

Prince Albert Literacy Network (PALN)
Annual General Meeting
February 26, 2024

Reports

Chairperson Report

September 1, 2022- Aug. 31, 2023

With the Pandemic behind us, the office has finally moved forward with in-person programming and meetings. We have had a successful year of delivering workshops and providing families with some fun and exciting opportunities as well as offering our Tutor/ Learner Connections. This was my 5th 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, we were unable to have a small fundraiser in the spring of 2023 but I am hopeful that we will get back to the Poetry Slam night.

Office Staff:

Family Literacy Coordinator - Kara Thorpe has continued to stay on as our Family Literacy Coordinator. This being her 5th full year in the role, her programming within the office space and in the Family Resource Centre 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 continues to make active matches with Tutors/Learners, as well as coordinating/delivering Financial Literacy and Tenancy workshops.

Board Members:

We began the year with 9 Board Members: Nikki Hemsworth, Cathy Dickson, LaVera Schiele, Greg Elliott, Liz Thompson, Sandra Williams, 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. PALN is back to in-person meetings at the office with Brent Smith hosting our June Wind-up in his back yard. Many thanks to you all for another year of hard work and being so giving of your time.

Partnerships:

Dolly Parton Imagination Library (DPIL) - 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. This is a year-to-year contract between partners and our 3rd review will need to be scheduled for 2024.

KidsFirst & Family Resource Centre - This partnership continues to develop between KidsFirst, Family Resource Centre and PALN.

PALN Board Committees:

Financial: Bookkeeper – Rita Hardman; Treasurer – Tammy Burns. This year we created a financial sub-committee to go over the grants and contracts and to create a more streamlined budget. This continues to be a work in progress but it is coming together.

Events:

Family Literacy Day - Celebrated on January 28th, 2023 and was 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 – Sept 8th, 2022. While it was officially recognized with the proclamation by the city, we were also able to attend the Farmers' Market on September 10th, 2022, from 10:00 – 2:00 with free books, balloon animals and treats for kids of all ages.

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 2022-2023 Board Chair

Adult Literacy Report

Report Period: September 1, 2022 - August 31, 2023

Funding and Contract Expectations

- **\$10,000. Conexus Credit Union Community Investment Program**
 - * Contract held from September 1, 2022 to June 30, 2023.
 - * Contract expectations include coordination and delivery of financial literacy workshops
 - * This is the first of a three-year contract which was approved, beginning in September 2022.
 - * Final report for the Sept 2022-June 2023 year was submitted via email to Clarke Westby on June 21, 2023.

- **\$55,520 (2022) and \$58,520 (2023). Ministry of Immigration and Career Training (ICT)**
 - * Contract held from January 1 to December 31, 2022 and renewed for January 1 to December 31, 2023.
 - * Contract expects a total of 90 participants will be served in each contract year.
 - * Contract expectations also include the coordination and delivery of tutor training sessions, delivery of tutoring services to adult learners, delivery of workshops to the community.
 - * An amendment to the 2023 contract was made to accommodate the Ministry's requirement of an annual review. An additional \$3000 was awarded to cover these new costs.
 - * Registration for all program participants continues via the phone-in registration process.
 - * A final report was submitted in January 2023 for the 2022 contract and an interim report was submitted in May of 2023.
 - * Application for further funding must be submitted to ICT by November 15, 2023.

Activity Report

Tutors and Learners

- 10 learners sought tutor services and were assessed
- 12 active tutor-learner pairs (8 Newcomers; 4 Canadian-born (3 self-identify as Indigenous))
- 24 tutors on file with availability indicated as actively meeting learners, ready for a match, or on hold until further notice.
- 54 physical or electronic resources lent out to support tutors and learners
- 37 support calls or emails with tutors

Financial Literacy and Tenancy

- 35 financial literacy workshops were delivered, reaching 246 individuals
- 6 tenancy workshops were delivered, reaching 47 individuals
- Created 4, one-page factsheets for the high school Lunch and Learn series titled, *Opening a Bank Account, Savings Ahead, Where Did All My Money Go, and Fraud Alert.*

Tutor Training

- 4 new tutors were welcomed to the tutoring program; two were previously professionally trained as teachers and therefore attended an abridged tutor training.
- One full-day training was delivered in the fall of 2022.

