



Mission Statement:

The Saskatchewan Literacy Network promotes and supports literacy in Saskatchewan.



Saskatchewan Literacy Network Annual Report

2002-2003

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Introduction

This year, the Saskatchewan Literacy Network (SLN) decided to prepare our annual report in two different formats. The shorter version, a print document, is an external communications tool. This longer version, accessible online, provides greater detail for those who work in the field.

Mission Statement

The Saskatchewan Literacy Network promotes and supports literacy in Saskatchewan through:

- Public awareness
- Advocacy
- Training
- Sharing information

Values

- We believe that literacy is a basic human right.
- We believe that literacy training is a social responsibility
- We believe in life-long learning.
- We believe that learners must be central to all literacy programming and policy development.
- We believe in clear and open communication.
- We believe in respect for different needs and cultures.
- We believe in quality literacy information and programming.

Vision

- Literacy will be a part of life-long learning.
- Literacy will be promoted through a wide range of community partnerships.
- Learning opportunities will be present in workplaces, community centers, and public places.
- Literacy will be seen as an issue of health, community participation, and social justice, as well as an economic issue.
- Literacy programs will reflect the needs of learners, their families, and communities.

- Effective partnerships among organizations, business, and government will ensure funding of literacy programs and learning opportunities appropriate to the needs of learners.
- Learners throughout the province will be able to take part in literacy programs and learning opportunities of the highest standard.

Goals

A. Communication

- a. To increase public awareness about literacy issues and activities
- b. To inform decision-makers about literacy issues and needs.
- c. To serve as the provincial contact for literacy organizations outside of Saskatchewan.
- d. To foster sharing of information among literacy providers in Saskatchewan (includes literacy tutors, instructors, and administrators)

B. Resource Development

- a. To provide information about funding opportunities to literacy program providers
- b. To encourage dialogue between literacy providers and government about literacy policy and priorities
- c. To build partnerships with other agencies with an interest in literacy.

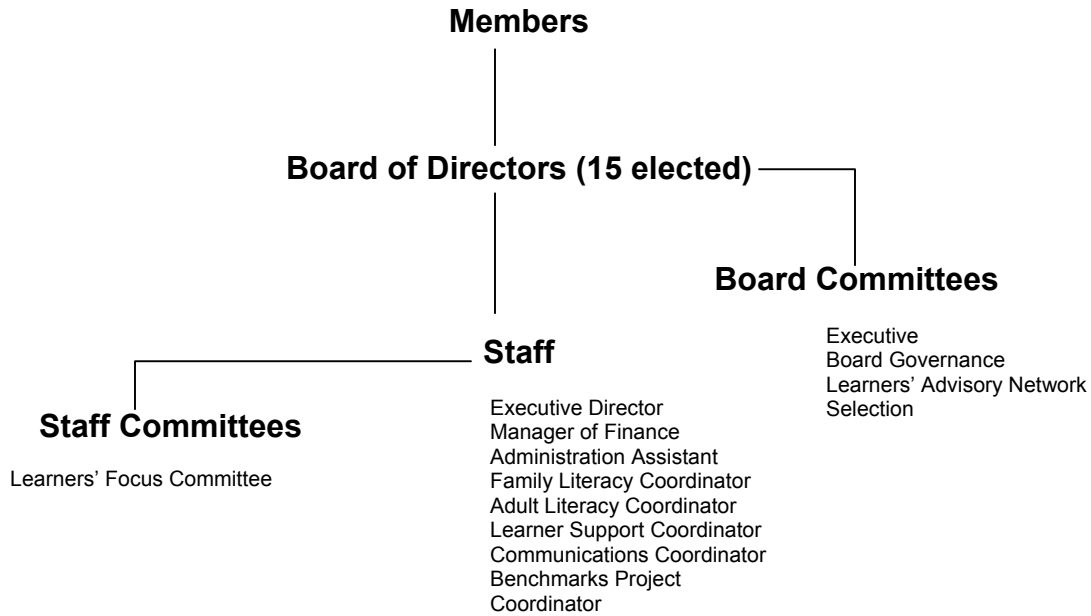
C. Field Development

- a. To encourage a high standard of excellence in Saskatchewan Literacy programs.
- b. To respond to the training needs of literacy providers.

D. Learner Involvement

- a. To ensure that the opinions of learners are reflected in literacy policy and programming.
- b. To increase awareness of learning opportunities in Saskatchewan.

Organizational Structure



Board of Directors

- Leanne McLeod, President, Prince Albert
- Lynda Richards, Vice-president, Swift Current
- Lee Anne Clarke, Secretary, Saskatoon
- Guy Johnston, Treasurer, Saskatoon
- Peggy Adamack, Regina
- Karen Farmer, Saskatoon
- Tim Helfrich, Saskatoon
- Bebe Ivanochko, Air Ronge
- Ngeune Selinger, Prince Albert
- Lisa Wilson, Saskatoon
- Karen Barnstable, Macoun
- Ron Petrie, Regina
- Miao Ma, Saskatoon
- April Dahnke, Regina
- Ron Torgerson, Regina

Staff

- Debbie Purton, Executive Director, Yorkton
- Rachelle Moberly, Manager of Finance, Saskatoon
- Rebecca McIvor, Administrative Assistant, Saskatoon
- Lynne Mouro, Family Literacy Coordinator, Prince Albert
- Donna Zaleschuk, Learner Support Coordinator, Saskatoon
- Lisa Erickson, Adult Literacy Coordinator, Saskatoon
- Kim Blevins, Communications Coordinator, Regina
- Ruth Blaser, Benchmarks Project Coordinator, Regina

