



**THE LITERACY COUNCIL
OF LANCASTER-LEBANON**

The LiteracyLine

Fall 2014

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The Literacy Council of Lancaster-Lebanon

24 South Queen Street
Lancaster, PA 17603
717-295-5523

Lebanon CareerLink
243 Schneider Drive
Lebanon, PA 17046
717-274-2554

www.getliterate.org

Gift of Reading 2014

Imagine what your life would be like if you couldn't read well, write letters or understand English. What if you couldn't use a computer or balance your checkbook? The fact is that there are more than 60,000 adults in our Lancaster and Lebanon Counties who struggle with those things every day. Chances are you know someone who struggles with basic skills. When people have proficient skills, they are able to get and keep jobs and support their children's literacy development. They are able to contribute.

On November 21, 2014, The Lancaster County Community Foundation will hold the third annual ExtraOrdinary Give. Last year, this event raised more than 3 million dollars for nonprofit organizations.

Please consider an investment that gives motivated adults a chance at a basic education. On November 21, support The Literacy Council of Lancaster Lebanon.

This year, there are two ways to support The Literacy Council's Gift of Reading Campaign - you can choose the traditional, or you can donate through the Extra Ordinary Give.

Donations can be made in any amount. Checks or money orders should be made out to "The Literacy Council of Lancaster-Lebanon" and mailed to the Lancaster office. Please provide your name, address, phone number, and email address with your check. Or simply make a secure donation with your credit card through our website: www.getliterate.org.

To donate through the Extra Ordinary Give campaign:

1. On November 21, visit [ExtraGive.org](http://extragive.org) from your computer, smartphone, or device.
2. Visit the Literacy Council of Lancaster-Lebanon page on November 21 at <http://extragive.org/#npo/the-literacy-council-of-lancaster-lebanon>
3. Make an online donation to The Literacy Council of Lancaster-Lebanon (There is a minimum \$25.00 donation required.)
4. The Literacy Council then receives a percentage of the stretch pool. So, if we receive 2% of the day's donations, we will receive 2% of the \$250,000 stretch pool! We could also win EXTRA money from the \$50,000 in prizes.

Mark your calendar and support The Literacy Council on November 21! (Listed alphabetically under T for The.)



THE EXTRA GIVE
ORDINARY



Rodgers & Associates
"THE RETIREMENT SPECIALISTS"

NOVEMBER 21, 2014

MARTIN H. BAER CHARITABLE TRUST

EXTRAGIVE.ORG

2013-2014 In Review - Cheryl Hiester, Executive Director

The Literacy Council of Lancaster Lebanon's 29th year of service was a big success! We served 938 adult learners - 679 in Lancaster County and 259 in Lebanon County. Our students worked hard to accomplish some big outcomes.

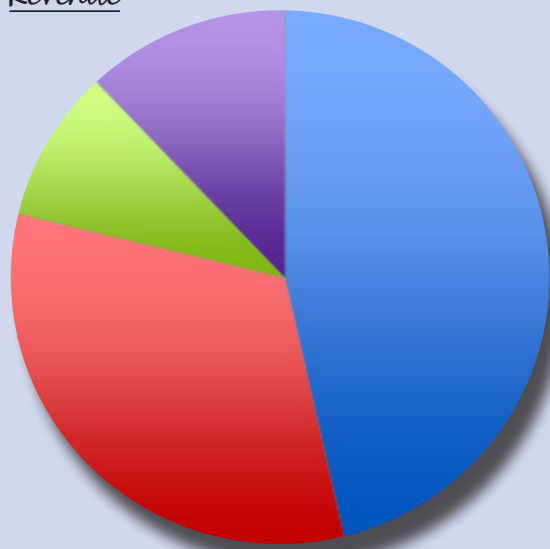
- 382 students got a job, got a better job or retained employment.
- 66 students got a GED
- 15 students became US Citizens
- 45 students transitioned to post-secondary education
- 545 improved their basic skills

Students received services through placement in classes and with a fabulous core of volunteer tutors. Last year, 118 volunteers provided 14,038 instructional hours and participated in 6,196 hours of professional development.

All services to adult learners are free of charge. The Literacy Council is able to provide adult literacy and basic education with funding from grants, contracts, United Way of Lancaster and Lebanon Counties, foundations and contributions.

