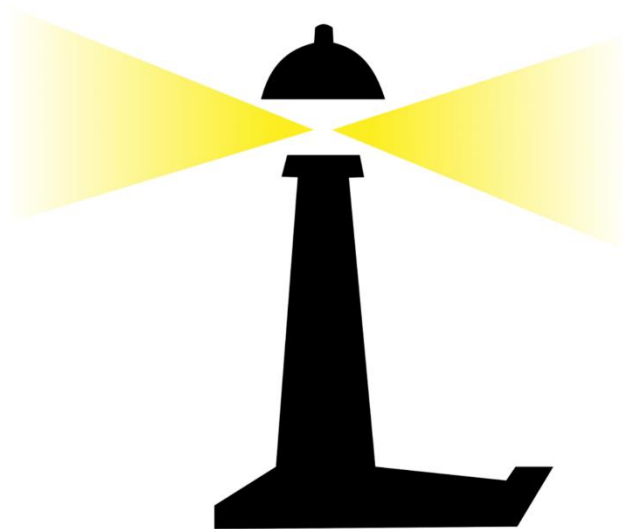




Laubach Literacy Ontario

# 2017-2018 Annual Report



Laubach Literacy Ontario's 36<sup>th</sup> Annual General Meeting

Thursday, June 14, 2018

Get LIT Conference, YMCA Geneva Park



## **ANNUAL GENERAL MEETING**

### **Notice of Meeting**

Laubach Literacy Ontario's  
Annual General Meeting  
4:00 PM, Thursday, June 14, 2018,  
YMCA Geneva Park, Ontario

### **Agenda and Table of Contents**

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## Greetings from the President



Welcome to our 2018 LLO Conference, and thank you all for helping everyone to **Get Lit** in beautiful, scenic Geneva Park. I hope everyone will enjoy the great selection of workshops and have a wonderful time networking and seeing old friends. Be sure to check out some of the beautiful scenery around the Park, but make sure to stay on the trails.

I would like to take this opportunity to thank the staff and volunteers of the Orillia and District Literacy Council and the Simcoe Muskoka Literacy Network for cohosting our conference this year and helping to make your stay more enjoyable. This year is also special to ODLC because it is their 40<sup>th</sup> anniversary helping people improve their lives in the Orillia area.

The Board of Directors has been busy this year supporting the LLO staff in all their endeavours, writing and implementing policies to benefit the organization and all its members, and advocating for all LBS programs in the province. We have added a new publisher to our bookstore. Orca Books distributes a series of short novels and non-fiction books for adult readers. Be sure to check them out. Attending the literacy symposium in October was a great chance to campaign for our literacy programs with the Ministry of Advanced Education and Skills Development and to bring our concerns and requests forward.

None of our board members are up for re-election this year. It's been a pleasure working with this great group of people who are so committed to literacy and to helping our learners. Patricia, especially, has done a great job representing the views of the learners as our Student Representative.

On behalf of the entire board, I would like to offer my sincere thanks to Lana, Mary Anne, Diana and Robyn from LLO for their tireless support of the Board of Directors, for providing good quality, relevant resources for all of our member agencies, and for advocating for our learners on a variety of levels. It has been a pleasure working with you all.

In closing, I would like to wish you all a safe and happy summer and enjoy the rest of the conference.

*Cathy Graham  
President  
Laubach Literacy Ontario*

**Minutes of Laubach Literacy Ontario's  
Annual General Meeting 2017  
Friday, June 16, 2017 at 4:15 p.m.  
Brescia University College, London, Ontario**

**Members Present:**

Literacy Council of South Simcoe	Barrie Literacy Council <b>(proxy)</b>
Literacy Council Niagara West <b>(proxy)</b>	Mississauga First Nation, Enjikendaasang
Grand Erie Learning Alternatives	literacy/Numeracy Project Avon Maitland <b>(proxy)</b>
Literacy Society South Muskoka <b>(proxy)</b>	Wellington Centre for Continuing Education
Hamilton Literacy Council	Nokee Kwe Literacy Centre
Gateway Centre for Learning	Literacy Council York-Simcoe
Literacy Nipissing <b>(proxy)</b>	Orillia & District Literacy Council
Ontario Native Literacy Coalition	Northern Connections Adult Learning <b>(proxy)</b>
Sauageen Enjikendaas	Niagara Regional Native Centre Literacy Prog
St Marys Adult Learning Program	Literacy Council York South <b>(proxy)</b>
Learning Disabilities Assoc <b>(proxy)</b>	Gord Ingoglia – associate member
Tracey Mollins – associate member	Literacy Link South Central <b>(proxy)</b>

