



PREP ANNUAL REPORT 2019

SEPT 2018- AUG 2019

# 2019 Annual Report



# Message from the Executive Director

The 2018-19 school year marked my first full year as Executive Director, which has been a time of reflection and change for PREP. As part of the transition into my new role, we have been reviewing and evaluating every aspect of the organization, from payment processing to registration, and program offerings to fund development. Times of transition are always difficult for an organization, and I fully recognize that this past year has not been without its challenges. We struggled to find enough SLPs to meet the needs of our members last year, we introduced fee increases throughout our programs, and we presented the board with PREP's first ever deficit budget. Yet despite these challenges, I have been consistently amazed as I have watched our incredible PREP staff step up time and time again to make sure the needs of our members are being met to the best of our ability. I am forever grateful for the dedicated staff who have decided to call PREP home, and I know we would not be here without their passion and dedication to the families who walk through our doors.

As we look ahead to the 2019-20 school year, we will be implementing some new changes based on the feedback we have received from our members, staff, and board. Some of these changes will be small, but some will be more significant. This includes a complete rebuilding of our internal HR structures, new approaches to how program registration is completed, and a full review of our fund development strategies. In addition, the PREP board will be developing a 3-5 year strategic plan for the organization as we look to the future and make some decisions about the direction of the organization. These can be challenging times to navigate, but I am excited for this coming year as we come together to build the best possible organization and ensure that individuals with Down syndrome have the supports they need to live active and included lives in their communities. I can't wait to see where we go from here.



## 2018-19 HIGHLIGHTS

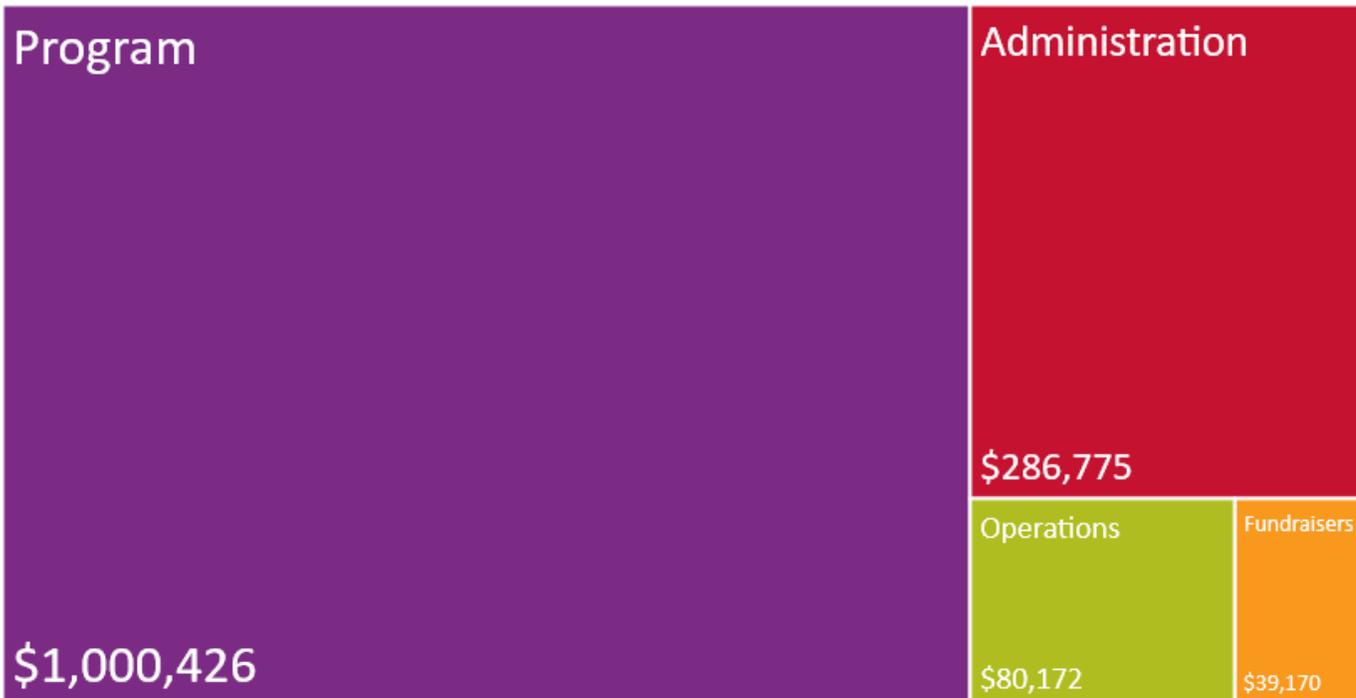
- Introduced online registration
- Initiated a new 10 week block system across speech, reading, and OT
- Enhanced our board room with new projection screen
- Introduced a new Spring Art Auction celebrating the artistic and performance abilities of individuals with Down syndrome
- Launched a new raffle for families to raise money for their own child's services
- Moved PREP's financial data to Quickbooks
- Implemented a new email and calendar system
- Created a new budget calendar
- Launched new member and staff feedback surveys
- Created a new monthly e-newsletter
- Conducted a full HR audit of the organization
- Established partnership with the Down Syndrome Resource Foundation

