



# Annual Report 2013-14

## The Essential Skills

- Reading Text
- Document Use
- Numeracy
- Writing
- Oral Communication
- Computer Use
- Working with Others
- Thinking Skills
- Continuous Learning

Essential Skills are needed for work, learning and life. They provide the foundation for learning all other skills and enable people to evolve with their jobs and adapt to workplace change.



## Message from the Chair

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**A**s chair of the LNS Board of Directors, I have the privilege of providing leadership to a dynamic group of individuals with a range of skills and talents. Darren Googoo, Cape Breton representative, was appointed in May and began his first term at the 2013 AGM along with Andrew MacDonald, business representative and Krista Peterson, Southwestern region representative.

**This year, long-time supporters who have completed three terms of office are leaving the board.** Barb Pottier has been an avid learner spokesperson since we first met her in 2007 as an award winner through the NSPGI and who joined the board at our 2008 AGM. Marlene Duckworth has served as LNS chair for four years and as past Chair for the last year to ensure smooth transition in the board leadership.

**For over twenty years, Literacy Nova Scotia has been supporting the literacy community with funding provided by the federal government which allowed us to leverage funds from others, including the provincial government for specific project work.** In June of this year, LNS core funding from the Office of Literacy and Essential Skills ended and contingency planning took effect.

**LNS's Board of Directors met in January 2014 to create a new Strategic Plan to replace its 2010 – 2013 Strategic Plan.** The Board examined the internal and external environment, as well as the report from an evaluation conducted to determine the effectiveness of its programs and services and outlined the following priorities for 2014 - 2016:

- Growing the membership
- Demonstrating leadership
- Becoming a centre of expertise
- Branding the organization as a leader and centre of expertise
- Providing structure and support to the delivery of training
- Advocate for the learner and those who do not have equity
- Organizational sustainability

**Literacy Nova Scotia continues to offer programs and services and will do so until our resources have been depleted.** We are actively searching for funds to continue this essential work.

***Danny Cavanagh***  
Chair



**Danny Cavanagh**  
Chair



*LNS board & staff attended a strategic planning session in January 2014.*

## Board of Directors: September 1, 2013 – August 31, 2014

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**Danny Cavanagh (Chair)**, Labour Representative

**Tammy Harrison (Vice Chair)**, Annapolis Valley Region Representative

**Lise de Villiers (Treasurer)**, Strait Regional Representative

**David Robicheau (Secretary)**, Learner Representative

**Darren Googoo**, Cape Breton Regional Representative

**Nancy Thompson**, Metro Regional Representative

**Krista Peterson**, South Shore Regional Representative

**Andrew MacDonald**, Business Representative

**Barb Pottier**, Learner Representative

**Paul Robson**, Learner Representative

**Pam Haldane**, Northern Regional Representative (*Resigned May 2014*)

**Marlene Duckworth (Past Chair)**

### LNS Team

**Jayne Hunter**, Executive Director

**Heather Lauther**, Office Manager

**Marie David**, Program Coordinator

**Elaine Frampton**, Communications Coordinator

**Cindy Stevens**, Administrative Coordinator

**Gary Mason**, *Practitioner Training and Certification Program* Facilitator



L - R: Jayne Hunter, Heather Lauther, Cindy Stevens, Elaine Frampton, Marie David

## About Literacy Nova Scotia

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**Literacy Nova Scotia (LNS) is a non-profit organization that has supported the literacy and essential skills field since 1992.** LNS provides leadership to advance literacy and ensure that all Nova Scotians have equal access to quality literacy, essential skills, and lifelong learning opportunities. LNS raises awareness about the state of literacy in the province and the country, promotes accessible programs for all, collaborates with those who have similar interests and goals to support and celebrate learning, finds solutions and makes connections.

**LNS supports the adult literacy field in the broadest sense.** LNS works to ensure that these opportunities are available wherever and whenever there is a need or interest. It supports community sector, college, school board, workplace, and workforce programs. LNS understands that literacy extends beyond reading and writing; it is all the skills needed for accessing and using information.

