

Small Group Summaries

Barrie Literacy Council		
Group: "Small Writing Group" Mostly beginning writers. Do not use computers.		Running for: six months
Learners: 4-6 LBS Levels		Tutors: 1 volunteer tutor
Location: Barrie Literacy Council office, boardroom Cost: No extra cost.	Times: Once per week, early afternoon. Break for summer.	Room set up: Boardroom table
		Other Equipment: Whiteboard
Laubach Materials: ♦ I wish I could write ♦ Basic Composition ♦ Writing to Others ♦ Writing Me Modifications: Sections are chosen, some exercises are simplified.		Non-Laubach Materials: ♦ "My Brain" ♦ Lessons in Writing Sentences (Woodruff) ♦ Pictures/magazines to stimulate ideas ♦ Stech Vaughn Language Skillbooks

Haldimand Norfolk Literacy Council		
Group: Straight Literacy Often do special projects or special events. Have had some computer classes in the past.		Running for: seven years
Learners: 8 LBS Levels 2,3		Tutors: 1 paid instructor
Location: HN Literacy Council office Cost: No extra cost.	Times: Monday, Wednesday, Friday 9:00 a.m. 12:00 p.m. September – June Break during July, once per week in August.	Room set up: 4 tables with 2 students per table
		Other Equipment: Whiteboard at front of room
Laubach Materials: ♦ Laubach Way to Reading 3 ♦ Laubach Way to Reading 4 ♦ Challenger 2-8 ♦ Patterns in Spelling (NRP)		Non-Laubach Materials: ♦ SRA Reading Series ♦ Grammar and Math books

APPENDIX A

Haldimand Norfolk Literacy Council		
Group: Straight Literacy Evening class for those who work during the day.		Running for: seven years ?
Learners: 8 LBS Levels 2,3		Tutors: 1 paid instructor
Location: HN Literacy Council office Cost: No extra cost.	Times: Monday and Thursday 7:00 9:00 p.m. September – June	Room set up: 4 tables with 2 students per table
		Other Equipment: Whiteboard at front of room
Laubach Materials: ♦ Laubach Way to Reading 4 ♦ Challenger 2-6 ♦ Patterns in Spelling 2, 3		Non-Laubach Materials: ♦ Math Books ♦ Target Spelling

Haldimand Norfolk Literacy Council		
Group: Straight Literacy		Running for: Started Sept 2000
Learners: 5 LBS Levels 1,2		Tutors: 1 paid instructor
Location: HN Literacy Council office Cost: No extra cost.	Times: Tuesday and Thursday 9:00 a.m. – 12:00 p.m. September – June	Room set up: 2 students per table
		Other Equipment: Whiteboard at front of room
Laubach Materials: ♦ Laubach Way to Reading 1 ♦ Laubach Way to Reading 2 ♦ Laubach Way to Reading 3 ♦ Challenger 2-5 ♦ Patterns in Spelling		Non-Laubach Materials: ♦ Math Books ♦ Target Spelling

Literacy Council of Brantford and District		
Group: Small Group Literacy		Running for: 1 ½ years
Learners: 4-6 LBS Levels 1-3		Tutors: One paid instructor
Location: On site in council office Cost: No additional cost.	Times: Monday, Friday 9:00 a.m. – 11:00 a.m. Year round	Room set up: Sit around rectangular table with white board at the front.
		Other Equipment: TV/VCR
Laubach Materials: <ul style="list-style-type: none"> ◆ Voyager ◆ Patterns in Spelling <p>Modifications: Materials are generally not modified but are supplemented as necessary.</p>		Non-Laubach Materials: <ul style="list-style-type: none"> ◆ Ontario Reader ◆ Newspaper articles ◆ Brochures ◆ Materials from the internet

