



2008/9 Annual Report

Association for Brazilian Bilingual Children's Development Inc

Challenges Aplenty — General Coordinator's Report

We closed the 2008-9 FY again knowing we've had a successful year.

The number of students enrolled has increased slightly and allowed us to maintain three classes at Forestville PS, two classes at Marrickville West PS, one class at Ramsgate PS. If everything works as planned, we will open at other locations in 2010.

The Playgroup continues to play a very important part in our organisation but it was in recess for the first half of 2009 for lack of a volunteer coordinator. As the FY closed, we were working to have it reformulated in the second half of 2009 to match evolving community needs.

Whilst it is very pleasing to see our children growing and learning more and more about our culture and having a better understanding of their cultural make-up, it is disheartening to see that not many parents are prepared to volunteer to ensure the good work that everyone appreciates continues.

2008/9 brought some changes to the administrative side of the association. In February Paula Wyton agreed to become our new Administrator following the resignation of Debbie (Bicudo) Stevenson in January due to personal circumstances. The good financial management of the association prevented us from hiring another paid person on a permanent basis, but in order for it to continue to operate with centralised accounts and administration, Paula took on the role on a volunteer basis. We are forever thankful for her commitment.

We also experimented with a pilot adult class program at the beginning of 2009 thinking it would help us help families to increase their ability to speak Portuguese in the home and create a new revenue source, but the test proved that the endeavour was larger than ABCD resources allow. Consequently, we did not proceed with adult classes, preferring instead to concentrate on delivering and improving our children services.

As with any volunteer organisation we face many challenges including limited human and financial resources and a growing demand for our services. Our success is the result of a very committed but small group of parents and volunteers. We continue to work to find ways to better deliver our services and we would like to see new members of the association and of the wider community come and join us.

I would like to thank the committee members for all their work, especially those who have served for a long time. Without their dedication and commitment we would not be celebrating our 10th year this July. My sincere thanks to the parents and members, our sponsors Information Planet and Australis Partners, our supporters BraCCA, Print-Aid, NSW Federation of Community Language Schools, NSW Department of Education and Training, Forestville, Marrickville West, Ramsgate and Killarney Heights Public Schools – and the Consulate General of Brazil in Sydney which never tires of lending us support and a helping hand.

Our culture is the best inheritance we can pass on to our children and we are determined to do what is needed to provide the best education for them.



Lucia Tavares-Johns

NB: The beautiful portrait photos you see on the cover and page 7 of this report were taken by the very talented photographer Daniel Coelho for the "Braussies" Exhibition as part of the ABCD's 10 Year Anniversary celebrations. Our thanks go to Daniel and www.naturalexposure.com.au for his contribution. More on those events in the 2009-2010 Annual Report.

Administrator's Report

Administration duties were performed by Paula Wyton on a volunteer basis to continue the work performed by Debora Bicudo the previous year. It took care of all booking keeping, membership renewals, accounts payable and receivables, emailing to members, contractual arrangements with schools, insurance arrangements, teachers professional development courses and additional non-administrator duties in relation to assisting the playgroup, classes, and events. The Fiscal Year from July 1 2008 to June 30 2009 was closed on October 30 2009 and sent to the accountant for final reporting. Membership renewal notices were sent to members in Aug/Sep. The ABCD Member Registry showed a total of 180 members on June 30, the great majority financially active.

Paula Wyton
Administrator and Deputy General Coordinator



Secretary's Report

This was a very busy year with many changes and achievements. Our volunteer administrator took care of all membership matters, bookkeeping and correspondence with members and students while the secretary organised committee meetings (agendas and minutes) and replied to enquires received via the website. We ended the year with more open positions within the committee, since there were no elected representatives for the positions of Education Coordinator and Playgroup Coordinator. The fundraising coordinator too was forced to resign mid-year due to personal problems. The positions remain open. I thank all committee members for their support.

Myriam Maradei

Education Coordinator's Report

We are very grateful to have on board a team of dedicated educators who really enjoy teaching our little ones. We would like to thank all teachers present and past for the wonderful job they do with our children.