**The board developed the following broad goals during a strategic planning session in January which will guide the work of LNS over the next three years:**

- To provide support to learners
- To provide support to organizations and practitioners
- To forge and sustain strategic partnerships
- To maintain a results-based, administratively sound and accountable organization



*Learner Retreat 2013 was an exciting opportunity for adult learners from across Nova Scotia to meet each other and experience inspiring guest speakers and engaging workshops.*

# Supports to Learners

## NSPGI Awards

- **The Nova Scotia Business Inc. Learner Achievement Award** (\$500) was presented to **Samia Eldik** (Cunard Learning Centre)
- **The Nova Scotia Learner Award** (\$500) sponsored by Nova Learning Inc was presented to **Todd Kenyon** (NSCC Akerley Campus)



Samia Eldik Todd Kenyon

## Scholarships and Bursaries

The money for these grants comes from the PGI Golf Tournaments for Literacy.

One scholarship is designated for a NSCC Truro student.

The recipients were:

### Scholarships (\$1500)

**Shelby Priscilla Moore** – NSCC Pictou Campus

**Melissa Stevenson** – NSCC Truro Campus

### Bursaries (\$500)

**Betty Lee Legere** – NSCC Truro Campus

**Bryanna Josiah** – NSCC Pictou Campus

**Isaac Desmond** – NSCC Pictou Campus



L - R: Betty Lee Legere, Bryanna Josiah, Shelby Priscilla Moore

## Adult Learners' Week

Six writing workshops were held across the province which included a contest themed *I'm Still Learning*. The winners from each category – **Stephanie Paul**

(*Adult High School, NSCC & Community based Levels III & IV*), **Scott Vaughan**

(*Workplace/Workforce*), **Linda Larade**

(*Community based Levels I & II*),

and **Mamawa Kamara** (*Seniors' Literacy, Family Literacy, English as an Additional Language*) read

their submissions to the audience.

Associate Deputy Minister of

Labour and Advanced Education

Lora MacEachern proclaimed the

week of March 29—April 6 Adult

Learners' Week in the Province of

Nova Scotia.



L - R: Stephanie Paul from Eskasoni First Nation; Scott Vaughan of Bridgewater; Linda Larade from Dingwall; Mamawa Kamara of Halifax.

## Learner Retreat 2013

**One of the highlights of the past year was Learner Retreat.** LNS provided this exciting opportunity for adult learners from across Nova Scotia to gather for 3 days and experience inspiring guest speakers and engaging workshops on job search preparation, raising self-esteem and building confidence, math, goal setting and other relevant topics. The retreat included a session on cultural awareness and a tour of the Glooscap Heritage Centre. The feedback we received was overwhelmingly positive and we hope to offer a Learner Retreat again in the near future if we can secure funding for it.

Nearly 86 learners participated in the Adult Learners' Week workshops.

LNS received 50 submissions and they can be viewed at [www.ns.literacy.ca/alw.htm](http://www.ns.literacy.ca/alw.htm)

## Supports to Practitioners and Organizations

**178** Practitioners completed 24 Practitioner Training modules; 18 practitioners certified.



### *Practitioner Training and Certificate Program*

This program consists of nine modules which ensure adult learners have access to well trained, certified practitioners who understand the adult learning process and can use appropriate teaching methodologies that address learning barriers. Eighteen were certified within the NS Practitioner Training Program in 2013-14.

*Practitioner Training facilitator Gary Mason (seated) with recent PT program graduates and LNS staff.*

**64** participants attended the PD Conference for Practitioners.

### *PD Conference for Practitioners*

A two day conference for practitioners, *Supporting Learning Needs of Adults: A Focus on Teaching Techniques, Diversity, and Mental & Physical Health* was held in the Spring in Truro.



**23** PD Fund applications approved for \$11, 081

### *PD Fund*

Community learning organizations funded under the Nova Scotia School of Adult Learning can apply for funding for their staff and volunteers. The PD Fund covers PD activities for individuals and groups within the organization.

