

BC TEAL Annual General Meeting

The BC TEAL AGM will be from 7:00 – 8:00 pm on Thursday, May 20, 2021

N.B., only BC TEAL Members are eligible to vote.

1. Greetings and Introductions
2. Announcement of Quorum
3. Appointment of Recording Secretary
4. Approval of Agenda
5. Approval of Minutes of April 25, 2020 Annual General Meeting
6. Reports of Officers and Standing Committees
 - 6.1 President Cindi Jones

 - See written reports:

(Interim) Treasurer	Laura Blumenthal
1 st Vice-President / Chair PAAC	Vacant
2 nd Vice-President / Co-chair Annual Conference	Vacant
Interim Secretary / Chair Membership Committee	Jennifer Peachey
Past President	Karen Densky
Chair PD Committee	Cathy Ebert
Chair Website Committee	Vacant
Interim Social Media Chair	Jennifer Peachey
Newsletter Editor	Scott Roy Douglas
Chair Regional Representatives	Jennifer Cliff-Marks
Chair TCF Representative	Michael Galli
LINC Representative	Elke Galter
Private School Representative	Laura Haseley
Post-Secondary Representative	Amea Wilbur
7. Adoption of Financial Statements Laura Blumenthal
8. Election of Directors
 - 8.1 Nominating Committee Karen Densky
 - Election of Chair – Professional Development Committee
 - Election of Chair – Regional Representatives
 - Election of Chair – Post-Secondary Representative
 - Newly Acclaimed BC TEAL Board of Directors 2021-2022
9. Other Business
10. Next Meeting
Date and location to be determined.
11. Adjournment

BC TEAL 2019 Annual General Meeting Minutes

Saturday, April 25, 2020 | 12:30 – 1:30 pm | Online via Tutela.ca

1. **MEETING CALLED TO ORDER** at 12:32 pm by Karen Densky, President.

Jennifer Walsh Marr gives the territorial acknowledgement for our members located throughout the province.

2. **ANNOUNCEMENT OF QUORUM.** Quorum is 20 members. There were 29 members present at the start of the AGM. Welcome to the 2020 AGM!

3. **MOTION** by Karen Densky that Jaimie Evoy (Administrative Manager) be appointed Recording Secretary for the Annual General Meeting. **SECONDED** by Anita Veal. **CARRIED**

4. **MOTION** by Scott Douglas to approve the agenda. **SECONDED** by Cathy Ebert. **CARRIED**

Note to add a reference to the Respectful Interaction Guidelines (RIGs) in future meetings. Jennifer Walsh Marr read from the RIGs.

One item to add from Karen Densky under 'Other Business'

5. **MOTION** by Laura Blumenthal to approve the minutes of the April 13, 2019 Annual General Meeting. **SECONDED** by Ange Quapp. **CARRIED**

Add to the minutes that ballots were collected by Karen Densky and Jennifer Walsh Marr.

6. **REPORTS of Officers, Executive Director, and Standing Committees**

- Thanks to Jaimie for putting the package together. Thanks to board members submitting their reports during a very difficult time.
- Thanks to Janice Penner, Nathan Hall and the rest of the Douglas team for their work on planning the conference. Their professionalism is admirable.
- We've been having discussions about how we can support members. We know our industry is going to be hit very hard by COVID-19.
- We are proud of the development of a contingency fund of one year of operating funds which we means we can get through this difficult year.
- We are also proud of the work being done around the Respectful Interaction Guidelines.
- We'd like to recognize our accountant, Lindi, who does great work for us and even donates some of her time.

- We'd like to recognize our outgoing board members: Beth Konomoto, Laura Blumenthal and Jennifer Walsh Marr. Thanks to those board members continuing on to their second year. Welcome new board members!
- There was a question about current membership numbers. It would be good to have this information included in the Membership Chair's report. Perhaps an overview of the past five years.
- Tanya did not include the numbers because they fluctuate widely throughout the year. We will add membership numbers an appendix to the AGM package and repost it.

7. **MOTION by** Janice Penner to adopt the Financial Statements. **SECONDED by** Anita Veal. **CARRIED**

- Budget for 2020 is going to be seriously impacted by the pandemic. The profit from last year's conference was significant.
- Typically, we have overbudgeted and underspent.
- Any provincial and federal relief we are eligible for will also help us.
- We are also looking for a treasurer. You don't need to be able to interpret or create spreadsheets, it's about being able to explain the financial statements to the board. We also have a wonderful accountant who can help.

8. **Election of Directors**

8.1 Nominating Committee – Karen Densky

- Cindi's term as treasurer is ending and we are glad to see her moving into the role of president.
- Thank you, Jennifer Walsh Marr, for your two years of service and your work on the RIGs and other initiatives.
- Thank you, Tanya, for your two years of service as Secretary.
- Thank you, Beth, for your service and thank you Laura Blumenthal for taking on the remainder of the term.
- Most positions had single nominations – those nominees are acclaimed. The acclaimed board members are Cindi Jones, Ange Quapp, Tanya Tervit and Tanya Ploquin.

9. **Other Business**

MOTION by Nick Collins that the Association of B.C. TEAL express its profound appreciation and gratitude of the outstanding service given by Jaimie Evoy, our Administrative Manager.

