

Annual Report 2015-16

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



Danny Cavanagh
Chair

Literacy and lifelong learning are vital for the health and resilience of our communities. More than ever, it is becoming necessary for people to obtain and improve these essential skills as technology and expectations of core competencies advance. Literacy Nova Scotia works with over thirty community-based programs that provide literacy and essential skills instruction to an estimated 2000 adult learners across the province. We provide professional development, access to information and resources, funding and educational opportunities for learners, and other supports to these organizations.

The investment in education is three times as important to economic growth as investments in physical capital, such as machinery and equipment. Improving basic skills has a greater impact on the economy than increasing skills of those at a higher literacy level. About half of adult Canadians are at or below the minimum level of literacy skills required to function in today's society. Those with lower literacy and essential skills are more likely to be unemployed or dependent on social assistance.

"Improving and maintaining the literacy levels of Nova Scotians helps build our local economy."

We understand that people with only basic literacy and core competencies were often forced to leave school early to support their families or couldn't afford the rising cost of further education. But it's not just those with less formal education who can benefit from literacy and essential skills upgrading: about 6% of those with post-secondary education are also at basic literacy levels.

The work of Literacy Nova Scotia is too important to be left to chance. The provision for literacy and essential skills programs come from a variety of sources, mostly federal and filtered into the provinces. Public financing is especially important with fewer dollars coming from the government. We hear over and over about how the labour force and quality training are the backbone of our economy. We couldn't agree more, and in the wake of diminished funding, we need your help. Please consider becoming an LNS member as an individual or an organization, as well as a primary sponsor. With your financial support and assistance, we can continue our great work.

A handwritten signature in black ink, appearing to read 'Danny Cavanagh'. The signature is fluid and cursive.

Danny Cavanagh
Chair

The LNS board recommended changing the fiscal year end from August 31 to March 31 to align with that of government funding.

This was approved at the annual general meeting on November 13, 2015 and accepted by Canada Revenue Agency.

This annual report is a transitional one which covers a seven month period rather than the usual twelve months.

Board of Directors: September 1, 2015 – March 31, 2016

Danny Cavanagh (Chair), Labour Representative

Paul Robson (Secretary), Learner Representative

Terry Musgreave, Annapolis Valley Regional Representative

Darren Googoo, Cape Breton Regional Representative

Nancy Thompson, HRM Regional Representative

Krista Peterson, South Shore Regional Representative

Ray Carrigan, Strait Regional Representative

Richard Bennicke, Northern Regional Representative

Andrew MacDonald, Business Representative

Debra Paris Perry, Learner Representative

Tammy Harrison, Annapolis Valley Region Representative

(Term ended AGM November 2015)

Lise de Villiers, Strait Regional Representative *(Term ended AGM November 2015)*



LNS Team

Jayne Hunter, Executive Director

Heather Lauther, Office Manager

Marie David, Program Coordinator

Elaine Frampton, Communications Coordinator

Brenda Lavandier, *Practitioner Training Program Facilitator (as of April 2016)*

Gary Mason, *Practitioner Training Program Facilitator (until January 2016)*

Literacy Nova Scotia's board and staff are honouring Gary Mason's contribution to furthering literacy in Nova Scotia by naming one of the PGI learner awards in his memory. Gary passed away in January 2016.



About Literacy Nova Scotia

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 2014 which will guide the work of LNS until the end of March 2017:

- 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



Clockwise from Top: LNS hosted a Family Book Packing and Delivery Event at the home of LIFE Leadership co-founder Claude Hamilton on January 8, 2016.

To celebrate International Literacy Day 2015, LNS donated over 220 books to help learners and teachers in 115 schools in Belize.

LNS donated 1000 books from First Book Canada to Christmas Daddies in December 2015.



Supports to Learners

Scholarships and Bursaries

The money for these grants comes from the NSPGI Golf Tournament for Literacy. One scholarship is designated for a NSCC Truro student in appreciation of the ongoing support LNS receives from this campus. The recipients were:

Scholarships (\$1500)

Bijou Dlamini – NSCC Truro

Tanya Morton – NSCC Truro

Bursaries (\$500)

Samantha Webb – Port Hawkesbury Literacy Council

Wendy Faye – Shelburne County Learning Network

Brandi Nickerson – NSCC Lunenburg

Adult Learners' Week

LNS highlights learners' stories. The learners share their challenges which allow us to identify how we can better support them on their learning journey. They also tell about overcoming their challenges and their successes.

