

Taber & District  
Community Adult Learning Association

**2023-2024**  
**Annual Report**

**October 16, 2024**

*Creating a vibrant  
learning community  
that supports  
changing and  
improving one  
life at a time.*



Taber Adult  
Learning





## Message from the Board Chairperson

*Edwyn Ellingson*

The Fiscal year 2023-2024 ended with new developments and a positive change, with decisions being made on moving to a new cohesive location that TDCALA has put an offer to purchase.

In this current fiscal, our Vice Chair, Phyllis Monks, has taken up other assignments and Councillor Town of Taber, Carly Firth has joined the Board

of Directors. The former Executive Director, Cindy Slenders, has retired from her position – the Board wishes both Phyllis and Cindy a joyful future and wish to thank them for their tenures.

Shehzad Bandukda is the new Executive Director, and we are confident as a board that we have a strong team in place to direct TDCALA’s long-term growth.



## Message from the Executive Director

*Shehzad Bandukda*

As we reflect on the past fiscal year, it’s clear that it has been one of transition and growth for TDCALA. With the retirement of our outgoing Executive Director, Cindy Slenders, and the introduction of

new team members—Kirsti Forsyth our Director of Programs, and Dakota Wilson, our Finance & HR Manager—we now have a robust management team poised to elevate our organization to new heights. I want to extend my heartfelt thanks to Cindy for her years of dedication and wish her a joyful retirement!

This year, we’ve made significant strides, including securing interest-free loans and a substantial grant from both the Town of Taber and the Municipal District of Taber. Additionally, we have officially purchased a new building, which will enable us to expand our programs and services. Congratulations to everyone involved in these crucial processes.

Our Newcomer Settlement Program successfully supported 27 Ukrainian newcomer families, providing them with valuable CALP learning opportunities. The Taber Employment Program is transitioning from Mobius to Compass software, and our staff have met this challenge with commendable resilience. The Youth Employment Program has been renegotiated, with the first cohort starting this September. Thanks to Cindy and Stephen Bore, we also have a final draft of the new curriculum for the

Canadian Adult Education Credential (the new GED) program, and enrollments for the CAEC and Work Foundations classes are now underway.

In summary, this has been another successful year for TDCALA. I want to extend a big thank you to our dedicated staff, whose tireless efforts have been instrumental in delivering exceptional services to individuals and families in need. Your hard work, dedication, and passion are the driving forces behind our success. We are where we are today because of you, and your contributions are deeply appreciated. Together, we continue to build a vibrant learning community, transforming lives one at a time.

Taking on the role of Executive Director during such a dynamic period has been both challenging and exhilarating. I am grateful for the warm support and encouragement from the Board of Directors. Taber is a remarkable community, and I am honored to be a part of it and to lead this incredible organization.

Thank you all for your unwavering commitment and enthusiasm. Here’s to continuing our journey together and achieving even greater successes in the future!



### COMMUNITY ADULT LEARNING PROGRAM

- 15** Unique Courses Offered  
English language classes, digital skills classes and coaching, math basics, CELPIP and citizenship classes
- 150** Times Courses Offered
- 821** Instructional Hours
- 124** Total unique learners
- 202** Total Registrations
- 176** Volunteer Hours
- 4** Volunteer Tutors **20** Students

### NEW HORIZONS FOR SENIORS

- 3** Digital Drop In learners
- 3** Learners in 2 Can Cook classes
- 29** Total participants in Pen Pal - offered twice
- 231** People attended Go Team Go! sports events.

### WORK FOUNDATIONS

- 1404** Instructional hours over 18 weeks
- 4** Learners started the program
- 4** Learners completed the program
- 4** Learners employed at 90 day follow up

### TEA (Taber Employment Assistance)

- 90** Employability assessments
- 93** Service Needs Determination
- 82** Employment Development Activities
- 2** Work Maintenance and Support
- 70** Job Placements
- 47** Successful 90 day follow ups

### JOB FAIRS

- Mar. 17, 2024* — TEA Job Fair, 36 employers / businesses, 200+ job seekers
- April 19, 2024* — Select Recruiting, 15 job seekers, 11 offers
- June 18, 2024* — Wendy's (Tollcorp), 9 job seekers, 5 offers