Her work for us is unfailingly exceptional and we hereby put on record our valuing of her excellent efforts in all aspects of her work.

Seconded by Shawna Williams. **CARRIED unanimously.**

10. **Next AGM**

At Douglas College in 2021, date to be confirmed.

11. **Motion to Adjourn by** Cindi Jones. **SECONDED by** Catherine Ebert. **CARRIED**

- Meeting adjourned at 1:31 pm.

Board Officer Reports | 2020-2021

BC TEAL President's Annual Report Submitted by Cindi Jones

My first year as president has been a whirlwind! I have learned a lot as we have all negotiated our way through the reality of the past year. And, I have been impressed by the resilience, professionalism and ability to pivot to adapt to circumstances of our board, volunteers, and members.

At BC TEAL this last year has been an opportunity to reimagine how we do things. We started the year with a Board Retreat to set priorities for Covid and beyond to give us a roadmap for our progression.

What this has meant for our PD offerings is a variety of virtual events to respond to our community's needs. These included:

- webinars on a variety of topics.
- Informal sessions (Coffee Time, Private Sector, LINC Lounge) to give the community an opportunity to connect and talk about the issues that were most affecting them.
- Early September events to help our instructors prepare for online teaching in the fall: Back to School Boot Camp and Linc Reboot
- The Inspiring Speakers Series to provide uplifting messages for the fall.

January saw the launch of a series of short programs with Bridging into Academia: Introductory Research Course for EAL Professionals facilitated by Amea Wilbur and Taslim Djami. Using Film in the EAL Classroom) with Kate Steckmest was offered in March. And in May, we have the BC TEAL Leadership Skills Program with Karen Densky. We hope to see these series continue to evolve over the coming year.

Building on the lessons learned from previous virtual events, I chaired Image & Inspiration, our 2021 annual event. Thank you to the organizing committee, Cathy Ebert, Karen Densky, and Jennifer Peachey, Jennifer Cummins, Vera Wu, and Moses Lam.

Conference highlights: 81 sessions over 4 days, 85 presenters, 3 plenaries, 9 sponsors, 13 exhibitors,

Your board also worked on a number of initiatives this year such as the Covid Membership Offer aimed at helping those members whose employment had been affected stay connected to the profession. The board also reaffirmed our commitment to principles of equity and diversity and committed to specific actions that we can take as an organization in our PD offerings. We have also started including the Respectful Interactions Guidelines into our processes as you may have noticed when you sign up for any BC TEAL event.

In May of last year, we hired Tanya Tervit to be our Administrative Manager as Jaimie Evoy went on to new challenges. Tanya and I have taken advantage of some of the changes forced on us by the pandemic to look at how we can update some of our processes and procedures to make them more efficient. One of these steps was giving up our physical location. This is both more convenient and less expensive for the organization. We are currently implementing a number of processes to streamline our financial transactions, internal communications, and member offerings. Thank you, Tanya for all your work on these projects.

As you will see in the treasurer's report, our finances are in good shape and we continue to look at ways to both serve our membership, cut expenses, and generate revenue to support ongoing operations.

Our outgoing board has done a tremendous job over the past year. We had a number of board members step down or take leaves, and it was very impressive how everyone else stepped up to contribute as they were able. To our board members who are finishing their terms, a big thank you to all of you it has been a pleasure to work with you. Your commitment to BC TEAL has helped build on our history to continue being a strong organization that has thrived through the past year's events:

Laura Blumenthal - Treasurer

Jenn Peachey- Membership Chair and Social Media Chair

Elke Galter – LINC Representative

Cathy Ebert – Professional Development Chair

Scott Douglas - Publications Chair

Jennifer Cliff - Marks Regional Representative Chair
 Laura Haseley- Private Sector Chair
 Amea Wilbur – Post-Secondary Representative

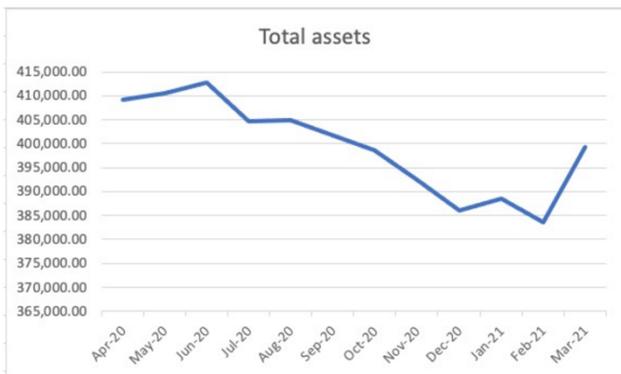
The one thing we are sure of going into 2021 is that we aren't sure but that is okay. There will be a 2022 Conference and other events, and they will take a form that is most appropriate for the time and the audience.

I'm very excited about the incoming board and the people who have put their names forward to serve. We thank you and look forward to getting to know you better. In the coming year, I look forward to doing some work on succession and capacity building. I also plan to work on strengthening some of our current partnerships and creating new ones.