Literacy Council of Niagara West		
Group: EAT: Exploring Academic Training Transitional group to higher education or workplace		Running for: one year
Learners: 8-10 LBS Levels 2-5		Tutors: 2-3 both paid and volunteers tutors
Location: Adult Learning and Resource Centre for Niagara West in Beamsville Cost: No additional cost.	Times: Four ½ days for an 8-week session. Sessions run 3 times per year.	Room set up: Students sit around two oblong tables.
		Other Equipment:
Laubach Materials: Use only those materials pertaining to employability.		Non-Laubach Materials: <ul style="list-style-type: none"> ◆ True Colours materials ◆ Self-Assessment Materials ◆ CABS Materials ◆ Kingston Literacy Materials

APPENDIX A

Literacy Council York South		
Group: Reading and Writing small group. Multi-level integrated with special needs learners. Just introducing computers.		Running for: 4 years
Learners: 10 LBS Levels 1-2 transition		Tutors: 4 Both paid and volunteer tutors are used.
Location: Thornhill Community Centre Boardroom Cost: Space is Donated	Times: Mondays 12:30-3 p.m. September-July	Room set up: Three – four small groups at separate tables. Depends on activity and attendance in any one session.
Laubach Materials: <ul style="list-style-type: none"> ◆ Laubach Way to Reading 1 ◆ Laubach Way to Reading 2 ◆ Laubach Way to Reading Puzzles ◆ In the Know 1 ◆ In the Know 2 ◆ Challenger 1 ◆ Challenger 2 ◆ Challenger Puzzles ◆ Focus on Phonics ◆ Thriller Series ◆ 5 Minute Mysteries Modifications: Make modifications to review and reinforcement sections for demonstrations. Tutors add various exercises.		NON-Laubach Materials: <ul style="list-style-type: none"> ◆ Crosswords ◆ Scrabble ◆ Word searches ◆ Oxford Picture Dictionary ◆ Language Experience ◆ Personal Reading Selections ◆ Student Generated Writing

Literacy Council York South		
Group: Small Group Literacy Computers are used by some members of the group.		Running since: 1994
Learners: 4-6 LBS Levels 2-3 transition		Tutors: 1-2 Number depends on attendance. Both paid and volunteer tutors are used.
Location: LCY South Office. Cost: No extra cost	Times: Tues 9:30 a.m. – 12:30 p.m. Thurs 9:30 a.m. – 12:30 p.m.	Room set up: Tables with comfortable chairs Computers down the side of the room.
		Other Equipment: Board, flipchart, tv & VCR, Cassette Player
Laubach Materials: <ul style="list-style-type: none"> ◆ Laubach Way to Reading 3 ◆ Laubach Way to Reading 4 ◆ Challenger 3 ◆ Challenger 4 ◆ Voyager 3 ◆ Voyager 4 ◆ Voyager 5 		Non-Laubach Materials: <ul style="list-style-type: none"> ◆ Crosswords ◆ Scrabble ◆ Word searches ◆ Oxford Picture Dictionary ◆ Language Experience ◆ Personal Reading Selections ◆ Student Generated Writing ◆ Employment Materials for resumes (software) ◆ Demonstration activities ◆ A range of software resources

Literacy Council York South		
Group: Computers and Literacy		Running for: 2 ½ years
Learners: 10 LBS Levels 1, 2, 2-3 transition		Tutors: 3
Location: LCY South Office Cost: No additional cost.	Times: Tuesday 6:15 – 9:00 p.m. Thursday 6:15 – 9:00 p.m. September - July	Room set up: Tables with comfortable chairs Computers down the side of the room.
		Other Equipment: Board, flipchart, tv & VCR, Cassette Player
Laubach Materials: <ul style="list-style-type: none"> ◆ Laubach Way to Reading 1 ◆ Laubach Way to Reading 2 ◆ Laubach Way to Reading Puzzles ◆ In the Know 1 ◆ In the Know 2 ◆ Challenger 1 ◆ Challenger 2 ◆ Challenger Puzzles ◆ Focus on Phonics ◆ Thriller Series ◆ 5 Minute Mysteries Modifications: Make modifications to review and reinforcement sections for demonstrations. Tutors add various exercises.		Non-Laubach Materials: A variety of software and the Laubach Way to Reading software 1-3

