

NWT Literacy Council

ANNUAL REPORT 2017-2018





Who We Are

The NWT Literacy Council is a not-for-profit organization. We promote and support the development of literacy and essential skills in all the official languages of the NWT.

What We Do

- Each year we provide workshops, training, and professional gatherings for community-based literacy practitioners. Topics include family literacy, Indigenous language literacy, embedding literacy and essential skills, youth and adult literacy, proposal writing, program planning, facilitation skills and workplace learning. Our flagship annual Family Literacy Training Institute (FLTI) began in 2001, and has been highly successful since. We shape much of our training after the success of FLTI.
- We develop, publish, and distribute resources and learning materials for community-based family literacy, youth and adult literacy, and Indigenous language programs.
- We mentor and support local literacy and essential skills practitioners and their projects.
- We conduct research into issues that affect literacy and essential skills development in the NWT, and monitor and share research from other places that impacts our work here.

Vision Statement

People in the NWT will have the skills they need to be full and active participants in their family, in their community, in their culture, and in today's society

Mission Statement

The NWT Literacy Council builds capacity through literacy training, research, resource development, and promotion for the benefit of all Northerners.

- We promote the value of literacy and essential skills, through the materials we produce and the events we sponsor. Events include International Literacy Day, NWT Literacy Week, National Family Literacy Day, Adult Learners' Week, Indigenous Languages Month and the Peter Gzowski Invitational Fundraiser for Literacy.



- We have an extensive network of interested stakeholders and partners, and share information about literacy and essential skills with them through our newsletters, e-news, social media and website.
- We offer fee-for-service plain language design, writing, and editing services, as well as promoting the use of plain language.
- We monitor and respond to territorial and national literacy and essential skills policies.
- We offer non-formal literacy and languages programs to newcomers through our community connections program.



Our Board Members (2017-2018)

- Ken Latour, President
- Beverly Garven, Vice President (September, 2017)
- Amy Ryan, Treasurer
- Suzanne Robinson, Secretary (September, 2017)
- Sharon Allen, Deh Cho (to December, 2017)
- Melani Adams, Beaufort Delta
- Rachel Gauthier, Yellowknife, Dettah and Ndilo (missing from photo) (to September, 2017)
- Norma Gauthier, Tłıchq
- Minnie Whimp, South Slave



Our Staff (2017-2018)

- Kathryn Barry Paddock, Executive Director
- Helen Balanoff, Project Manager (missing from photo)
- Katie Johnson, Coordinator, Youth and Adult Services (Parental Leave August, 2017)
- Charlotte Upton, Coordinator, Family and Community Literacy
- Emily Smith, Coordinator, Family and Community Literacy (to October, 2017)
Coordinator, Youth and Adult Services (October, 2017)
- Christine Barker, Coordinator, Family and Community Literacy (Parental leave coverage, October, 2017)
- Uma Sivakumar, Office Manager
- Karen Johnson, Integration Literacy Coordinator (September, 2017)
- Danita Frost-Arey, Summer Student, Indigenous Literacy Coordinator (casual to July, 2017)
- Maxine Lacorne, Indigenous Literacy Coordinator (casual, September, 2017)





Message from the President

Hello Literacy Community!

This is my last message as the President of the NWT Literacy Council. Our board's bylaws only allows one term for the President, so I will step down at our annual general meeting and pass along the torch. I was lucky to serve three years in total, finishing out the last president's term. It was an exciting three years.

As many of you may know, many provincial literacy organizations in Canada folded due to a lack of funding in recent years. There are many reasons behind our resilience, including a willingness on the part of the federal government to support the councils in the three northern territories. I want to mention other reasons in my last message as President.

For one, we have strong and healthy partnerships. This includes strong relationships with the Department of Education, Culture and Employment (ECE) and Aurora College, two organizations that have lent terrific levels of support to the council.

We also have strong relationships in communities across the north. Many of these were forged during the early years of the NWT Literacy Council. They are built on trust and respect, a willingness by communities to engage in literacy activities, and the hard work of community partners, our wonderful staff, and dedicated board members.

