

# Expressions

## E-Magazine

*Each One  
Teach One*

Volume 6  
Issue 4  
Spring 2013

An interactive quarterly  
magazine for literacy  
students and practitioners  
published by Laubach  
Literacy Ontario

**Focus on Training**  
(pg.5)

# Looking Ahead

2013 LLO Conference in North Bay (pg. 3)

**Member Survey  
Results** (pg. 11)

**FUN STUFF** (pg. 4)

Laubach Literacy Ontario  
8A-65 Noecker Street  
Waterloo ON  
N2J 2R6  
Phone: 519-743-3309  
Fax: 519-743-7520  
Toll free: 1-866-608-2574  
Email: [literacy@laubach-on.ca](mailto:literacy@laubach-on.ca)

Laubach Literacy Ontario supports its member agencies in the  
achievement of higher levels of literacy throughout the province.

# Contents

---

Spring/2013

3	Looking Ahead, 2013 Conference
4	Fun Stuff
5	News from the Office
6	Creative Curriculum Corner
7	Member News and Announcements
8	Program Administration
11	Member Survey Results
12	Practitioner's Toolbox
12	CLEO Resources
12	Tech Corner



Volume 6 of LLO's *Expressions E-Magazine* is dedicated to the memory of Arnie Stewart. Arnie was a literacy champion, a leader and an inspiration to us all.

**You can find us on Facebook and Twitter:**

---



<http://www.facebook.com/LaubachLiteracyOntario?fref=ts>



<http://twitter.com/lontario>

## DISCLAIMER

By accessing and using Laubach Literacy of Ontario's (LLO) E-magazine you accept that all materials and services, including links to external websites, are provided in good faith and 'as is'. You agree that you will not hold LLO responsible for any issues or consequences that may arise from accessing and using LLO's E-magazine materials. No guarantee of availability or reliability of either use or accuracy is given by the author or may be assumed. All files in LLO's E-magazine have been virus-checked before being uploaded to our server. However, this disclaimer has been posted to make it clear that when users download files from our website they do so at their own risk. LLO cannot be held responsible or liable for any damage or loss resulting from accessing and using material from LLO's E-Magazine.



# LOOKING AHEAD

Plans are well underway for our **2013 Conference**, being hosted by the North Bay Literacy Council and held at the beautiful Nipissing University (<http://www.nipissingu.ca/about-us/Pages/Virtual-Tours.aspx>).

Conference Dates: Friday, June 21, 2013 to Sunday, June 23, 2013

Join us in **celebrating North Bay Literacy Council's 35<sup>th</sup> anniversary party** at our always fun-filled **Saturday night Banquet**—where we will sing and dance the night away! Those North Bay folk sure know how to show people a grand time!

If you would like to present at the conference, we invite you to send us your proposals. A **Call for Presenters** has been posted on our Conference website at <http://lloconferences.wordpress.com/workshops/>

and circulated widely. Please feel free to share it with your colleagues and friends who you feel could do a great workshop for us!

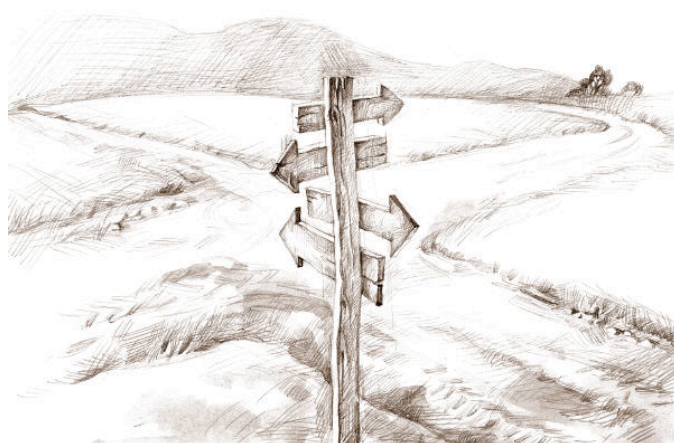
As in past years, when we have not received funding for our conference, we are doing everything in our power to keep costs to a minimum while giving participants a big bang for their buck. Based on comments in past years' conference evaluations, we have been very successful in this goal.

