

Annual General Meeting May 4, 2019 Ottawa, Ontario Algonquin College T Building
Room 119, 1385 Woodroffe Ave, Ottawa, ON K2C 1V8

2018-2019 TESL Ottawa Executive

Executive Officers Members-at-large President - Diane Ramanathan, Affiliate Representative - Patrick Chan, Treasurer - Carol Milks, Membership Secretary- Sarah Langridge, Program Chairs - Carol Essenburg, Bharati Belmore, Webmaster - Marlaina Riggio, Members-at-large - Rudina Jacaj Catherine Savage, Sharon Goyette, Gabrielle Berube, Jennifer Stolpmann

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1. Agenda

AGM Algonquin College
T Building May 4, 2018

1. Approval of
Agenda
2. Approval of the Minutes of the Annual General Meeting of May
5, 2018 (In box)
3. Review of the Annual Reports 2018 -
2019
4. Election of 2019-2020 TESL Ottawa
Members-at-large,new members

The following are members at large will be nominated based on the Affiliate
Chapter Operating Procedures (ACOP):

Bharati Belmore, Gabrielle Berube, Patrick Chan, Carol Essenburg, Rudina Jacaj,
Sarah Langridge, Carol Milks, Diane Ramanathan, Marlaina Riggio, Catherine Savard,
Jennifer Stolpmann

5) Other Business - new members

2. Minutes of TESL Ottawa Annual General Meeting

May 5, 2018 Algonquin College

The meeting was called to order at 10:35 a.m by Diane Ramanathan, President. Carol Milks moved acceptance of the agenda. Carried. Sharon Goyette moved acceptance of the 2016 minutes, seconded by Patrick Chan. Carried.

Review of Annual Reports

2017-2018

President's Report – Diane Ramanathan The 2017/2018 year has been one of tremendous successes. While continuing to navigate with a more fiscally conservative approach, we offered four professional development conferences with the inclusion of an IELTS teacher training 2 day workshop in the fall with the support of the British Council. We also introduced our first Ed Tech Jam this year.

The TESL Ottawa Affiliate Chapter Executive worked tirelessly this year to ensure that all of our members can benefit whether your background be in teaching LINC or ESL, post-secondary institutions, or working within the private sector. This is a mission that we continue to strive towards in the future. As always, we welcome your support and feedback.

Affiliate Representative's Report – Agnes Papanastasiou

In the past year, TESL Ontario worked hard for its members with some exciting successes.

Online, the organization provided information and professional development by way of webinars, the Contact newsletter, blogs, a TESL Ontario YouTube Channel and member updates.

The in-person experience of the same kind was provided through TESL Ontario's 45th Annual Conference, held on November 2nd and 3rd at the Marriott Eaton Centre in Toronto. With the theme of "Celebrating Success", the conference acknowledged successful settlement and learning of new Canadians, PBLA and TESL Ontario's 45th year milestone. Diane Ramanathan, TESL Ottawa President, was also one of the people celebrated as she received a 2017 Sparks of Excellence Award. The conference was attended by about 900 participants from public and private sectors province-wide, which was about equal to that of the previous year. It had 140 volunteer presenters in 105 workshops and presentations, poster presentations and video sessions. Topics were varied and included a concentration on PBLA, technology, innovative teaching strategies and ideas and a new, very well-received Career Connections event.

The next TESL Ontario conference will be held on November 1st and 2nd, 2018 at the Sheraton Centre in Toronto. It will be themed "Synergies of Language and Life", have a much larger Employment Connections Event and many technology related sessions, including a "tech jam".

Other news that came out of TESL Ontario this past year included the ICTEAL (International Certificate for Teaching English as an Additional Language) Certificate being automatically granted to TESL Ontario accredited members in good standing, with no additional paperwork or cost. Also, PBLA is now an essential component of TESL accredited programs and more college programs have received accreditation (Niagara College and North American Business College of Sciences and Languages).