Literacy Council York South		
Group: Small group literacy. Using computers with the afternoon session.		Running for: 4 years
Learners: 6-10 LBS Levels 1-2 & 2-3 transition		Tutors: 2 Both paid and volunteer tutors are used.
Location: In the council office. Cost: No extra cost	Times: 9:30 a.m.- 12:00 p.m. weekly 2:30-3:00 p.m. Wednesdays September - July	Room set up: Tables with comfortable chairs Computers down the side of the room.
		Other Equipment: Board, flipchart, tv & VCR, Cassette Player
Laubach Materials: <ul style="list-style-type: none"> ◆ Laubach Way to Reading 1 ◆ Laubach Way to Reading 2 ◆ Laubach Way to Reading Puzzles ◆ In the Know 1 ◆ In the Know 2 ◆ Challenger 1 ◆ Challenger 2 ◆ Challenger Puzzles ◆ Voyager 1 ◆ Voyager 2 ◆ Focus on Phonics ◆ Thriller Series ◆ 5 Minute Mysteries Modifications: Make modifications to review and reinforcement sections for demonstrations. Tutors add various exercises.		NON-Laubach Materials: <ul style="list-style-type: none"> ◆ Crosswords ◆ Scrabble ◆ Word searches ◆ Oxford Picture Dictionary ◆ Language Experience ◆ Personal Reading Selections ◆ Student Generated Writing ◆ Employment Materials for resumes (software) ◆ Demonstration activities ◆ A range of software resources

Literacy Council York South		
Group: Math Small Group		Running for: 3 years
Learners: 4-6 LBS Levels 1, 1-2 transition		Tutors: 2 Both paid and volunteer tutors are used.
Location: LCY South Office. Cost: No extra cost	Times: Fridays 9:30 a.m. 12:00 p.m. September - July	Room set up: Tables with comfortable chairs Computers down the side of the room.
		Other Equipment: Board, flipchart, tv & VCR, Cassette Player
Laubach Materials: ♦ Breakthrough to Math		Non-Laubach Materials: ♦ Macmillan math books ♦ Smart Solutions ♦ Budget Workbooks ♦ Tutor generated exercises

Literacy Society of South Muskoka		
Group: A literacy group with very individualized learning plans for each student. A special interest group.		Running for: 4 years
Learners: 7 LBS Levels 1-3		Tutors: 1 paid tutor- sometimes one volunteer
Location: Salvation Army Church in Gravenhurst Cost: No additional cost for this off-site facility.	Times: Monday afternoons 1:30-3:30 p.m. September-June	Room set up: Desks are set up in a "U" shape but spaced to allow for privacy. One large desk is also set apart for facilitator to work 1:1 if required.
		Other Equipment:
Laubach Materials: ♦ Laubach Way to Reading series ♦ Challenger series ♦ NRP Novels		Non-Laubach Materials: ♦ Mechanics manual ♦ Bible (children's version) ♦ Ontario Outdoors ♦ Family Health Guide ♦ Grade 4 Math Text ♦ Encyclopaedia ♦ Internet materials

APPENDIX A

Literacy Society of South Muskoka		
Group: A literacy group where computers are used to supplement individual lessons.		Running for: 3 years
Learners: 4 LBS Levels 1-3		Tutors: 1 paid tutor- sometimes one volunteer
Location: LSSM office	Times: Wednesday afternoons 1:30-4:30 p.m. Attendance from 1:30-3:30 p.m. is "compulsory". September-June by paid facilitator. The facilitator also runs the program in July and August on a voluntary basis.	PART 1: AN OVERVIEW Room set up: Large tables set up in a "V" formation facing a blackboard with computers along one side of the room.
Cost: No additional cost.		
Laubach Materials: <ul style="list-style-type: none"> ◆ Laubach Way to Reading series ◆ Challenger series ◆ Voyager series 		Non-Laubach Materials: <ul style="list-style-type: none"> ◆ Canadian Citizenship Book ◆ Internet materials

