

State Library/LITERACY OFFICE  
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(click on Departments, Illinois State Library, Who We Are, ISL Departments, then Literacy)

### **NETWORK NOTES for SOS Literacy Grantees: APRIL 2009**

#### **FY2009 GRANTEE INFORMATION:**

Review your budget! The last date for a Budget Change Amendment is no later than May 1. See the Financial Management and Report Instructions on the web at <http://literacy.kent.edu/illinois/grantinfo.htm> for more information. **Over expenditures on any one line item in excess of 10% may incur a penalty after the final financial reports are submitted. If you need our assistance in planning your budget amendment, please call our office before May 1.**

**USE ALL OF YOUR BUDGETED FUNDS. Under expended funds that are returned to the Secretary of State are NOT then made available for next year's literacy projects. In fact, when funds are returned, it looks as if our adult literacy grant projects did not need all of the funding they requested.**

#### **FY2010 GRANT APPLICATION INFORMATION:**

The due date for FY2010 Adult Literacy Grant applications was April 15 (postmarked or with a commercial receipt proving date of mailing). Applications received in this office are acknowledged with a letter sent through the US Postal Service.

#### **NETWORK NOTES CALENDAR: <http://literacy.kent.edu/illinois/calend.htm>**

The calendar is available on line at the URL listed above. Please review the calendar carefully for events, due dates and local meeting information of interest to SOS adult literacy grantees. Please inform Diane Manning at [dmanning@ilsos.net](mailto:dmanning@ilsos.net) of meetings or events you want included on this calendar.

#### **SOS FAMILY LITERACY RESOURCE SHARING**

We would like to provide the opportunity for some resource sharing! Please email us assessments you are using in the parenting and library components of your family literacy projects. We will post them on our website and we can all learn what others around the state are using. Also, if you have developed a comprehensive database for tracking family literacy enrollment, participation, progress, etc., we would all love to see that as well. Please submit any resources you would like to share by May 15, 2009, and we will get them posted to our website prior to the next edition of Network Notes (NN); we will give you the exact web address to access this information in the May NN. Send submissions and/or questions to Beth Paoli at [bpaoli@ilsos.net](mailto:bpaoli@ilsos.net)

## RESOURCES ON CITIZENSHIP

ProLiteracy and the Verizon Foundation have just put together a set of resources for citizenship teachers and tutors: <http://literacynetwork.verizon.org/tln/content/how-can-i-help-immigrants-prepare-take-us-citizenship-test>

The collection includes 3 self-paced on-line professional development courses including the interview, the civics test, and the literacy test. It also includes pod casts on engaging multiple modalities in the citizenship class and teaching conversation and fact sheets with reproducible lesson activities. Navigation note: For each resource, click on the word "go" in green text--this will lead you to a description of the resource. At the bottom of the description, look for "Resource: Link" (in green). Clicking on this link will take you to the material you have chosen.

## ESOL TOOLKIT ON CONSTRUCTION WORKPLACE LITERACY

There is a curriculum, *Building Basics ESOL Toolkit for General Construction, Landscaping, Painting, and Plumbing* available online. The curriculum has been divided into multiple chapters (lessons) and further, into Facilitator's Guide and Student Handouts. Access it at: <http://www.valrc.org/publications/buildingbasics/index.html> The resource is published by the Virginia Adult Learning Resource Center.

## BROWSEALLOUD - TOOL TO MAKE WEBSITES TALK

[http://www.browsealoud.com/page.asp?pg\\_id=80094&tile=USA](http://www.browsealoud.com/page.asp?pg_id=80094&tile=USA)

Browsealoud is a program that reads out the words on a web site, highlighting the words as they are being read aloud. Browsealoud is a tool for people who may find it difficult to read text online or for those who may have literacy problems and/or learning disabilities such as dyslexia. It is also a beneficial tool for those for whom English is a second language and may have trouble reading. Browsealoud allows you to "listen" to the contents of the web page you are viewing. As you move the cursor over words on a web page they are spoken out loud. If preferred, the continuous option may be selected which allows the entire contents of the web page to be read without having to mouse over every sentence. Browsealoud can also be turned on/off by a simple click of the Ctrl key. The voice, pitch, and speed of the Browsealoud reader are also customizable by the end-user to suit their needs. Browsealoud is free to download and use.

## CAELA'S QUARTERLY NEWSLETTER ONLINE

The Center for Applied Linguistics' CAELA Network quarterly newsletter, *Network News*, is completed and posted on the CAELA Network Web site at

<http://www.cal.org/caelanetwork/news/march09.html> This issue contains information on these topics: 1. on online discussions on managing programs for adult English language learners, and instruction to improve the English language skills of learners with limited literacy in any language , 2. professional development activities for practitioners working with adult English language learners in Montana and in South Carolina , 3. presentations at upcoming conferences -- TESOL and COABE -- for those working with adult English language learners, and a link to the recent CAELA Network brief on *Uses of Technology in the Instruction of Adult English Language Learners*.

### **ONLINE HEALTH RESOURCE - HEALTHFINDER**

A credible and easy-to-use health resource online is [www.healthfinder.gov](http://www.healthfinder.gov)

This is a National Health Information Center website full of personalized health information and tools presented in an easy-to-read format with simple navigation. The site has been recognized as a key consumer resource for finding the best government and nonprofit health information on the Internet.

### **MATH WEB SITE**

This is a math website that provides free animated math videos, study tips and practice questions at <http://www.mathexpression.com> Browse the 50 math lessons in such topics as algebra, symmetry, graphs, exponents, and fractions.

