



PROJECT READ
Changing Lives Through Literacy

Project Read
550 N. University Ave.
Suite 215
Provo, Utah 84601

Phone: (801) 852-6654
Fax: (801) 852-7663

project-read.com
projectreadutah.blogspot.com
project_read@provo.lib.ut.us
projectreadutah@gmail.com



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FY2009 Annual Report

Providing Small Group & Supplemental Instruction

Program components adding to the already-existing one-on-one tutoring enhance the learning experiences students receive through Project Read.

FY2009 Accomplishments:

- *Small Group Instruction:* In addition to the one-on-one instruction that is the hallmark of the Project Read program, the staff developed several small groups to enhance students' learning experiences. This year Project Read had a book club and a writing group that met in the winter and spring months.
- *Health Literacy Initiative:* The Project Read Health Literacy Initiative specifically focuses on health literacy and the ability to read and understand information relating to health and health care. The first phase of the initiative developed a health literacy curriculum that was taught in a small group. The second phase is to adapt the curriculum for one-on-one instruction.
- *Transition Program:* Several Project Read board members started putting together a series of mini lesson plans tutors can use with students as they prepare to transition from the Project Read program into other education programs or work settings. These lesson plans can be interspersed throughout the Project Read tutoring program at a tutor's discretion. One plan was developed, and additional mini lesson plans are in process.

Offering Quality Individual Instruction

By evaluating the needs of Project Read students and tutors and then working to fulfill those needs in a variety of ways, Project Read remains on the cutting edge of adult education.

FY2009 Accomplishments:

- *Tutor Best Practices:* Project Read staff members attended a tutoring session each week to get a feel for what's happening "in the field." Staff members observed the tutoring sessions, offered suggestions for "best practices," and gleaned ideas to share with other tutors in the program.
- *Student Newsletter (The Insider):* Project Read developed a monthly newsletter targeting current Project Read students and including a calendar, community resource and student success spotlight, a student writing sample, and volunteer opportunities for students.
- *On Board Student Goal Research:* Project Read received a student board fellow through BYU who took on a project to identify outcomes valued by the board and possible measurements for those outcomes. The On Board Fellow compiled and analyzed information from the student intake goal form to identify program-wide trends. In general, students were most interested in being able to read/write things related to these broad categories: religion, government & law, health, jobs, recreation, and children.

Maintaining Superior Program Administration & Financial Health

A strong and vibrant infrastructure will ensure necessary resources to work effectively and assist volunteers, students, and other organizations focused on adult literacy.

FY2009 Accomplishments:

- *Blog:* Project Read created a blog to enhance Project Read's ability to stay connected with its tutors, students, and supporters as well as enhance the educational experience available through Project Read.
- *Monday Memo:* The Project Read Executive Director implemented a weekly memo to board members keeping them up to date on the status of various projects and happenings at Project Read. This keeps the communication channels open and allow board members to be more involved if they so desire.
- *Institutional History, Transparency, and Governance:* The Project Read Executive Director put together an online board web site/board manual including all of the vital documents Project Read staff need to be able to find at any given time (Articles of Incorporation, Bylaws, Board Minutes, etc.). This allows board members and staff to go to one place and have everything "at their fingertips."
- *Spelling Bee Fundraiser:* Project Read hosted its second spelling bee fundraiser to raise literacy awareness and funds for Project Read. Community members gathered for an afternoon of friendly competition and community spirit in September. The winning team, "Dream Team Deleyne," named in honor of their mother, coasted past other teams by finally spelling the word, "olivaceous."