### EMPLOYER LUNCHEON

- March 17 — 26 local businesses attended with a total employer attendance of 55

### YEP (Youth Employment Program)

- 24** Total Learners
- 402** Instructional Hours
- 5804** Work Placement Hours

### ENGLISH LANGUAGE SERVICES

- 20** Countries of Origin  
Different cultural backgrounds, accessed services and classes.
- 100** Total Learners  
English Language Learners who accessed Drop-In Services and/or classes.
- 515** Total Instructional Hours  
Total paid instructional hours for English Language Services classes.
- 39** Volunteer Tutors **323** Volunteer Hours

### NEWCOMERS NAVIGATOR SERVICES

- 363** Unique clients **35** Countries of origin
- 34** Different languages spoken
- 137** Needs Assessments completed
- 90** Welcome Bags distributed
- 12** Group Information and Orientation Meetings
- 912** Individual Information and Orientation Meetings
- 122** Career & Employment Referrals
- 275** Unique Clients Requiring Translation Services
- 453** Appointments to help fill out Forms
- 62** Appointments to provide information regarding Canadian Citizenship

### GED (General Education Diploma)

- 23** Total Learners
- 198** Instructional Hours
- 21** Passed Exam (29 students wrote all 5 exams)
- 6** Rewrote Exams and Passed (13 students rewrote)

### ABE (Adult Basic Education)

- 22** Total Learners
- 198** Instructional Hours

### LEARNER SUPPORT SERVICES

- 404** Total unique clients who accessed learner
- 596** Service Instances  
*Most Accessed Services: technology, forms and applications, employment/job search*
- 124** Total hours of learner support

### SAEST

#### (Southern Alberta Employer Supports and Training)

- 235** Employers were contacted
- 58** Employees from **32** Employers attended Mental Health First Aid Training Courses
- 19** Documents and Templates were emailed directly to each employer



# County of Warner Adult Learning and Literacy

**PROGRAMS • SERVICES • STATISTICS**

**July 1, 2023 - June 30, 2024**

## GENERAL INTEREST CLASSES

**6** classes      **4** locations      **37** learners

*CALP Classes - County of Warner numbers now combined with Taber for grants and reporting. See previous page.*

## VOLUNTEER TUTOR PROGRAM

**11** total learners

**1** volunteers

**153** volunteer tutor hours

## A Glance at our PROGRAMS AND SERVICES

**WORK FOUNDATIONS** Provides 18 weeks of ESL, basic skills training for unemployed workers. Training focuses on English reading, writing, numeracy and computer literacy skills. Students must be workplace destined to register and eligible clients may receive Employment Insurance (EI).

**TABER EMPLOYMENT ASSISTANCE** Provides employment related services and support to help multi-barriered individuals find and maintain employment.

**COMMUNITY ADULT LEARNING PROGRAM** provides classes in English language learning and literacy, digital skills, and basic math. Other offerings include First Aid courses, volunteer tutoring, and driver instruction coaching. Locations served include MD and Town of Taber, and County of Warner.

**EAL DROP-IN CENTRE** Funds English language learning classes in Taber and Vauxhall, including Ladies Morning English, HEN Nights and volunteer tutoring program.

**LEARNER SUPPORT SERVICES** Assists individuals with forms, applications, faxing, using computers, and accessing other supports. Public access computers and phone available during office hours.

### **GENERAL EDUCATION DIPLOMA (GED) PREPARATION CLASS and EXAM and ADULT BASIC EDUCATION (ABE)**

GED, now CAEC (Canadian Adult Education Credential) provides 11 weeks of class focusing on Math/Science and Language Arts/Social Studies. Assists learners in preparing to take the CAEC exam. The exam is offered at the end of each session.

Adult Basic Education also provides 11 weeks of instruction focusing on English and Math. Classes begin in October and January of each year.

**YEP - YOUTH EMPLOYMENT PROGRAM** Provides youth (18-30 years) who are facing barriers to employment an opportunity to participate in seven weeks of skill development and twelve weeks of work experience within the community of Taber. Participants are paid minimum wage while attending the program which runs three times a year.

**NEWCOMERS SERVICES** Provides settlement supports and community navigation services to individuals who have lived in Canada for 10 years or less.

**NEW HORIZONS FOR SENIORS** This program included Digital Discovery Drop in for personalized sessions to identify the current level of computer and digital skills fitness; Pen Pal 2023/2024: Seniors 55 and older were matched with a high school student. The most successful program was the Go! Team Go! Seniors were encouraged to attend local Senior High School Basketball team tournaments to give their support to local teams.