Membership Report – Sarah Langridge

As of April 2018, the TESL Ottawa Affiliate Chapter ranks fourth in the province after Toronto, PHE, and North York. Our total membership has remained consistent with an average of 406. LINC and Continuing Ed are the greatest representation in our membership holders. The TESL Ontario Standard membership fees has increased from \$74 to \$83.62 plus HST. For Accredited TESL Ontario membership, the fee has increased from \$154 to \$174.02 plus HST. Sarah would like to remind everybody about the membership benefits we all have access to. Namely the 20% off at Chapters/Indigo/Coles and the New Readers Bookstore.ca, 20% off at the ROM (online ticket purchases only) and the ON science centre and free admission to the Agriculture Museum, Aviation and Space, Science and Tech, History and the War museum. Please see the TESL Ontario website for even more amazing discounts! Not to mention that TESL Ontario has job postings for the province, volunteer opportunities throughout the province and webinars and networking events.

Treasurer's Report – Carol Milks

TESL OTTAWA AFFILIATE STATEMENT
OF OPERATIONS SEPT 2017 TO APRIL
31, 2018

REVENUES

AFFILIATE CHAPTER REBATE .4651.50

AFFILIATE CHAPTER'S CONFERENCE 3229.97

MISC

TOTAL REVENUES 7881.47

EXPENSES

FACILITIES RENTALS 565.00

HONORARIA 400.00

OFFICE 73.32

FOOD 1338.64

TRAVEL 2716.03

MISC. 263.29

TOTAL EXPENSES 5356.28

EXCESS of revenues over expenditures 2525.19

Vote:

The following members are returning as members at Large

Bharati Belmore, Constance Carlotti, Patrick Chan, Carol Essenburg, Sharon Goyette, Sudha Gupta, Rudina Jacaj, Sarah Langridge, Carol Milks, Diane Ramanathan, Catherine Savard,

New members

Gabrielle Berube, Marlaina Riggio, Jennifer Stolpmann

Nominations for Members-at-large As outlined in the ACOP, the nominations for the 2017-2018 TESL Ottawa Member-at-large includes the returning members: Bharati Belmore, Constance Carlotti, Patrick Chan, Carol Essenburg, Sharon Goyette, Rudina Jacaj, Sarah Langridge, Carol Milks, Diane Ramanathan, Catherine Savard,

The following were new members to start in September 2018, - Gabrielle Burube, Marlaina Riggio, Jennifer Stolpman (by proxy). Carried. The positions of executives members will be chosen following the AGM and will be announced on the TESL Ottawa website.

New Business - none

Meeting Adjourned - 11:16 a.m.

The motion to adjourn was made by Carol Essenburg and seconded by Bharati Belmore Carried

3. Review of the Annual Reports 2018 - 2019

President's Report (Diane Ramanathan)

The 2018/2019 year has been another successful year. TESL Ottawa continues to strive to learn from other affiliates and partner with stakeholders in our community to bring our membership the highest quality and enjoyable PD while staying within our budget.

This season, TESL Ottawa offered 3 professional development conferences, partnering with **Algonquin College IELTS** as our venue sponsor. This partnership allows TESL Ottawa to keep our fees as one of the lowest among TESL Ontario affiliates. This year also saw the introduction of collaboration between TESL Ottawa and OCDSB LINC teachers and their students which resulted in a number of LINC 5 students taking on the role of introducing and thanking our speakers. This was well received by all stakeholders and we look forward to continuing this practice next year. 2018-2019 saw TESL Ottawa continue to use technology to increase the range of sessions available by offering remote sessions as well as our 2nd annual Ed Tech Jam.

The TESL Ottawa Affiliate Chapter Executive is a committed, hard working group who volunteer their time to ensure that all of our members can benefit whether your background be in teaching LINC or ESL, post-secondary institutions, or working within the private sector. This is a mission that we continue to strive towards in the future. As always, we welcome your support and feedback.

Affiliate Representative's Report (Patrick Chan)

As always, TESL Ontario continues to provide information and professional development through webinars, the Contact newsletter, blogs, and various social media accounts. This year, TESL Ontario introduced an official Instagram account (@teslontario). TESL Ontario's 46th Annual Conference was held on November 1 St and 2nd, 2018 at the Sheraton Centre in Toronto. It was themed "Synergies of Language and Life" and had an Employment Connections Event and many technology related sessions, including remote sessions that allowed presenters to present from a remote location. Attendees were able to view this session at the conference as well as

online. There were also TechKnow sessions where attendees and presenters had the opportunity to meet and discuss best practices in utilizing technology to enhance language learning. This conference attracted 909 attendees, one of the largest conferences in recent years.

