



»THE LANTERN«

ORLEANS COUNTY ADULT LEARNING SERVICES—"LIGHTING THE WAY TO LEARNING"

Volume 7 Issue 2

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OCALS RECEIVES ACCREDITATION!!

On July 24, 2013, Todd Evans, Director of Program Management of the national organization, ProLiteracy, emailed Rose Ruck, board member and chairperson of Orleans County Adult Learning Services (OCALS) Accreditation Committee, stating: ***"The Accreditation Review Committee voted to approve accreditation for Orleans County Adult Learning Services. The members were extremely impressed with your organization and we are proud to have your affiliate as a leader in our network. Please pass along my congratulations to all of the people in your organization who have contributed to this accomplishment."*** A few days later the official letter of notification arrived in the mail, along with the much desired and appreciated ***"Certificate of Accreditation"*** confirming that OCALS met ***".. all the National Quality Standards of ProLiteracy for Program Accreditation"***, signed by Peter Waite, Associate Executive Director, ProLiteracy, and Todd Evans.

To become accredited isn't easy. There are 16 standards reflecting recognized competencies of effective adult literacy organizations. Standards are organized into three sections: 1) Organizational Management; 2) Student-centered Services; 3) Tutor/Instructor Services. To achieve accreditation, an affiliate must meet all 16 standards. According to Todd Evans' letter--***"Accreditation is designed to recognize literacy organizations that are distinguished by superior professional leadership, effective programs, committed governing boards, and outstanding volunteer support. We are recognizing Orleans County Adult Learning Services for its excellence in each of these areas."***

Achieving accreditation is a voluntary process that involves several steps taking place over a one-year period: **First**, the board makes the decision on whether to apply; this involves reviewing all of the materials, standards, and process, and conducting an initial self-evaluation.

Second, you complete the application and enclose all the initial documentation and the fee of \$400.

Third, ProLiteracy reviews your application and documents for completeness and accuracy and then

either approves the application or decides that it would be in your best interest to delay accreditation.

Fourth, Confirm a timeline in preparation for the site review. Affiliates new to the process are expected to use the full year to prepare for the site review

Fifth, Documentation begins and you need to submit Checkpoint Form and materials three months prior to site review.

Sixth, ProLiteracy Assigns a Site Reviewer. OCALS' site reviewer from the Syracuse office was a wonderful lady, long known to the national and state literacy organizations, Marty Angelone. The date scheduled for the site review was June 20th.

(Rose learned early in May that ProLiteracy needed the files to be submitted electronically...this would save the site reviewer time in reviewing everything on June 20th, therefore, a substantial amount of files were sent as per their request to Marty before the review)

Seventh, the morning of June 20th reviewer Marty Angelone arrived early and met with OCALS representatives in their Tutoring Room at Hoag Library in Albion.

Representatives in attendance included: Penny Nice, Mary Lee Knights, Barbara Dunham, Don & Rose Ruck. OCALS' adult learner of the year (2012), Sun Ta, also stopped in for a brief visit, wanting to meet Marty Angelone. All of the representatives arrived well prepared, everyone carrying tote bags or banker boxes filled with files and ready to answer any questions that may be asked.

Eighth, the reviewer develops and submits a final report for ProLiteracy America within two weeks of the site review. The organization receives a copy of the report from ProLiteracy after the Accreditation Review Committee's decision.

Ninth, Accreditation Review Committee makes a decision. (This panel is an impartial group of individuals with extensive knowledge of literacy programs and/or non-profit management). **Happily, ProLiteracy's committee voted to have OCALS become accredited!**

(accreditation—cont'd)

There were many other people involved with the accreditation, including Jeanne Flow, who prepared all of the promotional materials, newsletter, website and face book which all received high praise from Marty and the national accreditation review committee. Additionally, recognition should be given to board member, David Callard, for helping OCALS to obtain their room at Hoag Library. Ms. Angelone was very impressed with the space, the comfort and attractiveness of the room, and how OCALS materials were kept in well organized cupboards and file cabinets. She also commented on the shelves outside the room which hold our reading materials for adult learners and volunteer tutors; very accessible and convenient to use and sign out. Sorry for all the details in this article, but I felt our membership should become acquainted with what's involved in the accreditation process. Also, please know OCALS

accreditation is valid through 12/31/2017; therefore, in four years we will need to seek re-accreditation.

Thank you ProLiteracy for our accreditation, and for all other help you've given to OCALS since its development in 2006!! We are proud to display the new logo showing that we are now an Accredited Member of ProLiteracy!

Rose Ruck
OCALS Board Member
Accreditation Committee Chairperson



HIGHLIGHTS FROM THE BOARD:

Annual Dinner Meeting- September 12, 2013

- Treasurer Don Ruck presented Treasurer's report dated 5/19/13 through 9/12/13, and OCALS Yearly Financial Report dated 7/1/12 through 6/30/13. Report accepted and filed to audit.
- Officers Penny Nice, President, Mary Lee Knights, Vice-President, Don Ruck, Treasurer, and Jeanne Flow, Secretary, were presented for second term. Motion approved.
- Don Colquhoun elected to Board of Directors.
- Pam Foss reported that our Family Program had 3 tutors working with 17 students at Grace's Place this year. We also began working with LIFE programs at Albion and Medina school districts. iPads were a new addition used in both programs, thanks to a grant from Curtis Foundation.
- OCALS partnered with United Way for their "Day of Caring". 8 volunteers from Baxter came to Grace's Place to read books to the children and help in the classrooms. Books were brought to hand out to each child.
- Our Adult Literacy program had 16 active students and 11 tutors in 2013. We accrued 467 individual adult tutoring hours, not including the LIFE and GED programs. We accrued 250 hours in the GED program.
- OCALS will once again participate in ROCtheDay on Dec. 11, 2013, and will possibly participate in the Buffalo Region's "Spring It On" this next March.
- President Penny Nice reminded everyone that speakers are available to talk to various groups about our organization and program, and to present opportunities for volunteer work.