We have healthy relationships with industry, and have received much generous support from the private sector over the years as well.

Central to our success is the great staff we are fortunate to have. Each year at our Annual meeting, staff members present information and updates on their programs to the board. These presentations are always a highlight for us. The enthusiasm of our staff members for their work is contagious and leaves us all feeling energized and grateful for the passion they bring to their work.

Finally, the Literacy Council past and present board members carry a commitment to literacy in their hearts and make this work a joy. I want to say a huge thanks to everyone who helped build, sustain and grow this council.

Mársi. Kinanāskomitin. Thank you. Merci. Hą́.
Quana. Qujannamiik. Quyanainni. Máhsí. Máhsí.
Mahsì.

Ken Latour
President, NWT Literacy Council





People Like to Use Our Resources

Youth and Adult Resources

We revised the Aurora College short literacy and essential skills courses, *Introduction to Northern Leadership* and *Introduction to Warehousing and Inventory Control* this year. Aurora College is now implementing both of these courses.

We also developed:

- *Introduction to Community Caregiving*

Adult educators will be pilot testing this course in the fall of 2018.

We worked on other curriculum resources for Aurora College. We developed a *Short Story Study Guide*. This resource will also be pilot tested in the fall. We also began development of:

- *Numeracy Essentials 1*
- *Literacy Essentials 1*
- *Northern Studies*

The Department of Education, Culture and Employment funds the development of these curriculum resources for adult learners.

We would like to thank all the amazing adult educators who pilot test and give us feedback on our resources. We couldn't produce such solid resources without their help.

Here's one complimentary note we received this year:

"I want to thank you for the excellent resources you have made available online. I greatly appreciate their clear layout/format and content."

Joanne Davenport, HS Career Access teacher, Nova Scotia

Our resources are in high demand. In 2017-2018 we distributed over 7,000 copies of our resources across the Northwest Territories. We received additional requests for resources from across Canada, and across the globe. The books in our *Everyday Math* series remain some of our more popular resources.

Family Literacy

We created new Family Literacy resources including: StoryWalks for *Up in the Garden, Down in the Dirt* and *How Raven Returned the Sun*.

We encourage more physical activity through our *Life in Motion: Physical Literacy How To Kit* and *Life in Motion: Your Physical Literacy Journey* poster created for NWT Literacy Week 2017.

We created a *Books for Children by Indigenous Authors* poster and *Family Literacy Day Learn at Play* bookmarks for National Family Literacy Day, January 27, 2018.



Creating Community Connections for Newcomers

We’re delighted with the impact of our new Community Connections program. Since September, 2017 the program offers activities to Permanent Residents in Yellowknife to introduce them to our city, Indigenous culture, local activities, and more.

When possible, Community Connections includes all newcomers regardless of their immigration status. Our agreement with the federal Department of Immigration, Refugees and Citizenship Canada, our principal funder, continues until March 2020. We received supplementary grants for the program from United Way Northwest Territories and the City of Yellowknife.

The program purpose is to provide newcomers non-formal language and literacy opportunities to learn about Yellowknife, local culture, nature, etc. while practicing their English. Through these experiences, newcomers meet each other, make new friends, and improve their English skills. By engaging in a range of experiences, a newcomer’s sense of belonging and comfort with living in Yellowknife will increase. When possible, long-time Yellowknifers and established immigrants joined the activities to encourage connections with a wider range of residents.

Community Connections organized a variety of activities. Healthy Living events included gymnastics, female-only swimming nights, and a March Break camp for youth at the Yellowknife Ski Club that introduced youth to digital literacy, photography, snowshoeing and cross country skiing. We offered programs focused on improving conversational English in two Yellowknife schools. We targeted adults in other events – global cooking, community music with Mary Kelly, and a presentation on making school lunches.