The next conference will be held December 5th and 6th, 2019 at the Marriott Downtown at CF Toronto Eaton Centre. The theme of this conference will be “Cultivating Innovation and Inclusion”.

Remote sessions and TechKnow sessions will return at this conference. If you are interested in presenting at the conference, proposal submissions are due June 28, 2019. Other news that came out of TESL Ontario this past year included the CTESOL program accreditation. Graduates of short-term certificate programs will be able to apply for this new tier of accreditation. Also, a new strategic plan for the next three years was developed. This plan’s mission is to provide support and direction to professionals, government bodies, and industry stakeholders involved in English language education. You can access this strategic plan at <http://www.teslontario.org/uploads/aboutus/StrategicPlan2019-2021.pdf>.

Membership Secretary's Report (Sarah Langridge)

As of April 2019, the TESL Ottawa Affiliate Chapter ranks fourth in the province after Toronto, PHE, and North York. Our total membership has remained consistent with an average of 430. LINC and Continuing Ed are the greatest representation in our membership holders. The TESL Ontario Standard membership fees are \$83.62 including HST. For Accredited TESL Ontario membership, the fee is \$174.02 including HST. There is also a reduced membership fee for volunteers, students and retirees of \$48 + HST.

Sarah would like to remind everybody about the membership benefits we all have access to. Namely the 20% off at Chapters/Indigo/Coles and the New Readers Bookstore.ca, 20% off at the ROM (online ticket purchases only) and the ON science centre and free admission to the Agriculture Museum, Aviation and Space, Science and Tech, History and the War museum. Please see the TESL Ontario website for even more amazing discounts!

Treasurer's Report (Carol Milks)

https://docs.google.com/spreadsheets/d/1RiY4ZDrN4wbRA8TCJxj_5sbSSrXEM4jw-zX_gds0XIs/edit?usp=sharing

TESL OTTAWA AFFILIATE STATEMENT OF ACTIVITY

Sept 2018 to May 2019

TESL ON issues yearly rebates to all Ontario Affiliate Chapters. All affiliate chapters throughout Ontario receive 15% of the net TESL ON membership fees. The TESL ON rebate is to spent/ put back into the local affiliate that it was intended for. As TESL Affiliate Chapter Ottawa is currently the fourth largest membership base in Ontario our rebate for the past three years has been on average 3 600.00. This year our rebate was 4491.90.

REVENUES

AFFILIATE CHAPTER REBATE 4491.90

AFFILIATE CHAPTER'S CONFERENCE 4326.00

This year we hosted two conferences, one in October our Fall PD and one in February our Winter PD. Our combined profits from hosting both events was 4326.00 dollars.

MISC

TOTAL REVENUES 8817.90

TOTAL EXPENSES 4343.10

The total cost of TESL Ottawa hosting two events was 4343.10 The fall event had a cost of 2827.66 and our winter event, 2640.65.

FACILITIES RENTALS We are very fortunate to have partnered with IELTS and Algonquin College. A benefit to this partnership has been **free facilities rentals.**

HONORARIA 730 for both PD's

OFFICE 74.62 printing

FOOD 1529.06 for both PD's

TRAVEL 2324.80 Includes TESL ON Conference, Plenary Speaker, Affiliate Chapter Representative Executive meeting,

MISC. 88.25

TOTAL EXPENSES 6668.20

EXCESS of revenues over expenditures 2149.70

Vote

Sharon Goyette and Catherine Savard will be resigning from the board this year. I would like to thank Sharon for being part of the 2017-18 PD Team with Carol Essenburg and managing the LINC 5 students pilot project this year. I would also like to thank Catherine for her roles as webmaster and Ed Tech Jam exhibitor. You both will be missed.

The following members are returning as Members-at-Large

Bharati Belmore, Gabrielle Berube, Patrick Chan, Carol Essenburg, Rudina Jacaj, Sarah Langridge, Carol Milks, Diane Ramanathan, Marlaina Riggio, Jennifer Stolpmann

New members

Eva Khartchava
Don Myles
Heather McGuffin
Michelle LeBruex
Shuan Chen
Susanne Bowen