**2** Assistive Technology Fund applications approved for \$2,074

### *Assistive Technology Fund*

Community learning organizations funded under the Nova Scotia School for Adult Learning can apply for approved assistive technology. The list of approved assistive software was developed by the Assistive Technology Committee, a sub-committee of the Learner Services Advisory Group. Funds for the purchase of the assistive technology have been allocated from the Learner Services Project.

### ***Computers for Schools***

Literacy Nova Scotia was able to offer computer systems through Computers for Schools Nova Scotia. Computers for Schools collects, repairs, and refurbishes donated surplus computers from public and private sector sources. They are distributed to schools, public libraries, non-profit learning organizations, and Aboriginal communities.

### ***PGI Grants***

The Nova Scotia Department of Labour and Advanced Education has been a major sponsor for more than fifteen years and has made a yearly contribution of \$40,000. The contribution is distributed through the PGI Grants to community organizations funded by NSSAL based on criteria approved by the Department of Labour and Advanced Education. The purpose of the PGI Grants is to enhance and support the participation of adult learners in community programs.

### ***Raise-a-Reader Grants***

The Raise-a-Reader Grants are administered by Literacy Nova Scotia in partnership with The Chronicle Herald. The purpose of the grants is to enhance the work of existing programs that support children and their parents and caregivers. The focus of the grants is on developing the literacy skills of families.

**68** computers  
distributed to 15  
organizations

**15** PGI grants  
approved for  
**\$36,945**

**10** Raise-a-Reader  
grants approved for  
**\$12,546**

*L-R: Marie David, PGI Award Winner  
Samia Eldik, Jayne Hunter, Poet Laureate  
Sheree Fitch, PGI Award Winner Todd  
Kenyon, Celebrity Guest Tom Harrington*



## Information Sharing and Research



### *PIAAC Forum: Showing Us the Way Forward*

Results of the Programme for the International Assessment of Adult Competencies Survey (PIAAC) were released on October 8, 2013. PIAAC assessed the reading, numeracy and problem solving skills of adults who live and work in technology-rich environments. The forum explored the PIAAC survey results in terms of how we can best support Nova Scotians in meeting their learning goals to improve literacy and essential skills.

*PIAAC Forum panelists, L - R: Francois Weldon, Director General, Policy Research Directorate; Brennan Jenkins, Council of Ministers of Education Canada; Karen Gatien, Director, Adult Education, Department of Labour and Advanced Education.*

### *Literacy Action Week (LAW)*

LAW is held the first full week of November each year. It is the time when Literacy Nova Scotia and individuals and organizations who have an interest in supporting adult literacy share information with governments and the public about literacy and essential skills in their community. Meetings with government officials at all levels, information sessions and other activities are held throughout the province. LNS publishes a LAW Toolkit each year and offers grant funding for literacy groups to hold events during LAW.

### *Information Sharing and Research*

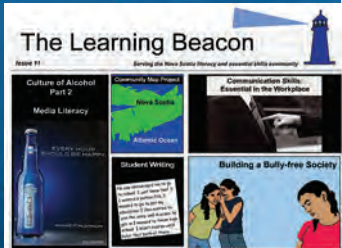
LNS employs a variety of communication tools including Facebook, Twitter, LinkedIn, Google Calendar, Google+ web albums, Google alerts, eCampus, listserv messages to 1000 email addresses, LNS eNews to over 300 recipients, as well as our website and a bi-annual print newsletter.

LNS creates printed materials for distribution. We continued to develop Learner Essential Skills Factsheets. LNS provided Literacy Action Week templates and factsheets and also distributed Family Literacy Day promotional items. We published an issue of The Learning Beacon, as well as an ebooklet of Learner Writing submissions from Adult Learners' Week.

### *Peter Gzowski Invitational Golf Tournament for Literacy (PGI)*

Literacy Nova Scotia is the beneficiary of the funds raised through NSPGI. Net revenue raised at the NSPGI will stay in Nova Scotia to support adult learners.