In order to do this, all **workshops will be held on Saturday**. During Friday night Topic Tables, we will have a chance to network and share best practices.

The Topic Tables event is similar to round tables and allows us to get together and discuss important topics. Last year we focused on OALCF, and this year, the Training and Development Advisory Committee (TDAC) came up with a new, interactive and fun idea – **task-storming**.

Task-storming will allow us to brainstorm and develop task-based activities together, as this was the most requested topic from the feedback we received in the *Member Needs Survey*. The other half of our time will be focused on topics highlighted in the survey results (EOIS/CaMS, best practices, performance management, and fund development/efficiencies).

To stay up to date on conference updates, visit <http://lloconferences.wordpress.com> – a one stop location for announcements, news and conference details.



# Fun Stuff

Spring is in the air. What better way to celebrate the return of the sun and the warm days to come than with a delicious spring themed recipe!

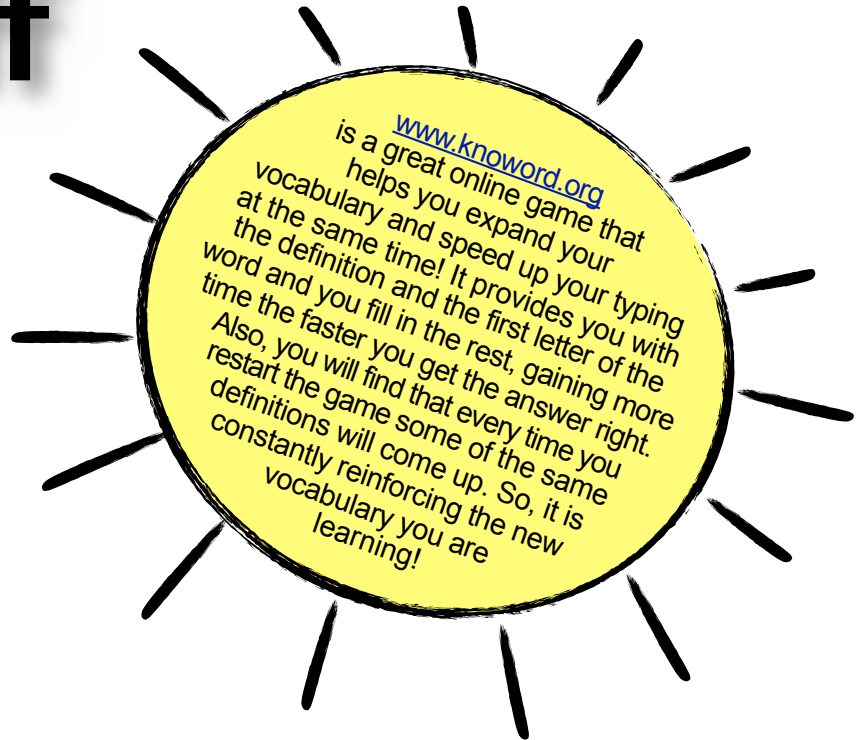


Spring lamb, vegetable platter, mint sauce, Chianti gravy, and chocolate fondue. Doesn't that sound delicious? You can find the full recipe at:

<http://www.jamieoliver.com/recipes/lamb-recipes/spring-lamb-vegetable-platter-mint-sauce-chianti-gravy-chocolate-fondue>

Also, when it comes to those weird cooking words, there are handy online cooking dictionaries to give you a hand!

<http://www.food.com/library/all-zsp>



[www.knowword.org](http://www.knowword.org) is a great online game that helps you expand your vocabulary and speed up your typing at the same time! It provides you with the definition and the first letter of the word and you fill in the rest, gaining more time the faster you get the answer right. Also, you will find that every time you restart the game some of the same definitions will come up. So, it is constantly reinforcing the new vocabulary you are learning!