These success stories inspire others to return to learning. Learners were asked to send us their *Literacy Changes Lives* stories to be published in the Adult Learners' Week ebooklet and to be entered in the iPad draw.

LNS hosted workshops across the province, including the writing workshop with Jenni Blackmore. We held a draw from all eligible submissions of learner stories. **Bria Marsman** was the lucky winner of the iPad Mini. All the learner stories are featured in the 2016 Adult Learners' Week eBooklet.

We are pleased to have three learner spokespersons who are encouraging others to improve their literacy skills. **Marcia Jeffers**, **Terry Westhaver** and **Sarah Harrison** were featured in radio ads heard across the province promoting Adult Learners' Week.



Bijou
Dlamini

Tanya
Morton



Bria Marsman was
the winner of the
iPad Mini Draw.

63 learners and **14** instructors participated in **5** Adult Learners' Week workshops.

LNS received **18** ALW stories and they can be viewed at literacyns.ca/alw.htm

L - R: Sarah Harrison, Marcia Jeffers and Terry Westhaver recorded Adult Learners' Week radio promos at Big Dog 100.9 in Truro.

Supports to Practitioners and Organizations



Practitioner Training and Certification Program

The 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. Eight practitioners were certified within the NS Practitioner Training and Certification Program from September 2015 to March 2016.

2016 Practitioner Training Program graduates and LNS staff. Seated: PT facilitator Brenda Lavandier and MLA Terry Farrell.

173 participated in 15 Practitioner Training modules; 8 completed all requirements for certification.

74 participants attended the PD Conference for Practitioners.

28 practitioners were approved to attend 12 PD opportunities.

2 organizations approved for Assistive Technology grants to purchase 6 ipads.

PD Conference for Practitioners

A two day conference *Professional Development Conference for Practitioners: Supporting Learning Needs of Adults* was held in Truro. A keynote and 20 sessions were held on diverse topics including transgender, cultural diversity, best practices, teaching techniques, mental health, financial sustainability and labour standards.



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 professional development activities for individuals and groups within the organization.

Assistive Technology Fund

Community learning organizations funded under the Nova Scotia School for Adult Learning can apply for funding to purchase approved assistive technology. Many organizations used this fund to purchase ipads which include free assistive technology apps for their learners.

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. LNS received 17 applications for PGI Grants this year. All six regions are represented with one application from Cape Breton, four from HRM, four from Northern, three from South Shore, four from Strait, and one from Valley.

9 computers and 46 laptops distributed to 12 organizations

17 PGI grants approved for \$40,000 to support 935 learners



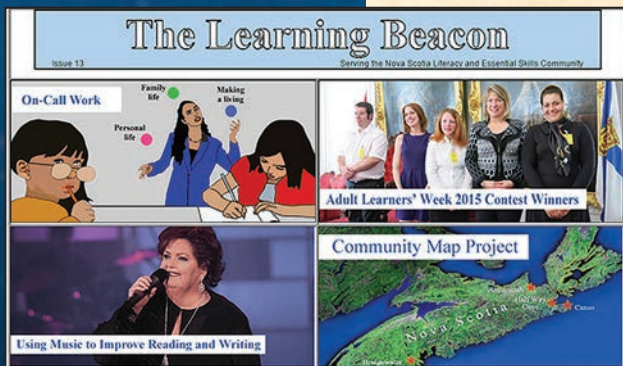
Learners from the Cumberland Adult Network for Upgrading (CANU) in Amherst travelled to Truro on February 4, 2016 for a math and art learning experience funded by a PGI Grant.

(Top) In the morning, LAE's Math Curriculum developer David Pilmer delivered a math workshop. (Left) After lunch, the CANU learners created pottery tile designs at Clay Cafe.

Information Sharing and Research

Literacy Action Week (LAW): November 1 – 7, 2015

LAW is a time when individuals and organizations that have an interest in supporting adult literacy share information with governments and the public about literacy and essential skills in their community. For LAW 2015, we asked the public to demonstrate how literacy makes a difference in the lives of real people. During November 1 – 7, LNS invited everyone to post photos of themselves on social media holding a poster saying why they think supporting literacy is important. Community leaders supported our LAW campaign, including **Geoff Regan MP, Joachim Stroink MLA, Leader of the Official Opposition Jamie Baillie and Halifax Police Deputy Chief Bill Moore**. Community based learning organizations used the opportunity to raise their profile.