**10** LAW grants  
totalling  
**\$600**



**1** issue of  
The Learning Beacon,  
an interactive, online  
newspaper for adult  
learners.

**\$72,877**  
raised at  
NSPGI 2014

## Funders, Partners and Supporters

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*Thanks to all LNS funders, partners, contributors and supporters, including LNS members.*

**Office of Literacy and Essential Skills (OLES)** provided core funding for Literacy Nova Scotia until June 30, 2014.

**Department of Labour and Advanced Education (LAE)** provided funding for PD Conference for Practitioners, Professional Development Fund, Assistive Technology Fund, Adult Learners' Week, Practitioner Training Certification Program, and contributed to the NSPGI 2014.

**Rural Communities Foundation of Nova Scotia (RCF)** contracted LNS to provide administration and communication services. RCF has funded literacy organizations and learning community projects through its granting programs.

**Computers for Schools** provided 68 computer systems/laptops for community-based learning organizations.

**The Chronicle Herald** donated funds through the Raise-a-Reader program for family literacy programs across Mainland Nova Scotia.

### **Peter Gzowski Invitational Golf Tournament**

*Sponsors:* Nova Scotia Business Inc., KPMG, Delta Barrington Halifax, LAE, Frischkorn AV, Wildflower Promotional Products and Apparel, Credit Union Atlantic, CUPE Nova Scotia, CUPE National Office, Maritime Auto Parts, Pink Larkin, Canadian Piping Trades Local 56, Nova Learning, and CBC.

**Nova Scotia Community College** provided in-kind office space, utilities, and other supportive services.

**Copian** provided web hosting.

**ABC Life Literacy Canada** provided Family Literacy Day materials.

UNESCO supported Adult Learners' Week activities.

### **Association of Nova Scotia Community Learning Organizations**

**Association of Workplace Educators of Nova Scotia**

**Canadian Literacy and Learning Network**

**Federation of Community Organizations**

**Federation of Labour**

**Nova Scotia Department of Seniors**

**Nova Scotia Provincial Library**

**Prior Learning Centre**

**Rural Research Centre, Dalhousie University**

**Truro and Colchester Chamber of Commerce**

### *Member Organizations*

Adult Learning Association of Cape Breton County

Antigonish County Adult Learning Association

Bedford-Sackville Literacy Network

Black Educators Association

Centre for Adults in Progressive Employment

Colchester Adult Learning Association

Community Learning Association North of Smokey

Cumberland Adult Network for Upgrading

Dartmouth Learning Network

East Hants Community Learning Association

Equipe d'alphabétisation Nouvelle-Ecosse

Flower Cart

FutureWorx

Guysborough County Adult Learning Association

Halifax Community Learning Network

Hants Learning Network Association

Horizon Achievement Centre

Inverness County Literacy Council

Kids Action Program

Lunenburg County Adult Learning Association

NS Federation of Labour

NWT Literacy Council

Pictou County Continuous Learning Association

Port Hawkesbury Literacy Council

Queens Learning Network

Read to Me!

Richmond County Literacy Network

Shelburne County Learning Network

South Shore Work Activity Program

Students Nova Scotia The HUB - Halifax

Valley Community Learning Association

Western HRM Community Learning Network

Word On the Street

Yarmouth Learning Network

*and many individuals*

### *Donors*

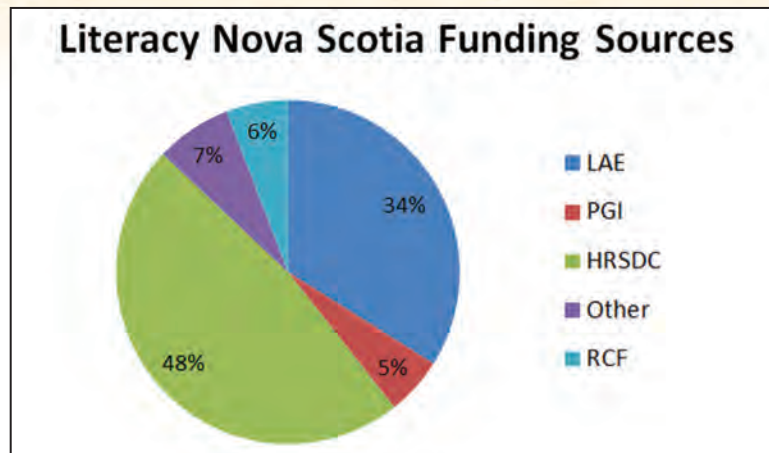
Lorne Logan, Solutions Learning, Jim Sharpe, PICCOLA, James Lavierie, Prior Learning Assessment, Gary Mason, East Hants Adult Community, Dartmouth Learning Network, Mi'kmaq Native Friendship Centre, Equipe d'alphabétisation, Kevin Forbes, LAE, Anne Chisholm, Bowtique, Nancy Thompson, Jane Henson, Lesley Childs, Jane MacDonald, ACALA, Elizabeth MacInnis, CAN-U, Alan Barnett, Kate Silver, Rob Hearn, Wendy Kraglund-Gauthier

