

**EMPLOYMENT
ONTARIO**



Tri-County Literacy Council

101 Second Street West, Cornwall, Ontario

www.tricountyliteracycouncil.ca

Tutor Connection

July 2011



Thank You

**Why Portfolio
Reviews? Why
so often?**

Monthly Goals

Tutor Corner

*"To learn to read is
to light a fire;
every syllable that
is spelled out is a
spark"*

Victor Hugo

Thank you to all of those

who were able to attend our Volunteer Appreciation. A special thank you also goes out to volunteers and students who were able to meet with our Ministry Representative, Pina Gilmour, on May 12th. We realize that people are busy, so we really appreciated the gift of your time. As far as we know, the site visit was a success and the Ministry Rep loved the students' portfolios, showcasing their achievements and progress. It is so important for students to acknowledge how much they have accomplished and to feel positive about themselves and the learning process. So many of our learners have had negative memories associated with school, so having a positive learning experience can be life-changing. Hopefully, they will become lifelong learners. As the world is changing at such a fast pace, it is so important to stay current!

Portfolio Reviews

Thank you also to those who participated in our recent Portfolio Reviews. Some volunteers and students are questioning why they have to meet with the assessor so often. In order to receive funding from the Ministry of Training, Colleges and Universities, we have to be accountable to the taxpayers of Ontario and demonstrate that students are benefiting from their studies through our agency. We need tangible proof. This is why portfolios are so important! The students' work is one way to illustrate their progress. In the past, students were responsible for developing and maintaining their portfolios. Even though students were given a binder and a strategy for organizing their work at the time of the match, few students used it. This is the reason student portfolios are now kept at the office. Students are asked to submit 2 pieces of work that they have worked on in the last 3 months to add to their portfolios. Hopefully, it is something that student feels reflect their 'best work'. Portfolio

Reviews also allow you and your student to discuss possible new goals, strategies and resources that could be used to help the student reach his/her goals.

This new strategy is working. Ms. Gilmour reported students were pleased to show their portfolios during the site visit and spoke with ease about their learning gains.

When students are ready to change an LBS level, a demonstration is required. A demonstration is a formal evaluation, where the student is asked to do a variety of real-life tasks. If completed successfully, the student will be placed at a higher LBS level and receive a certificate. At present, staff at Tri-County Literacy will prepare the demonstration with input from the tutor and student. If you feel your student has achieved significant progress, it may be time for your student to do a demonstration. Portfolio Reviews allow you and your student the opportunity to meet with the assessor and explore this option.

Monthly Goal Sheets

The Monthly Goal Sheets are another way to help the

student be proud of their achievements. Some students' goals are too broad and large, when in reality the goals should be very small to ensure success. Have the student reflect on what he or she can do this month to work on their literacy goal? What actions are they willing to take? Following are some ideas you may want to consider for your student:

- ✿ Read instructions on a cleaning product label
- ✿ Read a brief email confirming the date and time of an event.
- ✿ Follow directions to a specific location in town
- ✿ Read a brief blog entry on a topic of interest
- ✿ Follow instructions in a recipe
- ✿ Read a flyer from a municipality about the recycling program
- ✿ Read a short story and identify the main topic
- ✿ Find the expiry date on a coupon
- ✿ Read a parking sign to identify restrictions
- ✿ Read a clothing label to identify washing instructions
- ✿ Make an appointment
- ✿ Brainstorm to generate solutions to a problem
- ✿ Participate in a job interview



*A book is like a garden
carried in the pocket.
Chinese Proverb*

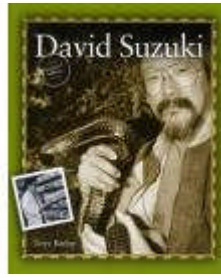
- ✿ Read a bus schedule
- ✿ Write a telephone message
- ✿ Write a letter requesting a refund on an item
- ✿ Write a notice to advertise an event i.e. garage sale, birthday party, etc.
- ✿ Write a cheque
- ✿ Write a do-list
- ✿ Complete a customer survey

Hopefully you and your students can come up with more short-term goals. It is important to your students, as well as the government, that the goals be meaningful in your student's life. This will give them more independence, confidence and skills to face the world.

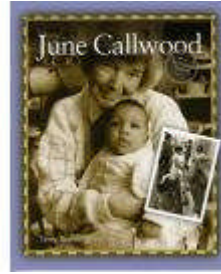
"Reading is to the mind what exercise is to the body." Sir Richard Steele

Tutor Corner

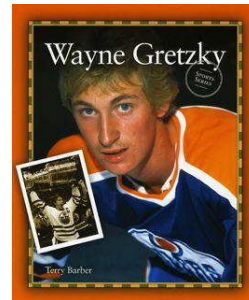
You may have noticed, we have developed a tutor corner on the bookshelves located near the staircase. We will be showcasing a variety of library resources that may be interest to you and your student. If you have any resources that you feel others would benefit from, please let us know. We have recently received a shipment of Canadian biographies at LBS Level 1 & 2. All are for beginner readers. Following are new additions to our library you may want to explore:



David Suzuki by Terry Barber



June Callwood by Terry Barber



Wayne Gretzky by Terry Barber

Books are the quietest and most constant of friends: they are the most accessible and wisest of counselors, and the most patient of teachers.

Charles W. Eliot