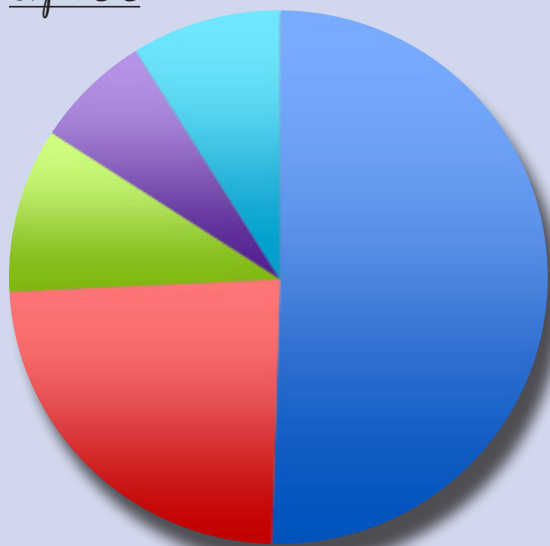
2014 Financial Report

Revenue



- Grants & Contracts: 46%
- United Way Income: 32%
- Contributions: 12%
- Special Events: 9%

Expenses



- Instruction: 51%
- Tutor Training: 24%
- Outreach: 10%
- Management & General: 9%
- Fund Raising: 7%



What Everyone Needs to Know About the College and Career Readiness Standards – Jenny Bair, Program Director

The College and Career Readiness Standards (CCRS) for adult education were adapted from the Common Core for K-12. These standards were developed to help adult educators better prepare their students for jobs, job training, and college. Students entering the workforce or post-secondary education were finding themselves lacking the necessary skills to succeed. In some cases, they required remediation before starting core courses, or were unable to find jobs that would sustain themselves and their families.

There are two major components to the CCRS: English Language Arts (reading, writing, speaking, and listening) and Mathematics.

There are three focus points in English Language Arts:

- Complexity – Regular practice with complex text and its academic language – the largest predictor of student achievement links back to their ability to read and comprehend complex texts
- Evidence – Reading, writing, and speaking grounded in evidence from text, both literary and informational – the ability to provide evidence from a text is a central skill to college and career readiness

- Knowledge – Building knowledge through content-rich nonfiction – the majority of required reading in college and in the workplace is informational text – building knowledge across disciplines is essential to college and work success

There are also three focus points in Mathematics:

- Focus – Focusing strongly where the standards focus – instruction should be narrowed and focused on the major work of each level – “go a mile deep but only an inch wide”
- Coherence – Designing learning around coherent progressions level to level – progressions with in and across levels allows students to build new skills on previously established foundations
- Rigor – Pursuing conceptual understanding, procedural skill and fluency, and application with equal intensity

Tutors and teachers can look forward to targeted trainings that emphasize the shift to the CCRS. The Literacy Council is positioned to support our teachers in providing instruction that will equip our students for success in their next steps.

The Power of Collaboration: A Community Venture – Jane Myers, Volunteer Services Coordinator

In the small town of Manheim, a dialogue began among Kreiders Farm, Salem United Methodist Church, and Manheim Central School District to reach out to the community to support language and literacy for adults. The Manheim Women’s Club joined the group to assist with the funding of the GED program. Cathy Gust, Early Childhood Liaison and Assistant Project Director for Keystones to Opportunity (KTO), coordinated the plan.

Because of our experience and success in adult education, The Literacy Council was asked to partner in the project. Classes began in September of 2013, and are ongoing. Classes meet two times a week in the evening. Salem United Methodist Church provides space for the English Language Learners (ELL) and Manheim Central School District has opened a classroom in the middle school for GED instruction. Rose Ann Sinkosky is the lead teacher for English as a Second Language (ESL) and Sandy Osborn teaches all GED components.

The Workforce Investment Act (WIA) of 1998 defines literacy as: “An individual’s ability to read, write, speak in

English, compute and solve problems at levels of proficiency necessary to function on the job, in the family of the individual and in society.” The purpose of the WIA was to assist adults to become literate and obtain the knowledge and skills necessary for employment and economic self-sufficiency and to assist adults in completing high school. In 2014, WIA was reauthorized and is now called The Workforce Innovation and Opportunities Act (WIOA). The new legislation expands the purpose of WIA by promoting transitions from adult education to post-secondary education and training through career pathways; assisting immigrants and English language learners in improving reading, writing, math and comprehending the English language and acquiring an understanding of the American government, individual freedom and the responsibilities of citizenship.

Illiteracy costs the U.S. economy \$225 billion annually in lost revenues, taxes, and decreased industrial productivity. By serving 20 GED and 35 ELL students over a one-year period, Manheim is making an investment in the community.



A Lebanon Matched Pair: Sal's Story - Jonile Miller, Program Assistant

Sal was a motivated and eager student who came to us with a desire to learn and improve. His skill in navigating through the red tape of immigration, health care, the complexity of driving many times to airports in Washington, D.C. and Philadelphia far exceeded his 6th grade education in Mexico.

