Sessions.
 - Participating in other LATTICE Special Projects, such as the Kenyan Interest Group.
 - Bringing creative ideas and fresh approaches to the LATTICE Session meetings.
 - Attending seminars, conferences, and other venues offered in the LATTICE e-letter, or others that you hear about.
- Making and sustaining personal connections that enrich your world through LATTICE.