2002-2003 SLN Committees

Developing Literacy Benchmarks for Saskatchewan Project Advisory Committee

- Bebe Ivanochko - Literacy Coordinator, Northlands College
- Ngeune Selinger – Learner
- Lynda Richards – Learner
- Lavonne Dubois - Community School Coordinator, McDermid Community School
- Carmen Bussiere - Project Director, Saskatchewan Aboriginal Literacy Network
- Adeline Steinley - Cypress Hills Regional College
- Irene Jacques – Elder, Standing Buffalo First Nations
- Lynda McPhee - Manager of Program Development, Cumberland Regional College
- Alan Mills - Saskatchewan Labour Force Development Board, Crew Call Director, Saskatchewan Motion Picture Association
- Donna Woloshyn, Program Manager, Adult Literacy, Family Literacy and ESL Training and Employment Programs Unit, Saskatchewan Learning
- Project Coordinator, Basic Education Redesign Task Team, Saskatchewan Learning
- Debbie Purton, Saskatchewan Literacy Network, Executive Director

SLN External Committee Involvement

- Provincial Literacy Steering Committee, Saskatchewan Learning
- Provincial Justice Literacy Steering Committee, Pine Grove Correctional Centre
- Movement for Canadian Literacy: Saskatchewan Representative on MCL's Board of Directors and Board Vice President
- Saskatchewan Aboriginal Literacy Network Board of Directors (formerly Saskatchewan Aboriginal Literacy Steering Committee) – Treasurer
- ESL Manual Development Committee
- Raise a Reader Organizing Committee
- Coalition members (Regina Literacy Association, Saskatoon Literacy Coalition, Prince Albert Literacy Network)

Acknowledgements

The Saskatchewan Literacy Network wishes to express gratitude for ongoing financial support from the National Literacy Secretariat, Human Resources Development Canada, and for the support of Saskatchewan Learning.

The Network also wishes to recognize the following organizations and individuals for their help in promoting and supporting literacy in Saskatchewan.

Sponsors/Donors

- ABC CANADA Literacy Foundation
- Honda Canada
- SaskTel
- SaskEnergy
- SGI
- CanWest Global Communications
- DirectWest
- The Office of the Lieutenant Governor
- Impact Printers
- Displayco
- SaskTel Pioneers
- Bradbury Branding and Design Inc.
- Vic Cicansky
- Casino Regina/Casino Moose Jaw
- CUETS
- Century 21 Dome Realty
- Taylor Automotive Group
- Stonecreek Financial
- Hotel Saskatchewan Radisson Plaza
- Saskatchewan Roughriders
- Supreme Basics
- CBC Radio
- Air Canada
- Canada Post
- Great-West Life/London Life
- The Co-operators
- Epson
- Awareness Remedial Massage
- Brown Communications
- RenGro Fertilizer Ltd.
- Wascana Flower Shoppe
- Heartland Agro Services Ltd.
- Saskferco Products Inc.
- Ramada Hotel
- Florida Panthers Hockey Club
- The Quality Inn
- Rawlco Communications
- The Regina Symphony Players
- Mallabar Apparels
- Details Photography Studio
- Famous Players Inc.
- Sony Music Canada
- McClelland & Stewart Inc.
- Tiger Brand Knitting Company Ltd.
- North West Regional College, North Battleford
- Parkland Regional Library
- Balcarres Community School, Balcarres
- Dr. Brass School, Yorkton
- Ducharme Elementary School, La Loche
- YWCA, Prince Albert
- Madeline Dumont Preschool, Saskatoon
- La Ronge Public Library, La Ronge
- Bishop Klein School, Saskatoon

Volunteers

- Brenda Lee, Prince Albert
- Girl Guides of Prince Albert
- SaskEnergy staff and families
- Raise a Reader volunteers
- SaskTel Pioneers
- The PGI Golf Tournament for Literacy organizing committee

Special Events

Literacy Awards

Click here for information and photos of the 2003 Saskatchewan Literacy Awards.

PGI Golf Tournament for Literacy

Click here for information and photos of the 2003 PGI Golf Tournament for Literacy.

Share the Warmth

Click here for information and photos of SLN's partnership with SaskEnergy in the Share the Warmth project.

Raise a Reader

Click here for information and photos of SLN's partnership with CanWest Global Communications in Raise a Reader.

President's Message

As another year passes, we fondly reflect on the many changes to our organization. This past year has been both a challenge as staffing changed and a triumph with many successful initiatives. One such example was our success in building effective relations between the SLN, government officials, and other political figures.

This year was also a success in terms of our special events. This was the SLN's second year of hosting the PGI Golf Tournament for Literacy. The proceeds from PGI Regina allow the SLN to fully support and implement the toll-free literacy line (1-888-511-2111). Thanks to those who put so much effort into ensuring the success of the tournament. Also for the second year, the SLN organized the Saskatchewan Literacy Awards with the support of the Lieutenant Governor's Office. These two outstanding events help us to support and promote literacy within our province.

There are also many other projects that happen around the province to benefit the cause of literacy. On behalf of the board, I would like to thank all those who go the extra mile to promote and encourage literacy, especially all of the SaskEnergy employees and volunteers for their efforts to collect and distribute children's books for the Share the Warmth Campaign. I would also like to thank all of the CanWest employees and volunteers for their dedication and commitment to the first Raise A Reader fund-raising campaign.

