

2014

Annual Report



To be presented at the Annual General Meeting

Monday, April 27, 2015

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General Business

MISSION STATEMENT AND GOALS

Mission Statement

To demonstrate God's unconditional love to our new neighbours by meeting their need for English language and acculturation training through high quality interactive instruction in an accepting and affirming atmosphere.

Organization Background

Agape Language Centre (ALC) began in 1997 with the goal to help new immigrants improve their English language, understand Canadian culture, make new friends and feel more at home in Canada. ALC has accomplished this over the past 17 years by providing education instruction and moral support to the immigrant community requiring ESL training. To accomplish this Agape Language Centre continues to work with a mix of experienced teachers and volunteers who empower our new neighbours and facilitate their integration into Canadian Society in Calgary.

Students at ALC have demonstrated great improvement in their listening, speaking, reading and writings skills. Many avail themselves to our pronunciation classes to make themselves more understandable and better suited for employment.

We do this by ...

Providing a safe friendly environment where relationships can be establish with student and teacher, student and student and student and their new community.

Providing excellent Language training through ESL Classes, LINC Programs and electives.

Providing events which give students opportunity to strengthen and develop new friendships.

Providing opportunity to students to discover God's love through programs like ESL Bible Studies.

General Business

MEETING AGENDA | April 2014

1. Devotion and Prayer
 2. Call to Order
 - a. Recording secretary
 - b. Introduction of Board members and Director
 - c. Minutes of 2013 annual general meeting
 3. Chairman's Report
 4. Executive Director's Report
 5. Financial Report
 6. Budget Presentation
 7. Appointment of Auditor
 8. Nomination and Election of Board members
 9. Additional Business
- Close in prayer and Adjournment

General Business

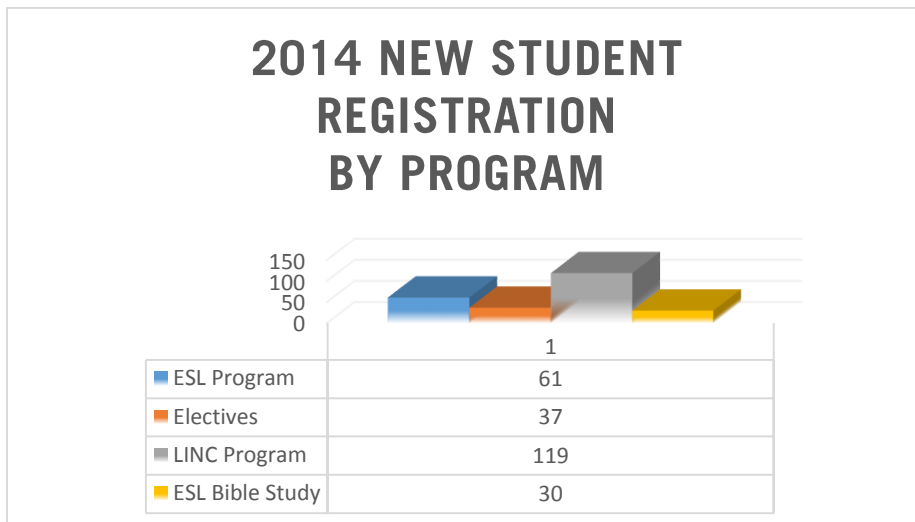
AGM 2013 MINUTES | April 28, 2014

1. Welcome – Board Chair, Kevin Kajorinne
 - a) Proof of Notice of Meeting and Quorum
 - b) Invocation
 - c) Introduction of Board Members, and ALC staff
 - d) Acceptance of 2012 AGM Minutes
 - e) Chairperson's Report
2. ALC Director's Report 2013 – Noral Woodburn (moved and seconded)
3. LINC Coordinator's Report 2013 – Noral Woodburn (moved and seconded)
4. Finance Report – Leslie Aughey (moved and seconded)
5. Adoption of Financial Statement for 2013 (moved and seconded)
6. Budget
 - a) Presentation and Adoption of Year 2014 LINC and Agape Budgets – Noral Woodburn (moved and seconded)
7. Appointment of Auditor – Retzlaff and Wong (moved and seconded)
8. Nomination of Board Members. No nominations
9. Adjournment

Reports

DIRECTORS REPORT

It is hard to believe that one year has gone by since I wrote the last report. Once again I want to say Michele and I are humbled to be called by God to be part of the leadership team here at Agape. As part of the Pastoral team of BP Church, I appreciate Pastor Mark and Andrea's leadership and sincere devotion to God as they pastor BP Church. I have grown over these past 18 months to appreciate the colleagues I work with each day at BP Church and Agape Language Centre.