One of the first things many of us want to do as the weather warms up is to throw open all of the windows and doors and get rid of the stale air and dust in the house. The start of spring cleaning! Here is one idea for getting your kitchen organized. Spicy spice storage!



<http://iheartorganizing.blogspot.ca/2013/01/readerspace-spicy-spice-storage.html> .

This is a great way to clear out that cluttered spice drawer or cupboard! There are many other great organizing ideas on this and other D.I.Y. websites to check out this spring as well!



Have you ever been confused by when to use "its" or "it's"? Apostrophes can be confusing depending on the situation. So, here is a comprehensive comic... I mean guide...on when and how to properly use an apostrophe!

<http://theoatmeal.com/comics/apostrophe>



# News from the OFFICE

## ***Focus on Training***

The Training Development Advisory and Certification Committee (TDAC) met to review the Pilot Site guidelines and task-based activities template for LLO's Trillium Project, "Task-Based Activities for Laubach Way to Reading Series".

For more information, go to <http://laubach-on.ca/teach/members/trainingsystem/tdac>

TDAC members reviewed the courses that are on Trainingpost, LLO's online classroom on Moodle. There are now 6 OALCF modules online as well as:

1. General section (on how to use Moodle)
2. Learner section
  - Understanding Government, Fire, Health (from BLEST project)
  - LWR 1 (Laubach Way to Reading – practices for low level one learners)
3. Practitioner section
  - Tutor Training
  - Trainer Workshop
  - Supervising Trainer Workshop

The Tutor Training section can be personalized for member agencies, and is divided into Laubach Enhanced Training System segments (LETS) + OALCF information:

- \*Section #1: Introduction to Laubach
- \*Section #2: The Adult Student
- \*Section #3: Tutoring Strategies, Techniques and Resources
- \*Section #4: Lesson Planning and Ongoing Student Assessment
- \*Understanding the Ontario Adult Literacy Curriculum Framework (OALCF)

The Trainer Workshop section was developed through an MTCU project—Essential Skills for Literacy Practitioners. Jo Mutch was the first apprentice trainer to be certified by taking her entire trainer workshop online. Based on her feedback, and after some discussion, TDAC is piloting a Blended Trainer Workshop, using the "flipped classroom" model.

<http://www.eschoolnews.com/2013/01/30/four-steps-to-flipping-the-classroom/>

ATs will complete the online work first, and meet face-to-face in Cambridge in April to complete assignments and do the "hands on" interactive pieces of the workshop.

## **Join Laubach Literacy Ontario's Board of Directors**

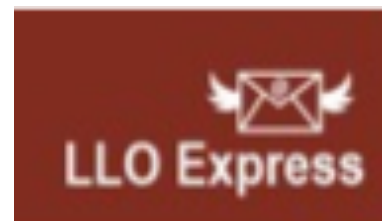
Make a difference in your community and join the energetic group of people that oversee the financial well-being and continued growth of one of Ontario's most valuable resources, Laubach Literacy Ontario. We are looking for dedicated, passionate, hardworking, progressive people willing to help bring literacy opportunities to adults across Ontario by joining our provincial board of directors. If that is you and you have 8 hours a month to volunteer, you can make a difference.

To read about 6 great reasons to become an LLO director and to download a Board Nomination Application form or a Student Representative Nomination Form go to: <http://www.laubach-on.ca/getinvolved/aboutus/org/joinBoard>  
To find out more about Laubach Literacy Ontario visit our website at <http://laubach-on.ca/getinvolved/aboutus/org>

## **Bookstore**

**Click on the link to access our latest edition of LLO Express, the bookstore newsletter:**

<http://us2.campaign-archive1.com/?u=527e811a0c782656b30e7f7f3&id=9f40a91092&e=1247fc51da>



# Creative Curriculum Corner

## Aboriginal Student Workbooks

Amazing Student Workbooks called Guiding Circles - aboriginal guides to finding career paths - Volume 1 Understanding Yourself and Volume 2 Finding New Possibilities.

