

# NWT Literacy Council

ANNUAL REPORT 2014-2015

# 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.

The NWT Literacy Council believes strongly that communities have the means to identify their literacy and essential skills needs and plan strategies to address these. We work with communities in these efforts by striving to be a centre of excellence that offers support to community literacy and essential skills practitioners.

- We offer training and workshops for community-based practitioners, such as proposal writing, facilitation skills, family literacy, youth literacy, adult literacy, workplace learning, and Aboriginal language literacy.
- We develop and publish resources and learning materials for community-based family literacy, youth and adult literacy and Aboriginal language literacy 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.
- We promote the value of literacy and essential skills through the materials we produce and the events we sponsor for International Literacy Day, NWT Literacy Week, National Family Literacy Day, Adult Learners' Week, Aboriginal 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 and website.
- We offer fee-for-service plain language design, writing and editing services.
- We monitor and respond to territorial and national literacy and essential skills policies.

## **Our Board Members (2014-2015):**

- Cate Sills, President (to March 7, 2015)
- Jeri Miltenberger, President (March 7, 2015)
- Suzanne Robinson, Vice President
- Jeri Miltenberger, Treasurer (to March 7, 2015)
- Ken Latour, Treasurer (March 7, 2015)
- Bev Garven, Secretary
- Emma Amundson, Deh Cho
- Melani Adams, Beaufort Delta
- Rachel Gauthier, Yellowknife, Dettah and N'dilo
- Norma Gauthier, Tłıchq (May 2014)
- Amy Ryan, South Slave
- Mary Anne Vital, Sahtu



**Our Staff (2014-2015):**

- Helen Balanoff, Executive Director (to May 19, 2014)
- Michael Corbett, Executive Director (May 20, 2014)
- Kathryn Barry Paddock, Family and Community Literacy Coordinator
- Marianne Bromley, Literacy Coordinator (missing from photo)
- Helen Balanoff, Project Manager (May 20, 2014)
- Cheryl Deforest, Office Manager
- Patricia Ilgok, Family and Community Literacy Coordinator
- Katie Randall, Coordinator, Youth and Adult Services
- Laura Eby, Coordinator, Youth and Adult Services (September 15, 2014)
- David Buchanan, Coordinator, Youth and Adult Services (to August 2014) (missing from photo)

# Message from the President

The NWT Literacy Council, a small organization, continues to do the work of many. We strive to improve the lives of northerners through support of Literacy and Essential Skills programs and by informing policy and lawmakers of the need to enhance literacy skills as a means of addressing wellness issues in our territory.

One of the greatest strengths of the NWT Literacy Council is our belief that communities have the ability to identify their own literacy and essential skills needs. One of our roles is to work with communities as they define those needs and to provide excellent resources to support community practitioners. Many of these resources are available on our very busy website. We mentor practitioners and provide community workshops in proposal writing and story sacks.

I am always impressed with the work that is accomplished by this Council and the regard with which that work is held. Our resources are used throughout the North, Canada and internationally. We continue to work with Aurora College to develop resources to support Adult Basic Education practitioners

and learners across the NWT. In consultation with the college administrators, adult educators and learners, we have developed resources that truly support the education of northerners.

This year, we offered well-attended Family Literacy Training Institutes, Youth Training Workshops and two Aboriginal Language Networking Workshops. These events were made possible through our excellent partnership with ECE. We were able to travel to many communities and train people from many more as we work to our common goal of enabling them to create positive and healthy communities.

This year, we received the first of our funding for the current NALES (Northern Alliance for Literacy and Essential Skills) project. NALES, a partnership of the literacy organizations of the three northern territories, Yukon Literacy Coalition, NWT Literacy Council and Iilitaqsiniq – the Nunavut Literacy Council, will develop and deliver training programs to support the needs of unemployed or underemployed northerners. In this first phase, we are working with government and

business to define the skills necessary for successful employees in the service industry.

