

# TESL ONTARIO



## ANNUAL REPORT

FOR THE YEAR

2003/2004



## TABLE OF CONTENTS

	<b>Page</b>
MISSION STATEMENT	3
THE ANNUAL TESL ONTARIO CONFERENCE	4
AFFILIATE CONFERENCES	7
<i>CONTACT</i>	11
STANDARDS & CERTIFICATION	13
TESL ONTARIO'S RELATIONSHIP WITH OTHER ORGANISATIONS	14
PUBLIC RELATIONS AND ISSUES	16
TECHNOLOGY AND RESEARCH	17
TESL ONTARIO ADMINISTRATION	18
TESL ONTARIO BOARD	18
THANK YOU	18
2003/04 BOARD OF DIRECTORS	20

**TEACHERS OF ENGLISH AS A SECOND LANGUAGE  
ASSOCIATION OF ONTARIO**

**MISSION STATEMENT**

TESL Ontario provides support and direction to professionals, government bodies and learners involved in English as a Second Language in Ontario.

**GOALS AND OBJECTIVES**

- To provide opportunities for professional development for all sectors of ESL.
- To ensure excellence in the field of Adult non-credit ESL through TESL Ontario Certification.
- To provide opportunities for linking with other ESL professional organisations, nationally and internationally through various venues such as *Contact*, the TESL Ontario web-site and the TESL Canada newsletter.
- To provide expertise to local, provincial and national government bodies through consultations, representation on committees, etc.
- To promote the development of materials which are appropriate to the needs and the culture of our client groups.
- To operate in a fiscally responsible manner within standard accounting practices.

October 2002

## TESL ONTARIO CONFERENCE

### BROADENING OUR PERSPECTIVES NOVEMBER 20 -22, 2003 – HOLIDAY INN ON KING

The 2003 TESL Ontario Conference, Broadening our Perspectives, was held November 20-22 at the Holiday Inn on King, a brand new venue for us. We had the greatest number of attendees yet, at 1,004 registrants – up 126 from last year – and we offered 125 presentations in total. There were 500 attendees from the LINC sector. Almost half of the total registrants chose to register on-line.

This year TESL Ontario was pleased to welcome a group of teachers from the Jiangsu Province of China. These teachers were very pleased to learn about some differences in presentations here (specifically more interaction between the presenters and the audience) and were also happy to interact with other teachers here in Canada. Although most of our attendees were from Ontario, we also had a presenter/attendee from Mexico and another from Japan. Our publishing space, 65 exhibit booths, was sold out and the publishers were pleased with the new venue. For the first time ever, we also introduced web-casting which allows purchasers to view sessions on-line.

It was TESL Ontario's pleasure to welcome Kathleen Wynne, MPP Don Valley West, and Parliamentary Assistant to the Minister of Training Colleges and Universities. Once again, we enjoyed the music of Ray Blomme at the piano during dinner. Afterwards, we were entertained by the music of Ukraine, performed by Vera Zelinska-Zazulak and Oksana Zelinska, and the Persian dance troop of Mahvash Babaie. The Master of Ceremonies was Bill Beecroft.

Denise Chong was our Plenary Speaker. She is the author of *The Concubine's Children* and *The Girl in the Picture* and gave a "deeply touching and heart-rending" talk, as described in our conference evaluations.

**Research Symposium.** The 4<sup>th</sup> Annual Research Symposium was held as part of Conference. Three major themes were organised into three separate symposium strands:

- **Goals for Writing Improvement.** All presenters were from the University of Toronto, OISE: Dr. A Cumming, Dr. Guillaume Gentil and eight graduate students.

Dr. Cumming and his colleagues explored the manner in which instructors and students set and formulated goals, and took steps to actualize them, including ways in which students' motivation and use of instructor feedback interacted with goals within the framework of a pre-university English as a Subsequent

Language program.

- **Curriculum Design: Does it Make a Difference?** Presenters: Dr. Janna Fox, School of Linguistics and Applied Language Studies, Carleton University, Anne Hajer and Sharon Rajabi from the Toronto Catholic District School Board, and Pat Witol, Toronto District School Board.