**Board Members Present:**

**Cathy Graham** (President), **Jo Cryderman** (Member at Large) **Rubert Payea** (Student Representative), **Tracey Mollins** (Vice President)

**Regrets:**

**Mary-Ann Fuduric and Alicea Fleming**

**Staff in Attendance:**

**Lana Faessler** – Executive Director, **Diana White** – Office Administrator,  
**Mary Anne Baker** – Office Manager

**Project Manager:**

**Robin Cook-Ritchie**, RCR Consultants

**1. Welcome, Call to Order and Declaration of Quorum**

Quorum is 18 Organizational Members (25% of 70). We have 14 members present, and have received proxies for 9 additional Organizational Members bringing the total to 23.

A. After satisfying that quorum was met, Cathy Graham – President called the meeting to order at 4:15 p.m. and welcomed everyone to LLO's 35<sup>th</sup> Annual General Meeting.

B. Voting Procedure

Cathy explained the following voting procedure. Each organizational member will have one vote, so if you have a voting card, you can make a motion, second a motion and vote on motions. Some of you may have more than one voting card because you have been asked to be a proxy for a member who couldn't attend.

When you make a motion, or second a motion, please stand up and state your name clearly. When voting please hold up your voting card(s).

## **2. Approval of Agenda:**

Chair asked for a motion to approve the agenda.

Moved by Joe Cryderman, Literacy Society South Muskoka

Seconded by Gord Ingoglia, Associate Member

All in Favour. No Discussion followed. Motion carried.

## **3. Greetings from the President:**

Cathy Graham welcomed everyone and gave her report.

## **4. Approval of Minutes from June 2016 AGM:**

Chair asked for a motion to approve the minutes.

Motion to approve minutes of the June 21, 2016 AG

Moved by Helen McLeod, Hamilton Literacy Council

Seconded by Michelle Davis, Ontario Native Literacy Coalition

All in Favour. No Discussion: Motion carried.

## **5. Treasurer's Report:**

Chair introduces Lana Faessler as presenter of report as Treasurer Mary-Ann Fuduric was unable to attend.

### **5.1 Approval of Audited Financial Statements**

Chair asks for a motion to approve the Audited Financial Statements for 2016 - 2017.

Moved by Marie Belliveau, Niagara Regional Native Centre Literacy Program

Seconded by Patricia Patrick, Literacy Council York-Simcoe

All in Favour. No Discussion. Motion carried.

### **5.2 Motion for Appointment of Auditor for 2017-2018**

Chair asks for a motion to appoint Curtis Villar as LLO's auditors for 2017-2018.

Moved by Gord Ingoglia, Associate Member

Seconded by Tracey Mollins, Associate Member

All in Favour, No Discussion. Motion carried.

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### **6.0 Nominations Report**

Tracy Mollins, Vice Chair, presented the Nominations report which outlined the voting for the Board of Directors. The Scrutineers, Helen McLeod of Hamilton Literacy Council and Robyn Cook-Ritchie of

Grand Erie Learning Alternatives, will count the ballots once collected and announce the winners to the Chair privately.

Tracey Mollins announced the new board members; Gary Porter, Barrie Literacy, Vandra McQuarrie, Literacy Nipissing, Patricia McFerran

Motion to accept the slate of directors as presented: Gord Ingoglia, Associate Member  
Seconded: Jack Osborne, Literacy Nipissing  
All in favour. No Discussion. Motion carried.

## **7. Introduction of Board of Directors for 2016-2017**

Lana introduced the new Board of Directors and asked them to stand as their name was called. Lana announced that the new Board of Directors will appoint the officers of the Board, following the AGM.

## **8. Annual Report Highlights**

Lana provided some highlights of 2016-2017.

## **9. LLO Social Enterprise:**

Diana White reported on the book store – increased sales but profit remains the same due to the high exchange rate.

## **10: A step in the Right Direction**

Robyn reported on new supports for members/online discussion groups etc

## **11. Other Business**

## **12: Adjournment**

Chair asks for a motion to adjourn at 4:50.

Moved by Michelle Davis, Ontario Native Literacy Coalition  
Seconded by Gord Ingoglia, Associate Member  
All in favour. No Discussion. Motion Carried.