Agape has been mandated to demonstrate God's unconditional love to new Canadians through ESL instruction and acculturation training in an affirming and accepting atmosphere". Agapé recognizes the daily struggles that many new Canadians

experience and have taken some steps to overcome these barriers. *Language ability is often cited as one of the most important aspects in immigrant settlement, affecting both social (including faith) and labour market integration.*

What a great team of teachers we have. Although we experienced transitions among our teachers this year, as a ministry we are thankful for the great men and women that God has sent our way as English instructors to New Canadians.

Esther one of our newest LINC Program Teachers writes:

"Since coming to the school, just eight months ago, I have been able to show students the Internet for the first time, help them set up e-mail accounts, teach them job searching strategies and how to book medical appointments. Yet when I consider what I like most about working at Agape, other things come to mind. It's the times when students have brought up questions of belief in class, when they have shared personal concerns, when they've come over to my home, when we've met at church and had real conversations about faith.

Reports

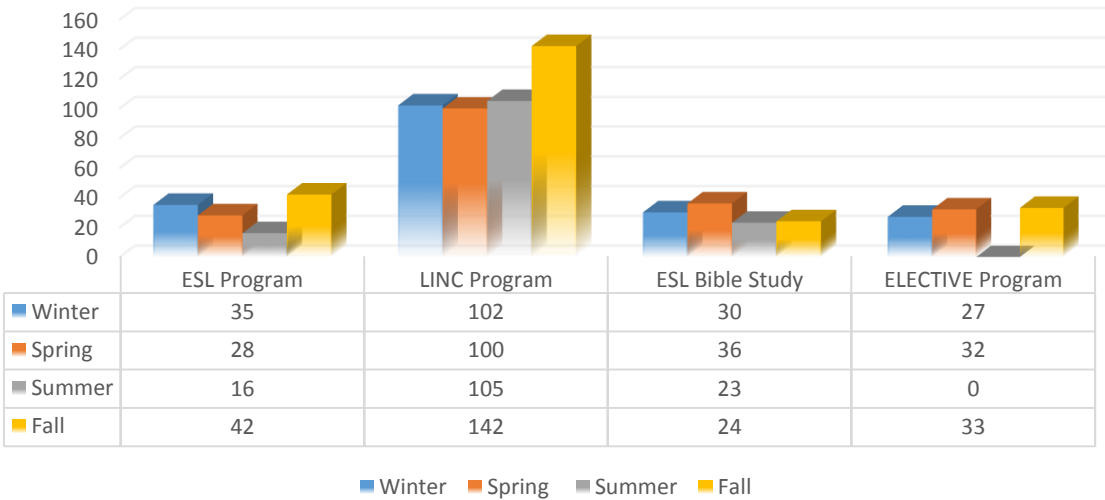
DIRECTORS REPORT

Agape is not merely a well-run school where we teach language and settlement skills. It’s a place where God is known. It’s a place where the Christmas story can be celebrated, where Easter draws all people to the cross, where Bibles are given to curious eyes, and where Jesus is shared and experienced”.

In 2014 Agapé Language Centre ministered to an average of 195 students each semester. Each semester we are gifted with an average of 62 new students. What an honor to journey with each student as they begin their settlement in Canada. It is our goal to remain focused on new and incoming students. This year 247 new students attended the programs provided by Agapé Language Centre.

Agapé Language Center has partnered with Citizenship and Immigration Canada (CIC) who have completely funded LINC education to our new neighbours since 2000. Agapé has also developed additional valuable partnerships which help new Canadians to understand the Canadian culture. Our partners help to interact with the students through specialized workshops. Some of our partnerships include, Calgary Police Services, Calgary Public Library, Calgary Immigrant Women’s Association (CIWA), Civic Engagement and Momentum. We also host the Community Resource Group (CRG) where agencies meet to share their programs and collaborate together. Along with the classes, Agapé also offers opportunity for students to interact with their community and BP Church through events such as the Agapé Christmas potluck, Easter Egg Hunt and the Celebration of Chinese New Year.