Presenters provided an examination of the theoretical and conceptual background of curriculum development, examined interaction between various stakeholder perceptions of curriculum, provided an overview of the evolution of the LINC curriculum since 1992, and explored the place of learner competency, evaluation tools and computer activities within the curriculum.

- **Strategies and Learning Styles: More than Meets the Eye.** Presenters: Y. Lu, Faculty of Education, University of Ottawa, Dr. Larry Vandergrift, Second Language Institute, University of Ottawa, and Li-Shih Huang, OISE, University of Toronto.

The presenters focused on metacognitive strategies and learning styles in communication, listening and more general language learning. Each of the three presentations was based on data collected from learners in different learning contexts and concluded with implications for learners and teachers of English as a Subsequent Language.

As in prior years, a special Research Symposium issue of *Contact* was published, co-edited by Dr. Robert Courchène and Dr. Hedy McGarrell. TESL Ontario wishes to thank Citizenship and Immigration Canada and the Ministry of Education for providing funding for this Research Symposium and for the publication of the Research Symposium issue.

**Technology Fair.** The move to our new venue allowed us to have all Technology Fair presentations under one roof rather than offering the hands-on sessions in satellite sites. Given that there was no funding to secure equipment rental from private vendors, we sought partnerships with school boards and asked if they would donate equipment for the conference. The Toronto Catholic District School Board agreed to donate not only the equipment for the lab, but also all other needs for presentations such as computers and data projectors, along with networking equipment such as cables, routers, etc. As a result, we were able to offer the hands-on sessions at the hotel. The Toronto Catholic District School Board donated a total of 25 computers, 4 data projectors and equipment for networking the lab.

Since the hotel was wired to provide high speed Internet connection, this feature was added, as in previous years, to provide hands-on web experience. A presentation room was also made available with a computer, data projector and Internet connection for demonstration-style presentations and workshops. As in previous years, an on-site technician ensured that glitches were dealt with promptly and did not interfere with the

presentations.

The Technology Fair 2003 hosted 23 presentations (10 hands-on and 13 demos). Distance Education related workshops turned out to be the emerging theme of the Technology Fair. A number of theoretical sessions such as Using Blueprints to Develop Coherence and Clarity in Real Life Contexts, Building, Empowering ESL Communities Through Hybrid Programs, and two sessions about Academic Writing were added. Other presentations included new educational software (mostly at the LINC level), use of the Internet as a teaching resource, lab activities for Beginners to Advanced students and the Automated Reservation System. The presentation room was fully booked during the 3-day event and participants doubled-up in almost all of the lab sessions.

**Conference Assistance.** Citizenship and Immigration Canada participated in the TESL Ontario Conference by providing conference assistance funding for 500 LINC Program Coordinators, Supervisors and Instructors. Those individuals work in approximately 200 settlement agencies province-wide.

## AFFILIATE CONFERENCES

TESL Ontario affiliate conferences and workshops are designed to meet the professional development needs of ESL Professionals in their particular geographic areas. Selected highlights of these conferences and workshops are listed below:

### TESL DURHAM

TESL Durham's April 2004 workshop featured two in-house presenters: Alice Chase presented a computer workshop on classroom and data management, and Susan Vogl Blakelock presented **How to Bring Pop Music into the Adult ESL Classroom**. The workshop was a success, and TESL Durham welcomed those returning and several new members with great lesson ideas from Susan and data management and tools from Alice.

### TESL HAMILTON-WENTWORTH

In October 2003, TESL Hamilton-Wentworth held its AGM with guest speaker Rosita Hall. Germes Orellana, Helen Gzik and Lisa Ramacieri were presented with TESL Ontario pins for being active members of the executive committee for at least six years. Elizabeth Sadler was the first recipient of the TESL Hamilton-Wentworth Teacher Award for her contribution to the field of TESL.

Hamilton-Wentworth's Spring 2004 Conference featured twelve concurrent workshops. Examples were **Introducing the New TOEFL Test** by Doug Ronson, **Easy Web Page Design**, presented by Joan Dundas, **To Play or Not to Play: That's the Question** by Liset Rieger, and **Activities Using a Student's Mother Tongue**, presented by Marina Soroka.