**SAEST** Southern Alberta Employer Supports and Training is a pilot project of the Alberta Government. It provides employers with FREE SERVICES such as 19 easy to use documents and templates to help employers attract and retain long-term employees. Courses, HR and Safety support, and regular information updates on the program.

Taber & District Community Adult Learning Association

# STATEMENT OF REVENUE AND EXPENSE

YEAR ENDED JUNE 30, 2024

## Revenue

Grants	\$ 1,461,489
Registration fees	36,864
Other income	91,377
Amortization of deferred capital contributions	2,912
<b>Total Revenue</b>	<b>\$ 1,484,809</b>

## Expenses

Wages, benefits and contract	\$ 1,103,197
Materials and supplies	23,740
Rent	61,081
Travel	26,846
Telephone and utilities	10,460
Office and administration	25,022
Special projects	144
Conferences	14,309
Professional fees	17,374
Repairs and maintenance	8,361
Advertising and promotion	34,744
Honorariums	933
Graduation	829
Special Projects	586
Interest and bank charges	1,453
Insurance	2,337
Dues and memberships	5,458
Amortization	15,631
<b>Total Expenses</b>	<b>\$ 1,352,361</b>
<b>Excess of Revenue over Expenses from operations</b>	<b>\$ 132,448</b>
<b>Other income</b>	<b>\$ 0</b>
Gain on disposal of capital assets	
<b>Excess of revenue over expenses</b>	<b>\$ 132,448</b>

## Assets

### Current assets:

Cash	\$ 917,768
Short-term investment (note 3)	26,930
Accounts receivable	60,699
Goods and service tax receivable	6,762
Prepaid expenses	6,000
	<b>1,018,159</b>

### Capital assets (note 4)

Capital assets	40,091
	<b>\$ 1,058,250</b>

## Liabilities and Net Assets

### Current Liabilities:

Accounts payable and accrued liabilities	\$ 8,822
Deferred revenue (note 5)	78,142
	<b>86,964</b>
Unamortized deferred capital contributions (note 6)	14,652
	<b>101,616</b>

### Net assets:

Unrestricted	\$ 894,892
Investment in capital assets	25,439
Internally restricted reserves	36,303
	956,634
	<b>\$ 1,058,250</b>

# *Taber & District* **Community Adult Learning Association**

## **BOARD OF DIRECTORS**

**We are governed by a Volunteer Board of Directors, who set the vision for our organization.**

***Thank you to the dedicated community members for serving on our Board!***

Terri-Lynn Duncan	Board Chairperson
Zakk Morrison	Director
David Cody	Treasurer
Les Chomany	Director
John Turcato	Director
Edwyn Ellingson	Vice-Chair
Phyllis Monks	Director

### ***Office Staff***

Cindy Slenders	Executive Director
Brady Simpson	Associate Director
Dakota Wilson	Financial Coordinator
Rebekah Fehr	Registrar & Learner Support
Margaret Plumtree	Resume Coach
Lynda Nickol	Career Coach
Valorie Wiebe	Program Specialist
Patt Williams	YEP
Stephen Bore	YEP
Terry Hirsche	Warner CALP Coordinator
Laura Fehr	Warner Office Assistant
Chris Fujita	Volunteer Program Manager

### ***SAEST (Southern Alberta Employer Supports and Training)***

Patrick Kavanagh	Employer Supports Caseworker
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### ***Newcomers Settlement and Temporary Foreign Workers***

Cynthia Holt	Coordinator
Maria Friesen	Translator

***Childcare Staff*** Rachel Navitikula

### ***Class Instructors / Facilitator***

Michelle Dube	HEN Night
Jessica Moylan	Citizenship
Hope Rudics	Conversation Class
Garnet Teskey	Digital Skills Coach
Patt Williams	CELP/IP /Conversation
Mary Ginther	Math

### ***English Class Instructors***

Sandi Roberts	Sherri Wendorff
Tracey Nadeau	Cynthia Holt
Carolyn Johnson	Karl Mansfield
Garth Mouland	Brent Saccucci

### ***GED Prep and Exams***

Mary Ginther	Instructor
Andy Puskas	Instructor
Lee Ann Anderson	Invigilator

### ***Adult Basic Education (ABE)***

Blair Lowry	Instructor
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### ***Work Foundations Instructor***

Chuck Wallace

