



**EMBRACING  
TRANSFORMATION**

CESBA Conference 2023  
December 6-7

**ACCUEILLIR LE  
CHANGEMENT**

Conférence de CESBA 2023  
6-7 décembre

# ESL/FSL Sector Day, Dec. 6

## Welcome Everyone!

# Agenda



7–8 a.m.

**Breakfast**

8–8:30 a.m.

Opening

8:30–9 a.m.

Welcome/Introductions

9–11 a.m.

*(includes 15 min break at 10:30)*

**Avenue.ca for Ontario Settlement Language Training Providers**

Rob McBride, Executive Director and John Allan, Senior Learning Technologist – New Language Solutions

11 a.m.–12 p.m.

Guided Networking Session #1

12–1 p.m.

**Lunch**

1–2 p.m.

**Onboarding & innovative programming to support new ESL/LINC learners**

Jennifer McKay – OCDSB

Jennifer Jones – TVDSB

Followed by discussion at tables

2–3:15 p.m.

*(includes 15 min break)*

Guided Networking Session #2

3:15–3:30 p.m.

Wrap-up and evaluation

3:30–4:30 p.m.

Guided cross-sectoral networking

4:30–6 p.m.

**Mix & Mingle reception**



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# ESL/FSL Sector Day

with

Jennifer McKay

Program Manager, OCDSB

# Pre-LINC / Waiting List Classes Pilot



- Orientation program since 2020-21 with 2 Orientation Teachers (15 hrs each/week) for 5 sites + online program
- Due to waitlists + request from IRCC, pilot proposed Dec. 2022
- Why:
  - 2 additional LINC sites April 2023
  - need for more support to onboard new clients (chromebook lending, training ++)
  - manage waitlist (negative impact of continuous enrolment on programming)
  - skill building and program readiness while waiting for a class

# Project Outline

## Expansion of Orientation

- Orientation originally was to Tech Only

### Now...

- Orientation to Site (for In Person clients)
- Orientation to “What they will learn” including PBLA
- Filling out of Needs Assessments
- Ensuring client has a Gmails, determine if client needs to borrow tech device, childcare



## New PreLINC (Waitlist) Classes

- Support and contact with clients on the waiting list
- Providing some basic info/instruction while waiting for a spot to open up
- Will regulate arrival of new clients in class to Mondays every two weeks (controlled intake)

# Schedule

- Orientation – Two weeks (Monday – Thursday)
- PreLINC Waitlist Class – Two Weeks (Monday – Thursday)
- Fridays – 1 hour class with Remaining PreLINC students who don't have a class yet



20 Orientation C Students Enter Classes	21 Orientation C	22 Orientation C	23 Orientation C	24 9am 1 hr PreLINC (Re
27 Orientation C	28 Orientation C	29 Orientation C	30 Orientation C	1 9am PreLINC Remain
4 Pre-LINC C Students Enter Class	5 Pre-LINC C	6 Pre-LINC C	7 Pre-LINC C	8 9am Pre-LINC Remai
11 Pre-LINC C	12 Pre-LINC C	13 Pre-LINC C	14 Pre-LINC C	15 9am Pre-LINC (Rema



# Orientation + PreLINC: 6 sites + online classes



## Orientation

- LINC and ESL
  - ESL must have a class
  - LINC max top 5 from waiting lists
  - No evening students
- Online and F2F Sessions
  - Online – 1.5 hr online, one on one
  - F2F – one 3 hr group session F2F by level
- 4 staff (15 hrs/wk) and additional help from Support Instructor Staff

## New PreLINC (Waitlist) Classes

- Only LINC eligible students
- Online for both F2F and Online students
- Some F2F choose to opt out
- 3 AM Staff covering levels:
  - F, 1L, 2L
  - 1, 2
  - 3, 4, 5
- 1 PM Staff covering levels: 1L, 1, 2L, 2



