



Literally Speaking

Literacy Council
of Washington County, Inc.



September 2010

Annual Meeting

You're invited and encouraged to attend our **Annual Meeting** at 6pm on Friday, September 24th at St. Mark's Episcopal Church on Lappans Rd, Hagerstown.

We'll enjoy a casual potluck dinner, discuss upcoming events and vote on Board of Director Officers for the next three year term. Please bring a dish to share. Your spouse and student(s) are invited too. For more info, please contact the office at 301-739-4208 or office@literacycouncilofwashingtoncounty.com
An RSVP is appreciated but not required. Please join us!

Board of Directors

We're actively seeking new Board Members *and* Officers (President, VP, Secretary and Treasurer). Each position has a three year term. Board Meetings are held at 6:30 pm on the third Monday of each month at Trinity Lutheran Church. If you're interested in becoming more involved in the Literacy Council and working with us to promote literacy in Washington County, please contact our current President, Milt Creager, at 301-797-3923.
We look forward to all inquiries.

Upcoming Events

- ❖ September 8 – International Literacy Day. Read a book or volunteer to teach someone else! 😊
- ❖ September 18 & 25 – Frederick Tutor Training (C Burr Artz Library, Community Room)
- ❖ September 24 – Annual Meeting 6pm (St Marks Episcopal Church, Lappans Road)
- ❖ September 25 – Come visit our booth at Convoy of Hope (Hagerstown Fairgrounds)
- ❖ October 16 & 23 – Hagerstown Tutor Training (Trinity Lutheran Church)

Council News

We've added several service organizations to our mailing list in the hopes you'll post/circulate our Newsletter in your office. If you feel your agency doesn't need it, please contact us via phone or email so we can update our mailing list and save postage. Thanks very much!

The rear office bookshelf has been set up with tutor supplies that you're welcome to use. There's timesheets, good job stickers, stencils, notepads, legal pads, 3-ring binders, colored folders, pens/pencils, index cards, flash cards, and transparency film (some students use this to write in their workbook but keep the pages clean.) And please stop in sometime to try out our new Rosetta Stone computer. The Lit office is open whenever the church is open, Mon-Fri 8:30-4:30. You can stop in anytime to pick up books and supplies.



Are you and your student making great strides? Are you reaching new goals? Have you found an interesting way to teach? If you'd like to tell us about it or write an article for this newsletter, we'd love to share it! Just call or email the office.

We've been discussing, at our monthly Board Meetings, where we can advertise our services to the community. Can you think of any place to put up flyers asking for new Tutors? And, how do we advertise to teach someone to read when they can't read our ad? Got any ideas? We'd love to hear from you!



Keeping our tutor/student database updated is a never-ending job. Here in the office, we use a powerful database called LACES (Literacy, Adult/ Community Education System). When a student calls requesting help, he gets entered into the database as Prospective. After he's evaluated and is ready for tutoring, his status changes to Waiting until we find the right tutor for him. Once he's paired with a tutor, his status becomes Active. If tutoring ends temporarily (illness, vacation, taking a break, etc), status becomes On Hold. If tutoring ends completely, final status becomes Left.

The same process applies to tutors. Once someone calls us to volunteer, their status is Prospective. After the 2-day Training Workshop, status becomes Active if they're given a student, Waiting if they're ready for a student but haven't been assigned one yet, or On Hold if they aren't ready now but plan to tutor in the future. If the tutor decides they can't or don't want to teach any longer, they're updated to Left.

There are several of us who consistently call tutors and students to check that we have you in the correct database status. It's important to keep our records accurate, because we submit an Annual Report to ProLiteracy showing how hard our tutor/student pairs work. We submit your tutoring hours, prep and travel time, workbooks being used, demographics, etc. This report shows ProLiteracy what's being done in our community to fight illiteracy. It also helps them speak before Congress on funding and various literacy issues.

So, please.... keep us informed if your tutoring status or phone/address/email has changed. You're important to us!

Tutors Needed!

We're in need of Tutors! Do you know anyone who'd like to teach someone how to read? We have a never-ending waiting list of Basic Literacy students wanting to learn to read and ESL students wanting to learn English. Could you please ask your friends, church members, co-workers, neighbors and anyone else you know if they'd be interested in tutoring? We'd love to hear from them! No prior teaching experience is needed - only a desire to help someone learn to read or speak English.

The next Training Workshops will be September 18 & 25 in Frederick and October 16 and 23 in Hagerstown.

Tutors & Students Stats

We have 46 pairs of tutors and students working together.

Students waiting for a tutor -- 24

*A big **Thank You** to every one of you!
We appreciate you!*

Condolences



*Betsy DeVore,
former LCWC
Board Member,
on the recent
passing of
her mother.*

A Little Humor...

Apparently, The Washington Post doesn't think there are enough words in the English language, so they asked readers to come up with a few more:

Applicushion: Your fallback college.

Awwdition: A tryout for the cutest babies and puppies.

Cadhesion: The emotional attachment that keeps some women from breaking up with men who treat them badly.

Flabrication: The weight on your driver's license.

Percycution: Giving your child a name he will hate for the rest of his life.

Regeorgitation: When the vending machine spits back your dollar bill.

Tutor Tips



Have you considering documenting your student's progress? It helps them see their improvement. You can write down her goals and check them off as she makes them. Show him the improvement in his writing as time goes by. Check off milestones as she passes them (first grocery list or letter written, etc.) If he seems burned out on working on English each week, switch over to math and show him how to keep a checkbook.

Literacy Council of Washington County, Inc.

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stamp

Office Location:

Trinity Lutheran Church (open Mon-Fri 8:30-4:30)

15 Randolph Avenue, Hagerstown MD 21740

Office Hours: T & Th 11am - 2pm

office@literacycouncilofwashingtoncounty.com

www.literacyofwcmd.org

*Our next **Tutor Training Workshop** will be
October 16 & 23, 2010.*

Please contact our office to reserve your spot if you've:

- *always wanted to tutor or teach,*
- *still have one day of training left to do,*
- *would like a refresher,*
- *want to give something back to your community,*
- *want to help someone because someone helped you,*
- *want to make a positive difference in someone's life.*

No teaching experience is necessary.

We have a constant list of Students waiting for Tutors.

Your future student can't wait to hear from YOU!