### TESL KINGSTON

TESL Kingston held a Best Practices Workshop in January 2004 which was a roundtable format of five presentations by local professionals on local initiatives and what some members learned from the November 2003 TESL Ontario Conference. Amongst the presentations were Teaching Collocation, Team Building in the Classroom, Using Synetics to improve Student Writing and an introduction to the Rosetta Stone software for teaching ESL.

This was followed by a March presentation entitled **Best Practices Continued**, which featured two workshops, **Wordless Picture Books** by Bruce Gehiere and **Pronunciation** by Lorena Jessop.

In May, Kingston's AGM celebrated the 25<sup>th</sup> anniversary of TESL Kingston as an affiliate of TESL Ontario. Representatives from the local school boards, LINC and ESL schools, and immigrant service agencies were present, and Eleanor Rogers was the keynote speaker for the evening.

## TESL LONDON

Following its Annual Book Fair held in the Fall of 2003, TESL London's Spring 2004 Mini-Conference featured an interesting mix of four classroom-based workshops, such as **Scrapbooks for ESL** by Denise Taylor-Edwards, **Understanding and Teaching English Words**, presented by Patti Trussler, and a Panel Discussion about the political and social conditions of Colombia, past and present.

## TESL NORTH YORK/YORK REGION

TESL North York/York Region's 2003 Fall Conference and AGM featured the following workshops: **More Than Just a Story**, presented by Fran Marshall, **LINC It with Computers** by Lesline Smikle, a LINC instructor with a special interest in integrating computers into the ESL Program, **Focus on Rhythm** by Jinjiang Du, and **Instructor Self-Evaluation** by Mary Jane Walker.

Eight workshops were presented during the April 2004 Spring Conference, amongst them **Teaching Grammar in the High-Intermediate/Advanced ESL Class** (a workshop aimed at Canadian Language Benchmark levels 7 - 12) by Marjatta Holt, **Demystifying the ESL Interview** by Grant Reimer & Stefan Pasztor, and **Learning the Listening Ropes** by Eileen Paulsen & Vesna Nikolic.

## TESL OTTAWA

TESL Ottawa offered a Bring & Brag event in March 2004, which concentrated on sharing activities in one of three levels: Literacy/Beginner (LIT, CLB 1, 2, 3), Intermediate (CLB 4, 5, 6) and Advanced (CLB 7, 8, 9).

TESL Ottawa's Spring Conference held on April 30-May 1, 2004 featured 26 concurrent sessions, including three computer sessions. In response to feedback, the formatting of workshops included a 30-minute discussion/question period for each workshop. The sessions included: **The Puzzled Classroom** by Suzan Ascroft and Dee Sullivan, **Finding Your Way Through the ESL/EFL Job Maze** by Virginia Taylor, **Using Community Resources to Enhance Second Language Acquisition** by Elaine Goldstein, and **A Reading Skills Specification Table for Developing ESL Teaching Materials and Tests** by Linda Librande and Adrienne Soucy. Senator Mac Harb's plenary address was entitled **A Successful Canadian Immigrant Experience**.

## TESL PEEL/HALTON/ETOBICOKE

TESL P/H/E presented its AGM and Fall Workshops in an evening format in October 2003. The sessions included **Multilevel Madness: Sane, practical tips for multilevel teaching** by Irene J.L. Lardizabal, **Using Games in Your ESL Classroom** by Karen

Thomson, and **25 Ways to Use Your Picture File** by Marta Lee. The guest speaker, Paul Huschilt, presented **Seven Humour Habits for Workplace Wellness**.

The Spring Workshops held in May 2004 featured Plenary speaker Vicki Khatib who presented **Implications of brain research for language teaching**. Examples of the workshops offered were: **Finding Work Teaching ESL** by Antonella Valeo & Saskia Van Viegen Stille, **Active and Interactive Ways of Reviewing Vocabulary** by Carmen Craioveanu & Kathy Coleman and **Integrating Pronunciation with Content** by Esther Podoliak.