They are \$6 each and can be reviewed and ordered at [aboriginalhr.ca](http://aboriginalhr.ca) out of Saskatchewan

or

you can email James Woods at [jamesw@aboriginalhr.ca](mailto:jamesw@aboriginalhr.ca)

## News for You App

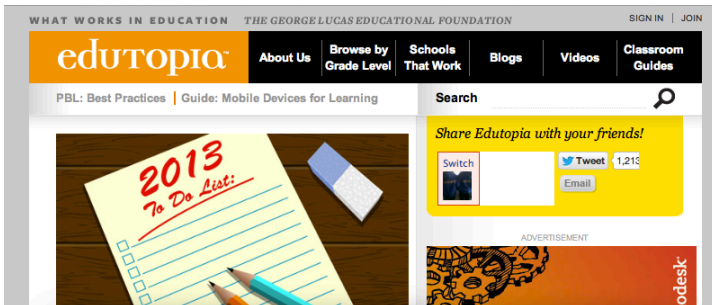
If your organization or students subscribe to *News for You* or [NewsforYouOnline.com](http://NewsforYouOnline.com) published by [New Readers Press](http://NewReadersPress.com), you will be glad to learn that they recently launched a **News for You** App compatible with iPhone, iPod touch, and iPad.

Available for download on [iTunes](http://iTunes), the app allows learners who have a subscription (they will be asked to provide a password to unlock the news articles) to practice English reading, writing, and listening skills on their devices at anytime and anywhere.

**News for You** provides adult ESL students and struggling readers with news that is easy to read and understand. These engaging, timely stories will help students build language, reading comprehension, vocabulary, writing, listening, and speaking skills.

- Reading levels 3-6/high-beginning to low-intermediate ESL
- Seven new stories posted every Wednesday
- Key vocabulary defined at point of use
- Audio for all stories
- Interactive exercises
- Interactive crossword puzzle
- Reader comment section for each story
- Weekly poll

## Edutopia <http://www.edutopia.org>



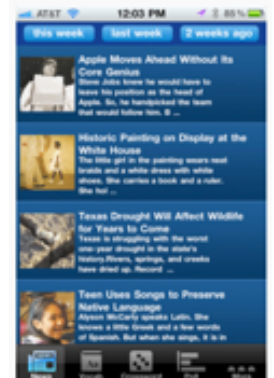
<http://www.scienceworld.ca/>



<http://www.howtowritealetter.net/index.php>

To learn more about *News for You* and various subscription options, visit:

<http://www.newreaderspress.com/items.aspx?hierId=0750>





# Member News and Announcements



ABC Life Literacy Canada was selected as a partner in nominating 30 individuals to receive a Queen Elizabeth II Diamond Jubilee Medal for their contributions to improving literacy and skills levels of adult Canadians while raising awareness about literacy across the country. Two long-time members of Laubach Literacy Ontario-- **Jo Cryderman**, Student-Tutor Coordinator at the Literacy Society of

South Muskoka, and Carol Risidore, Executive Director of The Literacy Group of Waterloo Region-- were among this group of 30 "outstanding Canadians who have made an indelible mark on the adult literacy cause in Canada." Both Jo and Carol are Laubach-certified tutors and trainers. All 30 recipients are showcased here: [http://www.youtube.com/watch?v=pBijN7iPd3E&feature=player\\_embedded](http://www.youtube.com/watch?v=pBijN7iPd3E&feature=player_embedded)



*Jo Cryderman*



*Carol Risidore*



*Shirley Cunningham*

..... to Shirley Cunningham, who has left the Literacy Society of South Muskoka to work as a full time literacy instructor at Bracebridge Adult Education Center. Congratulations, Shirley, on your new position.



*Editor's note: One of the owners of this new online business is Danielle Gignac who is also the Resource Manager of our member organization, Learning Disabilities Association of Windsor - Essex County. The other owner, Jonathan Sinasac, is presently LDAH's president.*

Check out this online business that sells assistive technology products and services for people with disabilities. They currently sell a wide variety of products and services to support people who have difficulty with reading, writing, organization, and note-taking.