➤ Rose Ruck gave report on process of obtaining accreditation from ProLiteracy.

➤ Penny Nice, Mary Lee Knights, and Barb Dunham will be interviewing 7 applicants for the salaried position of Tutor Trainer, and 5 applicants for the salaried position of Administrative Assistant.

➤ Penny Nice will be attending USAL (US Conference on Adult Literacy) in Washington D.C., Oct 31—Nov 2.

➤ "Friends of Literacy" Memorial Plaque will honor individuals who have supported our organization for many years before passing away. Plaque will be displayed in tutoring room at Hoag Library.

➤ Establishment of "Rose Award" - to be presented upon occasions of extraordinary service.

ROCtheDay:

Once again, OCALS would like to present a unique and exciting opportunity to assist our organization in promoting the literacy cause in Orleans County.

OCALS supporters can ROCtheDay by making a charitable contribution by internet beginning at 12:00 am and ending at 11:59 pm on December 11, 2013.

Payments must be made by credit card, debit card, or PayPal. Internet donations to OCALS can be made on 12.11.13 at ROCtheDay.org or by clicking on the ROCtheDay tab on our website:

www.ocalsfamilyliteracy.com

Go to ROCtheDay.org to find out more about this event, and don't forget to select OCALS as your CHARITY OF CHOICE when you donate.

**MARK IT ON YOUR CALENDARS NOW!
12.11.13—ROCtheDay!!!**

OCALS 7TH ANNUAL DINNER MEETING

POTLUCK DINNER



**MEMORIAL PLAQUE
UNVEILED**
"Friends of Literacy":
Eleanor "Connie"
Mikels (2011)
Josephine "Jean"
Gates (2012)

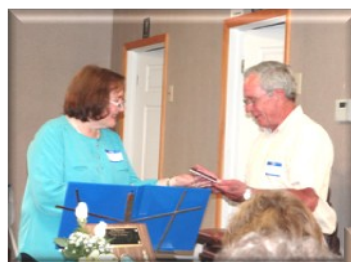


GUEST SPEAKER
Adrienne Daniels
"The Experiences
of a Tutor"



SPECIAL AWARDS

- **United Way**—accepted by Lisa Ireland
- **Curtis Foundation**
- **Albion WalMart**
- **Orleans/Niagara BOCES**—accepted by Sue Diemert
- **LPP/LIFE Program**—accepted by Teresa Elam-Zwifka
- **Grace's Place**—accepted by Jessica Suleski
- **Hoag Library**
- **The Daily News**—accepted by Virginia Kropf
- **Special Contributors:**
 - Kevin & Terry Novak
 - Shane & Donna Seylor
 - Mark & Nancy Schaaf
 - Mark Erway



Barb Dunham presenting
"Tutor of the Year" award
to Ted Malone

Barb Dunham
presenting "Tutor of the
Year" award to Adrienne
Daniels.



Barb Dunham presenting
"Student of the Year"
award to Sherlock Leys



Rose Ruck presenting
"Special Friend"
award to Virginia Kropf
for her continuous
support of OCALS



THE ROSE AWARD

Penny Nice, OCALS President, announced the establishment of a new award entitled "The Rose Award" - to be presented only upon occasions of extraordinary service. The Rose Award is named after one of the people involved in the founding of OCALS—Rosemarie Ruck. The three roses on the award signify the three qualities needed to qualify: Perseverance, Passion and Performance. This award was presented to Rose Ruck by President, Penny Nice, honoring her exemplary efforts in securing accreditation for Orleans County Adult Learning Services.





Orleans County Adult Learning Services

134 S. Main Street

Albion, NY 14411

PAGE 4

THE LANTERN

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are invited and encouraged.
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United Way of Orleans Co.



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ProLiteracy

DON'T FORGET TO CHECK OUT OUR FACE BOOK
PAGE AT WWW.FACEBOOK.COM/OCALS1
AND OUR WESITE AT
WWW.OCALSFAMILYLITERACY.COM

OCALS BOARD OF DIRECTORS

President—**Penny Nice**

Vice President—**Mary Lee Knights**

Secretary—**Jeanne Flow**

Treasurer—**Don Ruck**

Chair of Adult Learner's Support Group - **Marcie Van Epps**

Fund Development-**David Callard, Chairperson of Orleans County
Legislature**

Literacy Representative-Medina/Lyndonville School System—**Penny Nice**

Literacy Representative-Albion School System—**Barb Dunham**

Program Committee—**Renee Garnier**

Board Member—**Kathy Bogan, Asst. District Atty**

Board Member—**Georgia Thomas**

Board Member-**Rose Ruck**

Board Member—**Tim Dunham**

Board Member—**Don Colquhoun**