Literacy Society of South Muskoka		
Group: A special interest and literacy group.		Running for: 3 years
Learners: 6 LBS Levels 1-4		Tutors: 1 paid tutor and one volunteer tutor
Location: LSSM office	Times: Wednesday 6:00 – 8:00 p.m. September-June by paid facilitator. The facilitator also runs the program in July and August on a voluntary basis.	Room set up: Large tables set up in a "V" formation facing a blackboard with computers along one side of the room.
Cost: No additional cost.		
Laubach Materials: <ul style="list-style-type: none"> ◆ Laubach Way to Reading series ◆ Challenger series ◆ Voyager series 		Non-Laubach Materials: <ul style="list-style-type: none"> ◆ Computer programs including: ◆ English Express ◆ Issues in English ◆ Interactive Picture Dictionary ◆ Measure Up ◆ The group goes on the internet every Wednesday evening to N.A.L.D. and the Learner's Clubhouse

APPENDIX A

Midland Area Reading Council		
Group: "The Good Life" A mixture of special interest and literacy. The class is divide into two series. Series I: Stress Management, Goal Setting, and Time Management. Series II: Assertiveness, Dealing with Change.		Running since: February 2000
Learners: Series I: 3 Series II: 4 LBS Levels		Tutors: One paid tutor
Location: Midland Area Reading Council Office Cost: No extra cost	Times: Series I: Mondays 1-2:30 p.m. Series II: Mondays 6-7:30 p.m. Runs most of the year but with stops in between series.	Room set up: Around a table
Laubach Materials: None.		Non-Laubach Materials: Tutor supplies materials. Different textbooks on stress are used. Most of it is compiled and distributed by tutor as handouts. Web info is also used. "Coping with Stress" booklet from Heart and Stroke Foundation is used.

North Bay Literacy Council		
Group: The Small Group gives students a chance to use literacy skills and socialize. Special projects.		Running since October 2000
Learners: 6-8 LBS Levels 1-3		Tutors: One paid tutor
Location: Council office site. Cost: No additional cost. Continued by donations and fundraising efforts.	Times: Tues, Wed and Thursday 9:00 a.m. – 12:00 p.m. September – June	Room set up: Work around square table facing board. Computers on side.
Laubach Materials: <ul style="list-style-type: none"> ◆ Laubach Way to Reading ◆ Patterns in Spelling ◆ Challenger ◆ Voyager ◆ Breakthrough to Math 		Non-Laubach Materials: <ul style="list-style-type: none"> ◆ Student driven materials ◆ Newspaper articles ◆ Internet – www.learning-connection.com ◆ Computer software used: Scrabble, Mathblaster, Mavis Beacon

APPENDIX A

North Bay Literacy Council		
Group: The Small Group gives students a chance to use literacy skills and socialize.		Ran from January – June 2000
Learners: 5-8 total, only 3-4 attending at a time LBS Levels 1-3		Tutors: One paid tutor
Location: Council office site. Cost: No additional cost.	Times: Four afternoons per week 12:00 – 4:00 p.m.	Room set up: Work around square table facing board. Computers on side.
Laubach Materials: ♦ Patterns in Spelling ♦ Challenger ♦ Math		Non-Laubach Materials: ♦ Student driven materials ♦ Self generated stories
Note: This group was one-time funded by Trillium		

Reading Plus		
Group: "Fresh Start" For young parents wanting their GED or high school diploma plus parenting information.		Running for: 4 years
Learners: 4 LBS Levels 2-5		Tutors: One paid instructor plus one volunteer tutor.
Location: Program office. Cost: No additional cost.	Times: Tues., Wed., Thurs. 9:00 a.m. – 11:30 a.m.	Room set up: Students sit around one table.
Laubach Materials: ♦ Breakthrough to Math ♦ NRP Novels Modifications: These are made based in individual needs.		Non-Laubach Materials: ♦ Fresh Start: Pre-GED books ♦ Computer and typing manuals.