My biggest lesson learned in 2020 is that the people in this profession are able to adapt and change with the times, but that ability needs to be matched with a commitment to our own mental health and the health of our profession. Many of our members are looking for ways to stay in the field that we find so rewarding and which will continue to be challenging for some time to come. BC TEAL is here to support you as we continue to navigate the changing times together.

**Treasurer Annual Report
 Submitted by Laura Blumenthal**

This has been a rather lackluster year, as one might expect for the (first) pandemic year. That said, we started out with just over \$400,000 in assets, and we ended the year just a bit below that. Here is a graph of our ups and downs (or rather downs and ups):



As in previous years, we are forecasting a deficit for next year's budget – this time of somewhat less, at a loss of \$42,500.

As can be seen from our year-end profit-and-loss previous year comparison chart (attached and annotated for ease of use), as prepared by our bookkeeper Lindi McCormick in January, with the loss of the 2020 Annual Conference, our total **income** in 2020 was less than half (45%) of the previous year. This was somewhat offset by the fact that our **expenses** were also lower, although not by as much (84% of the previous year's). This led to a net loss of \$26.5K, as opposed to the previous year, which showed a net gain of \$16.5K.

Some highlights of the year:

- Three GICs matured and were added to our assets.
- We changed banks to VanCity.
- We applied (via our bookkeeper) and received just under \$10,600 in (pandemic) CEWS benefits from the federal government (<https://www.canada.ca/en/revenueagency/services/subsidy/emergency-wage-subsidy.html>).
- We closed down the office and moved some things to a storage space, thus saving a bit of money. The administrative manager also receives compensation for her home office, and we now rent a mailbox, but it is still less than renting an office space.

Another thing we achieved this year was updating the Terms of Reference for the Treasurer position on the BC TEAL Board.

**Secretary & Membership Chair Annual Report
 Submitted by Jennifer Peachey (Acting Chair)**

This past year, due to COVID-19, saw a dramatic decrease in the number of BC TEAL members. Many members renew their membership prior to the conference, and without the conference in the spring of 2020, fewer members renewed. Many members were also affected by the sudden reductions in students or closures of schools, with reduced hours or job losses. It was a difficult time for our education sector.

Although BC TEAL is a non-profit organization, financed through membership dues, it was decided that we would provide free membership to those who had become unemployed due to COVID-19, and extended it until September of 2021. Our hope is that when life gets back to normal, we will have retained our membership and be able to build our community.

A comparison on membership numbers is below:

MONTH	TOTAL NUMBER OF MEMBERS
May 2019	603
May 2020	428
June 2020	442
July 2020	438
August 2020	446
September 2020	460
October 2020	462
November 2020	451
December 2020	N/A
January 2021	N/A
February 2021	424
March 2021	466
April 2021	454
Total Increase from May 2020 (% increase)	26 (6%)

In spite of our reduced numbers, or because of this, the committee of Olga Gonokhova, Gahyun Son, Jennifer Cummins, Moses Lam, Azzam Premji, and Vera Wu has worked on and completed a number of initiatives to engage and recruit more members. I am humbly grateful for their dedication and hard work.

These initiatives include:

- Creating an ‘elevator pitch’ to explain what the committee does (see below)
- Creating Terms of Reference with a new list of roles (titles) and responsibilities (see below)
- Writing a year-end wrap-up article about BC TEAL’s activities for the blog and TEAL News
- Revitalizing the welcome letter given out to new members and adding a list of all benefits
- Adding new benefits for members: Black Bond Books, Learn Your English, Fresh Prep, Banana Backpacks, Maple Leaf Storage
- Creating and distributing professional videos on the **Benefits of Membership**; showcasing the videos at the 2021 conference
- Creating extensive lists of contacts: institutions (private, public, K-12) and publishers
- Creating a list of agreements shared with other organizations (MOUs, MOAs, Affiliates)

The committee continues to work on:

- Assisting with the development of a member-only portal on the webpage
- Assisting with the creation of a membership@ email
- Securing more member benefits in the form of discounts
- Finding ways to engage non-members
- Filling empty roles: Recruitment/ Outreach coordinator; Supporting Institution Recruitment and Liaison; Engagement and Retention Coordinator

As Secretary, I have had the opportunity to work closely with the Administrative Manager and the Executive Board/Communications Committee. I have appreciated all the collaboration and dedication the team has shown. The success of BC TEAL relies on these people!

As my term as the current chair of the Membership Committee comes to an end, I look forward to seeing how the new chair and committee move the BC TEAL membership forward and build our community.

Past-President Annual Report Submitted by Karen Densky

The past year has been remarkable in so many ways. I am proud and humbled by the work of the current BC TEAL board over the past 12 months. I believe that BC TEAL has fulfilled its mandate to support EAL professionals despite the pandemic. While membership has decreased, I'm proud that the Board supported my motion to provide free membership to those of our members who were un/under-employed due to Covid. The EAL profession has been hard hit, but BC TEAL has, and will, survive through creative program delivery and through the countless volunteer hours of members.

Being past president puts me in a support role to the incoming president; however, Cindi Jones hit the ground running and has proved herself as a committed and capable president. I shifted my energy to helping with professional development activities and re-imagining how we could support BC TEAL members in a virtual environment.