As we look ahead to the new year, we see more changes on the horizon. The board plans to build effective board procedures in line with our new policy governance model. While the establishment of proper board procedures is an important development, I am sure the main focus of our meetings will not be lost. The SLN board is committed to "ensure that the direction of the [SLN] organization remains focused on adult learners [and their families]."

My time with the board has been an amazing learning experience. I truly enjoyed it and will miss the excitement of seeing so many changes in the area of literacy. Thank you to my fellow board members for your support and commitment to literacy. Finally, to the staff, I know that this past year was filled with challenges and changes, but if there is one thing I do know, you are a great team of individuals who will take the SLN organization to new heights.

Good luck to all and take care,
Leanne McLeod

The Year in Review

Advocacy, Government Relations and Partnerships

SLN continued to play an important role on both the Provincial Literacy Steering Committee and in national discussions regarding the Skills and Learning Agenda – bringing the perspective of Saskatchewan learners and practitioners to both discussions. As part of this process, SLN staff organized presentations on the proposed federal and provincial literacy strategies at regional and provincial literacy meetings and to political party representatives. Over 60 literacy learners and practitioners provided direct input through a five regional consultations organized by the SLN.

Key activities included:

- Provided regular updates on the Provincial Literacy Strategy and the National Skills and Learning Agenda to the field.
- Participated in the National Best Practices in Literacy workshop held in Toronto on October 3-4, 2002 as a means of providing provincial input/recommendations on the Skills and Learning Agenda.
- Facilitated five feedback sessions on the proposed National Literacy Action Agenda developed by the Movement for Canadian Literacy. In total, 64 participants provided feedback on the proposed Action Agenda.
- Distributed MCL's *Federal Literacy Facts*, which includes updates on the Skills and Learning Agenda, to the field on a regular basis.

This year, the SLN focused its efforts on establishing and strengthening links with key government officials and political party representatives. SLN staff, board members and representatives from the broader literacy community met with 32 political party representatives and government officials to increase awareness of literacy issues within Saskatchewan. Partnership efforts with literacy organizations at the regional, provincial and national efforts continued to grow and strengthen. Furthermore, the SLN was involved as project partner on two provincial literacy initiatives (i.e. ESL Tutor Training manual with the Regina Public Library and Cumberland Regional College and on the Keeping Keys to Family Literacy on the Justice Agenda project with Pine Grove Correctional Institute).

Highlights include:

- The Executive Director and Miao Ma, SLN learner representative on MCL's Learners' Advisory Network, met with Carol Skelton, Canadian Alliance MP and Lisa Bryden-Clarke, Special Assistant to Minister Ralph Goodale on Literacy Action Day to highlight provincial literacy needs and issues, and to obtain their support.
- Gave the keynote address on "Literacy: All Ages, All Stages" at the Regina Public Library's Tutor Conference on November 2, 2002.

- Participated as a speaker and panel member at the Northern Literacy Conference held in LaRonge on November 12-15th. Presentations focused on the National Literacy Action Agenda and the SLN's mandate and services.
- Along with representatives from Pine Grove Correctional Centre, SLN's Executive Director and Family Literacy Coordinator met with Andrew Thompson, Minister of Corrections and Public Safety, Neil Yeates, Deputy Minister, Garth King, Provincial Corrections, and Caroline MacMurchy, Ministerial Assistant, to discuss the literacy needs of adults within correctional centers and to obtain support for the development of a justice literacy strategy. Response was very positive.
- Participated in a partnership with the Regina Public Library and Cumberland Regional College on the development of an English as a Second Language Level 1 Tutor Training Kit.
- SLN's Executive Director, Family Literacy Coordinator and Adult Literacy Coordinator participated as members of Pine Grove Correctional Institute's Justice Literacy Steering Committee and attended bi-monthly meetings. As a project partner on this provincial initiative, the SLN is involved in planning advisory committee meetings and co-facilitating consultations with corrections staff and inmates with the goal of developing a justice literacy strategy for the province.
- Developed and distributed 54 literacy information kits, modeled after MCL's *Literacy Action Day* information packages. These information kits were distributed to government officials prior to meetings (see attached).
- During the period of February to June 2003, the SLN requested 13 meetings with political party representatives and key government officials. Of the 13 meetings requested, *ten meetings* were organized with 32 *MLAs, political party representatives and key government officials* to highlight the importance of literacy as an issue within our province. SLN staff, board members, learner representatives and others from the literacy community met with the following:
 - NDP Caucus – Saskatoon: Judy Junor (Minister, Saskatchewan Learning), Pat Lorje, Graham Adley, Carolyn Jones
 - Arlene Jule – MLA Humboldt (Indian & Metis Critic, Deputy Critic of Justice)
 - David Karwacki (Leader, Liberal Party)
 - Sask Party Nominated Candidates – Saskatoon: Ken Cheveldayoff, Patrick Bundrock, Phillip Strenger, Fred Ozirney, Kevin Waugh
 - Sask Party – Special Policy Committee on Health & Human Resources: Ben Heppner, June Draude, Don Toth
 - Eric Cline (Minister of Justice), Jan Turner (Director, Community Justice Division & Community Services, Saskatchewan Learning), Duane Haavey (Ministerial Assistant)
 - Buckley Belanger (Minister of Northern Affairs) and Leo Gardner (Ministerial Assistant)
 - Judy Junor (Minister of Saskatchewan Learning), Sarah Still (Ministerial Assistant), Glenn Hagel (Minister of Community

- Resources and Employment), Mike Dalrymple (Ministerial Assistant)
- NDP Caucus – Regina: Doreen Hamilton, Ron Harper, Warren McCall, Harry Van Mulligen, Hon. Mark Wartman (Minister of Highways & Transportation), Kevin Yates
- Donovan Young (Assistant Deputy Minister, Intergovernmental & Aboriginal Affairs) and Giselle Marcotte (Director, Aboriginal Policy and Operations)
- Following meetings with political party representatives prepared and forwarded literacy articles for inclusion in MLA Householders, upon request.