## Treasurer's Report

The Statement of Financial position reveals that LLO ended the 2018 fiscal year with a fund balance of **\$62,782.00**, of which \$52,100 is invested, leaving **\$10,682.00** in our General Fund (unrestricted).

Thanks to the Ministry of Advanced Education and Skills Development, LLO received a **10% increase** in base funding, which helped offset our accumulating deficit (General Fund), with a smaller deficit this year of \$6,953.00. (Last year our deficit was \$23,663).

### General Fund:

- The General Fund accounts for LLO's program delivery and administrative activities.
- This fund reports unrestricted resources and restricted operating grants.
- It is accumulated over the years and includes donations, membership fees, investment interest, and other sources of revenue apart from the Ministry of Advanced Education and Skills Development's core funding—particularly our Social Enterprise, the Laubach Literacy Bookstore.

### Laubach Literacy Bookstore:

- Profits from the Laubach Literacy Bookstore are used to reduce conference registration fees for students, and to cover some of Diana White's hours.
- See our Social Enterprise report for further details.

### Donations:

- Donations totalling \$763.00 were gratefully received from CUPE, Truist—from the U.S.A., Ken Baker, John Baker, Sharon Boughton and an anonymous donation through Canada Helps.

### Conference 2017:

- Our goal each year is to break even—with registration fees and Ministry funds covering conference costs and staff time. This year, we showed a loss of \$970.00.

### Staffing:

- The Executive Director, Lana Faessler, reduced her hours to three days a week, to lower the impact on increased expenditures, and to enable us to continue to hire Robyn Cook Ritchie, our Project Manager. Robyn is responsible for several of the deliverables in our annual Business Plan such as our mentoring service—Laubach Link—and our online classroom, Trainingpost.

***Gary Porter***  
***Treasurer***

**LAUBACH LITERACY ONTARIO**

**AUDITED FINANCIAL STATEMENTS\***

**FOR THE YEAR ENDED MARCH 31, 2018**

\* The full Auditor's report can be obtained by contacting Laubach Literacy Ontario.





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## INDEPENDENT AUDITOR'S REPORT

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To the Members of Laubach Literacy Ontario

We have audited the accompanying financial statements of Laubach Literacy Ontario, which comprise the statements of financial position as at March 31, 2017 and March 31, 2016 and the statements of revenues and expenditures, changes in net assets and cash flows for the years ended March 31, 2017 and March 31, 2016, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Laubach Literacy Ontario as at March 31, 2017 and March 31, 2016 and the results of its operations and its cash flows for the years then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Guelph, Ontario  
June 7, 2017

*Curtis-Villar LLP*  
CURTIS-VILLAR LLP  
Chartered Professional Accountants  
Licensed Public Accountants



**LAUBACH LITERACY ONTARIO**  
**Statement of Revenues and Expenditures**  
**Year Ended March 31, 2017**

	Ministry of Advanced Education and Skills Development <i>(Restricted)</i> 2017		General <i>(Unrestricted)</i> 2017		Total 2017	Total 2016		
REVENUES								
Grants	\$	100,000	\$	13,242	\$	113,242	\$	118,636
Book sales		-		57,613		57,613		48,884
Conference registration fees		-		17,547		17,547		17,967
Memberships		-		3,200		3,200		3,875
Donations		-		867		867		784
Other income		-		513		513		519
Interest		-		376		376		351
		100,000		93,358		193,358		191,016
EXPENDITURES								
Salaries and benefits		54,024		46,356		100,380		105,583
Books		-		47,336		47,336		38,913
Conference		3,651		19,309		22,960		24,277
Subcontractor		18,798		-		18,798		17,617
Rent		5,729		-		5,729		5,729
Office expenses and computer supplies		2,694		1,661		4,355		4,678
Professional fees		3,742		-		3,742		3,638
Board meeting expenses		3,299		-		3,299		4,196
Telephone		2,984		-		2,984		2,941
Travel		1,596		-		1,596		251
Insurance		1,484		-		1,484		1,456
Printing expense		-		1,293		1,293		2,448
Website		1,184		-		1,184		1,423
Reference materials, focus groups and meetings		461		503		964		838
Courier and postage		304		-		304		985
Professional memberships		50		169		219		299
Publicity		-		219		219		-
Professional development		-		175		175		122
Training		-		-		-		769
Project administrative costs		-		-		-		104
		100,000		117,021		217,021		216,267
DEFICIENCY OF REVENUES OVER EXPENDITURES	\$	-	\$	(23,663)	\$	(23,663)	\$	(25,251)

See notes to financial statements

# **NOMINATIONS REPORT**

## **For Laubach Literacy Ontario Board of Directors**

### **Nominations Committee**

The Nominations Committee this year was comprised of two LLO Board members: Jo Cryderman, Chair of the Nominations Committee, Gary Porter, Treasurer and Lana Faessler, Executive Director of Laubach Literacy Ontario.