It was difficult to keep Sal from learning by rote. It was as if memorization at home was an escape for him from the difficulties around him. The simple sentences I helped Sal to learn pale in comparison to the window I had into an Hispanic family that knows that citizenship in the United States is the beginning of an opportunity.

To me, an indication of talent in learning a language is when a student can see humor and be able to tell a joke. Every week, Sal would tell stories of the teasing and laughter with Pennsylvania Dutch customers at the pizza shop where he worked. During the year and a half that I worked with Sal, he dealt with an armed robbery at work, the death of a brother in Mexico, the prolonged illness of his sister-in-law and finally, moving his family to his sister's home to care for her until she died. Yet the same

resilience that brought him to this country 16 years ago kept him, his wife, and daughter looking forward.

Sal's pride is his 14-year-old daughter. As a traditional father, Sal closely guards his daughter. I have seen her grow from an adolescent into a lovely teenager who has been tempered by the illness of her aunt.

When Sal was ready, he took his citizenship test in Philadelphia. When he heard he had passed with NO mistakes he asked his examiner if it was all right to give the man a hug. The man said of course and "Congratulations."

I am so thankful to have been part of this success story. On July 8, 2014, Sal became a U.S. citizen.



GET REGISTERED and GET READY for the 2014 GED - Bobbi Hurst, Student Services Coordinator

The gedtestingservice.com website is the "place to go" for all things GED. You will find a complete listing of all programs and services for both students and teachers. Services include trainings, resources, tutorials, webinars, free practice tests, free materials, item samplers, assessment guides, and professional development.

Right now, getting ready for the 2014 GED program is as simple as the "click of a mouse". The MyGED internet portal is the personalized and online program that is the entry point to GED preparation and testing activities. It is a learner-centered program that supports both test takers and those who work with them, from start to finish. The most notable features for test-takers are:

1. Registering and preparing online with the study tool wizard.
2. Getting jurisdiction specific information.
3. Scheduling both Official Practice Tests (GED Ready) and the actual GED tests.
4. Requesting special testing accommodations if needed.
5. Viewing and printing score reports with study recommendations.

6. Ordering transcripts and diplomas.

Of all the notable features, the enhanced score report will be of tremendous benefit to both students and teachers. Targeted feedback for each test-taker will identify both strengths and weaknesses. It will also align study recommendations to specific skills missed, and the full measure of skills needed to improve test scores. A full diagnostic report will be available within three hours of testing on all content areas on the actual GED test. These diagnostics were not available on the old test, and left many students and teachers wondering about exactly what to study and how to continue preparation.

In addition, a full diagnostic report is available for the GED Ready Official Practice Tests. These reports can be printed and serve as a guide for further preparation. Even better, the diagnostic refers to the exact materials we use in our GED preparation program, providing seamless support to both students and teachers.

So, take charge of your education and your future! Go to the gedtestingservice.com website, get registered, and get ready for the 2014 GED!



If You Can Speak English, You Can Teach English – True or False? – *Linda Cullen, ESL Services Coordinator*

One of our jobs at The Literacy Council is supporting our volunteer tutors and teachers who generously give their time and talent to dedicated and motivated students. If you are a tutor or thinking about becoming a tutor and have an interest in working with English Language Learners, these sessions may be for you!

Wednesday November 19, 2014
9:30 AM – 11:00 AM
Bright Side Opportunities Center
515 Hershey Avenue, Lancaster, PA

OR

Wednesday November 19, 2014
6:00 PM – 7:30 PM
The Literacy Council
24 South Queen St, Lancaster, PA

Volunteers who attended the last training workshop wrote these comments:

- “Observation is a powerful training tool.”
- “Very informative”

- “Although my student is on a different level, there are still lots of techniques I will be able to use.”

Spend a little bit of time and you will learn...

- How to extract vocabulary that your student will need to survive
- How to teach ESL, what to teach, and in what order to teach
- How to see if your lessons are working
- How to visit other master teachers

You will take home:

- A list of other teachers who welcome observers
- A pile of worksheets that you will be able to use
- A bunch of resources
- A plan for goal setting that you can discuss with your student

You need only attend this particular workshop once, but The Literacy Council and the other agencies that work cooperatively in the Lancaster County Refugee Coalition offer English as a Second Language (ESL) training monthly on different topics that might interest you. Take advantage of the professional development opportunities so you don’t feel like you’re “just winging it.”



Students with their tutors

A New Home for the Lebanon Office - Cathy Roth, Student Services Coordinator

Last November, the Lebanon Office of The Literacy Council relocated to the Lebanon CareerLink. It was a move that proved quite beneficial. Not only do we have free parking, but we are also handicapped accessible. We benefit from our ability to share resources with other agencies housed in the CareerLink, providing us much needed reception services. The receptionists have been most gracious in referring clients to us.