The Learning Beacon

Our interactive newspaper for adult learners is now available in a tablet friendly version that works on Apple devices! Our latest Issue #13 contains the features 'On-Call Work' and 'Using Music to Improve Reading and Writing'. We continue our Community Map feature with seven new stories written by adult learners from across Nova Scotia, and we showcase our 2015 Adult Learners' Week contest winners.

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

Information Sharing and Research

LNS employs a variety of communication tools including Facebook, Twitter, LinkedIn, Instagram, Google Calendar, Google+ web albums, Google alerts, eCampus, listserv messages to 1,000 email subscribers, LNS eNews to over 400 recipients, as well as our website and factsheets. We continue to develop Adult Learner Factsheets. LNS provided Literacy Action Week toolkit. We published an issue of The Learning Beacon, as well as an ebooklet of Learner Writing submissions from Adult Learners' Week.

Funders, Partners and Supporters

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

Department of Labour and Advanced Education (LAE) provided funding for PD Conference for Practitioners, PD Fund, Assistive Technology Fund, Adult Learners' Week and Practitioner Training and Certification Program.

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 computer systems/laptops for community-based learning organizations.

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

Association of Nova Scotia Community Learning Organizations

Association of Workplace Educators of Nova Scotia

Car Heaven

CBC Radio

Central Nova Women's Resource Centre

Colchester Credit Union

Colchester East Hants Library

Colchester Print

Community Sector Council of Nova Scotia

Dalhousie University

Federation of Labour

First Book Canada

Hub Now

Ladies Consignment Shop

LIFE Leadership

Nova Scotia Federation of Labour

Nova Scotia Provincial Library

Scotiabank Bluenose Marathon

Salvation Army (Christmas Daddies)

Truro and Colchester Chamber of Commerce

Truro Daily News

Holiday Inn Hotel & Conference Centre, Truro

Wildflower Promotional Products & Apparel



Above: LNS Staff Marie David and Jayne Hunter receive a donation cheque from LIFE Leadership co-founder Claude Hamilton in December 2015. We are grateful to have the ongoing support of the LIFE on LIFE Initiative.

Left: LNS held a Fashion Show for Literacy in October 2015. Our models wore fashions from Marj Hatherley's ladies consignment shop. All proceeds were used to benefit adult learners in Nova Scotia.