### **Nominations Policies and Procedures**

When there are vacancies on the board, LLO reviews the skills of the board of directors, and based on identified gaps in skills, the Nominations Committee recruits individuals for election to the LLO Board of Directors. Since all of the directors, except for the Student Representative, are in the middle of their 3 year terms, an election is not required this year. As the Student Representative can serve for three one-year terms, LLO sends nomination forms annually for the student representative to each member organization via email.

### **Nominations Procedures**

In accordance with policy guidelines, all literacy students attending the Student Annual Meeting at each year's conference have the right to elect a student representative. Three nominations were received, so there will be an election at the LLO Student Annual Meeting on Thursday morning, June 14, prior to LLO's AGM. The student representative will be announced at LLO's AGM. Once elected, the provincial Student Representative will be bound by all the governing regulations that apply to the LLO Board of Directors as set out in the LLO bylaw.

The LLO Board is comprised of six Directors, one of whom is the Student Representative. As there are no vacancies on the LLO board, an election will not be necessary.

### **Officers of the Board**

In accordance with LLO Bylaws, the new Board of Directors will appoint the officers of the Board: President, Vice-President, Treasurer, and Secretary, following the AGM. The officers will be announced at LLO's conference.

*Jo Cryderman  
Chair of Nominations Committee  
LLO Board of Directors*

## **LLO BOARD OF DIRECTORS**

LLO staff would like to take this opportunity to thank our hard-working board members. With a reduced board of six people, some have taken on extra duties.



### **Jo Cryderman**

- LLO's Secretary
- Chair of the Nominations Committee
- Member of Training, Development and Certification Committee (TDAC).



### **Cathy Graham**

- LLO's President and Chair (final term)
- Member of Human Resources Committee and Policy Committee



### **Patricia McFerran**

- has been a great student representative, and chairs LLO's Student Committee.
- She will also be presenting a workshop at LLO's June 2018 Conference.



### **Vandra McQuarrie**

- Member-at-Large
- Member of Human Resources Committee



### **Tracey Mollins**

- LLO's Vice-President and Chair of the Human Resources Committee
- Chair of the Policy Committee



### **Gary Porter**

- LLO's Treasurer
- Member of Nominations Committee

## EXECUTIVE DIRECTOR'S REPORT

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*Coming together is a beginning.*

*Keeping together is progress.*

*Working together is success.*

*Henry Ford*

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Together, LLO staff have over 60 years experience working in literacy. Working together over the years has been such a team effort--with each team player, while having their own position to play--having each other's backs.

LLO's ambitious business plan could not be possible without the knowledge and talent of **Robyn Cook-Ritchie**, LLO's project manager. She has also taken on the volunteer role of co-chair of the OALCF and Assessment working table as part of the Ministry's LBS Improvement & Expansion Initiative. In addition, she is managing an additional project this year: Curriculum Development.

The Laubach Bookstore is managed by **Diana White**, who is also LLO's Office Administrator. She has established an excellent relationship with ProLiteracy's New Readers Press, as she does with everyone she deals with. In addition to providing support to LLO's Student Committee, she keeps the office running smoothly.

**Mary Anne Baker**, our Office Manager and Bookkeeper, has worked with me since 2004. In 2008, when Laubach Literacy of Canada closed its doors, she helped me start the Laubach Bookstore as a Social Enterprise, and kept it going until handing over the job to Diana.