We developed a brochure and poster to help get the word out about the program. Word of mouth is proving to be the best way for immigrants to hear about Community Connections. Participants are from at least 10 countries with 30 adults and 30 children participating regularly in events. We had occasional participation from about a dozen other newcomers. Over the course of time, the unfamiliar may become familiar. We hope all city residents feel at home and comfortable accessing what Yellowknife has to offer.





Training

We offered training throughout the NWT. Training sessions included family literacy, embedding literacy and essential skills into youth programming, proposal writing, and training for Community Adult Educators. This year, the trainings included:

- Skill Builders for Youth Training – May 16 to 18, Yellowknife: 9
- Proposal Writing, NWTRPA and Youth Centers Conference – September 26, Inuvik: 10
- Skill Builders for Youth Evaluation Workshop – February 26 to 27, Yellowknife: 5
- Skill Builders for Youth Digital Literacy Workshop – March 6 to 7, Sachs Harbour: 4
- Skill Builders for Youth Digital Literacy Training – March 10 to 12, Tsiigehtchic: 3
- We also participated in professional development sessions for community adult educators. The sessions took place in Yellowknife, Fort Smith, and Inuvik.
- Heathy Children’s Initiative Talking Book Training – October 24 to 26, Fort Providence: 9
- Family Literacy Training Institute – November 27 to 30, Yellowknife: 24

Approximate number of community members trained in literacy and essential skills over the past five years.

2017-2018:	150
2016-2017:	300
2015-2016:	300
2014-2015:	200
2013-2014:	200

In 2017-2018, approximately 150 community members were trained in many aspects of literacy and essential skills. Over the past five years, the NWT Literacy Council has trained approximately 1,100 people.

People who attend our training then facilitate literacy programs in their community.





Community Literacy Projects

Family Literacy

We promoted family literacy by building capacity in communities through training and by creating resources for the use of families and community programs.

While most of our program funding comes from the NWT Department of Education, Culture and Employment, funding through the Healthy Children's Initiative allowed us to spend two days training Aboriginal Head Start staff members from Fort Providence and Kátł'odeeche to make Talking Books. Participants created their own Talking Books, and learned how to embed their Indigenous language into them.

Our Family Literacy Training Institute attracted 24 community members from Aklavik, Délı̨ne, Fort Good Hope, Fort Providence, Fort Liard, Fort Simpson, Hay River, Ndilo, and Yellowknife who attended this year's training. This year we offered these workshops: *Introduction to Family Literacy*, *1-2-3 Rhyme with Me*, *Storytime Adventures*, *Brain and Language Development*, *Science Fun*, *Felt Stories*, *Choosing Books*, *Resources and Funding*, and *Family Literacy Nights*.

Through a partnership with Diavik Diamond Mines, the NWT Literacy Council visited and hosted a family literacy night in Łutsek'e, a community with an Impact Benefit Agreement with Diavik.



We travelled with DeBeers *Books in Homes* program to eight NWT communities, as well as at the Gahcho Kué mine site this spring. The *Books in Homes* program works like a travelling book fair. Books are set up and each student in the community picks out three free books to take home. We visited Gamèti, Whati, Wekweèti, Behchokò, Łutsek'e, Ndilo, Dettah, Fort Resolution, and Hay River. The program gave out 6,900 books to 1,800 students in 14 different schools this year. We presented literacy games or activities that promote reading and learning during the *Books in Homes* visits. We also did a family literacy program at the Gahcho Kué mine site. Parents, grandparents, aunts, and uncles and anyone else who was interested was invited to pick out free books to take home and to create a recording of themselves reading the books they picked out. By doing this, they can leave the recording and book at home for their child to read while they are at the mine.

We continued fundraising for a new family literacy project this year, *The Bison Bus*. A few years ago, we came up with the idea of a mobile family literacy bus to tour northern communities that are accessible by road. We received numerous donations from both individuals and corporate donors and were able to purchase a bus. *The Bison Bus* was retrofitted this winter and will be wrapped and filled with books, toys and craft materials for family literacy programs and to give away. We'll offer free programs to families and their children 0-6 years, and will train more community members to run family literacy nights once we hit the road.