ALC STUDENT REGISTRATIONS BY SEMESTER



Reports

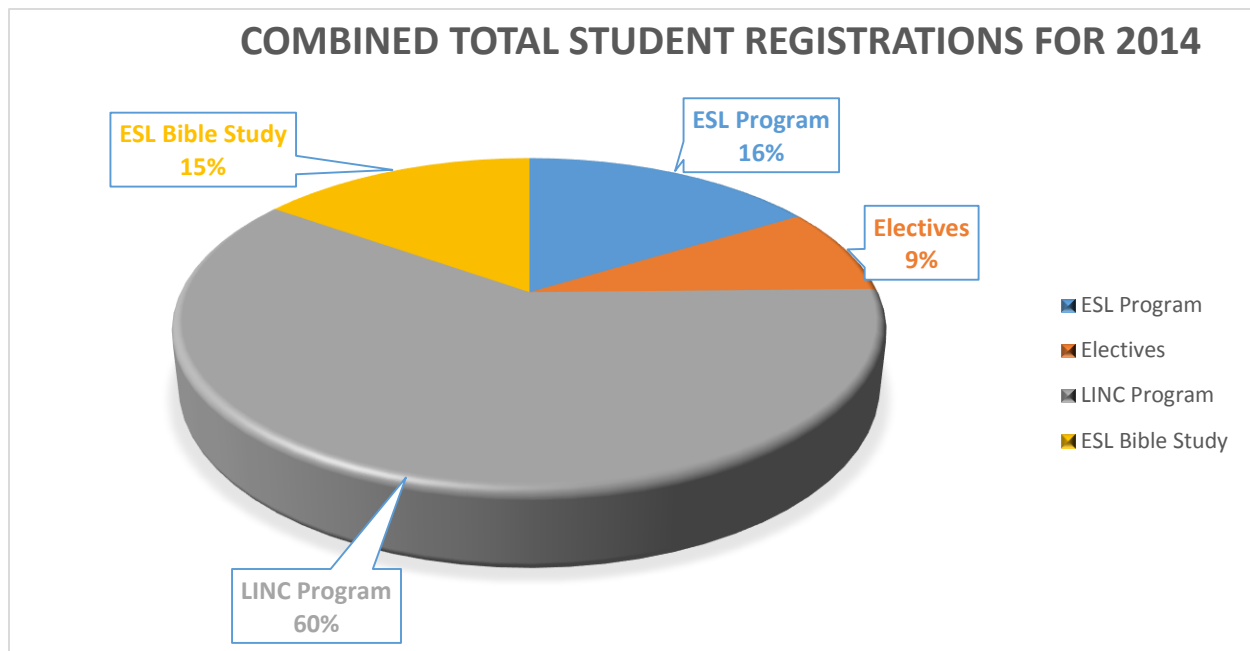
DIRECTORS REPORT

Agapé Language Centre provides opportunities for University students to complete their TESL practicum. We continue to partner with Cooperative ESL Ministries by providing these observation opportunities for their TESL (Teaching English as a Second Language) participants.

I would like to thank those who serve on the board and volunteer their time on behalf of the ministry; Kevin Kajorinne, Board Chair, Lily Dechesne – Secretary, Dale Backstrom, Joanna Lau, Jonathan Durand, Karen Kajorinne, Diana Ospina, and Phillip Abraham. These men and women have captured the heart of the ministry of Agapé. I want to acknowledge our admin team Jane Lowry and Jenn Halliday for their dedication to the ministry, Janet and Preston Medd for their commitment to the Sunday Night ESL Bible Study, Joanna Lau for leading Praise Dance, Julia and Joseph Chow for their leadership Saturday nights for the Mandarin Bible Study, and for Michele Woodburn and her team for leading Conversation Café.

Jane who has worked at Agape over the past 17 years writes:

“Agape has been a huge blessing to me over the past 17 years. It has been my joy and a huge blessing to watch the many friendships begin, and to then grow, amongst the students. Also to see that they feel welcome and safe here which helps them to be able to share their personal struggles and daily challenges with us. To be able to share God's love and fruits with them is an absolute honor and privilege.”



Reports

DIRECTOR REPORT

To all the generous donors of Agapé Language Centre, we are grateful for your prayer partnership and your financial support, Thank you! Thank you BP Church for your continued support and the many volunteer hours.

Michele and I are here to serve in the Lord, Pastor Mark, the pastoral team and this congregation. Please continue to pray as we continue to rely on the Holy Spirit in our personal and professional lives.

Noral Woodburn



Reports

CHAIRMAN REPORT

This past year has been one of growth in the number of new Canadians choosing Agape Language Centre for their ESL learning needs and integrating into our community. The regular programs, ESL and LINC, have enjoyed healthy attendance and the informal course offerings, such as ESL Bible study and conversation café, continue to attract great interest. On behalf of the ALC Board, I would like to thank Noral Woodburn, Jane Lowry and Jennifer Halliday for managing the day-to-day operation of the ALC during this past year. Certainly, your tireless efforts and dedication are bearing great fruits.