**Thanks so much, team!!!**

### LLO STAFF



Mary Anne Baker Lana Faessler Robyn Cook-Ritchie Diana White

## Highlights of 2017-2018

Successful completion of 10 core Business Plan deliverables, funded by the Ministry of Adult Education and Skills Development (MAESD), which included:

### CONFERENCE 2017

- Another successful annual conference, with 30 workshops and events. Partial funding for the conference from the Ministry allows us to provide a very low-cost conference. Over 140 attendees including LBS staff, volunteers, EO staff, support organization staff, presenters and learners. We were pleased to partner with the Ontario Native Literacy Coalition again, and thank the hard work that Literacy Link South Central and Nokee Kwe Native Literacy Centre put in as co-hosts.
- There was much excitement at lunch on Friday, June 16th as Deb Matthews, Deputy Premier stopped by to make an announcement about increased funding to LBS programs - befitting of this year's theme 'A Step in the Right Direction!' After lunch she even found the time to stop in at the Annual Student Meeting to hear from some of the students personally.
- View highlights, photos and workshop evaluations, here: <http://www.laubach-on.ca/news/conference2017>

### LAUBACH ENHANCED TRAINING SYSTEM

- Maintenance/updating of LETS (Laubach Enhanced Training System)
  - Congratulations to **Sue Damon**, Literacy Group Waterloo Region, **Trish Moraghan** and **Kathryn Hall**, Literacy South Halton, and **Corrine Bird**, Adult Literacy Council of Greater Fort Erie for becoming a Laubach-certified tutor trainer. After successfully completed their training plans, their certification packages were approved by two members of LLO's Training, Development and Certification Committee.

### TRAINING POST

- The Training Post Moodle platform--our interactive online training, is maintained by Robyn Cook Ritchie. This year was a busy year for our Training Post classroom. Robyn completed the migration of all training post content from our Moodle site hosted by AlphaPlus to the Contact North server. She also developed a New Staff training module covering basic legislated training a new staff must complete when they are hired. We will launch this as a tool for agencies in 2018-2019 fiscal year. We supported a member agency as they developed a tutor training module online using the courses we had previously posted as the foundation. That agency will be presenting a workshop at the conference this year to demonstrate how they are delivering their tutor training.

### LITERACY DISCUSSION BOARD

- LLO partnered with Community Literacy of Ontario (CLO) to support the implementation of one discussion board for all literacy practitioners in the province. In the previous fiscal year both organizations were hosting individual boards. In the upcoming year look for the board to be repurposed with the addition of annotated resource links for practitioners. LLO will be taking the lead on the deliverable in 2018-2019.

## **COMMUNICATIONS AND SOCIAL MEDIA**

- Supporting and informing members through increased communications, needs surveys, bi-monthly LLO Express, and bi-annual Expressions e-magazine.
- Maintaining and Updating our website at [www.laubach-on.ca](http://www.laubach-on.ca)
- Facebook and Twitter.

## **PSOL**

- LLO actively participated in the Provincial Support Organizations for Literacy (PSOL) committee in 2018-2019. The committee is comprised of representatives from all the LBS sector and support organization in Ontario. PSOL meets two-three times per year to ensure that support organizations are coordinating efforts and advancing the cause of literacy in Ontario. The committee distributes two newsletters per year; this year LLO contributed an article on the importance of digital technology.

## **EXPRESSIONS E-MAGAZINE**

- Each year LLO researches and develops two editions of Expressions. This year was no exception. The magazine provides a variety of news articles, updates and resources linked to as much online content as possible.

## **MENTORSHIP- THE LAUBACH LINK**

- One of the key activities LLO engages in is mentorship of member agencies. This was identified as a separate deliverable in the 2017-2019 business plan. Over the course of year LLO engaged in a more formal mentorship process with 6 agencies with face-to-face interaction at three of those agencies. 100% of the agencies who answered our survey were satisfied with the service they received.

In addition to our Business Plan Deliverables:

## **SUCCESSION PLANNING**

- Each year LLO engages in activities to improve their succession planning. This year we started to migrate many of our key files to Google Docs. This allows a variety of staff to access and update documents and eliminated multiple versions or one person having sole access to important information.

## **OALCF Working Groups**

- LLO was asked to co-chair the *OALCF Curriculum Framework and Assessment Working Table* and the *Funding and Performance Management Reference Group*. Participation in this process commenced in January 2018 and is expected to continue through December 2018. We felt a roundtable at the conference this year would be a great way to gather additional field input into the process.



## LLO's SOCIAL ENTERPRISE



**Laubach Literacy Ontario** continues to be a distributor of New Readers Press materials which includes resources for learners, tutors, trainers and instructors. We also offer free LLO published documents online.

The Laubach Literacy Bookstore once again made a profit, but a smaller one than last year. Our profit this year was \$6,941 versus \$9,701 in 2016-2017.