Once again this financial year we met the requirements to receive the "per capita grant" from DET NSW but unfortunately with some students attending less than the required seven classes in term one the amount granted was reduced. In 2008-9 we have six Portuguese classes – Marrickville West P.S. (Mondays and Saturdays), Ramsgate P.S. (Tuesdays) and Forestville P.S. (Thursdays – three classes) and the possibility of opening new ones in 2010. We'd like to thank Teacher Clara Baccarini and member/class mum Virginia do Amaral for taking the initiative to open a second class in Marrickville on Saturdays. This is a great example of the community working to help itself. If you are interested in starting Portuguese classes at a new location and have a group of eight or more children of similar age and level, get in touch with us at classes@abcd.org.au



This year we also started a Holiday Program conducted entirely in Portuguese, it was held at Forestville and later at Killarney Heights Public School. It was very well received by members. Our thanks to teacher Vivian de Castro for the initiative and curriculum development.

Lucia Tavares-Johns

Treasurer's Report

The ABCD has closed the financial year ended in 30 June 2009 with a very positive outcome. It reversed the negative outcome realised in 2008/9.

This successful result has been largely derived from a reduction in administration costs. Our voluntary work has helped the ABCD immensely by minimising expenses and freeing capital to be invested in books, resources and teachers' development.

As of 30 June 2009, the ABCD had accumulated over its 10 years approximately \$15,000 at Cash at Bank plus \$5,000 in a Term Deposit. The funds will be wisely used in accordance with ABCD's budget and constitution.

We kindly ask all members to pay all fees promptly in order to help us keep a healthy cash flow as well as to facilitate the work of accounts receivable done on a volunteer basis. We also ask our members to participate more and get more involved in the running of our association. As we begin another financial year I trust the ABCD will go into 2009/2010 very well prepared! Thank you for all your efforts.

A full set of financial reports, as well as the auditor's report and a breakdown of expenses relating to Government Grants will be distributed at the AGM and will be available to download from our website at www.abcd.org.au

Monica Croll



Playgroup Coordinator's Report

At the beginning of FY 2008 the ABCD voted to have the Playgroup return to Forestville Public School, after a year in Allambie Heights, to take advantage of the building kindly allocated to our library and classes by the school (old WIRES building). This was much more convenient, with better facilities and reduced rent expenses.

We had a lovely time back in the new building, planning new activities and being able to use the walls to exhibit the children's beautiful artwork. Many families were attending on a regular basis and happy to take turns to coordinate our weekly activities, as our coordinator was pregnant and due to have her second child in Dec 2008. Having the library in the same location was a plus for Playgroup members.

Unfortunately, but understandably, by the end of 2008 our coordinator Karla decided not to continue in the position in 2009. We were not able to find a volunteer for the position and the playgroup was temporarily closed during Terms 1 and 2/09. However, we continued to receive requests for playgroup sessions indicating that demand in the community is still strong. Fortunately towards the end of FY 2009, a new volunteer, Vanessa Demartini, showed interest in the position on an acting basis and plans to reopen sessions, reformulated as PlayEscola, before the end of 2009.



Joana Mendes on behalf of Karla Edwards

Events Coordinator's Report

We again took part in BraCCA's Ritmo Brazilian Festival 2008 at Darling Harbour with a stall to promote the association and help fundraising efforts through the sale of t-shirts, stickers and face-painting.

In October we held our annual Children's Day in North Sydney. The event is a traditional Brazilian celebration and an opportunity for families to socialise whilst sharing traditional childhood games. We were able to raise modest funds with the donations provided.

More than 40 children performed in our end of the year concert at Fort St Public School. Presenting variations of traditional fairytales and received their awards. It counted with the presence of the Consul General of Brazil in Sydney, Ambassador Mr Kywal de Oliveira and his wife Katia and dozens of proud parents and association members.

In January, in conjunction with the Consulate and BraCCA, we held a screening of the award-winning children's movie *Taina 2*, in Paddington. Half of the seats were allocated to our students for free and it was a great opportunity for them to learn more about their cultural background.

Our AGM took place at the Consulate belatedly in February and a new committee was elected for 2009. Our thanks as always to the Consulate for the venue.

In February we also took part in the Brazilian Festa, a mini-festival along with a Brazilian movie screening at the Starlight Cinema. The event was a great opportunity to promote the ABCD within the wider community and foster a fruitful partnership with Festa Event Management.

In June we again joined in BraCCA's Festa Junina in Marrickville, and were able to raise modest funds with games. We also held a mini Festa Junina in Forestville at the instigation of our three class teachers. Each family provided a plate and helped with the square dance, games and competition between the classes. The winning class went to an excursion to Luna Park later in the year with all costs covered by the day's fundraising.