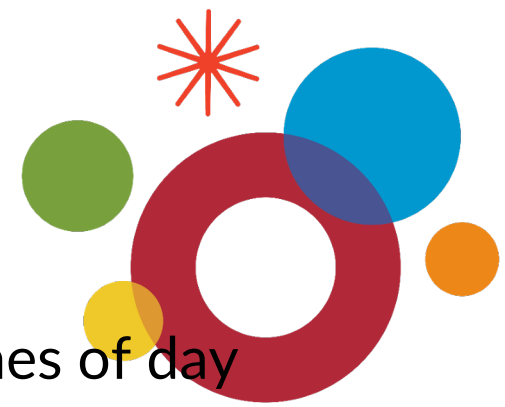
# Staff roles and responsibilities



1. Registration- Remove from HARTS waitlist and add to internal orientation lists
2. Orientation Teachers – Send invitation to book appointments (Schoolinterviews.ca). Follow-up with calls.
3. Interpretation assistance from Childcare staff as needed.
4. Registration – Move students from Orientation to a class or PreLINC
  - note: students remain in PreLINC until a seat becomes available
5. Report in I-Care for LINC eligible clients for both (i.e. Settlement and Orientation)



# Initial Feedback on Pilot:



- Logistics – the most difficult part of the process
- Communication needs to take multiple forms – email, phone, different times of day
- Simple email communication is necessary:
  - Use “IMPORTANT” in subject line
  - Greeting must include student’s name
- Phone from School board phone (Not from an unknown number/cell)
- Translate important information, eg. Movement from Orientation to Regular Class or Waitlist Class
  - Google Translate works for this if needed
  - Use of websites to voice information in first language for literacy students – E.g. <https://www.narakeet.com/languages/>

# Curriculum Orientation

## Part 1 – Site Information



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD

### Adult High School

300 Rochester Street



Many OC Transpo buses go to Adult High #103. Click on [OC Transpo](#) for more info



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD



#### Shelter in Place

Stay in the school and keep working



#### Fire/Evacuate

Leave (Exit) the school

### Emergencies



#### Secure School

Stay in the classroom and keep working



#### Lock Down

Stay in the classroom and stop working



# Curriculum Orientation

## Part 2 – What they will learn



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD

We will help you with your goals

What do you want to do in the future?



Get a Job



Continue School



Sp  
in Yo



### What is your level?

CLB = Canadian Language Benchmarks

#### Assessment Centre

Speaking - CLB 3

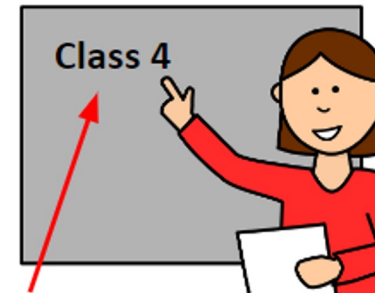
Listening - CLB 3

Reading - CLB 3

Writing - CLB 3

Finished  
CLB Levels

What's hard for you? L, S, R or W?  
What's important for you?