Member Organizations

Adult Learning Association of Cape Breton County

Antigonish County Adult Learning Association

Bedford Sackville Literacy Network

Colchester Adult Learning Association

Community Learning Association

North of Smokey

Cumberland Adult Network for Upgrading

Dartmouth Learning Network

Deaf Literacy Nova Scotia

Digby Adult Learning Association

East Hants Community Learning Association

East Preston Employment Academy

Eastern Shore & Musquodoboit Valley Literacy Network

Équipe d'alphabétisation Nouvelle-Écosse

Frontier College

Futureworx

Guysborough County Adult Learning Association

Halifax Community Learning Network

Hants Learning Network Association

Horizon Achievement Centre

Inverness County Literacy Council

IWK Health Centre

MetroWorks

Nova Scotia Community College

Nova Scotia Federation of Labour

Nova Scotia Trucking Association

Paq'tnkek First Nation

Pictou County Continuous Learning Association

Port Hawkesbury Literacy Council

Queens Learning Network

Richmond County Literacy Network

Shelburne Learning Network

Solutions Learning Network

South Shore Family Resource Centre

South Shore Work Activity Program

Université Sainte-Anne Valley

Community Learning Association

Western HRM Community Learning Network

Yarmouth County Learning Network and many individuals

Major Donors

LIFE Leadership

Holiday Inn Hotel & Conference Centre, Truro

Michelin

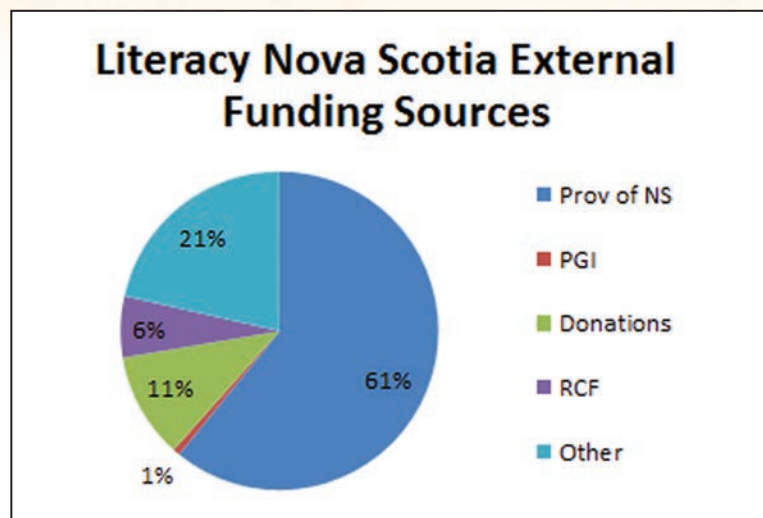
Alice Veenema

Statement of Revenues and Expenses

Transition Fiscal Period of 7 Months

	Year Ending March 31	Year Ending August 31
Revenues	2016	2015
Year ending March 31		
PGI Golf Tournament	1,659	27,498
Special Projects	147,163	182,510
Memberships, interest and other	92,829	38,581
TOTAL REVENUES	241,651	248,589
Expenses	2016	2015
Amortization	1,720	1,690
General Office/Project Expense	45,939	21,704
Meetings, facilities and travel	24,386	33,996
PGI and other grants	7,309	53,974
Professional fees	26,254	40,913
Salaries and benefits	138,660	267,463
Scholarships, bursaries, and learner support	5,000	4,500
Staff and board travel	4,402	14,976
TOTAL EXPENSES	253,670	439,216

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.

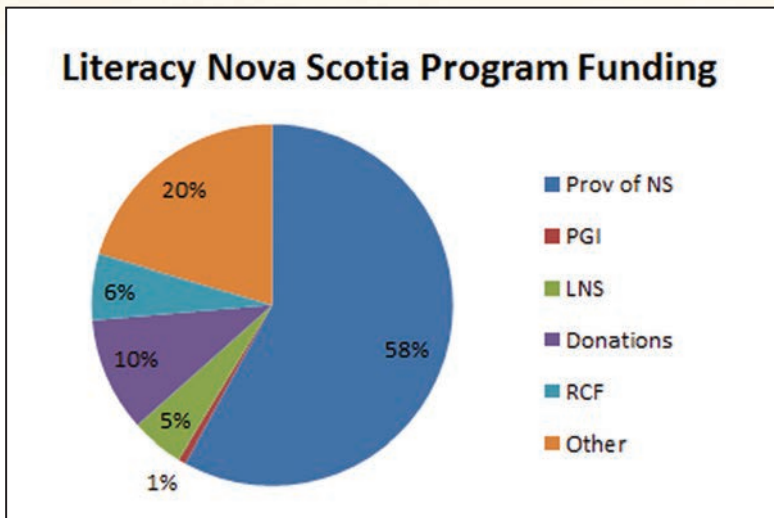


Statement of Financial Position

Transition Fiscal Period of 7 Months

	Year Ending March 31	Year Ending August 31
Assets	2016	2015
Cash and short term deposits	405,146	408,004
Accounts receivable	14,044	64,648
Prepaid expenses	575	404
	<u>419,765</u>	<u>473,056</u>
Property, plant & equipment	6,878	6,758
	<u>426,643</u>	<u>479,814</u>
Liabilities		
Accounts payable and accrued liabilities	8,979	55,483
Deferred revenue	17,005	11,653
	<u>25,984</u>	<u>67,136</u>
Fund Balances		
Unrestricted – investment in property, plant and equipment	6,878	6,758
Unrestricted – operating	143,781	364,471
Internally restricted - Contingency fund	250,000	41,449
	<u>400,659</u>	<u>412,678</u>
TOTAL LIABILITIES & FUND BALANCES	426,643	479,814

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, including the following who provide ongoing in-kind contributions:

Computers for Schools

NSCC Truro Campus

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.

Complete the online membership form at www.literacyns.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



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