## TESL TORONTO

TESL Toronto's Fall Conference, held in October 2003 featured 7 concurrent 2-hour workshops, including: **North American Pronunciation**, a hands-on workshop with some overview of phonetics by Jana Smith, **Business English – Not just for Business Students** by Akua Joseph, and **Problems with Ontario Government Services?** presented by Judith Klie and Laura Spiers, an interactive workshop, which shared resource materials and lesson plan components for Ombudsman Ontario and "How to Complain Effectively" developed for ESL classes. Clare Lewis, Q.C., who was appointed Ombudsman of Ontario in February 2000, gave the Keynote address: **Why the Ombudsman Services are an Important Resource**.

## TESL WATERLOO-WELLINGTON

TESL Waterloo-Wellington offered a plethora of professional development activities during the 2003/04 year. A Breakfast & Workshop Morning was presented in October 2003, featuring two Workshops. **There's Nothing so Practical as Good Theory** by Carol Collingwood and Cheryl Ende provided a look at current trends and future directions for ESL professionals in elementary, secondary & adult classes and focused on the bottom line in research today. The second workshop by Kathryn Brillinger was entitled **Teaching English Prosody**. Speech prosody involves the musical aspects of language – variations in pitch, length and loudness over spoken utterances. The workshop examined how analysing and teaching aspects of prosody can empower ESL students.

In February 2004, TESL Waterloo-Wellington held a Mini-Conference entitled **Layers and Levels in English Language Teaching and Learning**, featuring Dr. Andy Curtis, Director of the School of English, Queen's University. The sessions presented included: **The Role of Mass Media in the Acculturation Process** by Barb Dicky, **A Guided Tour of Adult ESL Literacy** by Pascale Vigani, **ESL & Literacy Software** by Samuel Sheinberg, and **Modifying Science and Social Studies Units for ESL Students** by Brenda Courtney.

The May AGM featured **Metaphors We Teach By**, presented by Laura Stoutenburg and **Ellis, Explore Canada & Beyond** by Karin Davidson-Taylor, which featured expanding the limits of ESL software with MS Word, Excel and the Internet.

## **TESL WINDSOR**

TESL Windsor's AGM was held in April 2004. The meeting featured a Guest Speaker: Nancy Vanner, Unemployment Education Specialist from the Canadian Mental Health Association. Nancy spoke on **Overcoming the Stress of Unemployment**, with particular emphasis on the newcomer to Canada.

## CONTACT

**Contact**, TESL Ontario's professional development news magazine, was first established in 1974, and has developed into a sophisticated, theme-based publication. It is published online three times a year to meet the needs of various ESL/ELD constituencies. To access your issue of **Contact** for viewing or printing, please go to the **Members** section on our website, [www.teslontario.org](http://www.teslontario.org), and follow the directions for registration after clicking on **Sign-Up**. Information related to elementary, secondary, university and college, credit, non-credit, adult and LINC programs is conveyed through articles, language profiles, conference proceedings, letters and book reviews in a theme-based format. Settlement and community agencies are profiled on a regular basis, increasing awareness of available services and common issues. The current and most recent editions of **Contact** are available to members only.

Our exchange of newsletters continues with several community agencies, including the Literacy community for both ESL and Literacy, TESL Affiliates in other provinces and the United States, as well as ESL organisations in Japan, New Zealand, Australia, Venezuela, Cuba and Thailand.

In addition to the three regular issues mentioned above, TESL Ontario also publishes a Special Issue that features the previous year's Research Symposium presentations. Citizenship & Immigration Canada and the Ministry of Education have funded this special issue since its inception in 2001. Grouped by theme, the refereed articles are presented in printed form and are mailed out to all TESL Ontario members in late Spring, following the annual TESL Ontario Conference.

Four issues of **Contact** have been produced in the 2003/04 year. Most **Contact** issues feature an organisational profile of a settlement agency and highlight emerging groups or issues on immigrants or refugees. Reader participation and input is encouraged through the "Letter to the Editor" column.

### **Volume 29, No. 2, Spring Special Issue 2003, Special Research Symposium Issue**

This special issue is a refereed issue of **Contact**, and the 116 pages chronicle all of the TESL Ontario Conference 2002 Research Symposium presentations.