We are very grateful to Beddington Pentecostal Church and all our donors for their continuing support. Thank you to all the teachers and our dedicated volunteers – conversation partners, Bible study leaders, cookie bakers, social event leaders and organizers. God bless you abundantly.

ALC would not be able to meet the needs of our new neighbours without the generous support of the donors

Finally, I give special thanks to all the members of the ALC Board for their commitment and dedication in steering the business of ALC during 2014. The board members are; Dale Backstrom, Lily Dechesne, Jonathan Durand, Karen Kajorinne Joanna Lau, Diana Ospina and Abraham Philip. I also want to use this opportunity to thank Leslie Aughey for her help with the finances.

As we continue together to demonstrate God's unconditional love to others, let us ask for His wisdom in directing the affairs of the ALC during 2015.

Praise be to our Lord and Savior Jesus Christ,

Respectfully submitted by Kevin Kajorinne

Reports

Canadian Celebration



Reports

LINC REPORT

LINC (*Language Instruction for Newcomers to Canada*) classes are funded by Citizenship and Immigration Canada. This year we averaged 112 student registrations and 30 new students each 12 week semester in our continuous LINC Program. We continue to offer four semesters each year of English Language training for students from around the globe desiring to learn English. These students were referred by ILVARC (*Immigrant Language and Vocational Assessment and Referral Centre*). A semester at Agape Language Centre lasts 12 weeks. We offer 6 LINC classes, CLB levels 3 -5 every Monday to Friday mornings and Tuesday and Thursday Evenings.

Agape Language Centre is honored that we had the opportunity of meeting the needs of our new neighbours who have traveled from China, Egypt, Pakistan, Afghanistan, United Arab Emirates, Eritrea, Ethiopia, Iraq, Lebanon, Venezuela, and Columbia in 2014.

Special events are part of the learning experience that students have come to expect when attending Agape Language Centre. The events are planned primarily to help students become more familiar with Canadian culture while they learn English.

Some of the activities were:

- A school wide Remembrance Day Ceremony where students learned about the background of Remembrance Day, focusing in particular on the poem “In Flanders Fields”. The students were able to ask Questions on the purpose of Remembrance Day in Canada.
- Carving a pumpkin at the end of October which reinforced the classroom discussions on reading and the ordering of instructions.
- At the end of each semester students participated in a celebration. Students were encouraged to bring traditional dishes to share with their classmates. They also participated in playing Canadian group games that involved using their English skills.
- Agapé Language Centre also provided an opportunity for all students to celebrate Christmas by co-sponsoring a Saturday Christmas potluck event. There was singing of Christmas carols, food and puppets for the kids for up to 150 people
- Our students along with their children joined the “Teddy Bear Picnic” event where representatives from the NE and NW Calgary communities set up booths, exchanged important information and provided games for children. Representatives from the community included the library, police, fire, and health care department. This is a great event for parents of young children.

Guest speakers are also an important part of the student learning experience. The speaker’s primary goal is to help students become more familiar with Canadian culture.

Some of the speakers were:

- TD Bank provided us a Manager who spoke on bank accounts, assets, loans, credit score and fraud. This was an engaging session for Agape Students.

Reports

LINC REPORT

- Calgary Fire Department provided a speaker who focused on fire safety in Calgary. The students discussed what action to take if a fire is in their home, and how to recognize hazardous gasses.
- Calgary Library provided us with a guest as well. Students were introduced to available resources from the local library, specifically geared to adults studying English as a Second Language
- CIWA (Calgary Immigrant Women's Associations') Community Engagement department provided us a speaker who focused their discussions on the changes expected in the Citizenship process.
- Calgary Police Department provided a guest speaker who focused on 'community policing'. Students learned when to call the police, fire department or an ambulance. The unit was called "You and the Law". The students learned what to do if they were in an accident, they also discussed speeding laws and traffic signs. The students were required to listen intently to be able to answer comprehension questions the following day.

Field Trips help students interact within the non-immigrant community here in Calgary.

- Students learned how to prepare a shopping list and went to Sobeys' to find items on this list. The students practice using their English language skills when asking and receiving grocery items. This trip is always beneficial to the students.
- During the Calgary Stampede, the Stampede Caravan made stops at major shopping malls in Calgary providing the famous Stampede breakfasts. These breakfasts have been part of the Calgary tradition for more than 85 years. The students in several classes did an in-depth look at the Calgary Stampede, focusing on the vocabulary and reading skills necessary to read and use the Stampede "How-to-Guide" to navigate the Stampede. The students practiced reading maps and giving directions to others. They also learned about rodeo events and the history of Stampede. The students then attended a large Stampede Breakfast as a school complete with pancakes and western attire, and wrote emails to friends or family to describe the Stampede.
- All of our morning CLB classes went to Fort Calgary, where they spent the time learning about Calgary's and Canadian's history as the classes were studying this topic.

