



# UMATILLA COUNTY SPECIAL LIBRARY DISTRICT

Strengthening our community libraries

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## Early Literacy Outreach Take Off! Program Manager Monthly Report

Date: January 15, 2026  
Staff Name: Monica Hoffman  
Time Period Report Covers: December 2025

### Position Purpose Statement:

The Program Manager creates and implements outreach services to childcare, preschool, and public library sites throughout the county, fostering a love of reading and promoting kindergarten readiness through the development of early literacy skills targeting children birth to six.

### Statistics:

Attendances at Library Storytime's are kept separately as Take Off! Childcare/preschool Storytimes so the libraries can count those attendees for their statistical reports.

Book Box Statistics	Boxes/kits	Books
Book Boxes Delivered	65	1295
Storytime/ Specialty Kits Delivered	1	8
<b>Total</b>	66	1303
Storytime Statistics	Library Storytimes	Childcare Storytimes
Storytimes Provided	4	55
Adults in Attendance	11	136
Children in Attendance	15	498
<b>Total Attendance</b>	26	634

### Meetings and Site Visits:

Monday December 1, 2025, Milton Freewater

- Milton-Freewater Umatilla Morrow Head Start (UMHS) Amy Storytime and materials exchange with Amy
- MF UMHS Maria Storytime and materials exchange with Linda
- Lily's Kids Academy Storytime and materials exchange with Lily
- Little Ardo's Academy Storytime and materials exchange with Maria
- Update window to trees.



Tuesday December 2, 2025, Hermiston

- UMHS Cathy Wamsley Early Learning Center (CWELC) Storytime and material exchange with Early Head Start 3 class.
- UMHS CWELC Storytime and material exchange with Early Head Start 1 class.
- UMHS CWELC Storytime and material exchange with Early Head Start 4 class.
- UMHS Hermiston Child Development Center (HCDC) material exchange with Claire's Early Head Start MT class.
- IMESD Early Intervention/ Special Education (EI/SE) Punkin Center Storytime and material exchange with Charmayne's TR AM class.
- IMESD EI/SE Punkin Center Storytime and material exchange with Yolanda's TR AM class.
- IMESD EI/SE Punkin Center Storytime and material exchange with Elizabeth EI/SE TR AM class.
- Bethlehem Lutheran Preschool material exchange with Tess.
- UMHS CWELC Storytime with Early Head Start 2 class.
- UMHS CWELC Storytime and material exchange with Head Start 1 class.
- IMESD EI/SE Punkin Center Storytime with Charmayne's TR PM Class
- IMESD EI/SE Punkin Center Storytime with Elizabeth's TR PM Class
- IMESD EI/SE Punkin Center Storytime with Yolanda's TR PM class.

Wednesday December 3, 2025, Hermiston

- UMHS HCDC Storytime with Claire's Early Head Start WR class.
- UMHS HCDC Storytime and material exchange with Johanna's Early Head Start class.
- IMESD EI/SE Punkin Center Storytime with Charmayne's MW AM Class
- IMESD EI/SE Punkin Center Storytime with Yolanda's MW AM class
- IMESD EI/SE Punkin Center Storytime with Elizabeth's MW AM Class
- IMESD EI/SE Punkin Center Storytime with Charmayne's MW PM Class
- IMESD EI/SE Punkin Center Storytime with Yolanda's MW PM class
- IMESD EI/SE Punkin Center Storytime with Elizabeth's MW PM Class

Thursday December 4, 2025, Milton Freewater

- Milton-Freewater Oregon Child Development Coalition (OCDC) materials exchange with Martha
- MF OCDC Storytime with Angelica and Anel's class in B2
- MF OCDC Storytime with Maricela and Maggie's class in E1
- MF OCDC Storytime with Blanca, and Lupe B's class in E2