Youth and Adult Literacy

Our Skill Builders for Youth project is based on the tried and true model of our longstanding Family Literacy project. We provide training and mentorship to develop community capacity, and then offer funding and ongoing support to help communities run youth literacy programs.

Participants from five communities came to our Skill Builders for Youth training workshop in May. Additional training sessions were held in Sachs Harbour and Tsiigehtchic in March. The training helps prepare community facilitators to run youth programs, with embedded literacy and essential skills, in their community. A total of 15 projects took place this year.

The Department of Education, Culture and Employment funds the Skill Builders for Youth program. This was the last year in a three-year contribution agreement. The program is on a solid footing with funding renewed for another three years.

Another capacity-building effort for NWT youth was the abbreviated version of our Proposal Writing workshop which we presented at the NWT Recreation and Parks Association and Youth Centers Conference in Inuvik. The workshop was well received, and all participants indicated that the information will be useful in their work. Several participants expressed an interest in attending a full-length version of the workshop, or having a Proposal Writing workshop in their community.



Indigenous Literacy

The NWT Literacy Council hosted the fifth networking gathering for coordinators of the various Indigenous language communities in the NWT. The shared goal of participants and Council is to increase the use of Indigenous languages in NWT homes and communities. The gathering brings together the coordinators and one youth and one elder representative to share information and ideas about language revitalization efforts.

The gathering this year took place November 21 to 22, 2017, in Yellowknife.

Topics at the gathering included:

- Sharing language revitalization work and upcoming plans
- A workshop by Paul Andrew on Language Revitalization through Drama and Music
- An overview of the Mentor-Apprenticeship Program by guest speaker Alianna Parker with the First Peoples' Cultural Council in British Columbia
- An update from the Commissioner of Official Languages
- A workshop with Miranda Currie on Language Revitalization through Music
- A GNWT update on Indigenous Languages School Curriculum



Promotion and Information Sharing

Throughout the year, we promote literacy and essential skills within our networks, around the NWT and across Canada. We do this through special events, activities and awareness building promotions.

Promotional Events

- Canada Day
- Yellowknife Farmer's Market
- Northern Territories Federation of Labour Labour Day Barbeque
- International Literacy Day Breakfast with the Yellowknife Book Cellar
- NWT Literacy Week
- National Family Literacy Day
- Aboriginal Languages Month
- Long John Jamboree
- YWCA's Yes We Care Days
- Aurora College Family Nights on Campus
- Children's Festival of Silliness
- Community Health Fairs
- Summer Camps

Information Sharing

- *Literacy Matters* newsletters twice a year
- *Literacy this Week* weekly e-news sent to 475 subscribers. This is a reduction from past years due to a clean-up of old email addresses, as well as recent federal legislation which requires explicit consent to receive *Literacy this Week* by email.
- Regularly updated website, Facebook, Twitter, Instagram and YouTube pages
- Literacy calendar and other materials and resources mailed to educators and communities free of charge



NALES

The Northern Alliance for Literacy and Essential Skills (NALES) is a collaboration between the NWT Literacy Council, the Yukon Literacy Coalition and Ilitaqsiq (the Nunavut Literacy Council). NALES coordinated a three year project with an end date of December 2017. This project was funded by the Government of Canada's Office of Literacy and Essential Skills.

We met in November 2017, to reflect on successes and lessons learned and identify emergent best practices as the project wrapped up. The project was granted an amendment until June 2018.

In February, we worked with our partners to describe a northern approach to embedding literacy and essential skills. We decided to create two documents to wrap up this project – a data collection tool and a guide to embedded literacy and essential skills. At this meeting we drafted an outline of both documents.