Through SLN representation on the Saskatchewan Aboriginal Literacy Network (SALN) Board of Directors and through subsequent partnership efforts with the SALN, the two organizations have worked collaboratively to heighten awareness of Aboriginal literacy needs, issues and opportunities. Meetings with key government officials and political party representatives have been particularly successful resulting in departmental commitment to support Aboriginal literacy and the second Aboriginal literacy gathering in Saskatchewan. In addition to these efforts, the SLN has provided information and support to other Aboriginal literacy initiatives both within and outside of Saskatchewan

Promotion of Literacy in Saskatchewan

Promotion of literacy is integral to the mission of the Saskatchewan Literacy Network (SLN). Without the ability to raise awareness of and support for literacy in this province, SLN would not be able to perform many of its necessary functions. This year, SLN's success was reflected in the amount of exposure promotional efforts received and the support generated from them.

This year, SLN staff were involved in promoting and supporting literacy in Saskatchewan in many different ways – through participation in literacy celebration events in different parts of the province, providing news releases and advertisements for special literacy days, setting up displays at a diverse number of conferences and public events, creating a newsletter and web site, partnering with other organizations to help plan literacy related events, organizing literacy promotional events, and speaking at a wide variety of literacy meetings and events.

Promoting Literacy and SLN in the Province

In 2002-2003, SLN continued its relationships with the Regina Leader-Post, Saskatoon StarPhoenix, and Prince Albert Daily Herald. SLN also continued to be supported by the Saskatchewan Weekly Newspaper Association (SWNA). SLN sent quarter page ads to each of the major daily newspapers to promote Adult Literacy Day (Adult Learner Week) and Family Literacy Day. All three newspapers ran the ads. The SWNA posted the Family Literacy Day ad to their member board and 13 of the 80 member weekly newspapers picked up the ad. Following is a breakdown of the approximate number of people who viewed these ads:

- Weekly Newspapers: A total of 37 763 people saw the Family Literacy Day ad in the 13 participating newspapers. The locations ranged from the extreme south of the province (Estevan) to the eastern part of the province (Yorkton), to the west (Maple Creek) and the borders of the north (Nipawin).
- Daily Newspapers – the circulation varies on each newspaper, so each is listed separately
 - SLN placed two ads in the Prince Albert Daily Herald. The Herald has a circulation of about 10 000.
 - SLN placed two ads in the Saskatoon Star Phoenix. The StarPhoenix has a circulation of about 60 000. The StarPhoenix also featured many other literacy related stories and ads this year. For instance, they ran a story about the SLN Learners' Speakers' Bureau in October, both the StarPhoenix and the Sun featured articles about International Adult Literacy Day, and the Saskatoon Sun had an article about International Adult Literacy Day and Family Literacy Day. SLN staff was also quoted in stories about other literacy related programs like SaskEnergy's Share the Warmth and CanWest Global's Raise a Reader.
 - SLN placed two ads related to International Adult Literacy Day and Family Literacy Day, plus three ads for the PGI Golf Tournament for Literacy in the Regina Leader-Post. The Leader-Post has a circulation of approximately 60 000. The Leader-Post also included stories about International Adult Literacy Day, and Family Literacy Day. SLN staff was also quoted in stories about other literacy related programs like SaskEnergy's Share the Warmth and CanWest Global's Raise a Reader.
- SLN also continued its billboard campaign to promote family literacy activities and Family Literacy Day. Through VIACOM, SLN was able to place 16 billboards in strategic locations around the province. These locations included:

○ Regina (2 locations)	○ Meadow Lake
○ Saskatoon (2 locations)	○ Codette
○ Moose Jaw	○ Marshall
○ North Battleford	○ Davidson
○ Yorkton	○ Duck Lake
○ Whitewood	○ Herbert
○ McTaggart	○ Swift Current

The locations were chosen to ensure that people from all parts of Saskatchewan would have the opportunity to see them. Of all of the promotional work that SLN has done over the past couple of years, the billboards are by far the most noticed and most popular. Now that SLN is able to expand the campaign to many rural centers, the family literacy message and the SLN logo will be seen by an increasing number of people.

- Number of promotional items given out at displays, special events, etc.
 - Bookmarks and magnets: 2350
 - Brochures: 58
 - Newsletters: 41 (this number does not include regular newsletter distribution)
 - Family Literacy fact sheets (11 total): 2081
 - For the Love of Reading Booklets: 3300

- SLN Display

The SLN display has become a useful communication tool to promote literacy and the Saskatchewan Literacy Network to groups around Saskatchewan. This year, the display was set up in the following locations:

 - Saskatoon
 - Tisdale
 - LaRonge
 - Regina
 - SCENES conference (Saskatchewan Council of Educators of Non-English Speakers) in Swift Current
 - May 29: PGI Golf Tournament for Literacy in Regina
 - June 18-20: Farm Progress Show in Regina

In 2003, Displayco (through Sask Energy and Mines) donated a new display board at a value of \$3000.