### **Volume 29, No. 3, Summer 2003, 2003 Conference Proceedings Issue**

This is TESL Ontario's regular Conference Proceedings issue, covering key presentations made at the TESL Ontario 2002 Conference.

### **Volume 29, No. 4, Fall 2003**

This is our large September issue containing the following highlights:

- Community Profile: Kingston and District Immigration Services
- TESL Ottawa Affiliate Profile
- A Note on the Ethics of Naming, an article by Professor Robert Courchène
- Media File Types for the CALL Room Basics
- Passages to Canada provides high schools with storytellers

### **Volume 30, No. 1, Spring Issue 2004**

This issue covered:

- North York/York Region Affiliate Profile
- Ombudsman Ontario – ESL Teachers Tool Kit
- The experience of ESL teachers with the Ontario Secondary School Literacy Test
- Community Agency Profile – Women’s Enterprise Skills Training of Windsor (WEST)
- Levels of English Proficiency (LOEP): A Computer-adaptive Language Test

## **TESL TRAINING FOR ADULT ESL INSTRUCTORS STANDARDS & CERTIFICATION**

### **ADULT ESL INSTRUCTORS STANDARDS & CERTIFICATION 2003-2004**

Certification of Adult ESL Instructors: As of July 1, 2002, all applicants for instructor certification apply under one set of criteria. Applications continue to be accepted up to February 1, June 1 and October 1 in any given year and are reviewed by the Certification Review Board after those dates. Since the last Annual Report, when it was noted that 2,889 instructors had been certified to October 2003, the total now stands at **3,271** to October 2004.

In June 2005, the first certification renewals will begin for those certified five years ago. Renewal requirements are posted under the Certification section of the TESL Ontario website.

Certification Chair (on the TESL Ontario Board): Sophie Beare

Certification Review Board: Vera Beletzan and Jill Cummings, Jyotsna Inamdar, Dianna Poupore. Arnette Gardiner retired from the CRB in September 2004 after serving since its inception in early 2000; her dedication and commitment has been very much appreciated.

TESL Training Institution Recognition Advisory Committee: After one year as Chair of the Committee, Nick Elson went on sabbatical and the new Chair is Antonella Valeo. The other members are Nina Spada, Vera Beletzan, who has just joined, and Ellen Cray, who is currently on sabbatical in Australia.

Appeals Committee: this Committee operates at arm's length and consists of Dana Sheikh, Chair, Hanna Cabaj, Agnes Carlone, Marta Lee and Patti Trussler.

Leslie Sheffer, our Certification Consultant, contributes greatly to the smooth and efficient running of TESL Ontario's certification process.

Please consult the Certification Section of our website, [www.teslontario.org](http://www.teslontario.org), for detailed information on the application process, both individual and institutional, and for a list of TESL Ontario recognized institutions.

## TESL ONTARIO'S RELATIONSHIP WITH OTHER ORGANISATIONS

- **CENTRE FOR CANADIAN LANGUAGE BENCHMARKS – CCLB.** The Centre for Canadian Language Benchmarks was established to promote the coherence, effectiveness and consistency of English as a Second Language Instruction, so that adult learners can become full participants in all aspects of Canadian society. TESL Ontario is represented on the Board of CCLB to provide leadership and support as the major provider of professional development to practitioners of ESL in Ontario <http://www.language.ca>.
- **ESL/ELD RESOURCE GROUP OF ONTARIO (ERGO).** A representative from ERGO attends our Board meetings and exchanges information.
- **CONTINUING EDUCATION SCHOOL BOARD ADMINISTRATORS (CESBA).** Information exchange takes place through having a CESBA representative attend our Board meetings.
- **ONTARIO REGIONAL LINC ADVISORY COMMITTEE (ORLAC) – CITIZENSHIP AND IMMIGRATION CANADA.** We continue to provide professional advice in regard to LINC delivery systems through representation at the Ontario Regional LINC Advisory Committee, which operates under the auspices of the Settlement/Port of Entry Directorate, Citizenship & Immigration Canada. Please refer to the LINC section on our website [www.teslontario.org](http://www.teslontario.org) which contains further information on ORLAC as well as Calls for Proposals.

