

Prince Albert Literacy Network (PALN)
Annual General Meeting
Nov. 16, 2022

Reports

CHAIRPERSON REPORT

Another year has passed and I think we are finally getting back to some normalcy while still navigating COVID 19 parameters and such. With that being said, we still managed to have a successful year of delivering workshops and providing families with some fun and exciting opportunities as well as offering our Tutor /Learner Connections. Our staff has been busy 'sprucing up' the office space, with new paint provided by the Lake Country Co-op and their Communities in Full Color Program, as well as the additions of a new cart and shelving for the Duwayne Barnett Memorial Story Sack Room. We were honored to have the opportunity to present the Duwayne Barnett Memorial Plaque to her husband, Gord Barnett, along with family, friends and peers. It was a very touching celebration for all of those who attended. This was my 4th year as Board Chair with the Literacy Network and, as always, I am so proud of the work we have accomplished and I continue to be humbled by the people who are involved and the programming that we can deliver. Unfortunately, once again, we were unable to move forward with any of our fundraising activities due to the pandemic.

Office Staff:

Family Literacy Coordinator - Kara Thorpe has continued to stay on as our Family Literacy Coordinator. This being her 4th full year in the role. Her limitations have eased up and her programming within the office space and in the Family Resource Center continues to grow and Story Walks continue to be a huge success in the communities.

Adult Literacy Coordinator –Samantha (Sam) Kelly has also stayed on as our full time Adult Literacy Coordinator. Sam was finally able to put some of her programming back in to place this year making active matches with Tutors/Learners, as well as delivering Financial Literacy and Tenancy workshops.

Board Members:

We began the year with 10 Board Members: Nikki Hemsworth, Cathy Dickson, LaVera Schiele, Sylvia Gent, Greg Elliott, Liz Thompson, Sandra Williams, and Grace McLeod, Brent Smith and Tammy Burns. Each and every board member brings their individual knowledge, expertise and opinions to the table in all areas of our Organization making it a pleasure, for me, to chair monthly meetings. As for the meetings, we are FINALLY getting back to in person meetings and we were then able to have an awesome wind up on Grace's acreage in June for our year end Spring Fling. Many thanks to you all for another year of hard work and being so giving of your time.

Partnerships:

Dolly Parton Imagination Library -We continue to partner with the DPIL as both parties take an active interest in Early Education Development in children. Currently our obligation is to 'house' monies that come in as donation until a cheque can then be written to the Dolly Parton Imagination Library. DPIL is looking at partnering with us to put on a major fundraiser and we are still waiting on details. This is a year to year contract between partners and our 2nd review period will be Dec 1, 2022.

Kids First & Family Resource Centre – This partnership continues to develop between Kids First, Family Resource Center and PALN

PALN Board Committees:

Proposal Writing: Lavera Schiele, Liz Thompson

Although this is not an official Board committee, La Vera and Liz continue to be available to write and apply for most of the grants. Their expertise and knowledge in this area is greatly appreciated. Thank you both so much.

Financial: Tammy Burns, Rita Hardman (Bookkeeper)

To ensure financial accountability, Tammy and Rita continue to work together to keep the financial reporting system accurate and easy to read for the Board and Staff alike which is very much appreciated.

EVENTS:

Family Literacy Day - Celebrated on January 27th 2022 and held in the Gateway Mall. Kara was instrumental in organizing this family friendly event that promoted activities for children and parents alike. It was very well attended and feedback from the families was very positive. Well done Kara!!

International Literacy Day – While it was officially recognized with the proclamation by the city in September 2021, our participation in the Farmers Market was cancelled.

SOCIAL MEDIA:

Kara and Sam continue to keep our social media sites up to date with events and information. Kudos go out to both of you.

We look forward to the new year and implementing some exciting new initiatives. Thank you to all who have supported PALN.

Respectfully,

Nikki Hemsworth

PALN 2021-2022 Board Chair

Family Literacy Report

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Report Period: September 1, 2021 - August 31, 2022

Funding Status:

- \$53,340.00 - Coordination and delivery of Family Literacy Hub Funding Provincial Literacy and Library Office – PLLLO)

Activity Report:

Storysacks Library:

- 43 Borrowed
- 67 Adults and 229 Children
- Numbers were lower this year due to pandemic restrictions, but the user ship was beginning to build in the second half of the year.