Community Participation and Outreach

- Financial literacy and tenancy workshops were held in-person at a number of organizations and educational institutions:
 - * Saskatchewan Indian Institute of Technologies (Adult Basic Education and Essential Skilled Workers programs)
 - * Saskatchewan Polytechnic (Adult Financial Literacy 30)
 - * YWCA (Employment Support Program for Youth program)
 - * Prince Albert Multicultural Council (Enhanced Career Bridging program)
 - * YWCA - Our House
 - * YWCA - Kindred Spirits
 - * Métis Addictions Council of Saskatchewan
 - * Prince Albert Community Service Centre (Career Bridging Employment program)
 - * PACI High School (Lunch and Learn series)
- Attended and promoted our services at Community Network Coalition (CNC)/Prince Albert Urban Indigenous Coalition (PAUIC) meetings
- Met with SaskPolytech advisor, the regional director of the Learning Disabilities Association of Saskatchewan (LDAS), and YWCA's language coordinator with regard to the PALN adult literacy services
- Distributed tutor volunteer posters 2 times this fiscal year to CNC/PAUIC and 10-15 physical locations such as Art Hauser, Crescent Heights Pharmacy, Art Centre, Alfred Jenkins Field House, Grainfields, Sweet Stells, etc.
- Participated in Community Building Youth Futures for the filming of the youth community video directory
- Attended the 2023 PA Area Teachers' Association Conference as an organization/vendor table
- Media spots with Pattison Media ran from September 2022 to March 2023
- Summer 2023 blast of social media spots on Facebook and Instagram highlighting literacy tips and PALN services
- Updated all of the PALN pamphlets

- Held a Come-and-Go Volunteer Appreciation Tea for all PALN volunteers with 14 attendees.
- 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

- Doubled the number of financial literacy workshops delivered and participants reached, as compared to the previous year.
- Established 6 Digital Literacy workshops with an ESL PAMC instructor/ PALN volunteer, Arlene Burke. Three of these workshops were delivered beginning in March 2023. The working titles and topics include:
 - * *You Don't Have to be Afraid of Computers*
 - * *Introductions to Parts of Your Computer and Other Devices*
 - * *Personal and Private Information – Secure Passwords*
 - * *Internet, Web Browsers and Search Engines*
 - * *Email Basics – How to Identify Scams*
 - * *Social Media – Types of Social Media and Protecting Your Privacy*
- Established a new relationship with the PACI community wellness coordinator to facilitate financial literacy 'Lunch and Learn' workshops. Four workshops were delivered, with corresponding factsheets.
- Established a new relationship with the employment instructors at the PA Community Service Centre.

Projected Plans, Goals and Initiatives

- 11 financial literacy and tenancy workshops booked for the fall of 2023
- Attract more learners to the tutoring program
- Review the beta-tested Digital Literacy workshops; establish the next steps with regard to participant resources and roll-out to the broader community.
- Review, revamp and reprint of the Tenancy participant workbook
- Maintain our presence on social media platforms
- Maintain connections with educational and support services to make instructors, teachers, coordinators, and learners aware of our services

Submitted by: Samantha Kelly

Family Literacy Report

Report Period: September 1, 2022 - August 31, 2023

Funding Status:

- \$53,340.00 - Coordination and delivery of Family Literacy Hub Funding Provincial Literacy and Library Office – PLLO
- \$5,000.00 – Indigenous Partnership Funding – PLLO

Activity Report:

Storysacks Library:

- Storysacks were checked out a total of 209 times. Userbase increased significantly from last year as schools starting hosting Family Literacy Nights again and programming PALN programming grew.

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 Wesmore Parents Program, 1 at Mom’s Morning Out.

