



LETHBRIDGE LIFELONG LEARNING ASSOCIATION

2005 ANNUAL REPORTS

March 15, 2006



Community Adult Learning Councils

Lifelong learning...it's our business

LETHBRIDGE LIFELONG LEARNING ASSOCIATION

PRESIDENT'S REPORT 2005

The 2005/06 Lethbridge Lifelong Learning Association year has been different in many ways. Following a restructuring in the previous year the board that took over was entirely composed of individual members with no representatives from the organizational members. The fact that this arrangement has worked very well indicates that the people who worked on the changes did a difficult job exceptionally well. I believe that the smooth operation of the LLLA this past year has come in great part from the well prepared restructuring. On behalf of the present board I offer our thanks.

With the Board composed of individual members it was decided to add three networking meetings and one public consultation to the schedule so that the board members and the organizational members would have a preplanned opportunity to meet together and with the public to exchange information and views. The meetings have been very helpful to your board and I believe to organizational members. One area that has been noted as appropriate for future programs is agency cooperation to reduce potential duplication or perhaps overlap in programs. Members getting together may be one tool to achieve this end.

The new structure left some of the policies and procedures in need of revision and your board has been working to bring them into line with the new bylaws. Many of the changes made reflect the changes in board composition but the opportunity has been taken to do some other updates, which do not change the sense of the documents. Some work remains and this will be done as time and resources permit.

The membership growth of the LLLA has been followed up to insure that there are enough individual members to maintain a board and organizational members to reflect the community needs. Recruitment has been a concern for the board with the need to maintain the broadest representation of the community from people who can give the time for the work. We hope that all our members are keeping this need in mind as they move about in their community.

You president took the opportunity to attend the annual conference of the Community Learning Network in Calgary. It was a chance to meet other councils in the province who were involved in lifelong learning and to hear how they did things. It was also a chance to meet and listen to the provincial people involved. I and other board members also attended regional Community Adult Learning Councils meetings in Lethbridge and had the Community Programs Manager Carol Arnold-Schutta attend one of our board meetings to have the board meet her. The full board was involved in assessing the grant applications for two granting periods. We trust that the results were satisfactory despite there only being enough money to cover half of the requests.

Leanne Armstrong has been and is a tower of strength to the board during the transition period. Her knowledge and her willingness to go that step further to assist others has helped the board greatly and smoothed out several potential problems.

The various reports to government have been completed and your treasurer will report on financial matters. I believe that Lethbridge Lifelong Learning Association is in good shape and thank you all for the opportunity to serve as your president.

Sincerely,
Wm. M. Brown
LLLA President

Lethbridge Lifelong Learning Association 2005 BOARD ALLOCATION REPORT

In 2005 the Lethbridge Lifelong Learning Association Board of Directors took on the responsibility of determining the allocation of Program and Curriculum & Resource Development funding for the organization. After doing the allocation process in May 2005 the Board decided on reviewing the allocation process and forms in order to obtain a higher quality of applications from members. An Allocation Process ad hoc committee was struck in June to review and revise the allocation process and forms. The ad hoc committee presented revised guidelines and forms to the Board on September 21, 2005 where a few changes were made and the Board approved revisions. An Information Session was held October 4, 2005 with the members to go over the changes in the program granting guidelines, program granting application and program completion statement.

\$88,089.72 was allocated to programs for barriered learners in the areas of adult basic literacy, ESL, community issues – healthy communities, health and wellness, family life and training for employment in 2005.

Results of Priorities set by Board in 2005

| Priorities from 2005 | How Council Addressed the Priority |
|--|--|
| Adult Basic Literacy programs for adult literacy needs in reading, writing, computer and math skills. | LLA funded a <i>Basic Computer Development Training</i> program (ran 18 times) that helped 125 financially barriered participants gain some knowledge and access to using computers and its language. |
| ESL – English language training for financially barriered landed immigrants. | LLA funded the <i>ESL Summer Camp</i> program (ran 1 time) that helped 23 participants with their English speaking and writing skills. LLLA funded <i>Early Literacy – Parent Education</i> programs that ran 3 times and helped 13 financially barriered immigrant parents with ESL embedded parenting classes. |
| Healthy Communities programs to integrate immigrants into the community – community awareness and cultural. | LLA funded a new program called <i>Connecting Immigrant Women with Community</i> (ran 2 times) that helped 20 immigrant women become familiar with services and supports offered in Lethbridge. LLLA funded the <i>Orientation Classes for Citizenship Rights & Responsibilities</i> program (ran 4 times) that helped 27 immigrants understand their rights and responsibilities of being a Canadian citizen. |
| Healthy Communities programs to integrate special needs groups into the larger community. | LLA funded a program called <i>Exploring Art for Special Needs Adult</i> that ran 29 times and helped 134 financially, physically and developmentally challenged adults integrate into the community. LLLA also funded a program called <i>Community Approach to Life Skills Development</i> that ran 2 times and helped 20 financially and developmentally challenged adults integrate into the community. |
| Healthy Communities programs to mobilize volunteers in the community. | LLA funded 5 volunteer programs (Reception Centre Manager Training, Canadian Therapeutic Riding training, Emergency responder/Brigade training, Instructor training, Strengthening Volunteer Boards Workshops) that ran 7 times in Lethbridge that helped mobilize 73 volunteers in the community. |