Working On

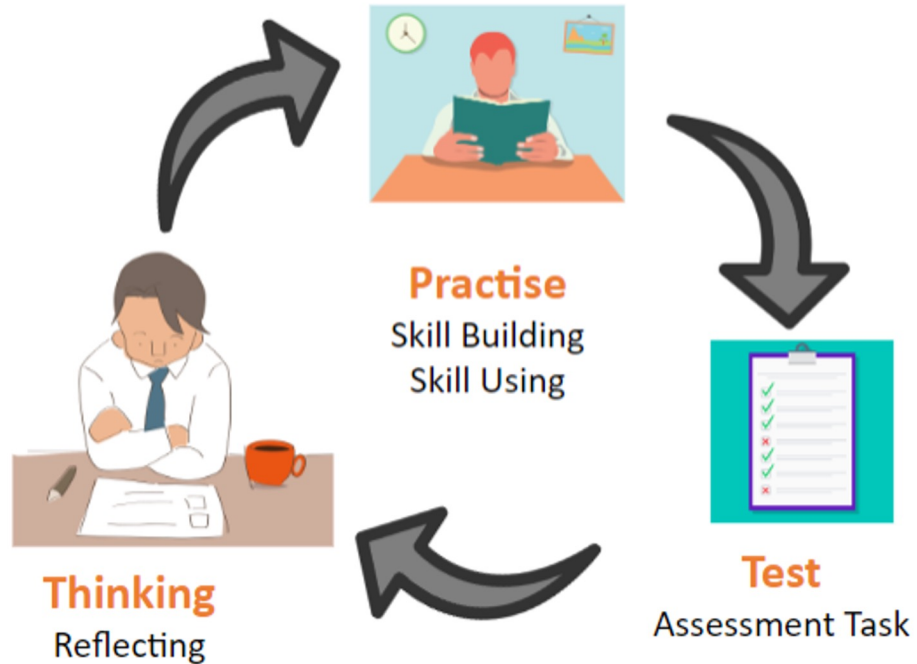


# Curriculum Orientation

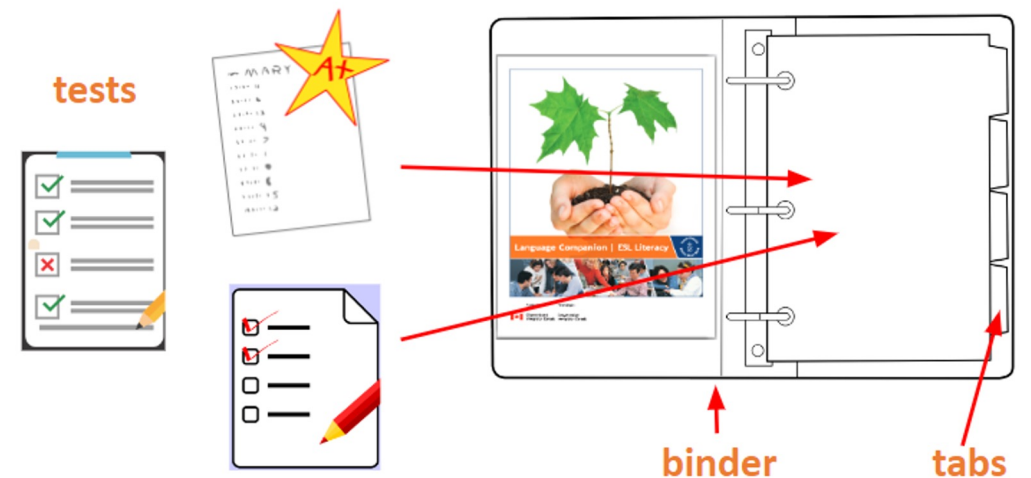
## Part 2 – What they will learn



### PBLA - Portfolio Based Language Assessment



### PBLA Binder - Language Companion



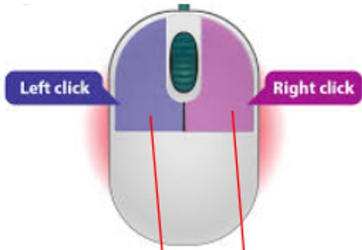
# Curriculum Orientation

## Part 3 – Technology



### Mouse and Trackpad - Click or Tap

Parts of a Computer



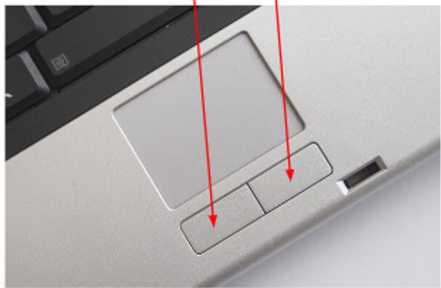
"Left" Click



"Right" Click



"Double" Click



### Tabs

Gmail