Intro to Family Literacy:

- 1 delivered to Family Resource Center (PAFRC) and Kids First Staff
- 1 Saskatchewan Literacy Network/Prince Albert Literacy Network online "Intro to Family Literacy" co-delivered

Taste of Family Literacy:

- 2 delivered: 1 to the Walk with Mom's group, 1 at Mom's Morning Out.

Professional Development Events:

- Family Literacy Coordinator attended 4 online workshops delivered by ABC Life Literacy
- Attended Anti-racist training delivered by Dr. Manuela Valle-Castro and Becky Saskamoose, hosted by Catholic Family Services
- Presented at, and participated in a community agency share as well as IRAP discussion, hosted by Kids First.

Read Move Share:

- 4 sessions scheduled at the Family Resource Center. 7 parents and 11 children attended

Family Literacy Resources:

- 1 Story Walk borrowed. Queen Mary School borrowed “When the Trees Crackle with Cold” to have up during parent teacher interviews.

Story Walk Project:

- A partnership project with the following organizations: Prince Albert Literacy Network (project creator), Kids First Prince Albert (financial partner), and the Family Resource Center (co-creator and storage of items).
- Story Walk Titles and Engagement:
 - Dec 18th – Sweetest Kulu 28 families
 - Jan 22nd – When the Trees Crackle with Cold, 35 families
 - May 15th – All Kinds of Families, Suzanne Lang, 36 families
 - June 17th – Just a Walk 6 families (rained out)

Community Participation and Outreach:

- Promoted our services at International Literacy Day, Family Literacy Day, Family Expo, Kindness Caravan, and the Summer Fair Parade
- Attended monthly Community Network Coalition meetings and Prince Albert Early Childhood Council via zoom which resulted in increased community partnerships for program development and coordinated projects to support families.
- Book Donations from Value Village Get to Give program to fill the Free Little Libraries restarted in May and were able to build enough books to fill the libraries for the summer.
- Community Engagement Program saw a total of 297 books delivered to 7 community organizations.
- 50 Family Fun kits were made and distributed to families in the community. Many were handed out as part of Family Literacy Day events, others were distributed through partnership organizations: YWCA New Mothers group, Prince Albert Catholic Services and the Ministry of Social Services.
- 15 kits were given to Duck Lake Pre-k to support family literacy to pre-kindergarten/kindergarten families in their area
- 30 Welcome Baby Kits were delivered through – Kids First, Family Futures, Early Childhood Intervention Program and the Family Resource Center.

Additional Highlights:

- StorySack readings – weekly at the Family Resource Center began in November. On average 7 families were in attendance and we have been asked to continue with the program in the Fall.
- Crack the Code – A mini family literacy night event developed by the family literacy coordinator was developed. 4 nights were hosted at the Family Resource Center averaging 6 families a night.

- Family literacy facilitator, Kim Orynik, worked with the Mann Art Gallery to create a new Story Box, “The Museum”. A copy remains at the gallery and one was donated to PALN.
- The staff continued to work to upgrade the office. A grant from the Coop enable the office to be painted over the summer.

Goals and Initiatives:

- Participated in creating a provincial wide Family Literacy Day content, reading and event. The online reading was viewed by over 16,000 people from Saskatchewan. Surveys showed that local engagement was increased from last year.
- Began work on a committee to develop a provincial wide document for onboarding and internal ministry use, defining what the Hubs are and what we do.
- Participating in launching the Intro to Family Literacy to an online platform.
- Users of Programs are committed to continued use of our programs. We began slowly reengaging public programming with weekly storysacks, Crack the Code and Read, Move, Share! We also saw a growth in the usage of StorySacks as the year progressed.
- The Family Resource Center and Kids First are now open in the mall. We have benefited from the use of the Family Resource Center space for weekly Storysack Readings, monthly Crack the Code events and a Read, Move, Share! family programs.
- Continue to work with school divisions and local organizations to attract new users of Storysacks, resources and programs.
- Rebranding and sorting of Storysacks and resource materials have begun and will continue into the new year. 20 new “book boxes” have been created and will be advertised for usage in the Fall.