| | |
|---|--|
| <p>Family Life programs for financially barriered families and parents: parenting education, child development, prevention of domestic violence and suicide.</p> | <p>LLLA funded one <i>Early Literacy – Parent Education program</i> (ran 3 times) for 13 financially barriered parents in the city of Lethbridge. LLLA funded <i>Suicide Prevention workshops</i> (ran 10 times) that helped 200 financially barriered participants cope with this issue. LLLA funded <i>Family Violence Prevention workshops</i> (ran 12 times) that helped 144 financially barriered family members cope with this issue.</p> |
| <p>Programs on health and wellness for financially barriered adults.</p> | <p>LLLA funded 4 health and wellness programs (Bereavement Group, Personal Growth Group, First Aid, Focus on You) that ran 71 times and helped 390 financially barriered participants get access to health and wellness programs that they needed but could not afford to take.</p> |
| <p>Training for Employment courses for the unemployed.</p> | <p>LLLA funded a new program called “<i>The Right Ticket</i>” that ran 1 time and helped 11 (included 7 aboriginal people) homeless adults get safety tickets in WHMIS, H2S Alive, Forklift Safety Training, First Aid, Fire Safety, CSTS (Construction Safety Training Systems). Also the <i>Basic Computer Development Training</i> and <i>Community Approach to Life Skills Development programs</i> helped marginalized adults with some employment skills.</p> |

There were two Curriculum and Resource Development projects approved in 2005:

1. *Eyes Wide Open curriculum* for Family Centre for \$3,025.00

Curriculum for a training program that will assist the adults in children’s lives to have heir eyes wide open and know when to answer their child’s call for help before serious violence occurs. Through this training, parents and caregivers will better understand their children’s cognitive, emotional and behavioural functioning so they can best determine what is developmentally typical for their child and what is concerning enough that they should consider consulting with a professional.

2. *Basic Computer Manual resource* for Lethbridge Community Network for \$1,000.00

Development of a Basic Computer Skills Course manual. Content includes simple language and lots of pictures covering computer basics, file management basics, internet basics, email basics, word processing basics and Excel (spreadsheet) basics for barriered learners (financially, low literacy, ESL, disabilities).

2005 was a very successful year for Lethbridge Lifelong Learning Association with regards to achieving the priorities set by the Board in allocating program funding.

Respectfully submitted by:

Bill Brown
Camelia Dumont
Sharon Lybbert
Sasja Nieuwerk
Evelyn Parsons
Calvin Scott