I played a role in the following PD activities:

- Presented at the "Bridging into Academia: Introductory Research Course for EAL Professionals";
- Coordinating & facilitating the "EAL Leadership Series";
- Initiated and organized the Communities of Practice during the annual conference;
- Participated on the planning committee for the annual conference;
- Supported the facilitation of the fall "Inspiring Speaker Series";
- Represented BC TEAL at the 50th Anniversary of our affiliate NYSTESOL;
- Assisted with the organization of the "Back to School Bootcamps" in September.

I also serve on the Advisory Board for the BC TEAL Journal. Scott Douglas continues to do exemplary work on providing an open and accessible space for scholarship in our province.

As you will see from the Treasurer's Report, BC TEAL is in a strong financial position. We have run a deficit this year, but with careful planning that involved closing the physical office location, we have ensured that BC TEAL will be able to continue for years to come. I would like to thank Tanya Tervit for her work on the office move and her willingness to move the BC TEAL office into her home.

The other role of the past president is to head the Nominations Committee. This year I was relieved to see the number of board members who were recruiting and mentoring potential new board members. The list of nominations is robust, and I thank all the members who have accepted nominations. The board is an inclusive group, and there is space for everyone in board or committee positions.

I look forward to working with Cindi, those board members who are fulfilling their second year, and those who will be elected/acclaimed at the AGM.

Finally, I would like to thank those board members who are completing their term. We will raise a glass in person at a future event to honour the time and effort you have given to BC TEAL!

Report PD Chair Report Submitted by Cathy Ebert

I am pleased to present this report to the membership on behalf of the Professional Development Committee. This year has been very different from past years and my role as the Chair of the Professional Development Committee of BC TEAL has been no exception. This year, I took a three-month leave of absence. In my absence the board under the leadership of Cindi Jones, offered a number of different professional development events. Since returning, I have been part of the committee that organized BC TEAL's first online conference.

I leave my position after two terms. In that time, I have had the privilege to work with many fantastic volunteers and amazing board members on regional conferences, webinars and other events. I leave BC TEAL feeling excited and hopeful about the future of BC TEAL. I am particularly excited by the potential of BC TEAL's offering more online professional development and look forward to see how BC TEAL defines the "new normal" for professional development for EAL professionals.

Social Media Report
Submitted by Jennifer Peachey (acting Chair)

The latest Social Media Committee morphed out of the Membership Committee after the Social Media chair position was vacated. The Membership chair and the committee members managed both committees for a time before splitting into two entities. Thank you to Vera Wu, Azzam Premji, and Moses Lam for agreeing to dedicate their time to the Social Media Committee.

BC TEAL Social Media includes: the Blog, Facebook, Twitter, Instagram and YouTube. Followers of these sites include current members and outside people interested in the field and our offerings. The number of followers for each of the platforms since September (when the current chair and committee took over) are as follows:

	Blog	Facebook	Twitter	Instagram	YouTube
September 2020	N/A	695	1836	68	N/A
October 2020	N/A	702	1846	78	N/A
November 2020	39	711	1859	84	38
December 2020	42	717	1869	85	41
January 2021	45	719	1867	89	43
February 2021	48	719	1881	91	44
March 2021	64	726	1889	102	44
April 2021	72	728	1899	108	50
May 2021	74	732	1905	121	52
Total Increase (% increase)	35 (89%)	37 (5%)	69 (4%)	53 (78%)	15 (39%)

Since September 2020, the committee has worked on and completed a number of initiatives.

These include:

- A campaign to share all the benefits of membership in weekly posts (August-Sept)
- Creating an ‘elevator pitch’ to explain what the committee does (see below)
- Creating Terms of Reference with a new list of roles (titles) and responsibilities (see below)
- Creating Best Practices for the shared email socialmedia@bctel.org
- Making social media platforms more dynamic with daily posts, new hashtags for Twitter, and Linktree for Instagram; March 2021 had ‘Motivational March’ posts every day
- Revitalizing the blog with bi-monthly posts, writing guidelines, and one-to-one writing support
- Creating a webinar on ‘Volunteering: What’s in it for you?’ to create more interest in getting involved as a leader with BC TEAL; later shared on Youtube and turned into an article for the TEAL News

The committee continues to work on:

- Creating a new Wordpress design for the blog that is more dynamic, colourful and user friendly
- Filling positions on the committee: content generator, content designer, webinar creator, Youtube creator/video production

As the current Acting Chair of the committee, I am not putting my name forward, but look forward to seeing how the new chair and committee move the BC TEAL social media platforms forward and continue to engage our members and beyond.

Chair Regional Representatives Committee
Submitted by Jennifer Cliff-Marks

I would like to start out by thanking our BC regional representatives who have stepped up at this time and who have been actively supporting the work of BC TEAL and EAL work in our province.

We had less events than usual this year, but we are all looking forward to the return of regional events very soon.

I would also like to extend my thanks to everyone on the Board. It has been an absolute pleasure to work with all of you. You put on the best virtual conference that I attended this year, and I attended several. My workload is such that I am forced to step down from the Board. I look forward to working with my successor to introduce them to our regional reps. All the best to you all. See you at next year's conference.