Submitted by Kara Thorpe

Adult Literacy Report

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Report Period: September 1, 2021 - August 31, 2022

Funding and Contract Expectations:

- **\$10,000. Conexus Credit Union Community Investment Program**
 - Contract held from September 1, 2021 to June 30, 2022.
 - Contract expectations include coordination and delivery of financial literacy workshops
 - Application for funding was submitted in June 2022 and a three-year contract was approved beginning in September 2022.
 - Final reports for each year will be submitted by the end of each June.
- **\$55,520. Ministry of Immigration and Career Training (ICT)**
 - Contract held from January 1 to December 31, 2021 and renewed for January 1 to December 31, 2022.
 - Contract expectations include the coordination and delivery of 5 financial literacy and tenancy workshops for ICT clients, presenting 2 tutor training sessions, delivering tutoring services to adult learners, and purchasing relevant resources for tutors and learners.
 - Our contract manager has changed three times this fiscal year.
 - Registration for all program participants will occur via a phone-in registration process.
 - A final report was submitted in January 2022 for the 2021 contract.
 - Interim reports were submitted in May and September of 2022 for the 2022 contract.
 - Application for further funding must be submitted to ICT by November 15, 2022.

Activity Report:

Tutors and Learners:

- 2 new learners assessed
- 12 active tutor-learner pairs (9 Newcomers; 3 Canadian-born (2 self-identify as Indigenous))
- 37 tutors on file with availability indicated as actively meeting learners, ready for a match, or on hold until further notice.
- 36 physical or electronic resources lent out to support tutors and learners
- 25 support calls or emails with tutors

Financial Literacy and Tenancy:

- 18 financial literacy workshops were delivered, reaching 153 individuals
- 7 tenancy workshops were delivered, reaching 83 individuals
- Adjusted PowerPoint presentations to align with the four revised ABC Money Matters workbooks
- Created 4 Doodly videos to complement workshop presentations and one general financial literacy video that is posted on the PALN YouTube channel.

Tutor Training:

- The planned December 2021 tutor training was cancelled as potential tutors wished to postpone.
- No training in the spring of 2022. Many of the new tutors have professional teacher education and experience, so the training was waived.

Community Participation and Outreach:

- Financial literacy and tenancy workshops were held in-person and virtually at a number of organizations and educational institutions: Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic (Adult Basic Education), YWCA (Employment Support Program for Youth), Prince Albert Multicultural Council (Enhanced Career Bridging), YWCA (Our House), and YWCA (Kindred Spirits)
- Attended and promoted our services at Community Network Coalition (CNC)/Prince Albert Urban Indigenous Coalition (PAUIC) meetings
- Distributed tutor volunteer posters 2 times this fiscal year to CNC and 10-15 physical locations such as the Arts Centre, Art Hauser, Crescent Heights Pharmacy, Grainfields, etc.
- Participated in the Community Building Youth Futures video directory project
- Established daily media spots with Pattison Media for August 2022 to March 2023
- Purchased an advertising space on Farmer's Market reusable bags that were distributed in July and August 2022
- Created a Doodly video to highlight PALN services that was posted on social media and PALN YouTube channel
- Christmas card distribution to volunteer tutors and workshop facilitators
- Created and distributed 22 volunteer appreciation packages and 11 appreciation cards in lieu of the annual volunteer supper
- Distributed fall, winter, and spring newsletters to tutors and the broader Prince Albert community by posting the newsletters on our Facebook page and emailing to the CNC/PAUIC group

Highlights:

- Improved social media presence on Facebook and Instagram. The major themes included International Literacy Day, science literacy, grammar nanny series, word nerd series, and volunteerism.
- Prepared the PALN office for plumbing and painting upgrades
- Established new relationships with two YWCA programs (Our House and Kindred Spirits)

Goals and Initiatives:

- 5 financial literacy and tenancy workshops booked for the fall of 2022
- Maintain our presence on social media platforms
- Continue to promote tutoring services and workshop opportunities through various means
- Re-establish connections with educational and support services to make instructors, teachers, coordinators, and learners aware of our services

Submitted by: Samantha Kelly