2005 Program Funding Results

| Name of Org. receiving grant for Adult Literacy | Grant per Course | List courses council approved for funding | Total # of times provided | Total # of learners |
|--|-------------------------|--|----------------------------------|----------------------------|
| Lethbridge Community Network | \$8,989.40 | Basic Computer Development Training | 18 | 125 |
| Total – Adult Literacy | \$8,989.40 | | 18 | 125 |
| Name of Org. receiving grant for ESL | Grant per Course | List courses council approved for funding | Total # of times provided | Total # of learners |
| Nikkei Cultural Society | \$4,031.44 | ESL Summer Camp | 1 | 23 |
| Family Centre | \$908.57 | Early Literacy – Parent Education Programs | 3 | 13 |
| Total-ESL | \$4,940.01 | | 4 | 36 |
| Name of Org. receiving grant for Community Issues | Grant per Course | List courses council approved for funding | Total # of times provided | Total # of learners |
| Allied Arts Council of Lethbridge | \$11,538.26 | Exploring Art for Special Needs Adults | 29 | 134 |
| Canadian Mental Health Association | \$16,169.65 | Community Approach to Life Skills Development | 2 | 20 |
| Canadian Red Cross | \$946.00 | Reception Centre Manager Training | 1 | 12 |
| Lethbridge Community College | \$2,827.00 | The Right Ticket | 1 | 11 |
| Lethbridge Family Services | \$6,490.00 | Bereavement Group | 2 | 25 |
| | \$1,320.00 | Family Violence Prevention | 12 | 144 |
| | \$2,805.00 | Personal Growth Group | 5 | 30 |
| | \$8,400.00 | Suicide Prevention/ Intervention Workshops | 10 | 200 |
| Lethbridge Handicapped Riding Association | \$1,050.00 | Canadian Therapeutic Riding Certification-2 day workshop | 1 | 6 |
| Southern Alberta Ethnic Association | \$960.00 | Orientation for Citizenship Rights and Responsibilities | 4 | 27 |
| St. John Ambulance | \$4,246.00 | Emergency Responder / Brigade | 2 | 15 |
| | \$8,070.30 | First Aid Programs | 62 | 315 |
| | \$1,355.40 | Instructor Certification Program | 2 | 18 |
| Volunteer Lethbridge | \$152.70 | Strengthening Volunteer Boards Workshop | 1 | 24 |
| Womanspace Resource Centre | \$2,940.00 | Connecting Immigrant Women with Community | 2 | 20 |
| | \$4,890.00 | Focus On You | 2 | 20 |
| Total-Community Issues | \$74,160.31 | | 138 | 1021 |

Number of financially barriered learners who were provided with a further reduced or waived tuition fee in the above courses: 99

LETHBRIDGE LIFELONG LEARNING ASSOCIATION

SUMMARY OF 2005 RESULTS

- An average of **93% of learners expressed satisfaction** with the learning opportunities offered by LLLA organizational members.
- An average of **92% of learners indicated they met a personal learning goal** with the courses funded by LLLA.
- **19 programs** (160 sections) for **1182 participants** were provided in three required programming areas: ABL, ESL, Community Issues totaling **\$88,089.72**.

| Summary Table | Total Grant Dollars | Totals # sections | Total learners |
|-------------------------------------|----------------------------|--------------------------|-----------------------|
| Adult Basic Literacy | \$8,989.40 | 18 | 125 |
| English as a Second Language | \$4,940.01 | 4 | 36 |
| Community Issues | \$74,160.31 | 138 | 1021 |

- LLLA organizational members **reduced or waived fees for 99 participants** in 2005 in programs funded by LLLA.
- **Volunteer hours** for 2005 are **777 hours** that the Board members, committee members and members contributed to LLLA.
- **Contributions In-Kind total \$29,208.32** for 2005. These include free use of office space, furniture, free telephone line, Internet and meeting space at LCC; programming space of members; meeting space; five Noon Hour shows on Global; Shaw Cable interview during IALW.

Information provided from the 2005 Annual Report submitted to Alberta Advanced Education.

Done By:
Leanne Armstrong
LLLA Coordinator

LETHBRIDGE LIFELONG LEARNING ASSOCIATION

BOARD OF DIRECTORS ELECTION FOR 2006/07

In accordance with our new Bylaws, the Board of Directors shall be elected from the Individual Members consisting of not less than five (5) individuals and not more than seven (7) individuals. The term of service of a Director is a three (3) year term and may serve two consecutive terms.

CANDIDATES FOR ELECTION

The following individual has agreed to let their names stand for election to the Board of Directors of Lethbridge Lifelong Learning Association for the 2006/07 year:

Glenda Bonifacio Term #1 2006-2009

Please review the attached personal biography of the above candidate for election.

DIRECTORS

Remaining terms of elected Directors. For information only.

| | | |
|-----------------------|----------------|------------------|
| Bill Brown | Term #1 | 2004-2007 |
| Sharon Lybbert | Term #1 | 2004-2007 |
| Evelyn Parsons | Term #1 | 2004-2007 |
| Camelia Dumont | Term #1 | 2005-2008 |
| Sasja Nieuwerk | Term #1 | 2005-2008 |
| Calvin Scott | Term #1 | 2005-2008 |

Lethbridge Lifelong Learning Association

2005 NEW MEMBERS

INDIVIDUAL MEMBERS

Grace Duff

Lorne Darlington

Caroline Shimek

ORGANIZATIONAL MEMBERS

Nikkei Cultural Society

University of Lethbridge

Lethbridge Association of Community Living

The Arthritis Society

YWCA of Lethbridge and Area