This is not to say that CareerLink has not benefitted from our presence. We, in turn provide a training slot for American Association of Retired People Foundation (AARP) workers who need to either improve or validate their skills. As partners at CareerLink we train the AARP workers who serve as receptionists at the front desk. They are able to refer appropriate clients to us. They serve as teacher assistants and computer tutors. Every Tuesday morning, those who come to the orientation for the first time get a glimpse of all the services available at CareerLink, including GED and ESL classes on site as well as help preparing for a job in the I'll Succeed program.

The I'll Succeed program is a joint effort of The Literacy

Council and Lancaster-Lebanon IU 13 funded by the South Central Workforce Investment Board (SCWIB). I'll Succeed helps job seekers improve their basic and digital skills, improve their employability skills, and prepare for job search. Many job applicants are stunned when they realize that a high school diploma does not automatically open the door to a position. It may have been years since they graduated. They are not aware that now, as part of the application process many employers have embedded basic skills testing into the application process. Not only do they need to know how to navigate the Job Gateway website, or attach a resume to an e-mail from an ad posted in the newspaper, but they may be denied the opportunity to submit their resumes if they are unable to pass these tests. Those lacking math, reading, or computer skills become frustrated and cannot complete the process, sometimes not realizing that their application has not been accepted. I'll Succeed, which is in its fourth year in Lebanon County is available to assist needy job seekers with computer skills, resume and cover letter writing, and interviewing practice while reinforcing basic skills.

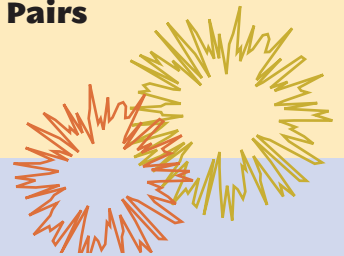
Upcoming Event

Save the Date

An Evening of Matched Pairs

March 1, 2015

The Lancaster Marriott



Lancaster Sunrise Rotary Donates Student Materials

Funds from the Lancaster Sunrise Rotary Club's Annual Ride for Literacy combined with funds from a Rotary Foundation District Grant turned into needed student materials. The donation came shortly after we experienced a pipe burst at our Lancaster Center, losing about \$10,000 in text books. These materials will help students study for their GED exams and further their education. The Literacy Council is very grateful to the Lancaster Sunrise Rotary for its ongoing support!



The Literacy Council of Lancaster-Lebanon

We serve the people and communities of Lancaster and Lebanon Counties; working in partnership with multiple stakeholders, including but not limited to nonprofit agencies, educational institutions, business and industry employers, governmental staff, and organizations. Key to our success is a network of highly qualified volunteers, professional staff, and a supportive community.

Vision

Adults have skills to transform their lives, sustain their families, and strengthen their communities.

Mission

Promote lifelong learning and provide effective personalized adult education services.

Values

- **Quality** – Our high-quality programs and services are rooted in evidence-based practices and offered in an encouraging and caring environment.
- **Goal-Driven** – Our programs and services demonstrate results that support the education students need to successfully transition to the next step of obtaining their life goals.
- **Respect and Integrity** – Our compassionate and caring approach and interactions are highly respectful of diverse backgrounds and differences. Our integrity rests in our word, all deeds and actions that ensure trustworthiness and confidentiality.
- **Leadership** – Our staff, board members, volunteers, and students are engaged and are actively advocating for adult education. Our responsibility to continually enhance our own leadership skills will keep us prominent in the field.
- **Innovative** – Our effective partnerships, strategic approaches, and being open to possibilities allow us to respond creatively to our work.
- **Collaborative** – Our willingness to build strong relationships and alliances with others that support our mission ensures commitment to serving our community and the betterment of society at large.



The Literacy Council of Lancaster-Lebanon is a partner agency of the United Way of Lancaster and Lebanon Counties.

Board

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Karey Getz, Program Assistant
Jenny Bair, Program Director
Linda Cullen, ESL Services Coordinator
Jane Myers, Volunteer Services Coordinator
Roberta Hurst, Student Services Coordinator
Cheryl Hiester, Executive Director

Volunteers Needed

Do you want to make a difference in someone's life and in your community? Please consider tutoring an adult student. Tutors are needed to teach basic education skills including reading, writing, mathematics, English language, and GED preparation. We provide training, all materials, and technical support. For more information in the Lancaster area, please call 717-295-5523. For more information in the Lebanon area, please call 717-274-2554.