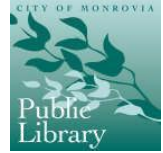




**CITY OF MONROVIA
LIBRARY BOARD
AGENDA REPORT**



DEPARTMENT: Public Services
Library Division

MEETING DATE: June 28, 2018

PREPARED BY: Victor Castellanos,
Adult Librarian/Literacy Coordinator

AGENDA LOCATION: AR-1

TITLE: 2018 Literacy Services Update

OBJECTIVE: To update the Library Board on the status of Literacy Services.

Tutors/Learners

Since July 2017, there has been a total of 41 learners served in the program who completed at least one learning goal. In addition, 8 tutors and 15 learners have been added to the program in the past year. Currently, there are 27 tutors meeting one-on-one with 29 learners, and 2 tutors/learner pairs in the process of learner assessment and tutor assignment. Since July 2017, tutors have volunteered 1,690 hours in the literacy program. Based on calculations by the Independent Sector in Washington, DC, the current value of volunteers is rated at \$24.14 an hour. That is a value of about \$40,800.

Some of the current Goals that learners are working towards include: obtaining a high school diploma and passing the HiSET; improving phonics skills using the Reading Horizons online program; improving job skills such as writing reports and reading charts; building vocabulary and communication skills; and improving basic reading and writing skills. Learner goals completed so far include: passing the HiSET exam, improving job skills to get a better job, increasing conversation skills to become a volunteer in a hospital, increasing writing skills and writing to an author, improving computer skills to comfortably utilize online learning apps, and increasing confidence to talk openly in class to teachers.

Tutor/Learner Support

- a) Fall 2017: Staff lunched the Online Tutor Training. This online training is designed specifically for potential Monrovia tutors, and in that time, 8 registrants completed training to become Monrovia tutors.
- b) July 2017: Staff implemented the new Speak Easy weekly conversation group to address the growing need of conversation and pronunciation help for English language learners. Five tutors rotate to facilitate this afternoon conversation group. Each week focuses on new conversation topics, including: health, science, art, community service, and more. On average, 8 participants attend the Speak Easy group per week, and 12 participants attend the evening Culture and Conversation group per week.
- c) August 2017: Literacy Services hosted a five-hour workshop for the Reading Horizons online reading program. This workshop trained tutors in reading strategies for dyslexic learners and new readers.
- d) December 2017: Staff published the new Literacy Ledger literacy newsletter. This quarterly

AR-1

newsletter publishes articles by tutors and highlights learners' achievements. The newsletter is circulated to all tutors and learners, and to other literacy centers.

- e) January 2018: Staff from the Monrovia Adult School provided a two-hour pronunciation workshop for both tutors and learners. This workshop introduced new strategies for sounding out vowels for both non-native and native English speakers, and it is the first workshop for both tutors and learners.
- f) March 2018: Staff hosted the first Literacy Center Open House to encourage more people in the community to learn about the Literacy Center and how to become a volunteer tutor.
- g) March 2018: Staff implemented the new bi-monthly Literacy Book Club. This book club supports learners reading novels at the high-school level, it introduces new vocabulary and comprehension strategies, and encourages learners to talk and think about literature. There are currently 10 participants who attend the Book Club.
- h) June 2018: The next tutor meetup is scheduled for June 20, 2018. Volunteers are required to attend these meetups for ongoing tutor training outlined in the MOU. These meetups highlight new information and tutoring strategies, and offer short workshops aligned with literacy program best practices.

Technology Support

- a) September 2017: Staff promoted and worked alongside the Barbara Bush Foundation Adult Literacy XPRIZE competition and hosted two days of sign-ups for free mobile literacy apps. This global competition challenges teams to develop mobile applications for smart devices that result in the greatest increase in literacy skills among participating learners in just 12 months. Learners were introduced to these new applications for their smart devices.

Staff Professional Development

Staff attended the following:

- a) September 2017: *ProLiteracy Conference on Adult Literacy, MN*. Attendee for workshops on tools for adult literacy through libraries, starting book clubs for learners, growing your literacy network, and supporting learners with dyslexia.
- b) November 2017: *California Library Association Annual Conference, Riverside, CA*. Panelist for "Just-in-Time Literacy Instruction and Program Management Skills." Attendee for smartphone apps for beginning literacy learners.
- c) January 2018: *Adult Learning Theory in Library Services*. Attendee for six week course via Crossroads.com
- d) April 2018: *Southern California Library Literacy Network (SCLLN) Annual Literacy Conference, Buena Park, CA*. Panelist for "Getting Outside of Your Comfort Zone: Adult Learning Theory and Motivation" and for "Roles and Goals Interactive Workshop." Attendee for workshops on systematic writing instruction.
- e) May 2018: *Serving With a Purpose, Ontario, CA*.
- f) June 2018: *Project READ, San Diego, CA*. Attendee for workshops on smart phone apps for math instruction, and workshops for visual storytelling as a literacy tool.

Literacy Fundraiser

Staff worked with the Library Foundation Fundraiser Committee from November 2017 to April 2018 to plan the annual "Team Up-Dream Up" Literacy Fundraiser held on April 22, 2018.

CLLS Funding

On January 3, 2017, staff received notification from the State of California that Monrovia was awarded an additional payment of \$14,194 for fiscal year 2017-2018. The baseline amount of \$18,000 was approved on August 1, 2017. The two payments together result in a grand total of \$32,194.

RECOMMENDATION: Staff recommends the Library Board move to receive and file AR-1 2018 Literacy Services Update.

LIBRARY BOARD ACTION REQUIRED: If the Library Board concurs, the appropriate action would be a motion: Receive and file report AR-1 2018 Literacy Services Update.

AR-1