I will be stepping down from the Council this year and would like to take this opportunity to thank all the staff and Board Members for their hard work and dedication over the years. Our amazing staff perform miracles – making the most of our funding and embracing new initiatives with enthusiasm. We would be lost without them. Our Board of Directors, leaders in their communities and strong supporters of literacy, volunteer many hours to provide guidance, vision and laughter to the Council. Thank you all. We have done good work and the Council will continue to do so for years to come. Thank you to all our supporters, both individuals and organizations. Your presence has challenged and inspired us to find new ways to promote and support literacy development in all its forms.

And, finally, I would like to thank the Council for the opportunity to be part of this lovely organization. It has given me challenges and joys I will cherish.

*Jeri Miltenberger*

# New Literacy and Essential Skills Resources

## Family Literacy Resources

- *Snuggle Up Together*

## Youth and Adult Resources

- *Northern Biography: Francois Paulette: Buffalo Hunter, Activist, Respected Elder, Hereditary Leader, Dancer, Family Man, Traditionalist, Spiritualist*

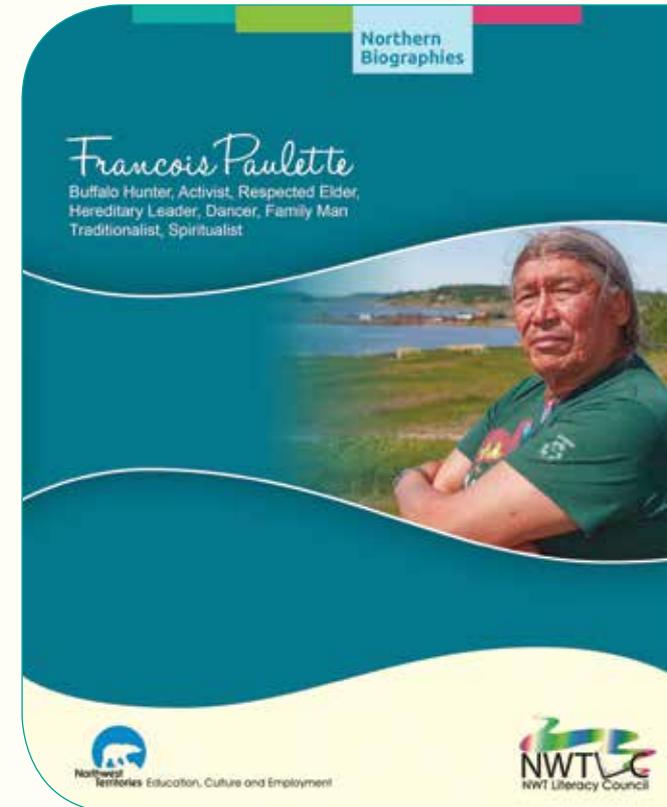
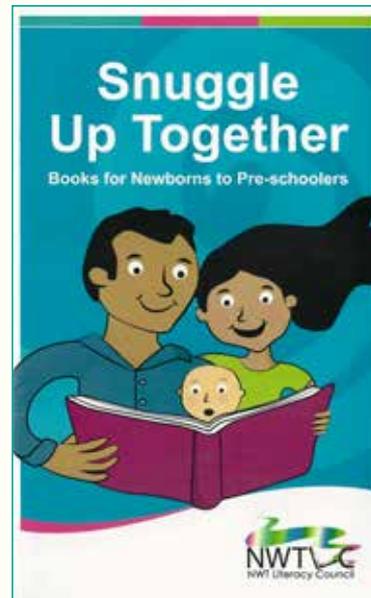
We began to develop drafts of more **new courses for Aurora College's** Adult Literacy and Basic Education programs:

- *Introduction to Retail and Customer Service*
- *Ready to Work NWT*
- *Introduction to Construction Labour Basics*

We also supported pilot testing of two courses for Aurora College:

- *Funding and Marketing Your Small Business*
- *Introduction to Early Learning and Child Care*

We reprinted many family literacy resources. We also provided a number of family literacy resources to the Department of Health and Social Services to be distributed as part of the Early Childhood initiative.



# Community Literacy Projects

We offered territorial-wide training in family literacy, youth and adult literacy and essential skills. At the same time, we travelled to communities, on request, for specific community-based training, such as Proposal Writing and Digital Literacy workshops. We continued to offer our mentorship program for promising family literacy providers.

