

SCHOLARSHIP COMMITTEE CHAIR ANNUAL REPORT

March 2012

Goals and Accomplishments

1. To understand OFLA's scholarship process and take over the role of Committee Chair

In late Summer/early Fall 2011, I received scholarship documents and corresponded with Stacy Knipp, former OFLA Scholarship Chair, and begin the process of training myself in the necessary information, steps, deadlines, etc. required of the position. I attended all OFLA board meetings throughout the year.

2. To organize, update and consolidate online scholarship and grant applications

In Fall of 2011, I edited and made appropriate changes to the scholarship and grant application forms in order to reflect changes in this year's awards, contact information and criteria. I worked with Cheryl Johnson to post the new and updated forms on the OFLA website.

3. To move the OFLA scholarship deadline forward to facilitate conference volunteer scheduling

Working with Teri Wiechart, I moved the scholarship application deadline to January 15, 2012 to allow more time for her to schedule conference volunteers, inform recipients of their responsibilities and to facilitate early preparation of the awards program by Roz.

4. To form a diverse and well-rounded committee

The following were the OFLA Scholarship Committee members for the academic year 2011-2012:

Jody Ballah (French)
Paige Piper (French)
Susan Reinhardt (German)
Teresa Roig-Torres (Spanish)

5. To take delivery of and organize incoming applications via email and regular post

A total of 43 applications for OFLA's various scholarships were received during the month of January. I received, organized, collated, copied and sent to committee members for review. I designed and circulated a comprehensive rubric which committee members filled out with their evaluations. I then collated and tallied the scores to arrive at the list of scholarship winners. The following number of scholarships will be awarded at the March OFLA conference:

18 Conference Scholarships for University Students valued at \$155 each including registration and lunch
10 Conference Scholarships for New Teachers valued at \$250 each including registration and lunch
1 Study Abroad Scholarship valued at \$1,000
1 Cemanahuac Scholarship for Study in Mexico – awarded by the Cemanahuac Education Community

6. To notify scholarship recipients in a timely manner to allow for conference preparation

Recipients were officially notified via email of their awards and asked to confirm and to follow steps for registration and what their conference duties would be. I provided a list to Teri Wiechart who organized

volunteer positions for the award recipients. I provided the information to Alan Turner who will prepare the award checks for the recipients.

Future Activities

At the Conference:

1. Meet with recipients early Thurs morning to coordinate volunteer duties, events at banquet and answer questions.
2. Present award checks and honour recipients at the banquet
3. Give a presentation and preside and two sessions

After the Conference:

1. Collect, collate evaluate and award OFLA Teacher Grants – applications due April
2. Collect, collate, evaluate and award Camp OFLA Scholarships – applications due April 15

Respectfully Submitted,

Jody Ballah
OFLA Scholarship Chair