In 2003/04, we have worked together with CIC on a number of projects involving LINC which are administered and coordinated through the TESL Ontario office:

- **SNAP/NEO (Settlement Newsletter Across The Province),** the Citizenship & Immigration Canada Settlement Newsletter. This replaces **LINC-UP** and reflects the broadened focus and content that now includes articles dealing with a variety of topics not related to language training. It is now published in English and French and reaches a wider audience.
- **ORLAC,** we continue to facilitate the administration of regular meetings for the Ontario Regional LINC Advisory Committee.
- **LINC CONFERENCE ASSISTANCE** project, which funds the attendance of 500 LINC Coordinators and Instructors at the TESL Ontario Conference.

In addition to the LINC projects listed, Citizenship and Immigration Canada also funded another project, jointly with the Ministry of Education:

- **RESEARCH SYMPOSIUM** – its aim is to provide conference participants at

the TESL Ontario Conference with an opportunity to learn about new research developments in L2 teaching, to discover how these new insights can inform their practice. The papers presented at the symposium will again be published in a special refereed issue of *Contact*.

- **MINISTRY OF EDUCATION AND MINISTRY OF TRAINING, COLLEGES AND UNIVERSITIES.** A representative from the Ministry of Training, Colleges and Universities sits on our Board and keeps us informed of changes and issues related to ESL. The Ministry of Education funds a portion of the Research Symposium project.

TESL Ontario participated in the Adult Education Review which had been initiated by the department of Kathleen Wynne, Parliamentary Assistant, Ministry of Training, Colleges and Universities. We developed the **TESL Ontario Position Paper on the Adult Education Review in Ontario**, which is published on our website [www.teslontario.org](http://www.teslontario.org), under the News section.

- **TESL CANADA FEDERATION.** The TESL Canada Federation Representative position represents TESL Ontario on the TESL Canada Board.

## PUBLIC RELATIONS AND ISSUES

Our objective as the year began was to research and evaluate marketing plans for non-profit organizations. It was determined at this point that Public Relations involves both looking inward to serve the needs of our members – especially with regard to renewal of certification – as well as looking out towards funding agencies, compatible organizations, prospective students and the general public. We found a suitable model and adapted it to create the TESL Ontario Marketing Materials Plan. This was finalized in February 2004.

Our first goal within this marketing structure was to develop a “brand identity” for TESL Ontario. This required that we coordinate information and promotional materials to expand on ideas set forth by our existing membership brochure and the new and improved Website design. Thus, we participated in the creation of “products” bearing TESL Ontario’s logo and website address. These are:

- i. education/career fair banner;
- ii. one page glossy “fact sheet”;
- iii. Power Point Presentation backdrop slides; and
- iv. pens and *trilighters* for distribution to members and prospective teachers

The PowerPoint Presentations were created in three phases, targeting the needs of three distinct audiences:

- i. students currently enrolled in TESL certificate courses;
- ii. members of the general public, graduate students, university/college students;
- iii. TESL Ontario membership (regarding renewal of certification).

In December 2003, we were asked to comment on the Ministry of Education Funding announcement regarding ESL in elementary schools. The broadcast aired on CBC Radio’s “Metro Morning” on December 8, 2003.

## TECHNOLOGY AND RESEARCH

This year, we focused our activities on providing a new look for the TESL Ontario website. A Call for Tender was issued in February 2003 to redesign and rebuild the TESL Ontario website based on our new corporate look and feel with new graphics, colours, navigation and content.

The redesigned site was launched in June 2004. Since then, we have tried to improve the navigation and content through ongoing feedback from the Board and TESL Ontario members. The new site has basically retained similar functionality but with newly added sections. We continue to offer online payment of membership and purchase of ads as well as the ability to link to “signup Master” for online conference registration.

We are excited to offer Event casting again at the 2004 conference, in both live (limited sessions) and archived formats on the Internet, making the conference available to the ESL community at large.