Financial Report

Statement of Financial Position

As at March 31, 2018

	2018	2017
Assets		
Current		
Cash	638,343	342,724
Short-term investments	212,509	207,852
Accounts receivable	87,761	170,148
Prepaid expenses	-	3,274
Government remittances receivable	8,427	53,166
	947,040	777,164
Restricted cash	2,570	2,592
Investments	127,736	128,541
Tangible capital assets	24,861	1,420
	\$1,102,207	\$909,717
Liabilities		
Current		
Trade payables and accruals	65,676	57,938
Wages and benefits payable	70,305	22,988
Deferred revenue	94,021	97,750
	230,002	178,676
Fund Balances		
Balance per page 4	872,205	731,041
	\$1,102,207	\$909,717

Statement of Operations

For the year ended March 31, 2018

	2018 Budget unaudited	2018 Actual	2017 Actual
Revenues			
Contribution revenue	\$1,385,624	\$1,590,423	\$1,464,747
Administration and other	24,991	55,187	48,811
Donations	-	25,694	9,526
In-kind contributions	-	7,500	-
Memberships	-	275	300
Resource revenue	79,211	5,690	4,776
Interest income	-	6,075	3,666
Recoveries of expenses	331,352	32,096	47,974
Contribution refunds	-	(1,493)	-
	1,821,178	1,721,447	1,579,800
Transfer to (from) deferred revenue	-	(3,729)	(6,953)
	\$1,821,178	\$1,725,176	\$1,586,753

Statement of Operations continued

For the year ended March 31, 2018

	2018 Budget unaudited	2018 Actual	2017 Actual
Expenses			
Administration fees	50,913	50,257	43,124
Advertising and promotion	21,000	17,359	4,780
Amortization	-	4,735	822
Communications	14,352	12,112	11,716
Community literacy projects	178,000	166,053	155,597
Computer expense	10,950	15,997	5,622
Contract fees	337,110	195,573	212,014
Equipment rental	-	122	-
Fees and dues	1,000	800	1,250
Honoraria	-	12,250	-
Hospitality	-	4,451	3,443
Insurance	2,500	5,306	2,770
Interest and bank charges	-	203	690
Miscellaneous	80,000	769	-
Office and administration	39,050	21,531	13,800
Office supplies	6,000	7,933	5,779
PGI expenses	-	850	-
Postage and courier	12,050	17,712	17,608
Printing	51,000	41,953	42,044
Professional development	1,000	3,093	3,006
Professional fees	18,500	49,121	42,927
Rent	43,748	47,601	39,746
Repairs and maintenance	5,224	8,809	5,492
Resources	28,050	51,411	46,802
Travel	72,600	89,832	89,296
Utilities	6,689	7,109	6,771
Wages and benefits	597,442	596,450	522,394
Workshops	149,850	180,575	141,158
	\$1,727,028	\$1,609,967	\$1,421,651
Excess of revenues over expenses from operations	94,150	115,209	165,102
Other income (expense)			
Writedown of investments	-	(2,220)	(2,100)
Excess of revenues over expenses before transfer to capital assets	94,150	112,989	163,002
Transfer to capital assets	-	(28,175)	-
Excess of revenues over expenses	\$94,150	\$141,164	\$163,002

Our full financial statement is available on our website, www.nwtliteracy.ca, or from our office.



Thank You to Our Literacy Friends

The Board of the NWT Literacy Council thanks all of the people who support our work. We would not be able to do what we do without you.

Corporate Sponsors and Donors

- The Yellowknife Book Cellar
- Stuart Olson Industrial Constructors



Individual Donors and Donations In-kind

Sharon Smith
Sara Hoffland
RJ Simpson
Michael Vaydik
Margaret Doll



Funders

- Government of the Northwest Territories – Education, Culture and Employment
- Government of the Northwest Territories – Health and Social Services
- Government of the Northwest Territories – Industry, Tourism and Investment
- Employment and Social Development Canada – Office of Literacy and Essential Skills
- Immigration, Refugees and Citizenship Canada
- Employment and Social Development Canada – Canada Summer Jobs Program
- Aurora College
- NWT Recreation and Parks Association – Get Active Program



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