Current brands include Premier Literacy, Dragon NaturallySpeaking, Inspiration, WordQ + SpeakQ, and Livescribe smartpens. Please feel free to pass along this information to anyone you know who you think may benefit from these programs or services.

Website: [www.inclusivesolutions.ca](http://www.inclusivesolutions.ca)

Email: [sales@inclusivesolutions.ca](mailto:sales@inclusivesolutions.ca)

Facebook: <https://www.facebook.com/InclusiveSolutions?ref=ts&fref=ts>

Twitter: [www.twitter.com/ITS\\_Ontario](http://www.twitter.com/ITS_Ontario)

# Program Administration

## Does Your Strategic Plan Need Dusting?

Many organizations are looking at their Strategic Plan about now. Most experts in governance agree that an effective plan and implementation schedule are critical to an effective association.

Here is a useful free tool from CSAE to help evaluate your planning process - [Click here to download](#)

Here is a list of valuable books available through CSAE to help you and your Board improve your strategic planning process:

[Environmental Scanning for Associations](#)

[Strategic Planning for Associations and Not-](#)

[For-Profit Organizations](#)

[Race for Relevance: 5 Radical Changes for Associations](#)

[Designing Your Future: Key Trends,](#)

[Challenges, and Choices Facing Associations and Nonprofit Leaders](#)

[The End of Membership as We Know It](#)

[Governing for Growth Facilitator's Guide](#)

[Governing for Growth: Using 7 Measures of Success to Strengthen Board Dialogue and Decision Making](#)

[7 Measures of Success: What Remarkable Associations Do That Others Don't](#)

## Volunteer Management Resources



<http://tribehr.com/blog/engaging-and-retaining-large-groups-on-small-budgets-expert-insights/>

## Lifelong Learning

This is for everyone-learners, practitioners, administrators...lifelong learning!

<http://edudemic.com/2012/06/15-ways-to-become-a-better-self-learner/>



## PIACC Information

Essential Skills Ontario has created a series of bulletins regarding the Programme for the International Assessment of Adult Competencies (PIACC). It is the new International Literacy Survey and will be important for policy makers, key stakeholders and the literacy field. Please follow the link to access these helpful bulletins.

<http://www.essentialskillsontario.ca/resources/bulletins>





Learning from IALS, Preparing for PIAAC Summer Institute 2013 - June 26-28

<http://www.centreforliteracy.qc.ca/learningevents/institutes>

William Thorn, Senior Analyst, Education Directorate, Organisation for Economic Co-operation and Development (OECD), will open the institute with a presentation on PIAAC and the OECD skills strategy.

They are looking for broad participation from every region of Canada and the United States and countries abroad. Watch the web site for regular updates.

### **Community Foundations and Social Finance – A video presentation**

Check the web site for a video of the Fall Institute presentation by Mike Murphy, Relationship Manager, BMO Harris Private Bank and Investment/Finance Chairman of The Greater Saint John Community Foundation. He talked about the current interest of Canadian community foundations in social finance and highlights some conditions for engagement.

<http://www.youtube.com/watch?v=qyWNt5a6H-8&feature=youtu.be>


# The Canada-Ontario Labour Market Agreement (LMA) and Literacy

Literacy matters in Ontario! Literacy skills are needed every day – at work, at home, at school, and in the community. However, 42% of Ontarians do not have the literacy skills they need for home, work and life. To further illustrate the need for literacy programming, in 2011, 22.4% of Canadians between the ages of 25 to 64 did not have a high school diploma.

Continued LMA funding from the Federal Government is **crucial** for Ontario's literacy and employment programs and for the well-being of our province. This is an important issue for us all to raise in a pro-active, nonpartisan manner with stakeholder groups and particularly with Ontario MPs in our communities.

Click on the link for the full story: <http://www.communityliteracyofontario.ca/communiqué.htm>

(article by: Community Literacy Ontario)



**The LLO Student Committee**  
wants your nominations for the  
**Arnie Stewart Individual Achievement Award!**

It's for learners who have overcome barriers,  
become a mentor to others and have given back to  
their council by raising awareness.

