Adult
Learning
Act

Looking for
Feedback on the
Regulations that
We Propose
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What This Paper Is About

Purpose of the Paper: to gather feedback on the regulations we propose for the Adult Learning Act

The government of Nova Scotia is preparing regulations to allow it to administer the Adult Learning Act. The purpose of this paper is to invite you to ask questions and tell us what you think about these new regulations that we are proposing. We are looking for feedback from adult learners and from all Nova Scotians. The regulations will help the government to enforce the Act. They deal with organizations that teach adult education and how they operate: how they qualify to get public funding, what records they must keep, and how they must report what they do. The proposed regulations also state what responsibilities adult learners have and what must be included in the Annual Report to the Minister of Labour and Advanced Education by the Nova Scotia School for Adult Learning (NSSAL).

Some Background

The Adult Learning Act

In September 2010 the government of Nova Scotia asked Nova Scotians for feedback on the future of adult learning in the province, particularly from those who deliver adult education programs. The feedback was used to help draft the Adult Learning Act which was passed in December 2010. The Act gives the framework that adult education programs must follow when they get money from the government. They must follow recognized principles of adult education, account for how they spend their money, and serve adult learners well. The government is now developing regulations for the Act.

The Regulations

The regulations need to be passed so that some parts of the Act can be enforced. The regulations will give the requirements that adult education providers must follow. They also give some requirements for adult learners to follow and outline what NSSAL must include in its Annual Report. The Act and the regulations reinforce the importance of adult education, especially the need for many Nova Scotians to improve their literacy and other skills. The regulations also reinforce the role NSSAL has in meeting that need.

The Nova Scotia School for Adult Learning

NSSAL was set up in 2001 to coordinate adult learning programs across the province. The programs range from basic literacy to finishing high school. NSSAL programs are administered by the Adult Education Division, Skills and Learning Branch of the Department of Labour and Advanced Education. The Division looks after funding, curriculum, guidelines for programs, resources for students, support and training for those who run the programs, and research to support the organizations. The organizations include community learning organizations, Nova Scotia Community College, Université Sainte-Anne, and regional school boards.
NSSAL has these goals:

- coordinate programs in English and French that are tuition free, and make sure that programs meet the needs of adult learners who want to follow any course of study from basic literacy to high school graduation
- open NSSAL programs to more people
- make sure that what people learn is recognized and can be transferred from program to program and province to province
- give adults who graduate a high school credential that will allow them to move on to further education, training, and employment
- make sure the curriculum meets the needs of adults who come from many different communities
- make sure programs meet high standards for adult learning in what they teach and how they teach it
- provide those who deliver the programs with resources and opportunities for professional development
- help Nova Scotia develop a workforce of people who have the skills they need and who can compete for jobs, and help develop healthy communities and a strong economy

Support A Culture That Supports Lifelong Learning

How to Give Us Your Feedback

If you want to send us your questions, concerns, and suggestions, please contact the Adult Education Division of the Department of Labour and Advanced Education in one of these ways:

- Faxing a letter to Adult Education at (902) 424-1171
- Emailing Adult Education at desmonhh@gov.ns.ca
- Writing to us at:

  Nova Scotia Department of Labour and Advanced Education
  Adult Education Division
  2021 Brunswick Street, PO Box 578
  Halifax, NS  B3J 2S9

You can find this paper on our website at http://www.gov.ns.ca/lae

Please send us your feedback by October 31, 2011 so that we have time to read and think about your comments.
Privacy

We will summarize the feedback we get and share it with the public. The summary may list the names of people and groups who have sent us feedback. Please let us know when you send in your submission if you do not want your name listed.

Also, please follow these guidelines when you send in your feedback. All submissions must follow the Nova Scotia Freedom of Information and Protection of Privacy Act.

You may put your name on your submission, but make sure you leave out anything that could identify you in the feedback that you give us. That includes the following:

- your name (state if you do not your name listed)
- any information that could identify you, such as your address
- the names of other people
- any information that could identify other people

Thank you for taking the time to participate. Should you have any questions please contact Helen Desmond-Morris, Research and Project Officer, Adult Education Division, Nova Scotia Department of Labour and Advanced Education at 424-3820 or desmonhh@gov.ns.ca
The Regulations We Propose

NSSAL has been in place since 2001. These regulations are based on many of the practices and procedures the organization already uses.

The regulations will deal with these areas:

- the criteria a learning organization must meet to get funding from the government
- the records an organization must keep and how it must report its activities and its spending
- the responsibilities that adult learners have
- what must be included in NSSAL’s Annual Report to the Minister of Labour and Advanced Education

The Criteria a Learning Organization Must Meet to Get Funding from the Government

We propose that learning organizations must meet these criteria to get funding from the government:

1. Offer learning programs to adult learners when they meet these criteria:
   - are 19 years of age and older
   - have been out of the education system for one year or more
   - do not have a high school diploma that is recognized by the Nova Scotia Department of Labour and Advanced Education. The Minister may allow exceptions

2. Offer programs that allow learners to improve their literacy and other skills they need to go on to more education, find work, and participate more in their communities. These programs must be delivered in one or both of these ways:
   - in a group setting with at least six hours of instruction a week, for at least 26 weeks during the program’s year
   - by one-to-one tutoring for enough time during the program year that a learner is able to improve their literacy skills in a way that can be measured

3. Offer programs that are tuition free.

4. Register learners in the way that the Minister sets up.

5. Make sure that all learners complete the Minister’s Adult Learner Survey.
(6) Work with learners to develop their own learning plans; make sure that someone from the program reviews the learning plans and makes changes if needed so that the plans continue to reflect what learners want to learn.

(7) Create files for each learner and keep them up to date; store these files in Canada only, in a way that is secure. Make sure learners can see their files and that their files can be seen by anyone who is given permission by the learner to see them.

(8) Use resources and curricula that the Minister has approved. This includes resources from the NSSAL Adult Learning Program and curricula from community learning organizations, the Nova Scotia Community College, and the adult high schools in Public Schools.

(9) Make sure instructors take training for professional development as directed by the Minister.

(10) Use processes for assessing programs and learning that the Minister has approved.

(11) Organizations must purchase appropriate insurance coverage.

(12) Follow the guidelines and business processes, and use the contracts of the Labour Market Programs Support System (LaMPPS).


**The Records an Organization Must Keep and How It Must Report Its Activities and Its Spending**

We propose that learning organizations that receiving funding must follow these processes:
- Keep daily attendance records of adult learners.
- Complete reports on the program and organization’s finances and submit them in the format that the Minister requires.
- Prepare a financial statement at the end of the program year and have it audited or certified.

**The Responsibilities That Adult Learners Have**

- Put together a learning plan and have it approved by the learning organization.
- Attend the program at the times that are set out by the learning organization.

**What Must Be Included in NSSAL’s Annual Report to the Minister**

We propose that NSSAL’s annual report to the Minister must include statistical information and may include other information.