### **THE LISA LIBRARIES**

The Lisa Libraries donates new children's books and small libraries to organizations that work with kids in poor and under-served areas. Founded in 1990, the Lisa Libraries was started by author Ann M. Martin and friends to honor and memorialize children's book editor Lisa Novak. The Lisa Libraries supplements under-filled shelves as well as provides books to many children who may never have owned a book before. Book donation values vary depending on funding and need. For more information, check out <http://www.lisalibraries.org/frames.html>

### **ADVOCACY, LIBRARIES AND LITERACY: LITERACY FOR ALL WEBCAST**

On April 7, 2009, the National Institute for Literacy and the American Library Association's Committee on Literacy joined forces to offer a refreshing and energizing webcast to discuss the role libraries play in literacy. It was encouraging to hear colleagues at the national level share the same passion and enthusiasm for library based literacy programming as those of us at the state and local levels. As literacy practitioners and Illinois librarians, you will definitely want to make the time to watch and listen to this inspiring webcast. Librarians share their vision, hope and creative ideas for engaging individuals who have not historically enjoyed the many resources available at the library. Please view and listen to this worthwhile webcast which, when available, will be located at: <http://www.nifl.gov/nifl/webcasts/literacyforall09/webcast0407.html>

### **ALRC WORKSHOP - PARENTS AS EDUCATIONAL PARTNERS**

Thursday & Friday, May 7 & 8, 2009

*Parents as Educational Partners (PEP): A School-Related Curriculum for Language Minority Parents, 2-Day Workshop / 10 Professional Development Hours*

Sign-in: 9:00 - 9:30 am / Workshop: 9:30 am - 3:30 pm

Location: ALRC, 2626 S. Clearbrook Dr., Room D, Arlington Heights, IL

Fee: \$100 for Illinois residents/\$300 for attendees from other states. Lunch provided

### **RESOURCE BINS - FOCUS ON VOLUNTEER MANAGEMENT**

Resource bins on a wide variety of topics are available to check out from the Illinois State Library Literacy Office. This month we are featuring three bins focused on volunteer management. Please contact Jo Anne Hughes at 800.665.5576, #3 or email her at [jhughes@ilsos.net](mailto:jhughes@ilsos.net) to borrow any of the resource bins we have available.

*Volunteer Management, Bin #14* - This bin contains 19 different resources. Popular titles include Effective Leadership in Voluntary Organizations, Pass It On: Volunteer Recruitment Manual (Outreach to Minority Communities) and The Nonprofit Board's Role in Maximizing Volunteer Resources plus many more titles that will surely give new and innovative ideas for energizing your program with volunteers.

*Volunteer Management, Bin #15* - Contains 15 resources including How to Control Liability & Risk in Volunteer Programs, Measuring the Difference Volunteers Make: Guide to Outcome Evaluation and Volunteer Involvement in California Libraries: "Best Practices". Volunteer management staff members are sure to glean lots of useful tips to enhance their volunteer tutor program.

*Volunteer Management, Bin #16* - This bin contains 13 items full of ideas and strategies for strengthening your volunteer tutor program. Samplings of the titles are: The (Help!) I-Don't-Have-Enough-Time Guide to Volunteer Management, 101 More Ideas for Volunteer Programs, 101 Tips for Volunteer Recruitment and Volunteer Recognition Skit Kit.

### **HUG A BOOK CONFERENCE - MAY 2**

The Hug a Book conference is an early literacy conference for teachers, parents and social service providers who work with children 0 to 8. It is scheduled May 2, 2009 at Truman College in Chicago. This year's conference is focused on building blocks to prepare children for future school success. The aim of the conference is to provide information and tools for teachers and staff to help young children develop a love of books and reading. \$35 for staff. For more information -- <http://hugabook.org/2009habconference.html>

### **NORTHERN ILLINOIS FAMILY LITERACY PROVIDERS MEETING**

The May meeting will be held on Wednesday, May 27, 2009, 9:30 am - 12:30 pm, at the Adult Learning Resource Center, 2626 S. Clearbrook Drive, Arlington Heights. The topic will be Children's Language Development. The discussion will include the language needs of children in low income families and how programs can work with the children and help parents learn how to encourage and build their children's oral language. Please contact Laurie Bercovitz at 224-366-8500 for more details.

### **ESL HOUSEKEEPING CURRICULA**

There is an ESL curriculum online for workers who are cleaning homes and offices. It's on the OTAN website-- [www.otan.us](http://www.otan.us) You have to register, but it's fast and free. It's an excellent resource. The materials are in the VESL Clearinghouse Catalog Library Section at the link: <http://www.otan.us/browse/index.cfm?fuseaction=view&catid=2957> Scroll down to VESL for Hotel/Housekeeping Modules. There are 7 modules.

### **CIVIC ENGAGEMENT COURSE**

EL/Civics Online is a free professional development opportunity for ESL, EL/Civics, and Citizenship teachers and volunteers at [www.elcivicsonline.org](http://www.elcivicsonline.org). EL/Civics online is composed of this new course on teaching Civic Engagement, along with courses for teaching U.S. History, U.S. Government, and the Naturalization Process as well as a tutorial on lesson planning. The new Civic Engagement course shows teachers how to facilitate students'

awareness about their communities, becoming a part of their community, and giving back to their community. In addition all of these courses allow educators to:

- \* Participate in self-paced online professional development
- \* Create and obtain EL/Civics lesson plans
- \* Access timely and relevant resources
- \* Download classroom-ready handouts
- \* Keep all of their handouts and resources in a personal "My Information Center."