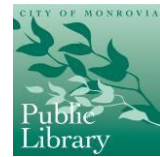




**CITY OF MONROVIA  
LIBRARY BOARD  
AGENDA REPORT**



**DEPARTMENT:** Community Services  
Library Division

**MEETING DATE:** October 26, 2023

**PREPARED BY:** Jade Mushisky  
Adult Librarian/ Literacy services

**AGENDA LOCATION:** AR-1

**TITLE:** 2022/2023 Adult Literacy Services Update

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

**BACKGROUND:**

Monrovia Public Library's Adult Literacy Services aims to help English-speaking adults improve their reading and writing skills so that they can reach their potential as workers, parents, community members, and life-long learners. With the help of trained volunteer tutors, learners meet with their paired tutor for one-on-one sessions or participate in the book club and conversation classes.

Our goals-oriented program operates under the guidance of California Library Literacy Services (CLLS). CLLS was developed in 1984 as the first statewide library-based adult literacy service. Since then, library literacy programs have helped more than a quarter of a million learners and their families with their literacy goals. Monrovia Public Library's Literacy Services believes that literacy is more than just reading and writing. For nearly 20 years, the Adult Literacy Services program at Monrovia Public Library has helped adult learners achieve their goals and build better lives for themselves and their families.

**UPDATE:**

**Tutors/Learners**

Since July 2022, there has been 25 learners served in the program who completed at least one learning goal. In addition, five new tutors have completed tutor training or began the onboarding process, and eight learners have been added to the program since July 2022. Currently, the program has 14 tutors meeting with 21 learners and three tutors facilitating the three small groups for learners. Between July 2022 and June 2023, tutors have volunteered 954 hours to the Adult Literacy Program. Based on calculations by the Independent Sector in Washington, DC, the current value of volunteers in California is rated at \$37.32 an hour, a value of about \$35,603.28.

Every learner enters the program with a goal, which may include obtaining a high school diploma, building vocabulary and communication skills for work and life, improving job skills such as writing reports and reading charts to get a better job, and increasing confidence to communicate with medical professionals or their child's teacher. Of particular note, learner goals completed during this period include becoming an active community member via volunteer work, starting their own acupuncture business, becoming a tour guide at the Huntington Library & Botanical gardens, applying for and moving into their own apartment, and exploring alternate career paths.

## Tutor/Learner Support

### 2022

- Ongoing: The weekly *Culture & Conversation* Group is hosted in a hybrid format (Zoom and in-person). This group supports learners who want to explore reading, pronunciation, and current news events.
- July: Staff and tutors relaunched the *Learner Book Club* in a hybrid format. This small group meets twice a month and serves learners who wish to improve their reading comprehension, vocabulary, and conversation skills.
- August: Staff provided family literacy take-home kits, which encouraged families to read together to help their child develop early literacy skills, as well as encouraging families to craft together to help their child develop fine motor skills, boost self-esteem, and encourage self-expression. A total of 28 kits were distributed.
- November: Staff provided a nature journaling program in partnership with a Park Naturalist from Monrovia Canyon Park. Tutors, learners, and their families were informed about the flora and fauna of Library Park, practiced writing skills, and how to observe their natural surroundings. A total of 26 attendees of all ages participated in the journaling program.
- December: Staff provided a family literacy program titled *You Are Light*, a take-home kit that encouraged families to read and craft together to help their child develop early literacy skills. A total of 18 kits were enjoyed by local families.
- December: A tutor/learner pair hosted *Learner Movie Night*. They shared their thoughts on the book *Where the Crawdads Sing* by Delia Owen and then viewed and discussed the film version with fellow learners. A total of nine attended the program.