The total sales were down \$13,000 dollars from last year but the expenses were also down. The exchange rate is still not in our favour. The total number of orders is really close to last year but the dollar amounts have been lower.

Profit from the bookstore will be used to subsidize student registrations and other conference expense. The profits will also cover some of Diana's wages as she totally operates the book store – ordering, receiving, invoicing and shipping.

We had an excellent visit with New Readers Press personnel in April. They informed us of new materials and brought samples of some. We would also like to thank them for their donation to the swag bags.

In January 2018, LLO became distributors of 'ORCA Books' (publishers of the popular adult low level readers 'Rapid Reads'). They contributed a series of books for a door prize as well as bookmarks for the swag bags.

We acquired a new associate member, Ministry of Children & Youth Services, Simcoe, ON, enabling them to make purchases at a 20% discount.

PayPal continues to be a big asset and enables us to sell to non-members without the risk of bad debt.

Our most popular New Readers Press materials continue to be Laubach Way to Reading, Challenger and Breakthrough to Math.

<http://www.laubach-on.ca/bookstore>

## Upcoming Year: April 2018-March 2019

### LLO's 2018-2019 Business Plan Deliverables

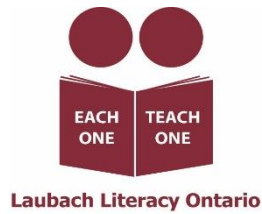
Provide low-cost, province-wide, high quality PD and networking opportunities during June conference in Orillia with co-hosts Orillia and District Literacy Council and Simcoe-Muskoka Literacy Network. Attempt to find presenters with knowledge in emerging needs areas identified by the Ministry as a result of survey to members to determine their PD priorities. Share findings and Call for Presenters in Spring Expressions. Second edition of Expressions will provide post-conference information (workshop evaluations) Both editions will also include information about resources and research.
Curated online resources for practitioners. LLO will partner with CLO to redesign and augment the facilitated discussion board created for Ontario's LBS practitioners with a curated set of annotated resources linked to the OALCF. The discussion board will continue to include an open discussion space. Topically organized resources will be compiled on the site to provide a single point of access for practitioners. The focus in 2018-2019 will be resources to support the five OALCF goal paths and resources to support blended learning.
Assist in revising, rewriting, and add to/host on LLO's Training Post and field test the first course Adult Literacy Learner from the Adult Literacy Educator Program (dropped from college programming). Maintain/update Trainingpost. Support current member agencies in the delivery of blended tutor workshop delivery to improve efficiency.
Laubach Link: Agency mentorship program for programs in need of support to improve program performance. Continue to use the organizational capacity tool which is posted on our website (help agencies self-assess their needs and create a mentorship plan. Mentorship will be achieved via an online or face-to-face meetings, awareness information distribution, and ongoing email/phone support.
Two online discussions board created for Executive Directors of support organizations to communicate with both PSOL and Learning Networks of Ontario is managed by LLO as the lead agency for PSOL. Three face-to-face meetings to enhance coordination and share information, particularly around MAESDs new initiative: Working Together to Improve and Expand Literacy and Essential Skills Services in Ontario. PSOL creates/distributes at least 2 newsletters per year.
Laubach's Enhanced Training System (LETS) for tutor-trainers, including volunteers. Training, Development Advisory & Certification Committee (TDAC) meeting to review applications, maintain standards. Review and update tutor-training manual and online tutor workshop (links to new online resources) to ensure it is current and includes resources/information that weren't available in 2015. Create a new resource for learners facing multiple barriers (convert popular cassette recording of low-level, high interest readers, to either/both DVD and MP3.
Provide LLO Express (Mail Chimp) six times per year to over 160 subscribers. Promote new and most-used resources that support OALCF, social marketing tips, timely updates from TCU/literacy field, including sharing information to the field from the working tables and reference group. Increase number of subscribers through social media.