Friday December 5, 2025, Adams

- Adams Public Library Storytime with Amanda
- December Slides and YouTube

Monday December 8, 2025, Pendleton

- IMESD Pendleton Early Learning Center (PELC) Storytime and material exchange with Hannah's morning EI/SE class.
- UMHS PELC Storytime and material exchange with Tierny's class.
- UMHS PELC Storytime and material exchange with Cami's class.
- IMESD PELC Storytime with Hannah's afternoon EI/SE class
- UMHS PELC- Storytime with Kim's afternoon class

Tuesday December 9, 2025, Helix

- UCSLD Safety and Staff Meeting Cybersecurity Awareness for Business Leaders: Incident Preparedness and Management Planning
- Helix Public Library Storytime with Annette

Wednesday December 10, 2025, Umatilla/McNary

- UMHS Pine Tree Storytime and material exchange with Rhonda's Early Head Start class.
- UMHS Pine Tree Storytime and material delivery to Tina's Early Head Start class.
- UMHS Umatilla Storytime and material exchange with Janie's class.
- UMHS Umatilla Storytime and material exchange with Favi's Early Head Start class.
- IMESD EI/SE McNary Storytime and material exchange with Katy's morning class.
- UMHS Umatilla Storytime and material exchange with Amalia's morning class.
- UMHS Umatilla Storytime with Crystal's afternoon class.
- IMESD EI/SE McNary Storytime with Katy's afternoon class.

Thursday December 11, 2025, Hermiston, Pilot Rock

- UMHS Victory Square Storytime and material exchange with Jasmine's class.
- UMHS Victory Square Storytime and material exchange with Nikki's class.
- Angie's Kid Kare In-home Childcare Storytime and materials exchange.
- Misty's In-Home Childcare materials exchange.
- UMHS Victory Square Storytime and material exchange with Ayerim's class.
- Pilot Rock Elem. Preschool Storytime and material exchange with Marcy's class.

Friday December 12, 2025, Weston

- Weston Public Library Storytime with Heather

Monday December 15, 2025, Pendleton

- Pioneer Relief Nursery Preschool Storytime with Preschool class 1.
- Pioneer Relief Nursery Preschool Storytime with Preschool class 2.
- Pioneer Relief Nursery Preschool material exchange with Chelsey
- Playtime Education Storytime and material exchange with Amber
- Mindy's Daycare and Preschool material exchange.
- Pendleton High Early Head Start material exchange with MaryChris' Class



Tuesday December 16, 2025-Wednesday December 17, 2025, Off-Medical

Thursday December 18, 2025, Milton Freewater, Weston

- IMESD Freewater Storytime and material exchange with Sherry's EI/SE AM class.
- Walla Walla YMCA at Freewater material exchange with Kim
- Walla Walla YMCA at Freewater Storytime with the preschool class.
- Walla Walla YMCA at Freewater Storytime with the toddler class.
- IMESD Freewater Storytime with Sherry's EI/SE PM class.
- Little Pioneer's Storytime and material exchange with Jessica and Jaclyn's classes.
- Athena-Weston Preschool Storytime and material exchange with Corrine's class.

Friday December 19, 2025, Athena

- Athena Public Library Storytime with Stephanie

Monday December 22, 2025, Pendleton

- Elsie's In-home Childcare Storytime and materials exchange
- Lil' Sprouts Childcare Storytime and material exchange with Jen's class.

Tuesday December 23, 2025-Friday December 26, 2025, Off-Holiday Vacation

Monday December 29, 2025- Wednesday December 31, 2025, Office and Holiday

- January Slideshow and YouTube
- Office Window change from Trees to Snow



### **Ongoing Projects and Progress:**

- Oregon Ready to Read 2025 Grant cycle 100% complete
- Created and adjusted Take Off schedule to meet needs.
- Collection development/box revisions, update book boxes for 2025-2026
- Collect and update slides of library program fliers and event announcements for office window and YouTube
- Submitted Monthly Take Off! Report

### **Upcoming Events - Activities:**

- Provide "Every Child Ready to Read" Train the Trainer for IMESD January 23<sup>rd</sup>
- Provide "Every Child Ready to Read" Parent training at Pioneer Relief Nursery Jan/Feb TBD.