For nominations contact the LLO office  
At 1-866-608-2574  
Attention: Lana Faessler

Nominations are due in no later than May 21<sup>st</sup>, 2013  
Winners will be announced prior to the 2013 conference

**Arnie Stewart**  
Literacy Champion, National Mentor  
June 13, 1940 – August 16, 2012

**LLO STUDENT COMMITTEE**  
Robert Payea  
Mike Chamberlain  
Keith Allen  
Jack Osborne  
Annie Aultman

Jack, a former recipient of the Arnie Stewart award designed this poster.

Jack Osborne

Email: [litacx@lloabco.ca](mailto:litacx@lloabco.ca)  
Fax: 1-519-743-7520

SA, 65 Noecker St,  
Waterloo, Ontario  
N2J 2R6

## Student Committee



The LLO Student Committee has been very busy preparing for the upcoming conference in North Bay.

With updates to the poster that Jack Osborne created last year, additions to the Arnie Stewart Award nomination application, agreeing on a new Student Open Mike format at the conference, and being a major force in the planning of planting a tree in memory of Arnie in North Bay they have really had a lot on their plates.

Great job everyone!

# Contest!

## Find the missing letters

In the last hard-copy issue of Expressions, gremlins in our photocopier removed certain letters in an article, making it appear that we had not proof-read our e-magazine. Trust me, the e-magazine is proofread by 3 different people, and the electronic version is fine! The first person who emails the office and tells us which article has the missing letters, and what the missing letters are, will win a **\$10.00 Tim Horton's gift certificate**.



# Tutor Training

Did you know that there are training videos now available on YouTube? Click on the link below to access the list of training videos that have been developed by our US counterpart, ProLiteracy:



[https://  
www.youtube.com/  
playlist?  
list=PLIqX0SRtnkrtPw  
irs-  
KxO49rooaHELlyR&  
feature=plcp](https://www.youtube.com/playlist?list=PLIqX0SRtnkrtPwirs-KxO49rooaHELlyR&feature=plcp)

## Performance Management Webinars

Community Literacy of Ontario's webinar series covers the following:

**WEBINAR #1** – Leadership and Performance Management in LBS. This webinar provides an overview of performance management systems. It also highlights the critical role of leaders in an outcomes-based service model and the connection between performance management and service excellence.

**WEBINAR #2** – LBS PMS: Performance Management – Business Intelligence and Reports. This webinar focuses on two of the three components of the LBS PMS:

**The Performance Measurement Framework:** the service quality standard, core measures and organizational capacity.

**Business Intelligence:** the use of CaMS data and reports to make evidence-based decisions and service improvements.

The Detailed Service Quality Report is reviewed in detail.

**WEBINAR #3** – LBS PMS: Continuous Improvement – Data Analysis. This webinar focuses on the third component of LBS PMS:

**Continuous Improvement:** the integration of measuring and planning into the fabric of the organization. It shows how data “tells a story” of past performance and provides key information to support future-focused evidence-based decision making from agency, regional, sector and provincial perspectives.

All of the webinar recordings can be accessed via CLO's website at:

<http://www.nald.ca/clo/webinars.htm>





# MEMBER SURVEY RESULTS

Here is a summary of Question #1 on the Survey--

We would like to know your two biggest agency-related concerns. Please list them in order of importance.

The results of the recent 2013 member survey that Laubach Literacy Ontario sent out to all of its members are posted on our member wiki at:

<http://laubachliteracyontario.pbworks.com/w/page/15157379/FrontPage>

Your feedback will help inform us as we plan for Conference 2013, and as we develop our two-year strategic plan.

## 1

### FUNDING

10 out of 33 respondents listed funding as their biggest concern, and 6 listed it as their second biggest concern. In other words, roughly **50% of respondents are concerned about funding** (compared to last year, when the Ontario Adult Literacy Curriculum Framework (OALCF) was THE burning issue, and funding the second burning issue).