Although it was held in the FY 09/10 we'd like to mention that in July, current and ex-members of the ABCD committee gathered for the association's 10th Anniversary Dinner at Brazuca in Manly. It gave us an opportunity to acknowledge and thank everyone for their hard work and dedication over the past 10 years.

Other special 10 year celebrations are planned for the rest of 2009 thanks to a combined effort from the members of the committee. I'd like to thank Joana Mendes and Paula Wyton for helping organise events while I was overseas for part of the year.

Valeria Paiva-Brand

Library Coordinator's Report

Our year started with a move to our own area in the Forestville Wires building where a formal library and reading corner were set up. Teachers used this area to hold reading groups during classes and as an incentive for good workers and early finishers.



We conducted a stocktake that identified 300 missing items, despite numerous requests to members to return borrowed items. We cleaned out the collection and separated some items to sell at reduced prices during the Festa Junina. Some are still available for sale. We received some new donations and thank our members for their continued support in this area. We did not purchase any new items this year.

It was a pleasure to collaborate with the ABCD, but for personal reasons I am not able to seek re-election for 2010. I hope to be able to contribute again in the near future.

Claudia Oliveira

ABC Warringah Mall Learning Centre

Despite ABC Learning Centres being placed into receivership in Nov 2008, the Portuguese program continued throughout 2008/2009 at the ABC Warringah Mall Centre as it was not affected and remains one of several ABC Centres run by the appointed directors.



Monica Carvalho, director
ABC Learning Centre
Warringah Mall

Monica Carvalho, teacher and director of the centre, completed an ABCD Portuguese Annual Student Report at the end of 2008 for all the children in the program. The families were very happy to learn about their children's Portuguese learning outcomes. There were more than 20 children in the program by late 2008, many of whom enrolled in after-school classes at Forestville in 2009. By the end of June 2009 we had 16 Children in the centre's program.

The ABCD's involvement in the centre ensured families are still enrolling their children there despite it decreasing in popularity due to public awareness of the parent company's financial problems. These, however, did not influence the centre's procedures, great work and amazing multicultural environment. We continue to be very happy with the centre and our joint Portuguese language program.



Joana Mendes

Communications Report

We organised the *Brincando* newsletter to accommodate regular paid advertising and through an official booking and invoice form were able to secure funds from regular advertisers throughout the year to cover postage. We'd like to thank Peter Wyton and Jocelyn English at Aecom for their kindness in printing all copies each issue.



We secured the rights to publish *Turma da Monica* cartoons from Mauricio de Sousa in printed and online issues of the newsletter, greatly enhancing its appeal to families and their children.

We continued fashioning regular emails to members to keep them up to date between quarterly *Brincando* newsletters and aided the events and class coordinators in sending out press releases and advertising artwork as necessary.

We also ordered our first promotional balloons which were a great hit with the children at events and a nice reminder for parents of our mission and website address.

We ran a number of free-of-charge ads during the year including in the Manly Daily (general, adult classes) and Radar Magazine (adult, childrens' classes). We also provided news copy to *BraCCA News*, *Falamos Portugues* and *Radar Magazine*, as well as tried to maintain the website up-to-date with great help from Daniel Oizumi again.

I'd like to thank Daniel for his untiring support.

We have now developed an institutional look to be followed in all marketing and communication and hope to have a corporate ID manual as well as a revamped/updated website by the end of 2009-10.

Lia Timson

Distance Education Report

There was no progress on this topic in 2009/10 due to a lack of response from the chosen partner school in Brazil.

Sabrina de Miranda



ASSOCIATION FOR BRAZILIAN BILINGUAL CHILDREN'S DEVELOPMENT INC.