Chair TEAL Publications

Submitted by Scott Douglas

TEAL News

TEAL News is BC TEAL's newsletter published three times a year in an online format. The newsletter highlights English as an additional language teaching and learning in British Columbia and beyond, with articles up to 1,000 words on topics of interest to the BC TEAL membership. Articles about research projects, descriptions of classroom activities, anecdotes and stories about teaching experiences, books or article reviews, reports on talks, seminars, or conferences, reflections on teaching and learning, and any other creative work of interest to BC TEAL members are welcome. Since the last annual report, three issues of the newsletter have been published, with the themes of "20/20 Vision," "Supporting Learners and Teachers," and "Doing Well in Times of Change." Newsletters are generally around 20 pages long, with 10 to 12 articles. The next issue is scheduled to come out at the end of June/beginning of July. The newsletter is the work of many volunteers. Special thanks go out to our layout editor, Shawna William for her expertise and careful eye for detail. BC TEAL members are encouraged to contact the editor with their article ideas or to ask about other volunteer opportunities with the newsletter. Past issues of the newsletter and the general call for submissions can be found on the BC TEAL website: <https://www.bcteal.org/current-news/newsletters/>.

TEAL News Reprints

Over the past year (May 21, 2020 to April 16, 2021), 53 previously published articles in *TEAL News* have been reprinted on the BC TEAL Blog. This initiative was undertaken to provide a source of online professional development during COVID-19. The reprinted articles can be found here: <https://bcteal.wordpress.com/>

BC TEAL Journal

Scope and Focus

The [*BC TEAL Journal*](#) is a peer-reviewed publication of the Association of British Columbia Teachers of English as an Additional Language ([BC TEAL](#)). It was created to promote scholarship related to English as an additional language (EAL) teaching and learning in British Columbia. The journal is hosted by the University of British Columbia's online journal system.

Indexing

The journal and its articles are available to a wide audience across the world. It is listed under the Directory of Open Access Journals ([DOAJ](#)) as well as indexed by the Educational Resources Information Center ([ERIC](#)) and [Ulrichsweb](#). The journal is open access and published under a Creative Commons Attribution Non-Commercial No Derivatives 4.0 International [License](#), which reflects the journal's commitment to the open and free dissemination of knowledge. Another milestone achieved by the journal in the past year was the assigning of a Digital Object Identifier (DOI) to each issue and published article in the journal to create permanent web links.

Publication Process

The journal publishes full research/scholarly articles (around 8,000 words plus references), theoretical analyses, classroom practice descriptions, and opinion essays (around 4,000 words plus references), and book reviews (around 1,000 words plus references). Submitted articles undergo a first check by the editor to determine if they meet the journal's [focus and scope](#) related to EAL teaching and learning in British Columbia, with explicit connections to the settings and contexts of the BC TEAL membership. Articles that pass the first review (except for the book reviews) undergo double anonymous peer review, which means that the identities of authors and reviewers are kept confidential from each other. Generally, peer reviewer comments and suggestions are offered in the spirit of strengthening authors' work for eventual publication. To support that stance, the journal offers developmental editing support and careful copyediting feedback as articles move

through the publication process. In general, it can take an article from around six to twelve months from submission to publication.

Journal Statistics

To date, the *BC TEAL Journal* has published five full issues of the journal (the sixth issue is currently in progress). As of April 30, 2021, the journal's articles have been viewed over 38,000 times and downloaded over 22,100 times, which represents a respective increase of 82% and 108% over last year. The 2020 issue saw the publication of one editorial, eight articles, and one book review. Article topics included multilingual stories, collaborative written feedback, academic vocabulary, whiteness in English language teaching, standardization in LINC programs, volunteer experiences in a peer-to-peer language learning program, workplace writing, and metacognition and language learning. The 2021 issue has already published four articles, and there are another five articles in various stages of the submission and publication process.

Citations

In addition to growing numbers of article views and downloads, articles in the *BC TEAL Journal* are also being cited by other authors, with a number of articles receiving more than five citations. Citation data for the journal can be viewed through Google Scholar: https://scholar.google.com/scholar?hl=en&as_sdt=0%2C5&q=%22BC+TEAL+Journal%22&btnG=

Acceptance Rate

Since the journal is committed to mentorship when needed, acceptance rates could be considered high. However, the editorial team maintains the quality standards of a peer reviewed scholarly journal in that editors work with authors as they revise and strengthen their work for publication. Thus, a high acceptance rate speaks to the journal's dedication to cultivating scholarship and knowledge creation in British Columbia.

Having said that, if an article submission doesn't meet the focus and scope of the journal, it is unlikely it will continue through the publication process. There are also authors who decide to withdraw from the

publication process. Below is a chart with the journal statistics for the period since Jan. 1, 2020 and for all time. The acceptance and rejection rates only include articles for which a final decision has been made. These statistics also do not include papers which were rejected but were never submitted through the online journal system (for example, if an author contacts the editor via email with a paper).