- Newsletter and Web site

The newsletter and web site continue to be very popular vehicles of communication between SLN and the literacy field. The inclusion of up to date training schedules, notices of new materials, and information about special events (with photos) has made the web site a viable choice for literacy workers (and others) to get information about SLN and literacy in Saskatchewan. The newsletter is distributed to over 500 people in the province, four times per year. They are sent to literacy workers, government representatives and more. The newsletter is also accessible to anyone from the web site. This continues to be a popular option for many people. As the quality of the newsletter continues to improve, and the content continues to interest and inform people, the newsletter will continue to be a useful option for communication.

- Literacy Poster: Staff sent out a survey, gathered information and suggestions at the Provincial Literacy Coordinators' meetings in October, asked for suggestions from representatives from each of the literacy coalitions in the province, and several emails were sent out requesting information. All of the responses and suggestions were incorporated into a design created by Bradbury Branding and Design Inc., a Regina based company. Bradbury agreed to work pro bono for this project to provide SLN with a solid base to use to create other promotional materials. Due to several delays from Bradbury Branding and Design, the poster was not completed for the end of June 2003 but the projected completion date for this project was September 2003.

Adult Literacy Coordination

Adult Literacy coordination is a key service provided by the Saskatchewan Literacy Network. It includes the promotion of adult literacy, coordinating and/or facilitating training for literacy practitioners, supporting the development of quality adult literacy programs, providing assistance with proposal writing and coordinating information sharing on new initiatives and developments in the field. The following are the highlights of activities for 2002 – 2003.

Training

- Training offered this year included New Coordinators Orientation (Saskatoon) – 7 participants, Level 1 Tutor Training (LaRonge) – 12 participants, Level 2 Learning How to Learn (LaRonge) – 11 participants, and Proposal Writing and Funding Sources (Fort Qu'Appelle) – 8 participants
- Planned and delivered two learner workshops: Learning Goals for the Regina Learner Support Group (Regina) – 7 participants, and Conflict Resolution Skills for the Provincial Learners' Focus Committee (Saskatoon) – 8 participants
- Four online workshops were offered in 2002-2003: Learning How to Learn Online; Aboriginal Literacy; Learning Disabilities; and Recruitment of Tutors – a total of 84 participants were involved in the online workshops
 - In 2002-2003, we planned and offered four online professional development opportunities. Offering these workshops increased the number of eLit.ca users in Saskatchewan, and helped us understand what is involved in offering online training.
 - Participants were enthusiastic about the idea of online learning and the topics offered in the workshops. While most of the participants and facilitators indicated that they felt the online workshops were successful, informal and formal feedback suggested some areas on which we can improve when we offer online learning opportunities in the future. These include offering more support for both facilitators and participants to help increase their comfort level online, allowing for longer breaks between workshops and offering fewer workshops throughout the year in order to alleviate some of the demands on literacy practitioners' time.
 - Learning Online / Building Community Online - This two-week workshop entitled Learning Online ran from Dec 2nd to Dec 14th and was designed to prepare those new to online learning for the upcoming learning opportunities in the new year. Approximately 35 people took part in this workshop, either by reading and replying to messages, or by simply reading through the lessons.
 - Aboriginal Literacy – This workshop ran from Jan 16th to Feb 7th, and was facilitated by Priscilla George. Approximately 20 people registered for and took part in this workshop. Participants exchanged stories and strategies involving adult aboriginal learners, and also exchanged information about cultural literacy issues.

- Learning Disabilities – This workshop ran from Feb 7th to Mar 14th, and was co-facilitated by Laurie Garcea and Margaret Dodson. Approximately 18 people registered for and took part in this workshop.
- Tutor Recruitment – This workshop ran from March 31st to April 25th, and was co-facilitated by Karen Farmer and June Hughes. Approximately 11 people registered for and took part in this workshop.

Promotion and Information Sharing

- Provided a presentation on literacy to a class of education students at the University of Saskatchewan
- Coordinated two presentations by Lorette Chiasson from the National Adult Literacy Database (Saskatoon and Regina)
- From September 2002 to May 2003, 5 community literacy meetings were organized by Lynne Mourot (Family Literacy Coordinator) and Lisa Erickson (Adult Literacy Coordinator) in three communities: Fort Qu'Appelle (three meetings), Weyburn (one meeting), and Meadow Lake (one meeting)

Consultation, networking and support services

- Proposal writing consultation and support (February & March)

Family Literacy Activities in 2002-2003

Promotion and information sharing activities

- Held informational meetings with several MLAs and political party members to share information about literacy issues

Consultation, networking and support services

- Provided consultation and support to new literacy stakeholders
- Provided assistance and support to several organizations with proposal writing
- Assisted several programs in requesting/obtaining resources through such avenues as Raise-a-Reader and Share the Warmth.
- Shared information on new literacy resources and initiatives
- Family Literacy Intake and Assessment project – The Adult Literacy Coordinator and Family Literacy Coordinator researched and developed a booklet for family literacy assessment.

