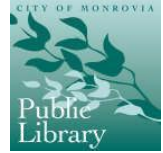




**CITY OF MONROVIA
LIBRARY BOARD
AGENDA REPORT**



DEPARTMENT: Community Services
Library Division

MEETING DATE: January 23, 2014

PREPARED BY: Rebecca Elder
Youth Services Librarian II

AGENDA LOCATION: AR-1

TITLE: Literacy Services Sustainability Plan Update

OBJECTIVE: To update the Library Board on the progress of the Literacy Services Sustainability Plan.

BACKGROUND: In 2011-12, the Program for International Assessment of Adult Competencies (PIAAC) conducted a study on adult life skills for adults ages 16 to 65. The goal of the study was to assess and compare basic skills and competencies of adults around the world. The assessment focuses on cognitive and workplace skills needed to participate in the 21st century and the global economy, and measures a broad range of abilities in literacy, numeracy, and problem solving in technological-rich environments. The United States (U.S.) ranked 16th out of 24 countries. The average literacy score for adults in the U.S. was 270 out of 500. The average numeracy score for adults in the U.S. was 253 out of 500. The average problem solving in technology rich environments was 277 out of 500. The effects of low literacy cost the U.S. \$225 billion dollars in its workforce, and add \$230 billion dollars to the country's annual health care costs.

California Library Literacy Services (CLLS) supports Californians by providing funding to support the Literacy program. The Literacy Services Study Session Sustainability Plan was created as a result of a 40 percent decrease in state funding in 2011-12. On January 24, 2013, the Library Board directed Staff to provide quarterly updates on the status of the plan. This report reflects the final quarterly update.

PLAN UPDATE:

Donations

Expand efforts to secure donations to support program sustainability. Updates are as follows:

- a) Staff and fundraiser event volunteers met in January 2014 and are currently in discussion to expand and improve the 2014 annual fundraising event.
- b) Staff attended *Here's the Money: Cultivating Individual Donors for Your Library* at the California Library Association Conference in November learning techniques for fundraising.
- c) The Library received a \$2,000 California Reads grant funded by Cal Humanities to be used in 2014 toward Literacy Services for California veterans and their families.

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Brand/Market/Promote

Literacy Services focuses on addressing the literacy needs of adult and family literacy. Updates are as follows:

- a) Staff reviewed and updated volunteer tutor descriptions, training materials, city website, and materials for public distribution.
- b) Staff created a list which details key points of Literacy Services for Staff and volunteers to use for outreach events and to promote programs and services.
- c) Staff participated in the California Library Association Conference in November and will participate in the statewide CLLS 30th Anniversary celebration in the fall of 2014. Promotion will include a declaration by the Governor, City Council, and partnerships with local organizations.

Tutor Support

Tutors require new and ongoing tutor training, including current tutoring trends, educational strategies, and online resources. Updates are as follows:

- a) Staff provided a training session for new tutors in September. Eight participants attended the session held at the Azusa Public Library, a partner literacy organization. The next training session is scheduled in February 2014.
- b) Staff attended *Raising the Roof for Tutor Training* at the CLA conference in November, and is investigating online tutor trainings as a means of recruiting tutors on a consistent basis, and offering more opportunities for current tutors to update skills.
- c) Staff recruited two tutor volunteers to lead a tutor support group. The group will meet in person and online to share resources and give support to each other.

Learner Support

Literacy Services is a learner directed program which differs from traditional education. Learners identify their individual goals and tutors support those goals by selecting appropriate educational materials and learning opportunities. Updates are as follows:

- a) Staff continues to review and update *Roles and Goals* forms submitted by learner/tutor teams. The forms are a requirement by the State Library for funding purposes for the CLLS grant. Staff used the data collected from the forms to plan for collection development and purchase educational materials to support learners.
- b) Staff attended *Let the Rumpus Begin! Building a Better Collection* at the CLA conference in November 2013. Staff weeded the literacy collection and purchased updated materials for learners that reflect changes in technology and GED preparation and testing.
- c) Staff provided learners with two opportunities for developing writing skills: 1) The Southern California Library Literacy Network's annual *Writer to Writer Challenge*, and 2) The Books for Soldiers' holiday card writing for U.S. troops serving in the military. Over 100 cards were sent to our troops.

Technology Support

Proficiency with new media is required to fully participate in today's society, and current technologies help diverse adult learners develop both language and literacy skills. Updates are as follows:

- a) Installation of six iPads and one large screen desktop computer for the Literacy Center is pending. Based on the management experience with iPads in Youth Services, Information Systems Manager purchased an additional computer to manage access and software updates to the iPads for both Youth Services and Literacy Services. This management procedure will be implemented in the near future.
- b) Staff is investigating online learner programs. These programs will focus on extending learners' opportunities to improve their 21st century technology skills in addition to their regular one-on-one tutoring sessions.

FISCAL IMPACT: Staff received notification from the California State Library that Monrovia has been awarded a total of \$29,563 for the California Library Literacy Services grant. Staff was initially informed the literacy program would receive the \$10,000 baseline for this fiscal year. Staff was happy to hear the Library received the additional \$19,563 per capita money. This is approximately \$4,000 more than the 2012-13 allocation. This is recognition from the State Library that they see how Monrovia continues to move literacy forward.

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

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

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