Altogether we trained approximately 200 community people in various aspects of literacy and essential skills. This training helps them facilitate community literacy programs.

## Family Literacy

We offered a broad range of supports (training, resources, outreach and mentoring) to community-based family literacy projects. This year we funded and supported 28 family literacy projects in 18 communities through our funding from the GNWT Department of Education, Culture and Employment.

## Youth and Adult Literacy

The pan-northern youth literacy project in Nunavut, NWT, Newfoundland and Labrador, and Yukon, funded by the Government of Canada's Office of Literacy and Essential

Skills, wrapped up in 2015. We partnered on a video documentation of a boat renovation project, a picnic table construction project, a sealskin mitten making project, a storytelling project, and a bicycle repair project.

The youth literacy project, funded by the Department of Education, Culture and Employment, included eight community projects in seven communities in 2014-2015. The projects were chosen by the communities, and incorporated literacy and essential skills. We trained community facilitators to develop and run projects on drum and rattle making, cooking, mitten making, floor hockey and a 10 day on-the-land camp. This project has been continued through a new three-year contribution agreement.

We also participated in professional development workshops sponsored by Aurora College and the Department of Education, Culture and Employment on course modularization and the new math curriculum resources.

## Aboriginal Literacy

We held two Aboriginal Languages Networking Workshops (May 2014 and March 2015). Language coordinators from across the territory met to discuss language revitalization and to listen to guest speakers on topics such as supporting youth, voice recording, copyright basics, how babies learn language, and an overview of the Master Apprenticeship program. We have created an Aboriginal languages Facebook group to facilitate information exchange.



- Community Projects
- Community Training and Outreach



**Projects included:**

- 1-2-3 Rhyme with Me
- Story Time Adventures
- Books in the Home
- Culture Activities
- Little Chefs
- Science Fun
- Aboriginal Language Awareness
- Family Nights
- Moms and Tots
- Book Club
- Super Hero Family Literacy
- Parenting Sessions
- Elder Evenings
- Family Literacy Theme Nights
- Drum Making
- Cooking
- On the Land
- Rattle Making
- Mitten Making
- Floor Hockey Camp



# Research

We continued to work on the Northern Men's research project – a pan-northern initiative led by Ilitaqiniq, the Nunavut Literacy Council. We are looking at men's engagement in learning and work across the north. This project has ended, and the data is being analyzed and a final report will be produced.

We have also completed a research-in-practice project on authentic learning.



# Committee Membership and Intergovernmental Relationships

We had representatives on the following committees or participated in these consultations:

- The GNWT Anti-Poverty Roundtables
- Learning Supports for People with Disabilities Committee
- North Slave Regional Training Partnership
- Provincial/Territorial Committee of the Canadian Literacy and Learning Network
- Copian (formerly National Adult Literacy Database) Board of Directors
- Alternatives North budget discussion with the GNWT Minister of Finance
- Education Renewal Initiatives (GNWT)
- Skills 4 Success (GNWT)
- New Canada Job Fund Consultations



# Promotion and Information Sharing

Annually, we build a strong network of support as we promote and provide information about literacy and essential skills through special events and activities.

## Promotional Events

- International Adult Learners' Week
- National Aboriginal Day
- Canada Day Celebrations
- Yellowknife Farmer's Market
- Northern Territories Federation of Labour – Labour Day Barbecue
- International Literacy Day Breakfast with Yellowknife Book Cellar
- NWT Literacy Week
- National Family Literacy Day
- Aboriginal Languages Month
- Yes We Care Days (a project of the YWCA)

## Information Sharing

- *Literacy Matters* newsletters three times a year
- Weekly e-news to 700 subscribers
- Regularly updated website, Facebook, Twitter and YouTube pages
- Literacy calendar and other materials and resources mailed to educators and communities