Training support to practitioners and programs

- A variety of training has been delivered across the province—21 training events were held in 10 communities, with a total of 237 participants
- Training has been delivered in rural, northern and Aboriginal communities

- Training has been delivered to a wide range of practitioners. Groups such as Kids First and Community Schools are now looking to SLN to provide training to their staff
- The following training has been conducted:
 - August 11 to 16, 2002: *Foundational Training in Family Literacy*, Good Spirit Lake (12 participants from Saskatchewan and 12 from Manitoba)
 - September 11, 2002: *Proposal Writing Workshop*, Saskatoon, primarily for community school personnel. (15 participants)
 - September 27, 2002: *Storysacks* training, Yorkton (8 participants)
 - October 7-8, 2002: Two-day training for Kids First home visitors in Prince Albert covering general family literacy; rhymes, songs and storytelling; emergent literacy and the importance of reading to/with children; and using Storysacks with parents. (15 participants)
 - Oct 10, 2002: *Storysacks* training, Prince Albert (8 participants)
 - Oct 11, 2002: *Storysacks* training, Saskatoon (5 participants)
 - October 24 & 25, 2002: *New Coordinators' training*, Saskatoon (6 participants)
 - November 12 to 14, 2002: *Come Read With Me* training, La Ronge (23 participants)
 - November 13, 2002: *Storysacks* training, La Ronge (14 participants)
 - November 21 to 23, 2002: *LAPS (Literacy and Parenting Skills)* training, Regina (12 participants)
 - November 28 to 30, 2002: *Come Read With Me* training, Balcarres (14 participants)
 - December 4 to 6, 2002: *Come Read With Me* training, North Battleford (10 participants)
 - February 7, 2003: *Storysacks* training, Prince Albert (10 participants)
 - March 5, 2003: *Proposal Writing Workshop*, Fort Qu'Appelle, jointly presented with Adult Literacy Coordinator (8 participants)
 - March 7, 2003: *Rhymes, Songs and Storytelling*, Prince Albert (12 participants)
 - March 12, 2003: *Storysacks* training, Madeline Dumont Preschool, Saskatoon (12 participants)
 - March 24 to 26, 2003: *Come Read With Me* training, Yorkton (10 participants)
 - April 14 & 15, 2003: *A-LAPS* advanced training for LAPS trainers (3 participants)
 - April 23 to 25, 2003: *A-LAPS (Aboriginal Literacy and Parenting Skills)*, La Ronge (13 participants)
 - May 27, 2003: *Storysacks* training, Yorkton (18 participants)
 - May 28, 2003: *Storysacks* training, La Loche (9 participants)

SLN also collaborated with Manitoba Adult Learning and Education on the development of a joint project to plan and host follow-up training to the Foundational Training event held at Good Spirit Lake in August 2002.

Learner Support

This year learners were invited to participate regionally, provincially and nationally:

- Learner Support Groups (Regina, Prince Albert, North Battleford)
- Provincial Learners' Focus Committee
- Learners' Speakers' Bureau
- Movement for Canadian Literacy – Learners' Advisory Network

Learner Support Groups:

- **Regina:** Established in January of 2002, there were 20 learners who met monthly at the Regina Public Library. Three learners from the group were representatives on the provincial Learners' Focus Committee.
- **Prince Albert:** This partnership between the SLN, Riverside Community School and Wonska School was established in October 2002. The group addressed the need of parenting and literacy skills. Two learners were a part of the provincial Learners' Focus Committee.
- **North Battleford:** This group began in January of 2003 as a partnership with the SLN and the North West Regional College. The group was established to help learners make the transition into adult basic education programs at the college.

Provincial Learners' Focus Committee:

- The Committee had 8 learners representing the geographic areas of Prince Albert, Saskatoon, Regina and Swift Current. The learners also represented various literacy strands: English as a Second Language, Aboriginal, special needs, learning disabilities and college based programs.
- Three meetings were held in Saskatoon in 2002-2003
- Three learners from the Committee joined the SLN board.
- Two learners were members of the Provincial Literacy Steering Committee
- Two learners participated on the Advisory Committee for the Provincial Literacy Benchmarks Project

Learners' Speakers' Bureau:

- SLN coordinated 15 speaking events involving seven learners across the province.
- Learners shared their personal stories about the challenges and successes of being an adult literacy learner to a wide variety of audiences.

Movement for Canadian Literacy – Learners' Advisory Network (MCL-LAN):

- Miao Ma attended two meetings in Ottawa. At the MCL-LAN meetings, learner representatives share information about programs and events in each province and provide a voice on national issues.

Developing Literacy Benchmarks

This year, the SLN received funding to develop Level 1 and 2 benchmarks for adult literacy in Saskatchewan. This work dovetails with the work of the Provincial Literacy Steering Committee, and the Basic Education Level 3 Redesign Task Team. At its completion, this project will:

- Provide ways to document and recognize learner accomplishments
- Enhance transitions between levels and across programs. Having consistent provincial standards will assist learners in transferring credits or learning if they move to a different delivery organization or geographical location.
- Provide opportunities for learners to receive credit for their achievements within formal education systems.

While benchmarks are not curriculum or assessment tools, delivery organizations can use them to inform the development of programs/courses and the appropriate placement of learners within those programs.

The project officially began when staff was hired in February 2003. From February to June 2003, the project advisory committee was recruited and met three times. A research report was presented at the May 26 meeting, held at Albert Community School in Regina. This research together with the knowledge and experience of committee members provided the groundwork for critical discussions and decisions. A draft Benchmarks document will be ready to take to the literacy community in September 2003 for input and feedback.