Reports

LINC REPORT

Agape Language Centre recognizes the importance of networking with other organizations and to keep abreast of government updates within the LINC Program. Throughout the year I attended LINC Co-ordinators and the ILCVARC Advisory Committee meetings. These meetings were very informative as changes to LINC programs and updates were often discussed.

Our teachers participated in the annual 'ATESL Conference' held in Edmonton. With over 75 presenters and over 400 professionals attending, our teachers benefited from the conference and the networks and relationships that developed as a result of this training. This conference was especially key as teachers were learning about PBLA. Teachers have implemented several of the strategies they learned from this conference.

Over this year, we have heard testimonies from our students who have begun to integrate within the Canadian culture. I have included them below.

One of our students at Agapé commented to us that when it came to parent-teacher interviews at their child's school that this was the first time that she felt prepared and competent to communicate with the teacher about her child progress at school. This was a huge win for her.

Over this past year we heard of several students completing their drivers test. This was a major accomplishment for them as they overcame the language barrier to be able to accomplish this.

One of our students, who had a previous disability had great difficulty to accomplishing simple tasks in Listening, Speaking, Reading and Writing. We were able to provide her with some learning strategies. After hard work and lots of tears, this student was able to apply and receive her citizenship. After many years of being in Canada she will be able to visit her family in her homeland.

These stories and lives changed makes everything worthwhile.

Respectively Submitted

Rev. Noral Woodburn

Financial Reports

AUDITED FINANCIAL STATEMENT

by Retzlaff and Wong
Chartered Accountants

Financial Reports

LINC PROGRAM 2015 BUDGET

	2014 Budget	2015 Budget
INCOME		
LINC Program Grant	167,161	184,311
Total Income	167,161	184,311
EXPENSES		
Salaries and Wages	137,277	149,802
LINC Utilities	4,680	4,680
LINC Space Rental	6,000	6,000
LINC Telephone	672	675
LINC Office Supplies	1,692	1,692
LINC Photocopying	240	240
LIINC Insurance	1,525	1,525
LINC Travel	200	200
LINC Accounting Fees	1,675	1,675
LINC Postage	76	76
LINC Publicity/Advertising	450	450
LINC Conferences/Meetings	1,831	6,453
LINC Bank Charges	225	225
LINC Memberships/Copyright	297	297
LINC Janitorial	4,820	4,820
LINC Training Supplies	4,250	4,250
LINC Photocopier	240	240
LINC Tours/Field Trips	800	800
LINC GST Allowed by CIC	316	316
Total Expense	167,161	184,311

Financial Reports

ALC PROGRAM 2014 BUDGET

INCOME	2014 Budget	2015 Budget
Donations	51,996.00	51,996.00
Workshops/Seminars	3,250.00	
ESL Intensive	15,000.00	
ESL Classes	9,500.00	10,500.00
Grant	5,000.00	
Fundraising		11,500.00
Deferred Revenue		6,325.00
Total Income	84,746.00	80,371.00
EXPENSE		
Salaries and Wages	59,772.00	56,605.00
Space Rental	480.00	480.00
Janitorial	120.00	120.00
Telephone	672.00	1,080.00
Office Supplies	1,500.00	240.00
Licenses	100.00	100.00
Photocopy	768.00	768.00
Insurance	685.00	685.00
Travel	480.00	240.00
Staff Development	900.00	240.00
Accounting Fees	2,025.00	1675.00
Postage	100.00	120.00
Publicity/Advertising	2,100.00	1000.00
Conferences/Meetings	800.00	300.00
Equip. Rental & Purchase	600.00	200.00
Equipment Repairs & Maintenance	400.00	300.00
Bank Charges	400.00	360.00
Memberships	170.00	170.00
Business Meeting Expense	450.00	240.00
Honorariums	575.00	575.00
Training Materials	2,950.00	740.00
Hospitality	1,100.00	575.00
Potluck/Events	900.00	740.00
Childminding Expenses	720.00	240.00
Tours/Field Trips	680.00	300.00
Grant Expense	5,000.00	6,325.00
Total Expense	84,447.00	74,903.00



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