Some of the comments around funding were: lack of adequate funding to provide the services contracted, lack of staff and funding to implement all the changes (e.g. OALCF, EOIS-CaMS, Performance Management, Risk Management), new funding model to provide better program management, sustainable funding, where a reliable source of money is coming from (e.g. agencies are often needing to fundraise instead of doing the work their agencies are committed to), not enough funding to support OALCF by hiring more qualified help, lack of funding to pay staff for increased work.

## 2

### LEARNERS/CLIENTS

Almost **40% of respondents** mentioned attracting, retaining and/or assessing learners as their first or second concern.

Comments:

Proper intake assessment and assessment to show progress, how to get more clients, outreach strategies, attracting learners in a geographically dispersed area, attracting clients, attracting learners, lack of appropriate learners, client numbers declining, student retention and commitment to learning, lower learner numbers, meeting our targeted number of learners for the year, ensuring learners are properly assessed.

## 3

### EOIS-CaMS & OALCF

A common theme after funding concerns and learner issues was around EOIS-CaMS, and OALCF implementation. In most instances, it was concern over staff time required to deal with training issues and administering OALCF and EOIS-CaMS.

Comments: Reading and analyzing EOIS-CaMS reports, continuing of training related to EOIS-CaMS, implications of reporting through EOIS-CaMS, administrative time required to deal with EOIS-CaMS/OALCF implementation, EOIS-CaMS and OALCF and Performance Management overload, time constraints due to increase in TCU paperwork, meeting reporting requirements of TCU, training tutors in OALCF.

### OTHER CONCERNS:

#### Volunteers & training

Building capacity with volunteers, training tutors in OALCF, getting instructors to move to task-based instruction, lack of appropriate volunteers, attracting and recruiting volunteers, overall tutor training.

#### Staff

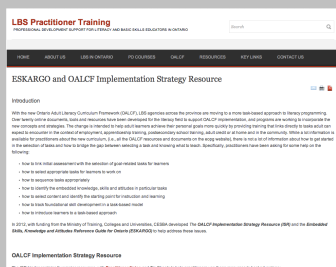
Need to plan for succession if two staff members leave or retire, staffing, professional development, workload, continuing to keep ahead of trends and technology in the field, changing role of the Executive Director.

Thank You for your feedback!

# PRACTITIONER'S Tool Box

## The Four Keys to Motivating Struggling Readers

<http://readinghorizons.com/blog/post/2013/01/23/Four-Keys-to-Motivating-Struggling-Readers.aspx>



## ESKARGO

<http://www.lbspractitionertraining.com/component/content/article/349-eskargo-and-oalcf-implementation-strategy-resource>

## “Don’t Hold Another Meeting Before Hearing This”

Click on the link below to listen to a recording of this useful webinar.

<https://attendee.gotowebinar.com/recording/>



## ORDER CLEO RESOURCES NOW

CLEO is pleased to announce the following new or updated resources. All CLEO resources are provided free of charge. For a complete list of our publications, please visit [www.cleo.on.ca](http://www.cleo.on.ca).

## UPDATED RESOURCES

### Health and Disability:

- [CPP Disability Pensions](#) (October 2012)

### Housing Law:

- [Moving out](#) (September 2012)

### Immigration and Refugee:

- [Criminal charges in Canada and your immigration status](#) (June 2008 [V.2012.04])

### Social Assistance and Pensions:

- [Disability benefits in Ontario: Who can get them. How to apply](#) (September 2012) - **Revised legal content**



## TeachThought

<http://www.teachthought.com/technology/100-must-see-video-sites-for-educators/>

# USING SKYPE TO CREATE PODCASTS

As I was connecting with Nancy and Matthias, my colleagues here at AlphaPlus, about posting the latest [Podcast – discussing the Clear Writing course available through Learning Networks of Ontario](#) on our website, my ‘techie side’ made me wonder how Nancy and Matthias went about creating this podcast. So I set out to learn more and it turned out that it wasn’t as complicated as it might seem and it didn’t take very long.

Here is how it worked: <http://alphaplus.ca/en/alphaplus-blog/archives/3754.html>

Submitted by: Monika Jankowska-Pacyna