**BALANCE SHEET
AS AT 30 JUNE 2009**

	2009	2008
	\$	\$
SHARE CAPITAL AND RESERVES		
Asset Revaluation Reserve	2,500.00	2,500.00
Unappropriated profit	20,655.90	17,898.23
TOTAL SHARE CAPITAL AND RESERVES	<u>23,155.90</u>	<u>20,398.23</u>
Represented by:		
CURRENT ASSETS		
Cash at Bank	13,249.71	8,924.35
Term Deposit CBA	5,448.81	5,283.31
Other Debtors	3,483.00	5,293.00
TOTAL CURRENT ASSETS	<u>22,181.52</u>	<u>19,500.66</u>
NON CURRENT ASSETS		
Fixed Assets		
Office Equipment	3,844.57	3,367.57
Less: Accumulated Depreciation	(2,097.00)	(1,839.00)
	<u>1,747.57</u>	<u>1,728.57</u>
Total Fixed Assets	<u>1,747.57</u>	<u>1,728.57</u>
TOTAL NON CURRENT ASSETS	<u>1,747.57</u>	<u>1,728.57</u>
TOTAL ASSETS	<u>23,929.09</u>	<u>21,229.23</u>
CURRENT LIABILITIES		
Creditors	248.19	100.00
Deposits Held	527.00	731.00
TOTAL CURRENT LIABILITIES	<u>773.19</u>	<u>831.00</u>
TOTAL LIABILITIES	<u>773.19</u>	<u>831.00</u>
NET ASSETS	<u>23,155.90</u>	<u>20,398.23</u>

The accompanying notes form part of these financial statements.

ASSOCIATION FOR BRAZILIAN BILINGUAL CHILDREN'S DEVELOPMENT INC.

**PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 30 JUNE 2009**

	2009 \$	2008 \$
INCOME		
Term Fees	14,940.50	29,047.45
Adult Classes	3,195.00	-
Events/ Fundraising	2,868.00	4,274.80
Membership fees	989.00	5,194.00
Playgroup Income	314.60	1,033.30
Holiday Program	1,442.00	-
Bookshop Sales	630.00	-
	<u>24,379.10</u>	<u>39,549.55</u>
OTHER INCOME		
Advertising Income	230.00	170.00
Donations Received	100.00	70.00
Interest Received	188.95	295.91
Government Grant	1,740.00	2,585.65
Other Income	480.14	1,155.00
	<u>2,739.09</u>	<u>4,276.56</u>
	<u>27,118.19</u>	<u>43,826.11</u>
EXPENSES		
Accountancy Fees	550.00	550.00
Administration Costs	3,483.74	8,703.65
Advertising	-	495.95
Bad Debts Written Off	-	3,895.25
Bank Charges	0.12	35.00
Classroom Expenses	4,065.70	2,839.22
Government Grant Expenses	69.00	54.60
Contract Work	11,838.69	17,069.50
Depreciation	458.00	305.00
Event Expenses	832.31	3,217.55
Insurance	775.00	780.00
Library Expenses	457.81	2,468.84
Printing ,Stationary & Postage	362.25	1,536.20
Rent	140.15	872.15
Repairs & Maintenance	-	220.00
Staff Training & Welfare	775.00	1,516.48
Subscriptions	125.00	-
Telephone	13.75	-
Travelling & Entertainment	414.00	-
	<u>24,360.52</u>	<u>44,559.39</u>
Profit (Loss) before income tax	<u><u>2,757.67</u></u>	<u><u>(733.28)</u></u>

The accompanying notes form part of these financial statements.

Association Particulars

2009 Committee

Management Committee:

General Coordinator:	Lucia Tavares-Johns
Deputy General Coordinator:	Paula Wyton
Secretary:	Myriam Maradei
Treasurer:	Monica Croll
Playgroup Coordinator:	Vanessa Demartini (acting)
Events Coordinator:	Valeria Paiva-Brand

Non-Executive Positions:

Education Coordinator:	Vacant (Lucia Tavares-Johns acting)
Kindy Coordinator:	Joana Mendes
Library Coordinator:	Claudia Oliveira
PR/Communications Coordinator:	Lia Timson
Classroom Mums:	Eliana Ferreira-Basioli (Marrickville) Lia Timson (Forestville) Vacant— Ramsgate
Administrator:	Paula Wyton (volunteer)
Teacher's Representatives:	Monica Carvalho Vivian Peil/Julia Koefender (sharing)

Registered Office: c/o Suite 101, Level 1
696 Pittwater Road
Brookvale, NSW 2100

Accountants: Isaacs & Cole
Suite 101, Level 1, 696 Pittwater Road
Brookvale, NSW 2100

ABCD—Association for Brazilian Bilingual Children's Development Inc
ABN: 90 338 798 097
PO Box 193
Forestville NSW 2087
Australia
info@abcd.org.au
www.abcd.org.au

Thanks to our Major Sponsors and Supporters:



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