	2020-01-01 – 2021-05-04	Total
Submissions Received	15	51 (10/year)
Submissions Accepted	12	38 (8/year)
Submissions Declined	2	9 (1/year)
Submissions Published	13	38 (7/year)
Acceptance Rate	80%	75%
Rejection Rate	20%	18%

Future Plans

During the recent Journal Advisory Board Meeting, the following future initiatives were discussed:

- Survey readership to get a better sense of who is reading and citing articles in the journal.
- Track the geographical reach of the journal to see where people are viewing and downloading articles.
- Track the number of practitioner-based articles submitted to the journal.
- Update and review the *BC TEAL Journal* stylesheet and author guidelines for consistency.
- Update the peer reviewer guidelines and rubric.
- Issue a call for guest editors for a special issue of the journal.
- Publish an infographic related to the *BC TEAL Journal* in the BC TEAL newsletter, *TEAL News*.
- Work to increase the number of registered users of the journal through the appropriate networks.

Gratitude to our Journal Volunteers

Many volunteers and supporters contribute to the success of the *BC TEAL Journal*. In particular, thanks go out the journal advisory board members, peer

reviewers, copy editor, and UBC scholarly communications librarian. The complete list of volunteers can be found on the journal's website on the [Editorial Team](#) page. Of note, there are currently 49 volunteers on the list of peer reviewers. Without this amazing editorial team contributing their valuable time and expertise, the *BC TEAL Journal* would not be where it is today.

LINC Representative Report Submitted by Elke Galter

Please find below the annual report to the BC TEAL membership on behalf of the Settlement Language Committee. I have enjoyed working with a dedicated group of committee members this past year and look forward to continuing as the Settlement Language Chair. Thank you to all committee members past and present: Astrid Van Der Pol, Karen Alvarez Torres, Karen Densky, Linda Davies, Linda Peteherych, Ryan Drew and Susan Schachter.

Issues and Trends

COVID-19

Due to the current COVID-19 pandemic, Settlement Language LINC classes have moved to online/remote delivery. Most settlement language providers have resumed LINC classes online in some format or another. Organizations are using different methods to deliver their LINC classes. Some include virtual meeting platforms such as Collaborate Ultra, Zoom, Bluejeans, Skype, Go2Meeting, etc. Some online learning platforms include Blackboard, EduLINC, Google Classroom, Moodle, Teams Classroom, etc.

TCF Settlement Language Resource Award

The recipient of the award is Calla Lu Zhang to support the development of **HSP Listening Tasks for Stage I Learners classroom resources**. A small subcommittee from the Settlement Committee was formed to follow up with last year's award recipient and to select a recipient for this year's award. The members included from the different language sectors, Ryan Drew (Non-profit) and Mary Daniels (Public School).

Literacy

Linda P. reports that Burnaby School District LINC reports that more Literacy Stage 1 LINC literacy classes and more training for literacy instructors is needed. Linda highly recommends the principles and methodologies of Reading Recovery for adult literacy. She provides in-house Reading Recovery based workshops for BSD LINC and some conferences. She has put on workshops through BC TEAL as well.

LearnIT2Teach

LearnIT2Teach training continues and many SPO's are using Avenue.ca as their Learning Management System (LMS) during remote delivery of the LINC program.

The Settlement Language committee welcomes participants from across the province. If you are interested in joining the Settlement Language Committee, please email Tanya at admin@bctea.org, and she will pass on your contact information.

Private Sector Report

Submitted by Laura Haseley

I would like to start out by thanking the members of our newly formed Private Sector Committee, Marcela Cintra, Rui Dong Chen, and Kate Steckmest. New committee members are always welcome.

These are difficult times for our industry, as we wait to hear whether restrictions on travel will be lifted and continue to navigate the socially-distanced classroom and classes in quarantine. To support our members we have begun a once per month Happy Hour for the Private Sector on Zoom. This has been an opportunity for members to get together, to share experiences and to generally offer one another support. We will continue to offer this throughout the year.

Further to the Happy Hour, we have reached out to member institutions to remind them of the free membership offer and the bursaries available for conference attendance. We are continuing to grow and refine our contact list.

Post-Secondary Report Submitted by Amea Wilbur

I would like to start out by thanking Taslim Damji and Tanya Cowie (SIETAR) who collaborated with the BC TEAL Post-Secondary Representative on two projects.

In partnership with SIETAR and Vancouver Community College, and BC TEAL "Self-Studies in Language Instruction and Pedagogy series through an Intercultural and Racially Aware Lens", was relaunched in January as a book club and met monthly to read "Becoming a Critically Reflective Teacher" by Stephen Brookfield. BC TEAL Post-Secondary with the support of Taslim Damji worked in partnership with UFV to bring a short course to our BC TEAL members. The Bridging into Academia: An Introductory Course in Research for EAL Professionals was a 6 six-week course exploring research and practice.

A big thank you to our presenters Dr. Chris Campbell, Dr. Ena Lee, Brenda Lorenz, Dr. Scott Douglas and Dr. Karen Densky.

TEAL Charitable Foundation Report Submitted by Michael Galli

Chair Report

This year was a step back from a decade of successful fundraising years as the global pandemic halted all TCF Fundraising initiatives. As such, the TCF went into a sort of hiatus and focused mainly on the delivery of the awards.