APPENDIX A

Reading Plus		
Group: "Job Readiness" For unemployed and Ontario Works clients who require basic skills.		Running for: new program this year?
Learners: 7 LBS Levels 2-4		Tutors: One paid instructor.
Location: Program office. Cost: No additional cost.	Times: Monday-Thursday 9:00 a.m. – 12:00 p.m., 1:00 – 3:00 p.m.	Room set up: 3 large tables form an "L" shape. Blackboard at the front.
Laubach Materials: ♦ Breakthrough to Math ♦ NRP Novels Modifications: These are made based in individual needs.		Non-Laubach Materials: ♦ YMCA Manuals ♦ Computer and typing manuals.

Red Lake Adult Learning Centre		
Group: Literacy with some computer instruction		Running for: 1 ½ years
Learners: 4-8 (varies) LBS Levels 2, 3		Tutors: 1 paid tutor
Location: Community Enterprise Centre in Ear Falls Cost: \$350 per month	Times: Tuesday, Wednesday and Thursday 9:00 a.m. – 12:00 p.m., 1:00 p.m. – 5:00 p.m. Break for summer. Minimal attendance in spring due to seasonal employment	Room set up: Two long tables side by side
Laubach Materials: None indicated.		Non-Laubach Materials: None indicated.

Red Lake Adult Learning Centre		
Group: Multi-level, computers used		Running for: 1 ½ years
Learners: 9 (11 actually in group but never more than 9 at one time) LBS Levels Multi		Tutors: 1 paid tutor
Location: Lifelong Learning Centre in Red Lake. Cost:	Times: Monday-Friday 9:00 a.m. – 12:00 p.m., 1:00 p.m. – 4:00 p.m. September - June	Room set up: One large U with 2 extra large tables for overflow.
Laubach Materials: ♦ Laubach Way to Reading Note: only 2 of the students use Laubach materials.		Non-Laubach Materials: ♦ Newspapers ♦ Magazines ♦ Other texts Their own writing

Renfrew County Upgrading Program		
Group: Various ESL Groups, Computer based groups		Running for: More than one year
Learners: LBS Levels 1-5.		Tutors: 1 tutor with every 2-4 learners. Both paid instructors and volunteer tutors are used.
Location: Program site, student's homes, tutor's homes, Lion's Club Hall Cost: No additional cost	Times: Most groups meet once per week. Each group sets up own time. Most groups run Sept-May	
Laubach Materials: Varies Modifications: Laubach materials supplement tutor prepared materials.		Non-Laubach Materials:

The Literacy Group of Waterloo Region		
Group: "Beginner Computer Group" Introduces students with little or no expertise, to the computer. Throughout the course they learn some of the following skills: identifying parts of the computer, use a mouse, create texts.		Running for: 2years +
Learners: 5-6 LBS Levels 1-3		Tutors: 2 volunteer tutors
Location: Literacy Group office Cost: No additional cost.	Times: Once per week for eight weeks. Time and day selected according to schedule of students. Group runs based on interest, tutor availability and other factors.	
Laubach Materials: N/A		Non-Laubach Materials:

Adult Basic Literacy Program Tillsonburg and District Multi-Service Centre		
Group: "Bridge the Gap" Small group literacy		Running for: 3 years
Learners: 5 LBS Levels: 2 (approx)		Tutors: 1 paid instructor
Location: Livingston Centre (on site of the program) Cost: No extra cost	Times: Tuesdays 9:00 a.m. – 12:00 p.m. Runs for 10-12 weeks 3 times per year.	Room set up: U-shaped, informal. Have access to a computer room to use Vocab Connections
Laubach Materials: They are supplementary or reinforcement materials only. <ul style="list-style-type: none"> ◆ Instant Spelling Series ◆ Patterns in Spelling Challenger Modifications: Made as needed for individual plans or group goals.		Non-Laubach Materials:

Adult Basic Literacy Program Tillsonburg and District Multi-Service Centre		
Group: Literacy/ Computer	Running for: 3 years	
Learners: 9 LBS Levels: 1-2	Tutors: 1 paid instructor	
Location: Resource area of Livingston Centre (on site of the program) Cost: No extra cost	Times: Tuesdays 9:00 a.m. – 12:00 p.m. Runs for 10-12 weeks 3 times per year.	Room set up: Open area in resource area. 3 pods with 4 computers at each pod. The instructor circulates around the pods.
Laubach Materials: Supplementary – only if necessary.		Other Equipment:
Non-Laubach Materials: ♦ Literacy/Internet publication ♦ Internet accessed resources		

Adult Basic Literacy Program Tillsonburg and District Multi-Service Centre		
Group: Literacy/ Internet	Running since fall 2000	
Learners: 9 LBS Levels: 1-2	Tutors: 1 paid instructor	
Location: Resource area of Livingston Centre (on site of the program) Cost: No extra cost	Times: Tuesdays 9:00 a.m. – 12:00 p.m. Runs for 10-12 weeks 3 times per year.	Room set up: Open area in resource area. 3 pods with 4 computers at each pod. The instructor circulates around the pods.
Laubach Materials: Supplementary – only if necessary.		Non-Laubach Materials: ♦ Literacy/Internet publication ♦ Internet accessed resources

Valley Adult Learning Association		
Group: Groups are formed when there are two or more students in the program with common needs/interests.		Running for: 2 years
Learners: 2-3 LBS Levels 2-3 (Writing) LBS Levels 3-4 (Math)		Tutors: One paid instructor
Location: Office classroom Cost: No additional cost.	Times: Varies during office hours – 9:00 a.m. – 12:00 p.m. Monday – Thursday Runs year round provided that there are interested learners.	Room set up: One large table for students to sit around.
Laubach Materials: <ul style="list-style-type: none"> ◆ Voyager ◆ Breakthrough to Math ◆ Smart Solutions ◆ NRP novels ◆ Patterns in Spelling Modifications: Students do not necessarily follow the workbook format as it is set out. Lessons are selected according to student’s needs.		Non-Laubach Materials: Instructor created materials

Windsor Volunteers for Literacy		
Group: Two groups of students referred from Windsor Community Living are taught life skills, basic reading and writing and computers.		Running for: 1 ½ years
Learners: 5 in each group. LBS Levels		Tutors: Both paid and volunteer tutors.
Location: Windsor Public Library Cost: Nominal rent is paid to use the room next to the literacy office	Times: Group 1: Monday, Wednesday – 2 hours each day Group 2: Tuesday	Room set up: The group works around a table. There are blackboards on either side and computers line the walls.
Laubach Materials: ♦ Laubach Way to Reading 1-3 ♦ More Stories ♦ Challenger, Breakthrough to Math ♦ Cursive Writing Modifications: Made based on individual needs.		Non-Laubach Materials: ♦ Books from the Literacy Volunteers of America ♦ In- house demonstrations

Windsor Volunteers for Literacy		
Group: Two groups of students referred from the Association for People with Physical Disabilities are taught life skills, basic reading and writing and computers.		Running since September 2000
Learners: 5 in each group. LBS Levels		Tutors: Both paid and volunteer tutors.
Location: Windsor Public Library Cost: Nominal rent is paid to use the room next to the literacy office	Times: Group 1: Monday, Wednesday – 2 hours each day Group 2: Tuesday	Room set up: The group works around a table. There are blackboards on either side and computers line the walls.
Laubach Materials: ♦ Laubach Way to Reading 1-3 ♦ More Stories ♦ Challenger ♦ Breakthrough to Math ♦ Cursive Writing Modifications: Based on individual needs.		Non-Laubach Materials: ♦ Books from the Literacy Volunteers of America ♦ In- house demonstrations