### 2023

- January: Staff hosted a *Senior Support Workshop* in partnership with Foothill Family. This workshop shared information regarding preventive tips to avoid burnout when caring for family members. Three attendees learned valuable information to support their own families.
- February: Staff and tutors relaunched *Write Club*. This group meets in-person twice per month. In this tutor-led small group, learners build confidence in their everyday and creative writing skills.
- February: Staff provided *Creativity & Goals for Learner Success*, an interactive two-part tutor workshop facilitated by Brienne Ellsworth, writing workshop specialist. This workshop, with seven attendees, focused on creative techniques for goal-setting and personalizing one-on-one sessions.
- March: Staff presented a Family Literacy Storytelling Event. This event included a multicultural performance from the Music Center's *We Tell Stories* storytelling troupe, games, crafts, and free books for the home library. A total of 65 parents and children attended the program.
- March: Staff hosted *Learner Movie Night*. Learners were encouraged to practice pronunciation, conversation, and explore English-language expressions as the group of four viewed and discussed a film together.
- April: Staff provided *Step Into Spring*, a take-home kit that encouraged families to read and craft together to help their child develop early literacy skills. A total of 23 kits were distributed.
- May: Staff provided *Four Components of Reading*, an interactive two-part tutor workshop facilitated by Dianna Baycich, literacy projects coordinator at Kent State University. Five tutors were guided through the world of reading: alphabets, fluency, vocabulary, and comprehension. Tutor trainings not only provide support for the volunteer tutors within the program but also ensure they are up to date on the latest techniques and skills within the world of Adult Literacy.

## Technology & Materials Support

Literacy Services has continued in a hybrid virtual/in-person space in response to feedback from participants within the program based on transportation or scheduling issues. Staff has conducted ongoing technology training to learners and tutors to enable more participants to join virtual or hybrid literacy program offerings if they are unable to attend in-person.

- The book club, write club, conversation group, one-to-one tutoring, and tutor training opportunities offer the option of online participation via Zoom to best fit the busy scheduling needs of learners and tutors.
- To continue providing support for those within the program, staff created the Monrovia Public Library (MPL) *Adult Literacy Online Resources* using *Padlet*. This is an online resource-sharing tool for tutors and learners to access current learning materials, all categorized into literacy goals. This user-friendly resource enhances opportunities for tutors and learners to access the library and its resources 24/7.
- Staff provides technology equipment as needed to ensure all members of the program have the items they need to engage in virtual programming and training.

Literacy Services continues to provide materials for new and struggling readers. One such collection, known as *Fresh Reads*, offers stigma-free and high interest, lower lexile reading level (hi-lo) materials for all patrons to build a love of reading and literacy throughout adulthood. The Literacy Center also offers updated literacy materials for tutors and learners.

Literacy Services also has a *Citizenship & Civics Corner* which is a dedicated space to support learners with US Citizenship as a literacy goal. The Citizenship Corner includes resources for learners interested in studying for the U.S. Citizenship and Immigration exams, and includes books, flashcards, workbooks, DVDs, voter registration forms, and more.

The Literacy Center loans laptops, Wi-Fi hotspots, tutor camera accessories, and phone and tablet stands to facilitate learners in the hybrid virtual learning process. In order to continue to deliver quality hybrid online services such as tutor training, learner programs, and family literacy classes, the Literacy Center's Logitech video conferencing system allows for clear video and audio for online participants. This system is mobile, and it enables staff to create virtual classrooms anywhere in the library. Literacy technology equipment is provided by funds from the Monrovia Public Library Foundation.

### **Program Funding**

The State of California provides annual CLLS grant funding for adult literacy programs across the state. In 2022/2023, they awarded Monrovia \$27,695 for the Adult Literacy Services program and \$43,740 for the Family Literacy Services program. The grand total for Adult Literacy Services and Family Literacy Services for 2022/2023 was \$71,435. Grant funds are used to offset staffing costs for the program. Additional funds for materials and equipment are provided by the Monrovia Public Library Foundation.

**RECOMMENDATION:** Staff recommends the Library Board move to receive and file AR-1 2022/2023 Adult 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 2022/2023 Adult Literacy Services Update.**