The TESOL ANPC (Affiliate Network Professional Council) invited the TCF to provide a Webinar on Feb 24, 2021, entitled "The TEAL Charitable Foundation (TCF): A Model of Philanthropy for TESOL / TEAL Associations". As usual, this was a collaborative effort as the TCF Committee contributed to develop the presentation, which the Chair presented to a very engaged audience. Participation was good and the feedback was wonderful, drawing positive comments on the years of work that the TCF has done to provide funds to teachers and students of EAL.

A Brief History of the TCF

To provide a brief history for any newcomers to the Board of Directors, in 1986 members of BC TEAL established the TEAL Charitable Foundation as a registered charitable foundation with Revenue Canada in order to raise funds to support English language educators and learners. This charitable status allows the TCF to provide tax receipts for all donations. The TCF endowments are managed by the Vancouver Foundation, which provides quarterly disbursements from which all of the TCF awards are funded.

TEAL Charitable Foundation Fundraising Events

Due to the COVID 19 pandemic, the TCF was unable to hold its very successful fundraising events for refugee education in the spring / summer and Fall of 2020, and the Spring / Summer of 2021.

The Climb for the Cause – Grouse Grind, was unable to proceed but we are hopeful that the Tears to Smiles – Wine and Cheese Fundraiser will be held in November 2021.

Once again, the members of the TCF are very grateful for the on-going support and dedication of the BC TEAL Board of Directors and the Association Members. Your participation and donations to our fundraiser events has made a great difference to the lives of the EAL educators and learners who receive these awards and the work we combine to perform, in our voluntary roles, has deep meaning and value to those we serve.

2021 TCF Board of Directors

Michael Galli - TCF Chair

Jennifer Pearson Terell - Past Chair Director - Awards

Carol May - Director - Treasurer

Virginia Christopher Director - Fundraising Chair

Cindy Leibel - Director - Secretary

Azza Sedky - Director - Member-at-Large

The 2021 TEAL Charitable Foundation Awards and Scholarships

Each year BC TEAL offers through the TEAL Charitable

Foundation a total of eleven awards for English language educators and learners. The following award recipients this year were:

Health Education Award [\$4,000] – Sylvia Helmer

Settlement Language Resource Award [\$3,000] – Calla Zhang

Project Funding Award [\$3,000] – Beth Maschmann

Taiga Galli Memorial Refugee Award [\$3,000] - Lulia Tela

TCF Refugee Award [\$3,000] - Ngun Tin Hnem

Nicholas Collins Founders Refugee Awards [\$3,000 each]
- Rama Ehsan Altaleb and Maria Karaji

David Lam/BC TEAL English Language Learner
Scholarship [\$3,000] - Yeonsoo Joo

Acclaimed BC TEAL Board for 2020-2021

President	(2020-2022)	Cindi Jones
1 st Vice President	(2021-2023)	Vacant
2 nd Vice President	(2021-2023)	Azzam Premji
Treasurer	(2021-2023)	Yvonne Hopp
Secretary	(2021-2023)	Jennifer Cummins
Past President	(appointed)	Karen Densky

Members-at-Large

Co-chair, PD Committee	(2021-2023)	TBD
Chair, Website Committee	(2021-2023)	Moses Lam
Chair, Social Media	(2021-2023)	Vera Ziwei Wu
Chair, TEAL Publications	(2021-2023)	Karin Wiebe
Chair, Regional Representatives	(2021-2023)	TBD
Chair, TEAL Charitable Foundation	(appointed)	Michael Galli
LINC Representative	(2021-2023)	Aseefa Merali
Private Sector Representative	(2021-2023)	Laura Haseley
Public Post Secondary Representative	(2021-2023)	TBD

BC TEAL Balance Sheet as of December 31, 2020

ASSETS

Current Assets

Chequing/Savings

Business Investor Account	10,017.75
TEAL Conference	11,924.21
TEAL General	13,060.91
Vancity GIC mat Dec 19/23A	94,609.40
Vancity GIC mat May 2/21	155,912.62
VC GIC mat Dec 19/23-Contingency	<u>100,599.57</u>

Total Chequing/Savings	<u>386,124.46</u>
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Total Current Assets	<u>386,124.46</u>
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TOTAL ASSETS	<u><u>386,124.46</u></u>
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LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

GST/HST Payable	12,352.15
Prepaid Memberships	4,224.88
Prepaid Memberships - 2 year	542.88
Prepaid Memberships - 3 year	<u>4,087.23</u>

Total Other Current Liabilities	<u>21,207.14</u>
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Total Current Liabilities	<u>21,207.14</u>
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Total Liabilities	21,207.14
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Equity

Opening Bal Equity	46,380.00
Retained Earnings	345,824.02
Net Income	<u>-27,286.70</u>

Total Equity	<u>364,917.32</u>
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TOTAL LIABILITIES & EQUITY	<u><u>386,124.46</u></u>
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BC TEAL Budget vs Actual as of December 31, 2020