The final part of the first phase of the project will see Literacy Benchmarks for Saskatchewan developed and tested through on-going consultative and consensus building processes with a variety of stakeholders. Focus groups are being held throughout the province, engaging a variety of groups including: adult learners, practitioners, community based organizations, colleges, business, labour, community schools, and others. The purpose of the focus groups is to get input, feedback, and to begin to create a climate of understanding and consensus for Level 1 and 2 Literacy Benchmarks. Developing Level 1 and 2 Literacy Benchmarks for Saskatchewan will be completed in January 2004.

hOUNJET TASTAD

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AUDITORS' REPORT

To the Members of
Saskatchewan Literacy Network Inc.

We have audited the balance sheet of Saskatchewan Literacy Network Inc. as at August 31, 2003, and the statement of surplus(deficit) and fund balance for the period then ended. These financial statements are the responsibility of the organization's management. Our responsibility is to express an opinion on these financial statements based on the audit.

Except as explained in the following paragraph, we conducted our audit in accordance with Canadian generally accepted standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In common with many non-profit organizations, the organization derives part of its revenue in the form of registration fees, subscriptions, and the sale of promotional material which are not susceptible to complete audit verification. Accordingly, our verification of revenue from these sources was limited to accounting for the amounts recorded in the records of the organization and we were not able to determine whether any adjustments might be necessary to revenue, excess of revenue over expenses and surplus.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the organization as at August 31, 2003 and the results of operations of the organization for the period then ended, in accordance with Canadian generally accepted accounting principles.

Saskatoon, Saskatchewan
October 2, 2003



CERTIFIED GENERAL ACCOUNTANTS

SASKATCHEWAN LITERACY NETWORK INC.
(Incorporated under the Non-Profit Corporations Act of Saskatchewan)

BALANCE SHEET

AS AT AUGUST 31, 2003

	2003	2002
ASSETS		
CURRENT		
Cash and bank	\$ 52,472	\$ 192,633
Accounts receivable	7,628	17,591
Prepaid expenses	<u>1,073</u>	<u>147</u>
	61,173	210,371
INVESTMENTS (Note 3)	89,460	90,000
PROPERTY, PLANT AND EQUIPMENT (Note 4)	<u>15,171</u>	<u>18,115</u>
	<u>\$ 165,804</u>	<u>\$ 318,486</u>

LIABILITIES AND FUND BALANCES

CURRENT LIABILITIES		
Accounts payable	\$ 937	\$ 894
Salaries payable	1,833	313
Deferred revenue	<u>37,750</u>	<u>192,020</u>
	<u>40,520</u>	<u>193,227</u>
FUND BALANCES		
Internally restricted, general contingency (Note 5)	90,000	50,000
Unrestricted	<u>35,284</u>	<u>75,259</u>
	<u>125,284</u>	<u>125,259</u>
	<u>\$ 165,804</u>	<u>\$ 318,486</u>

APPROVED ON BEHALF OF THE BOARD:

[Signature] Director
[Signature] Director

(see accompanying notes)



SASKATCHEWAN LITERACY NETWORK INC.
(Incorporated under the Non-Profit Corporations Act of Saskatchewan)

STATEMENT OF SURPLUS(DEFICIT) AND FUND BALANCE

FOR THE PERIOD ENDED AUGUST 31, 2003

	2003	2002
REVENUE - Schedule I	\$ <u>509,505</u>	\$ <u>493,324</u>
EXPENDITURES		
Salaries and staff benefits	240,682	247,961
Professional fees	40,900	65,691
Travel	37,425	61,251
National Literacy Secretariat flow-through dollars	35,000	-
Meeting expenses	22,772	-
Advertising and promotion	20,527	9,340
PGI tournament	13,527	-
On-site evaluation	13,282	-
Rent	12,236	11,430
Telephone	11,784	12,147
Office supplies	9,806	8,510
Postage and shipping	7,526	4,334
eLit.ca participation	6,800	-
Conference supplies	5,567	38,832
Amortization	5,439	4,811
Printing	4,352	21,000
Professional development	4,171	3,358
Resources and memberships	3,658	3,238
Office renovations	3,500	-
Equipment rental and service	2,880	5,186
Miscellaneous	2,489	329
Audit	1,407	954
Honoraria	1,316	1,463
Fundraising activities	1,083	-
Foundation expense	540	500
Interest and bank charges	511	458
Insurance	193	908
Bad debt	107	16
Goods and services tax	-	5,686
Special funding	-	4,821
Administrative services	-	174
	<u>509,480</u>	<u>512,398</u>
SURPLUS (DEFICIT)	25	(19,074)
FUND BALANCE, beginning of year	75,259	94,333
ALLOCATION TO RESTRICTED CONTINGENCY FUND	<u>(40,000)</u>	<u>-</u>
FUND BALANCE, end of year	\$ <u>35,284</u>	\$ <u>75,259</u>

(see accompanying notes)



SASKATCHEWAN LITERACY NETWORK INC.
(Incorporated under the Non-Profit Corporations Act of Saskatchewan)