# PREP Financials 2018-19

Total Revenue = \$1,248,390



Total Expenses = \$1,406,543



# EARLY LEARNING

Our weekly parent-child classes for children ages 0-3 provide a warm and welcoming introduction to PREP. Parents value the opportunity to meet and share with other families who are also starting their journey of parenting a child with Down syndrome. Parents build a network of support as they learn through class time, workshops, and individual therapy consults. Children enjoy the structured play based activities designed to introduce skills, which will help and support them in their transition to ECS and preschool.

## HIGHLIGHTS

- Music therapy was provided to each class once a month throughout the year
- Additional in-class SLP services provided January-June
- Three summer play dates were offered to enhance parent relationships and provide connections over the summer months

ENROLLMENT



20

WORKSHOPS



12



FUNDERS

# EARLY CHILDHOOD SERVICES

## HIGHLIGHTS

- Moved coat hooks downstairs and made self dressing part of the daily routine
- Used more visuals to reinforce directions and reduce verbal prompting
- Introduced Lively Letters and AAC boards to incorporate more speech and literacy in the classroom
- Had one speech pathologist for both classes and added an SLPA

As an approved ECS operator, PREP supports your child's journey in an inclusive educational setting. The first year of the program is focused on learning what it means to participate in the classroom while introducing preschool concepts. The 2nd year of the program is focused on gaining independence and fostering social interaction with peers. Children in the 2nd year also attend their community preschool supported by a PREP Education Assistant. PREP provides exceptional family oriented programming from our multi-disciplinary team of caring professionals, including speech language pathologists, occupational therapists, physiotherapists, and music therapists.

17

ENROLLMENT



FUNDERS



7

WORKSHOPS



# OCCUPATIONAL THERAPY

Many individuals with Down syndrome benefit from receiving individualized services and support from our registered occupational therapists. These supports can focus on maximizing independence with many meaningful daily activities, including self-care activities (eating, dressing, toileting, etc.), independent living skills (cooking, chores), play/recreational/leisure activities, and school activities or readiness skills (crafting, printing, keyboarding, attention and organizational skills, etc.). OT sessions are individualized and based on family/students' needs and priorities.