	<u>Jan - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Advertising (on-line)	450.00	1,000.00	-550.00
Annual Conference 2020	0.00	25,000.00	-25,000.00
Bank Interest	6,833.17	3,375.00	3,458.17
GST Refund	110.63	0.00	110.63
Memberships	25,960.66	35,000.00	-9,039.34
PD Plan			
Workshops/Webinars	3,809.52	6,000.00	-2,190.48
Total PD Plan	<u>3,809.52</u>	<u>6,000.00</u>	<u>-2,190.48</u>
Regional Conferences			
Island Conference	0.00	6,000.00	-6,000.00
Lower Mainland Conference	5,561.19	6,500.00	-938.81
Total Regional Conferences	<u>5,561.19</u>	<u>12,500.00</u>	<u>-6,938.81</u>
Rent (sub-lease)	1,100.00	1,200.00	-100.00
Sponsor Teacher Apprec (Income)	0.00	1,200.00	-1,200.00
Total Income	<u>46,415.17</u>	<u>85,275.00</u>	<u>-38,859.83</u>
Gross Profit	<u>46,415.17</u>	<u>85,275.00</u>	<u>-38,859.83</u>
Expense			
Bank Charges	15.50	550.00	-534.50
Board Expenses			
Board PD/Liaising	544.04	3,000.00	-2,455.96
Travel for Meetings	910.34	6,500.00	-5,589.66
Total Board Expenses	<u>1,454.38</u>	<u>9,500.00</u>	<u>-8,045.62</u>
Conference Bursaries	0.00	2,000.00	-2,000.00
Consulting Fees	4,805.37	5,000.00	-194.63
GST Quarterly Payment	1,320.67	0.00	1,320.67
Insurance	1,100.00	2,650.00	-1,550.00
Marketing/ Adv/ Promotion	485.16	750.00	-264.84
Medical Benefits	2,224.91	1,000.00	1,224.91
Memberships - AAMSA, etc	783.24	1,000.00	-216.76
Miscellaneous	326.72	750.00	-423.28
Newsletter - general exp	0.00	500.00	-500.00
Office Equip. Maintenance	0.00	1,500.00	-1,500.00
Online Events expenses	2,057.73	0.00	2,057.73

PD Funds (Staff)	1,080.00	1,000.00	80.00
Postage	486.88	500.00	-13.12
Regional Conferences Expense			
Island Conference	0.00	3,200.00	-3,200.00
Lower Mainland Conference	2,492.79	2,600.00	-107.21
Total Regional Conferences Expense	2,492.79	5,800.00	-3,307.21
	167.25	2,800.00	-2,632.75
Regional Representatives			
Rent	8,878.48	8,515.68	362.80
Salary - Bookkeeper	1,556.51	2,400.00	-843.49
Salary - CEWS	-15,256.77	0.00	-15,256.77
Salary - Office Assistant	1,295.26	8,640.00	-7,344.74
Salary - Office Manager	46,001.03	50,592.00	-4,590.97
Sector Networking (Committees)			
LINC	0.00	300.00	-300.00
Private Sector	0.00	300.00	-300.00
Public - Post Secondary	0.00	300.00	-300.00
Total Sector Networking (Committees)	0.00	900.00	-900.00
Special Project Fund	0.00	20,000.00	-20,000.00
Sponsor Teacher Appreciation	0.00	2,000.00	-2,000.00
Supplies/Stationery	388.61	1,000.00	-611.39
Telephone - SHAW	2,199.07	2,000.00	199.07
Visa/Mastercard	1,187.31	3,000.00	-1,812.69
Web host/Security/Wk	7,904.08	4,700.00	3,204.08
Worksafe BC	49.03	100.00	-50.97
Workshops/Events	0.00	2,515.00	-2,515.00
Total Expense	73,003.21	141,662.68	-68,659.47
Net Ordinary Income	-26,588.04	-56,387.68	29,799.64
Net Income	-26,588.04	-56,387.68	29,799.64

BC TEAL 2021 Budget

Ordinary Income/Expense

Income

Advertising (on-line)	1,000.00
Bank Interest	3,375.00
Memberships	30,000.00
Online Events	10,000.00

Total Income	44,375.00
	44,375.00

Gross Profit

Expense

Board PD/Liaising	3,000.00
Consulting Fees	5,000.00
Insurance	2,650.00
Marketing/ Adv/ Promotion	750.00
Medical Benefits	2,731.32
Memberships - AAMSA, etc	1,000.00
Miscellaneous	750.00
Office Equip & Software	1,500.00
Online Events Exp	2,515.00
PD Funds (Staff)	1,496.69
Postage	500.00
Regional Representatives	2,100.00
Rent	
Mailbox	467.05
Office Allowance	3,300.00
Storage	1,478.40
Total Rent	5,245.45
Salary - Bookkeeper	2,400.00
Salary - Office Manager	43,115.80
Sector Networking (Committees)	
LINC	300.00
Post Secondary	300.00
Private Sector	300.00
Total Sector Networking (Committees)	900.00
Supplies/Stationery	1,000.00
Telephone	2,000.00
Visa/Mastercard	3,000.00
Web host/Security/Wk	4,700.00
Worksafe BC	100.00

Total Expense	86,454.26
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Net Ordinary Income	-42,079.26
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Net Income	-42,079.26
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