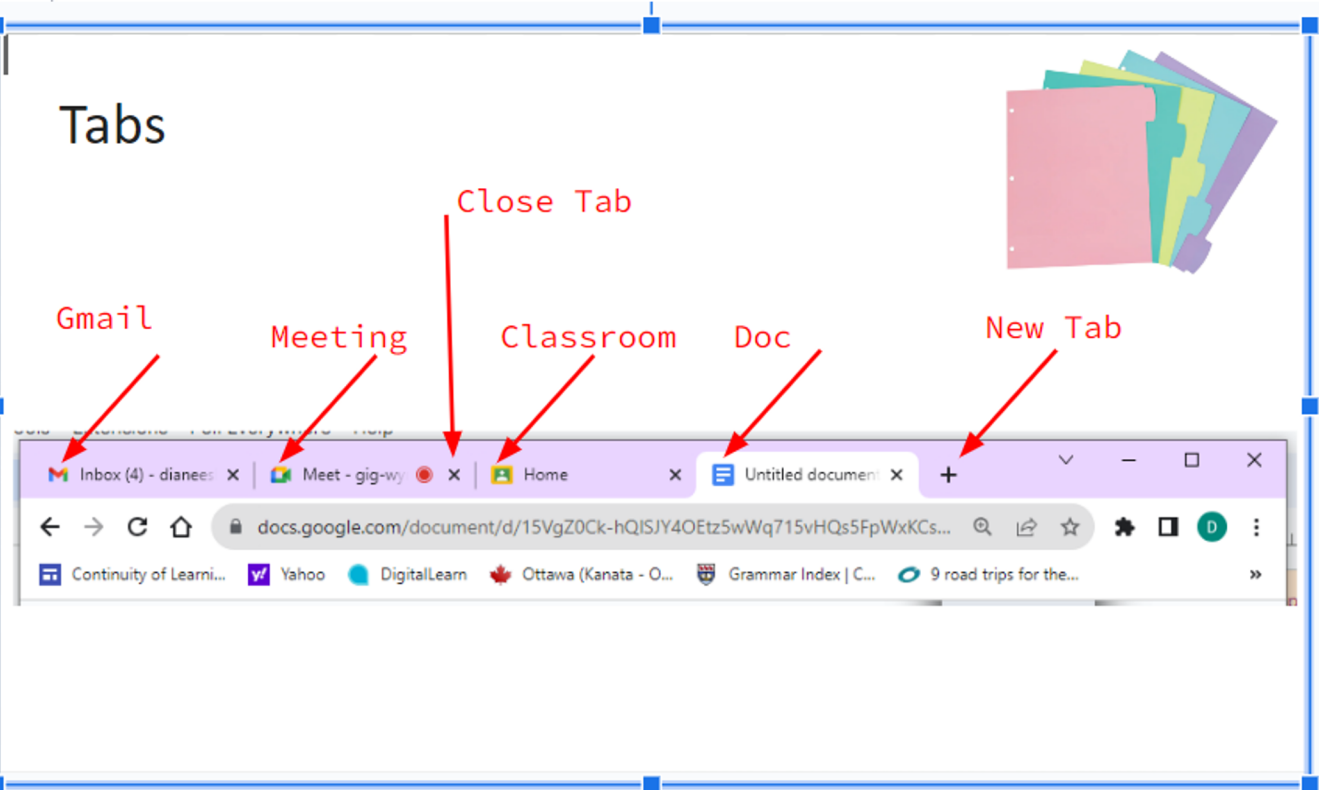
Meeting

Close Tab

Classroom

Doc

New Tab

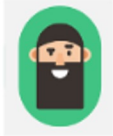


# Curriculum Orientation Part 3 – Technology

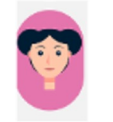


OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD

Today, you will learn about ...



1. [Google Meet](#) and [Padlet](#)



2. [Google Meet](#) and [Google Classroom](#) and [Orbitn](#)



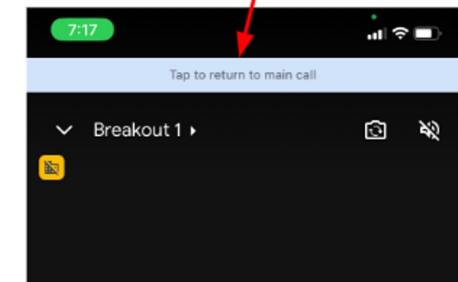
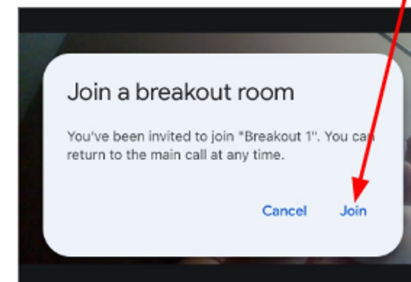
3. [Google Meet](#) and Avenue