STATEMENT OF CHANGES IN CASH FLOWS

FOR THE PERIOD ENDED AUGUST 31, 2003

	2003	2002
OPERATING ACTIVITIES		
Working capital from operations		
Deficit	\$ 25	\$ (19,074)
Add: non-cash working capital charges		
Amortization	<u>5,439</u>	<u>4,811</u>
	5,464	(14,263)
Net change in working capital		
Accounts receivable	9,963	(12,479)
Prepaid expenses	(926)	(147)
Accounts payable	45	(1,779)
Salaries payable	1,520	313
Employees' payroll deductions payable	(1)	(4,521)
Deferred revenue	<u>(154,270)</u>	<u>(27,993)</u>
	<u>(138,205)</u>	<u>(60,869)</u>
INVESTING ACTIVITIES		
Purchase of property, plant and equipment	(2,496)	(11,218)
Net decrease in long-term investments	<u>540</u>	<u>-</u>
	<u>(1,956)</u>	<u>(11,218)</u>
DECREASE IN CASH DURING THE YEAR	(140,161)	(72,087)
CASH, beginning of year	<u>192,633</u>	<u>264,720</u>
CASH, end of year	<u>\$ 52,472</u>	<u>\$ 192,633</u>

(see accompanying notes)



SASKATCHEWAN LITERACY NETWORK INC.
(Incorporated under the Non-Profit Corporations Act of Saskatchewan)

**SCHEDULE I
STATEMENT OF REVENUE**

FOR THE PERIOD ENDED AUGUST 31, 2003

	2003	2002
RECEIPTS		
National Literacy Secretariat	\$ 168,100	\$ 323,982
Saskatchewan Learning	70,000	50,000
National Literacy Secretariat flow-through dollars	35,000	-
Training contracts	26,950	26,405
PGI tournament 2003 revenue	15,786	-
Administration	14,450	10,176
GST rebate	5,129	-
Memberships and subscriptions	5,124	4,380
Fundraising activities	3,675	-
PGI tournament 2002 revenue	3,438	-
Costs recovered	3,031	-
Publications and promotions	2,332	20,738
Interest	1,618	4,097
ABC Canada	500	-
Miscellaneous	102	322
Other grants	-	15,361
Donations	-	5,000
Registrations	-	4,870
	<u>355,235</u>	<u>465,331</u>
TOTAL RECEIPTS	355,235	465,331
Deferred revenue at the beginning of the year	192,020	220,013
Deferred revenue at the end of the year	<u>(37,750)</u>	<u>(192,020)</u>
TOTAL REVENUE RECOGNIZED IN THE PERIOD	\$ <u>509,505</u>	\$ <u>493,324</u>

(see accompanying notes)



SASKATCHEWAN LITERACY NETWORK INC.
(Incorporated under the Non-Profit Corporations Act of Saskatchewan)

NOTES TO THE FINANCIAL STATEMENTS

AUGUST 31, 2003

The accounting policies of the Company are in accordance with Canadian generally accepted accounting principles applied on a basis consistent with the preceding period. Outlined below are those policies considered particularly significant.

1. INCORPORATION

Saskatchewan Literacy Network Inc. was incorporated under the Non-profit Corporations Act of Saskatchewan and commenced operations on October 1, 1989. The principal mission of the corporation is to promote literacy in Saskatchewan.

2. SIGNIFICANT ACCOUNTING POLICIES

a) Property, plant, equipment, and amortization

Property, plant and equipment are recorded at cost. Normal maintenance and repair expenditures are expensed as incurred.

Amortization is recorded in the accounts on the declining balance basis at the following rates:

Computer equipment	30%
Furniture and equipment	20%
Telephone	20%

Amortization on additions during the year is provided at one-half the normal rate.

b) Income taxes

The Company is incorporated as a not-for-profit organization, therefore its earnings are not subject to income tax and no provision has been made in these financial statements for income taxes.

c) Revenue and expenditure recognition

Revenue is recognized in the year a project or event is underwritten by Saskatchewan Literacy Network Inc. The revenue is matched with the expenses incurred.

3. INVESTMENTS

An amount of \$89,460 has been invested in The Saskatoon Foundation. The value of the interest earned is determined quarterly based upon the market value of the securities comprising the Investment Pool.



SASKATCHEWAN LITERACY NETWORK INC.
(Incorporated under the Non-Profit Corporations Act of Saskatchewan)

NOTES TO THE FINANCIAL STATEMENTS

AUGUST 31, 2003

4. PROPERTY, PLANT AND EQUIPMENT

	Cost	Accumulated Amortization	Net 2003	Net 2002
Computer equipment	\$ 36,098	\$ 24,183	\$ 11,915	\$ 14,719
Furniture and equipment	9,038	6,335	2,703	2,705
Telephone	<u>1,786</u>	<u>1,233</u>	<u>553</u>	<u>691</u>
	<u>\$ 46,922</u>	<u>\$ 31,751</u>	<u>\$ 15,171</u>	<u>\$ 18,115</u>

5. RESTRICTED FUNDS

The Board of Directors internally restricted an amount of \$50,000 on June 4, 1994 for a general contingency reserve. On September 14, 2002 the Board of Directors added \$40,000 to the reserve for a total balance of \$90,000. This reserve is to set aside funds equivalent to six months of operating expenses in the event that future funding is reduced.

These internally restricted amounts are not available for other purposes without the approval of the Board of Directors.

6. LEASE COMMITMENTS

Saskatchewan Literacy Network Inc. has signed a two-year lease agreement for office space. This lease will end November 30, 2003. Monthly lease payments are \$950 plus GST.

Saskatchewan Literacy Network Inc. has signed a five-year agreement for a digital copier. This lease will end April 14, 2008. Quarterly lease payments are \$699.60 plus GST, PST and insurance.