Professional Development Events:

- Family Literacy Coordinator attended 2 online workshops delivered by ABC Life Literacy
- Family Literacy Coordinator co presented 2 online workshops delivered by Saskatchewan Literacy Network

Programs:

- 34 Storysack readings hosted at the Family Resource Centre with an average of 6 families in attendance at each reading.
- 7 Crack the Code Family Literacy Events hosted at the Family Resource Centre with an average of 5 families in attendance.
- 3 – 4-week sessions of Read, Move Share – hosted at the Family Resource Centre with 5 to 7 registered families each session. 1 – 4-week session of Read Move Share hosted at Wesmore School with 4 parents and their children. 3 – 4-week sessions of Read, Move Share – hosted at the YMCA for Newcomer families with an average of 7 families in attendance.

- 2 Storywalks hosted (Gateway Mall, Alfred Jenkins Play structure) total of 57 families.

Presentations:

- Early Childhood Networking Day – 15 organizations (45 people in attendance)
- Prekindergarten orientation and Kids First Orientation Days – 10 people
- Family Expo – approximately 800 people in attendance
- Sask Polytechnic – presentation with Year 2 Early Childhood Education program on Diversifying a classroom library – 42 people

Family Literacy Resources:

- 6 Story Walk borrowed. Some were in combination with Family Literacy nights, 1 for parent teacher interviews and one for other purposes.
- 9 Family Literacy Kits (including Family Learning Olympics, Read Rock Roll and supplementary Crack the Code)

Special Projects:

- “Pete the Cat Goes to the Library” Incentive: Books provided by the PLLO were to be distributed in partnership with local libraries. 120 books were distributed as part of the partnership between 9 regional libraries within the Wapiti region. After the project, 3 have reached out for programming assistance and 2 have begun borrowing storybags. We are now able to use the interlibrary system to ship resources to any regional library within the region.
- Canadian Children’s Book Day – we were granted 2 virtual readings with the Author Peggy Collins. She presented her book “Harley the Hero”. Over 2 days 600 students participated in the readings and illustration workshop with the author. 300 copies of the book were also distributed to the classrooms and students. Local artist, Quinn Smith-Windsor, to create her version of Harley for future use in the office. In the upcoming year a Storywalk will occur as well as the making of a Storybag based on the book.

Community Participation and Outreach:

- Promoted our services at International Literacy Day, Family Literacy Day and the Annual Family Expo.
- Attended monthly Community Network Coalition meetings and Prince Albert Early Childhood Council which results in increased awareness and 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 continues and 2 new Free Little Libraries may be started in the next year.
- Community Engagement Program saw a total of 258 books delivered to 6 community organizations.
- 75 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, Family Futures and the Family Resource Center

- 30 Welcome Baby Kits were delivered through –Early Childhood Intervention Program and the Prenatal Outreach and Resource Team.

Additional Highlights:

- This year the Storysack room was dedicated in memory of Duwayne Barnett. Her family continues to support PALN regularly and was fitting to name the Storysack room in her honor. She was a long time early education teacher and strongly believed in developing early literacy skills in creative ways.

Goals and Initiatives:

- Participated in creating a provincial wide Family Literacy Day content, reading and event. The online reading was viewed by over 6,000 people from Saskatchewan. Surveys showed that local engagement continues to increase viewership year over year.
- Committee work to develop a provincial wide document for onboarding and internal ministry use, defining what the Hubs are and what we do was completed.
- Users of Programs are committed to continued use of our programs. Public programming with weekly storysacks, Crack the Code and Read, Move, Share! continue to grow. We also large a growth in the usage of StorySacks as the year progressed.
- We continue to use the Family Resource Center space for weekly Storysack Readings, monthly Crack the Code events and a Read, Move, Share! family programs.
- New connections with the Wapiti Library Region though the “Pete the Cat Goes to the Library” project funded by the PLLO were made. Following the project regional libraries began using Family Literacy kits and Storysacks.
- We saw a large uptake in school Family Literacy Nights this year. Office staff work creatively to create resources to be used by 7 schools/regional libraries within the 2 weeks around Family Literacy Day.
- Goal – to continue to grow the partnership with the libraries in our area in providing resources and program development support.
- Goal - Continue to work with school divisions and local organizations to attract new users of Storysacks, resources and programs.

Submitted by Kara Thorpe