## Breakout Rooms

Small Group Work



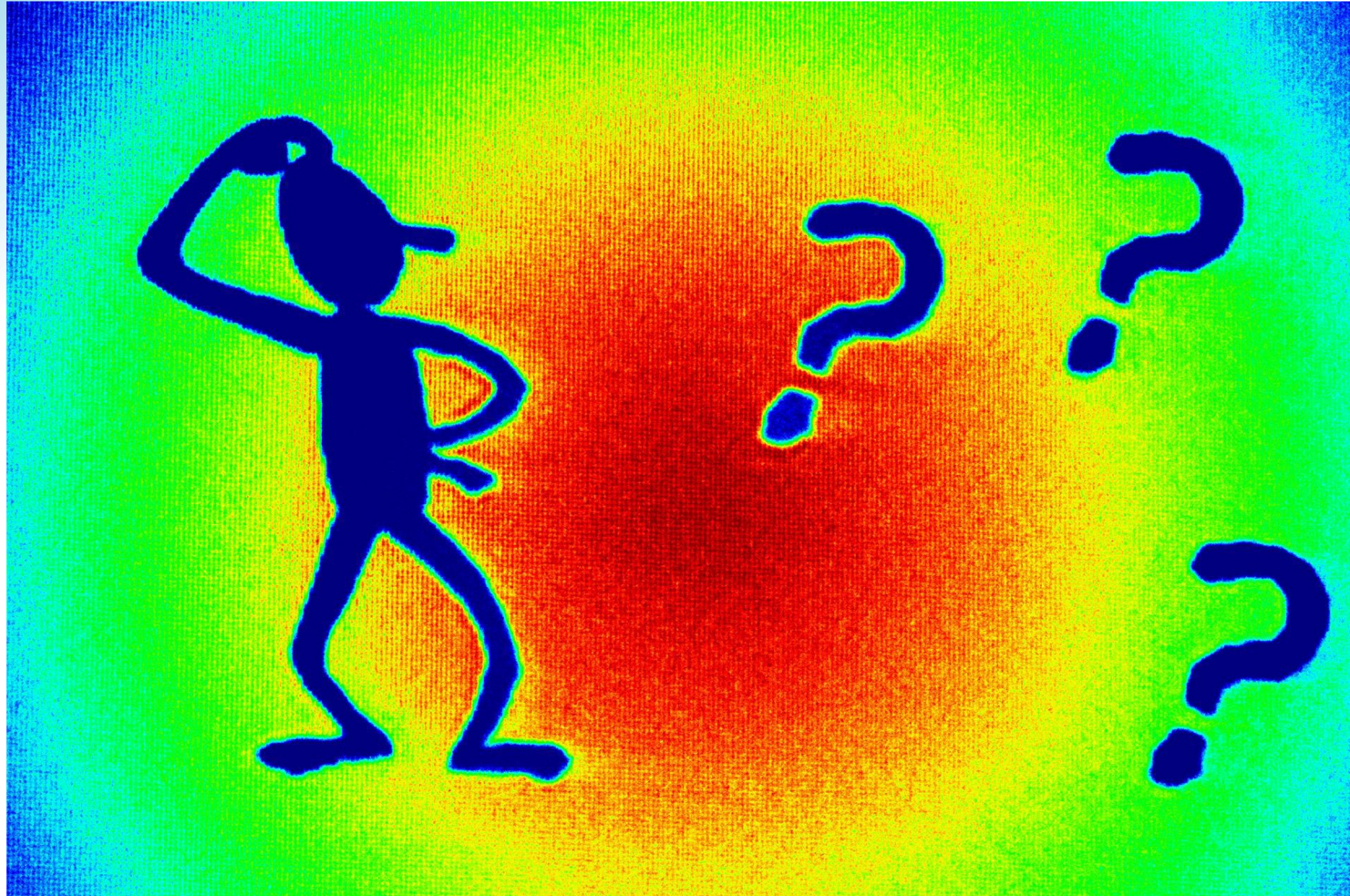
Google Meet



# Curriculum PreLINC



- Focus on School Readiness Skills
  - Digital skills and using the platforms
  - Group work practise
  - Communication skills - emails, google meets
  - Skill-building gaps/basics that are usually taught at the beginning of the term
- Lower Level Literacy Group
  - Paper workbook given out in F2F Orientation







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