TESL Ontario is now hosting the TESL Peel/Halton/Etobicoke website. In the coming year, we would like to encourage other affiliates to be hosted by us and gain presence on the Internet. Another possibility for the affiliates is to have their newsletters online. At the moment, TESL Toronto is posting its newsletter online. TESL Peel/Halton/Etobicoke is also considering posting its December issue online. The affiliate newsletters, as well as *Contact* online, are available in the Members’ Corner on the TESL Ontario website.

Members are now able to check the affiliates’ events on the Calendar of Events posted on the Affiliate web page.

### **Initiatives for 2004-05**

The following are a number of initiatives that we are currently working on:

- Hosting all Affiliates on the TESL Ontario website
- Discussion board for Affiliates
- Providing conference feedback surveys/evaluations via station kiosks with touch-screen monitors

## TESL ONTARIO ADMINISTRATION

TESL Ontario now serves well over 3,400 members. We are thrilled to report that 3,271 are in fact TESL Ontario certified members. The administration of TESL Ontario continues to be carried out by three staff members – the Executive Director, Renate Tilson, the Administrative Assistant, Eva Csiszar, and the Office Assistant, Jean Hamilton. Starting with the 2004 Conference (which means that work in this regard started early in 2004), the Conference will be handled in-house, with Jean acting as the TESL Ontario Conference Coordinator.

Under the direction of the Board of Directors, and supervision of the Executive Director, the office carries out the functions of office administration, membership support, financial management, project and contract administration, liaison function with Ministries, other agencies and the public, involvement in the TESL Conference, and general technical and administrative support of Board members and Committee chairs. In addition, the TESL Ontario office serves as a complete ESL information and referral source and is responsible for the administration of the Certification function of TESL Ontario.

In addition, TESL Ontario relies on the services of our Webmaster, Kevin O'Brien; our Certification Consultant, Leslie Sheffer, and our *Contact* Editor, Brigid Kelso.

## TESL ONTARIO BOARD

The volunteer Board of Directors of TESL Ontario is comprised of the core executive members and TESL Ontario's affiliate directors, representing the executive of each of our twelve Affiliates, as well as a representative from the Ministry of Training, Colleges and Universities. In addition, we have representatives from ERGO (ESL/ELD Resource Group of Ontario) and CESBA who attend part of our Board meeting for information-sharing purposes with the two organisations. Our *Contact* Editor also attends Board meetings for reporting and information sharing purposes, as does the Executive Director.

## THANK YOU

This has been a very successful year for TESL Ontario and we wish to thank all those whose support allows us to carry out our mandate to the best of our abilities:

We wish to thank our funders for their support:

- Citizenship and Immigration Canada
- Ministry of Education

TESL Ontario also wishes to thank its affiliates who over the year have continued to work hard at providing conferences in their respective areas and representing their members' concerns at Board meetings.

A special thank you to the numerous Volunteers who have contributed their time and expertise to areas such as *Contact*, the website and the annual Conference over the last year.

Last but not least, thank you to our membership for your continued support.

## **2003/2004 BOARD OF DIRECTORS**

### **NON-AFFILIATE DIRECTORS**

President	Barbara Krukowski
Past President /TESL Canada Representative	Shailja Verma
Secretary-Treasurer	Joyce Ivison
Certification Chair	Sophie Beare
Membership Secretary	Cathy Haghghat
Conference Chair	Dorothy Coverdale
Public Relations & Issues Chair	Jacqueline Jeffers
Technology & Research Chair	Sharon Rajabi
Member At Large	Namita Aggarwal
Member at Large	Abai Coker

### **AFFILIATE DIRECTORS**

Durham	Veronica Filo
Hamilton-Wentworth	Roberta Rodenhizer
Kingston	David Craig
London	Theresa Hyland
Niagara	Anastassios Spanos
North York/York Region	Claudie Graner
Ottawa	Deborah Barclay
Peel/Halton/Etobicoke	Daniela Del Mastro
Sudbury	Gail Tarnowycz
Waterloo-Wellington	Sheila Nicholas
Toronto	Cheryl Richman
Windsor	Marilyn Johnst