# Financial Report

## Statement of Financial Position

As at March 31, 2015

	2015	2014 restated
	\$	\$
<b>Assets</b>		
<b>Current</b>		
Cash	21,604	366,584
Short-term investments (note 3)	352,797	350,807
Accounts receivable (note 4)	226,438	182,542
Prepaid expenses	-	3,744
Government remittances receivable (note 7)	20,376	24,636
	621,215	928,313
<b>Restricted cash</b>	2,637	2,636
<b>Tangible capital assets (note 5)</b>	3,592	5,837
	<b>\$627,444</b>	<b>\$936,786</b>

	2015	2014 restated
	\$	\$
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accrued liabilities	65,564	213,635
Wages and benefits payable	46,653	43,842
Deferred revenue (note 6)	46,085	85,048
	158,302	342,525
<b>Net Assets</b>		
<b>Balance</b>	469,142	594,261
	<b>\$627,444</b>	<b>\$936,786</b>

## Statement of Operations

For the year ended March 31, 2015

	2015 Budget unaudited	2015 Actual	2014 Actual restated
	\$	\$	
<b>Revenues</b>			
Contribution revenue	1,703,179	1,604,133	2,074,322
Administration and other	-	41,070	57,696
Donations	-	14,975	9,549
In-kind contributions	-	4,066	3,767
Memberships	-	200	500
Resource revenue	79,211	26,313	35,053
Interest income	-	1,992	5,180
Recoveries of expenses	108,460	134,852	114,034
Special events	42,892	14,023	-
Contribution refunds	-	-	(5,295)
	1,933,742	1,841,624	2,294,806
<b>Transfer from/to deferred revenue</b>	-	(38,963)	47,332
	<b>\$1,933,742</b>	<b>\$1,880,587</b>	<b>\$2,247,474</b>

# Financial Report (cont'd)

## Statement of Operations

For the year ended March 31, 2015

	2015 Budget unaudited	2015 Actual	2014 Actual restated
	\$	\$	\$
<b>Revenues</b> (from previous page)	<b>2,401,368</b>	<b>2,172,399</b>	<b>1,876,168</b>
<b>Expenses</b>			
PGI expenses	18,000	-	-
Advertising and promotion	21,000	13,755	22,988
Amortization	-	2,246	3,786
Fees and dues	-	3,275	3,131
Administration fees	54,912	36,335	46,272
Computer expense	7,178	7,647	5,794
Contract fees	272,100	429,707	414,351
Equipment rental	495	123	1,424
Hospitality	-	6,392	2,270
Honoraria	-	3,515	1,000
Insurance	-	3,641	2,602
Interest and bank charges	-	420	561
Community literacy projects	207,360	169,990	150,700
Miscellaneous	-	5,410	-
Office and administration	8,500	15,698	20,896
Printing	77,425	66,321	123,215

	2015 Budget unaudited	2015 Actual	2014 Actual restated
	\$	\$	\$
Postage and courier	18,520	20,580	20,657
Professional development	2,563	3,728	4,685
Professional fees	61,865	59,459	68,252
Rent	33,877	45,706	44,007
Repairs and maintenance	6,300	5,100	9,222
Resources	16,000	2,886	14,692
Office supplies	5,500	6,622	10,335
Scholarships and distributions	-	11,296	11,500
Translation services	1,000	2,200	9,400
Communications	11,918	15,678	14,618
Travel	193,261	170,122	238,915
Utilities	2,777	6,744	6,390
Wages and benefits	652,830	670,049	650,774
Workshops	174,758	221,061	128,292
	<b>1,848,139</b>	<b>2,005,706</b>	<b>2,030,729</b>
<b>Excess (deficiency) of revenues over expenses</b>	<b>\$85,603</b>	<b>\$(125,119)</b>	<b>\$216,745</b>

Our full financial statement is available on our website [www.nwtliteracy.ca](http://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 wouldn't be able to do what we do without you.

## Funders

- Government of the Northwest Territories – Education, Culture and Employment
- Government of the Northwest Territories – Health and Social Services
- Employment and Social Development Canada (Office of Literacy and Essential Skills)
- Aurora College



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- Danica Patterson
- Kelly Martin
- Natalie Syvenky
- Cate Sills
- Wendy Bisaro
- And numerous anonymous donors





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