### ORGANIZATIONAL MEMBERS OF LAUBACH LITERACY ONTARIO

PROGRAM NAME	CITY	PROGRAM NAME	CITY
Next Step	Alliston	Literacy Link South Central	London
T.R. Leger Leeds-Grenville Literacy Council	Almonte	Nokee Kwe Native Literacy Centre	London
Skills Development & Employment Prep	Alexandria	Gateway Centre for Learning	Midland
Atikokan Literacy Incorporated	Atikokan	Literacy Council York-Simcoe	Newmarket
Barrie Literacy Council	Barrie	Ken-Dass-Win Communications	Neyaashiinigmiing
Barrie Learning Centre (SCDSB)	Barrie	Literacy Nipissing	North Bay
Community Literacy of Ontario	Barrie	Ontario Native Literacy Council	Ohsweken
Literacy Council of Niagara West	Beamsville	Six Nations Polytechnic	Ohsweken
Community Learning Alternatives (CLA)	Belleville	Orillia & District Literacy Council	Orillia
Mississauga First Nation/Enjikendaasaang	Blind River	Literacy Council of Durham Region	Oshawa
Brant Skills Centre	Brantford	Durham Catholic School Board	Oshawa
Bridges to Success/Grand Erie Learning Alternative	Brantford	Georgian College – Owen Sound Campus	Owen Sound
Literacy South Halton	Burlington	PORT CARES Education Resource Centre	Port Colborne
Campbellford District High School	Campbellford	Red Lake District Adult Learning Centre	Red Lake
Warkworth Literacy Council (Prison)	Campbellford	Superior North Adult Learning Association	Schreiber
Literacy/Numeracy Project Avon Maitland DSB	Clinton	Northern Connections Adult Learning Centres	Sharbot Lake
Georgian Literacy	Collingwood	Haldimand-Norfolk Literacy	Simcoe
Tri-County Literacy	Cornwall	Saugeen Enjikendaaswiing Zhaang	Southampton
Dryden Literacy Association	Dryden	Almaguin Adult Learning Centre	South River
Training and Learning Centre of Renfrew County	Eganville	Niagara Regional Literacy Council	St. Catharines
The Adult Literacy Council of Greater Fort Erie	Fort Erie	Niagara Regional Native Centre Literacy	St. Catharines
Valley Adult Learning Association	Fort Frances	Adult Learning Programs of Perth	St. Marys
Literacy Society of South Muskoka	Gravenhurst	YWCA of St. Thomas-Elgin	St. Thomas
Wellington Centre for Continuing Education	Guelph	Literacy Alliance of West Nipissing	Sturgeon Falls
Kawenni:io/Gaweni;yo Elementary	Hagersville	Literacy Council of York South	Thornhill
Hamilton Literacy Council	Hamilton	Tilsonburg & District Multi-Service Centre	Tilsonburg
Hamilton Regional Indian Centre - Literacy Program	Hamilton	Timmins Learning Centre	Timmins
HWDSB – Community & Continuing Education LBS	Hamilton	Toronto Laubach Literacy Council	Toronto
YMCA Literacy Services	Huntsville	The Bob Rumball Centre for the Deaf	Toronto
Iroquois Falls Adult Learning Centre Inc.	Iroquois Falls	Essential Skills Upgrading (WRDSB)	Waterloo
Adult Learning Line	Kenora	Woolwich Community Health Centre	Waterloo
Kenamatewin Native Learning	Kenora	Eastdale Secondary School	Welland
Learning Centre for Georgina	Keswick	Windsor Public Library	Windsor
Core Essentials: St. Louis Adult Learning	Kitchener	Learning Disabilities Association	Windsor
The Literacy Group of Waterloo Region	Kitchener	Can Am Indian Friendship Centre of Windsor	Windsor
South Essex Community Council	Leamington		

### ASSOCIATE MEMBERS OF LAUBACH LITERACY ONTARIO

PROGRAM NAME	CITY	PROGRAM NAME	CITY
New Brunswick Public Library Service	Fredericton, New Brunswick	Laurentian Literacy Council	La Chute, QU
South Shore Reading Council	Greenfield, QU	La Crete Community Adult Learning	La Crete, AB
Eileen Lee	Huntsville, ON	Laubach Literacy New Brunswick	Moncton, NB
Gord Ingoglia	Keswick, ON	Ministry of Children & Youth Services	Simcoe, ON
Tracey Mollins	Toronto, ON		



**Laubach Literacy Ontario provides training, resources and services  
to meet the changing needs of our members and adult students  
to create a stronger, more literate Ontario.**

**T** Laubach Literacy Ontario is...

- ✚ A volunteer association dedicated to increasing literacy in Ontario
- ✚ A provincial network of 72 Laubach-affiliated organizations
- ✚ A supporter of the “Each One Teach One” philosophy
- ✚ A provider of professional development and training for both tutors and trainers
- ✚ Affiliated with Pro-Literacy Worldwide
- ✚ A distributor of New Readers Press material

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