## Statement of Revenues and Expenses

Year ending August 31, 2014

Revenues	2014	2013
<b>Year ending August 31</b>		
PGI Golf Tournament	28,000	15,712
PGI Grant from Dept of Labour and Advanced Education	40,000	40,000
Special Projects	397,871	322,666
Memberships, interest and other	49,028	30,392
<b>TOTAL REVENUES</b>	<b>514,899</b>	<b>408,770</b>
<b>Expenses</b>	<b>2014</b>	<b>2013</b>
Amortization	2,112	2,261
General Office/Project Expense	46,807	45,637
Meetings, facilities and travel	61,663	44,256
PGI, RaR and LAW Grants	62,936	41,394
Professional fees	48,648	47,944
Salaries and benefits	259,684	234,647
Scholarships, bursaries, LAW and learner support	4,500	4,500
Staff and board travel	22,116	23,552
<b>TOTAL EXPENSES</b>	<b>508,466</b>	<b>441,191</b>

*This summary is based on excerpts from draft of the audited financial statements. The entire report of the financial audit can be reviewed upon request.*



## Statement of Financial Position

Year ending August 31, 2014

<b>Assets</b>	<b>2014</b>	<b>2013</b>
Cash and short term deposits	628,021	783,919
Accounts receivable	71,904	30,291
	<u>699,925</u>	<u>814,210</u>
Property, plant & equipment	8,448	10,510
	<u>708,373</u>	<u>824,720</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities	52,959	44,267
Deferred revenue	205,506	336,978
	<u>258,465</u>	<u>381,245</u>
<b>Fund Balances</b>		
Unrestricted – investment in property, plant and equipment	8,448	10,510
Unrestricted – operating	216,616	129,574
Internally restricted		
- Contingency fund	224,844	250,000
- Learners' conference	-----	53,391
	<u>449,908</u>	<u>443,475</u>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>708,373</b>	<b>824,720</b>

*This summary is based on excerpts from draft of the audited financial statements. The entire report of the financial audit can be reviewed upon request.*

*Thanks to all LNS funders, partners and supporters, and in particular, the following who provide ongoing in-kind contributions:*

**Computers for Schools  
NSCC Truro Campus  
Copian**

## Become a Member of Literacy Nova Scotia.

Your support helps Nova Scotians access quality literacy, essential skills and lifelong learning opportunities. It also ensures instructors and volunteers have the skills they need, supports adult learners' participation and promotes the value of literacy to all Nova Scotians.

Download the membership form at [www.ns.literacy.ca/membership.htm](http://www.ns.literacy.ca/membership.htm)  
Annual individual fee: \$5.00 / Annual organizational fee: \$50.00

### *Benefits of Membership:*

- Add your voice to the wide membership that speaks for the advancement of all levels of adult literacy in Nova Scotia
- A vote at the Annual General Meeting
- A chance to serve on the LNS board or on a committee
- Receive monthly eNews and other information via electronic listserv
- Free subscription to LNS Newsletter
- Discount for conferences, events, and other opportunities
- eCampus offers discussion forums which members can also host
- Member organizations have access to programs and services offered by LNS



This organization is partly funded by the Government of Canada's Adult Learning, Literacy and Essential Skills Program.

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