## HIGHLIGHTS

- OT attended a workshop on Handwriting Without Tears
- Assisted several families as they applied for AADL funding
- Held workshop for K-12 families on Self Care Skills for Independent Living

ENROLLMENT



29

WORKSHOPS



5



FUNDERS

# SPEECH LANGUAGE THERAPY

## HIGHLIGHTS

- Purchased AAC system Touch Chat for iPads
- Increased budget for program materials
- Expanded scope of data collection
- Administration took over invoicing from SLPs

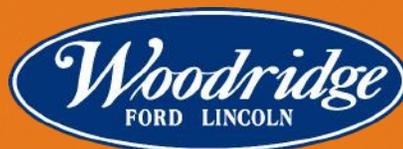
Our Speech Language Therapy program adapts and modifies strategies specifically for children with Down syndrome in grades K-12. Both individual and group sessions are available during 3 blocks throughout the school year. Speech Language Pathologists work with parents and school team members to encourage speech intelligibility, vocabulary and sentence building, sequencing, and development of social communication skills to help students gain the skills to communicate at home and in their community.

67

ENROLLMENT



FUNDERS



3

SUMMER CAMPS



# READING INSTRUCTION

Learning to read is an essential life skill for students, which is why PREP offers an individualized and personalized reading program designed specifically for students in grades 1-12 with Down syndrome, with options for Kindergarten students to enter the program in Block 3. Our highly skilled reading team modifies each lesson based on the interests of each student and coordinates goals with families and, when applicable, teaching teams through consult with our educational Facilitator. All sessions are 45 minutes with 10 session and 5 session options available per 10 week block.

## HIGHLIGHTS

- Reading team grew to 5 reading instructors
- Professional development included 2 webinars: Lively Letters; Behavior and Literacy and Literacy for Complex Learners
- *Explode the Code* phonics book was introduced to all students

ENROLLMENT



55



Big Hearted Mavericks

WORKSHOPS



1



FUNDERS

# FAMILY SUPPORT

## HIGHLIGHTS

- Conducted 4 community presentations /resource fairs
- Collaborated with Calgary Ups and Downs to host 2 evening workshops
- Hosted PREP's 10th Annual Moms Day Retreat

Family Support services are available to any Family in the Calgary and outlying region looking for the knowledge, skills and resources required to best support their child with Down syndrome birth to 18 yrs old. Liaisons are available to provide support and clarity when navigating complex systems. Workshops and webinars are offered to families who want to learn more about specific topics related to your child's journey and to learn from other families. Families have access to individual consults, home visits, mentoring, transition planning and much more.

224

ENROLLMENT



FUNDERS



52

WORKSHOPS



# EDUCATION SUPPORT

PREP offers supports to educators and families through our Education Support services to ensure all stakeholders have the knowledge, resources, and capacity to create a successful learning environment for students with Down syndrome to thrive throughout their education careers. Thanks to funding from the United Way, our Education Support Coordinator works directly with families and teaching teams through consultation, workshops, professional development, webinars, and resource development.

## HIGHLIGHTS

- Support to PREP members increased by 62%
- Presented at Calgary Teacher's Convention and Alberta Independent School Association
- Presented an *Introduction to Down Syndrome* session to Calgary Catholic School Board teachers (approx 150 attendees)
- Hosted 5 workshops at PREP, 6 workshops in schools

WORKSHOPS  
AT PREP



5

ATTENDEES



100



United Way



FUNDERS

# TEENS ON THE GO

## HIGHLIGHTS

- Teens on the Go Coordinator met with families at parent orientation
- Expanded the activity offerings and included new cultural experiences
- Attracted new volunteers to the program to provide additional support

PREP provides our teens (grades 7-12) with a fun context to learn independence skills as they get out and about in the community. Teens have the opportunity to practice the skills they are learning at PREP as the Teens on the Go Coordinator connects with PREP therapists and instructors to ensure expectations, strategies, and goals are consistent at PREP and in the community. A wide variety of activities are planned to ensure that all teens can feel comfortable and involved, including concerts, sporting events, craft/movie nights or volunteer experiences, all designed to provide a context to practice independence skills such as money handling, transportation, navigation, and communication.

15

ENROLLMENT



FUNDERS



18

OUTINGS





2004 12th Ave NW  
Calgary, AB, T2N 1J7  
[admin@prepprogram.ca](mailto:admin@prepprogram.ca)  
403-282-5011