# LIBRARY AND EDUCATION COMMISSION

**October 19th, 2022**
**7:00 PM to 9:00 PM**

San José Public Library

# I. CALL TO ORDER & ORDERS OF THE DAY

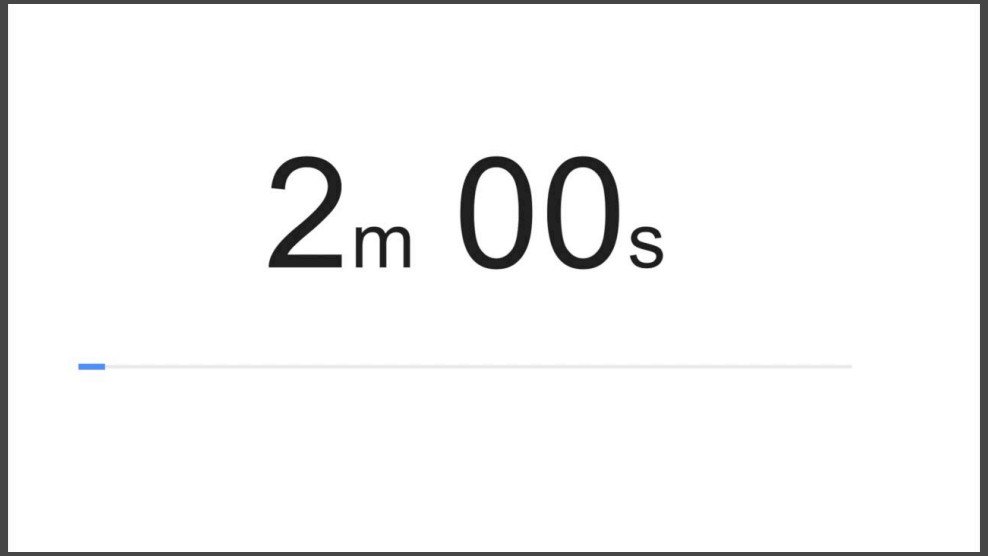
# II. CONSENT CALENDAR

## A. APPROVE THE 10/19/2022 AGENDA

## B. APPROVE MINUTES FOR REGULAR MEETING OF 09/21/2022

# III. PUBLIC RECORD

# IV. OPEN FORUM
## (2 MINUTES OF SPEAKING TIME IS AVAILABLE)



# V. DISCUSSION/ACTION ITEMS

# A) INFORMATION: YOUTH COMMISSION ANNOUNCEMENTS & UPDATES (CHAIR G. CHEN)

# B) INFORMATION: REVIEW OF BOND AND AUDIT QUESTIONS (A. MAESTRE)

# REVIEW OF BOND AND LIBRARY PARCEL TAX AUDIT QUESTIONS

October 19, 2022

San José Public Library

# BACKGROUND INFORMATION

## Why do these funds get audited?

- Ballot measure language

## What is the purpose of these audits

- Ensure financial statements are free from material errors.
- Ensure financial statements were prepared in accordance with Generally Accepted Accounting Principles (GAAP).
- Ensure proper internal controls.
- Ensure funds were used in accordance with voter approvals – Measure O (Bond) & Measure S (Parcel Tax)

## What is the timeline for the audits?

- May – October: External Audits of the Library Bond Fund and the Library Parcel Tax Fund
- October: Commission reviews the Library Bond Fund & the Library Parcel Tax Fund Audit Questions – Opportunity for New Questions
- November: Audits are reviewed by the Commission as the Oversight Committees

# PREVIOUS AUDIT QUESTIONS & ANSWERS

- Who are the external Auditors?
  - Macias Gini & O'Connell LLP (MGO), independent auditors.
- What period is covered by the current audits?
  - July 1 through June 30
- What are they auditing specifically about the Library Bond Fund and the Library Parcel Tax Fund?
  - Three Components: Audit of basic financial statements, a report on internal controls, and a report on the compliance with Measure O (Bond) & Measure S (Parcel Tax)
- Were there findings in the Library Bond or Parcel Tax audits?
  - No findings, financial statements accurate & proper use of funds
- What types of transactions did you review?
  - Per MGO, Bond proceeds, payroll, and non-payroll expenses
- What sample sizes did the auditors use?
  - Per MGO, Payroll 32 samples & Non-Payroll 32 samples
- What are the accuracy intervals and confidence levels associated with these sample sizes?
  - Per MGO, 99% confidence

# THANK YOU

San José Public Library

# C) INFORMATION: EDUCATION & DIGITAL LITERACY ANNUAL UPDATE (V. KILAMBI)

CITY OF SAN JOSÉ

# EDUCATION AND DIGITAL LITERACY

SAN JOSÉ PUBLIC LIBRARY

## Education and Digital Literacy Strategy Annual Update

Library and Education Commission

**October 19, 2022**

## Education & Digital Literacy (EDL) Strategy: approved by City Council, May 7, 2018.

Strategic action areas:

- **Early Education** – Entering School Ready to Learn and Succeed
- **Learning by Grade Level Proficiency** – Expanding Education Beyond the School Day
- **Pathways to Post-Academic Success** – Graduating Ready for College and Career
- **Digital Literacy** – Ensuring Access, Affordability, and Adoption
- **Equity, Diversity and Inclusion** - Adopting an Equity Lens
- **Policy and Governance-** Ensuring evaluation and accountability for program quality and expenditure of resources

# EARLY EDUCATION

Entering School Ready to Learn
and Succeed

CITY OF SAN JOSÉ
EDUCATION AND
DIGITAL LITERACY
SAN JOSÉ PUBLIC LIBRARY

# EARLY EDUCATION - YEAR THREE IMPLEMENTATION

| Early Education Quality Standards – FY 2021-22 Department Approach | | | | |
|---|---|---|---|---|
| **Fiscal Year** | **Department** | **Program** | **Standard Areas** | **Children Served** |
| **2021-2022** | Library | Virtual Storytime & Virtual Preschool | • Curriculum & Teaching Practices<br>• Family Engagement<br>• Diversity, Equity, and Inclusion | ***5,240** |
| | PRNS | Recreation Preschool | • Health and Safety<br>• Child Learning and Development<br>• Curriculum and Teaching Practices<br>• Learning Environment<br>• Staffing and Professional Development<br>• Program Leadership and Management<br>• Diversity, Equity, and Inclusion | **257** |

*Total based on annual attendance at virtual storytime and preschool programs (26,201), with standard duplication assumption of 80% applied. Due to the pandemic, and restrictions on in-person programming, the Library department saw a decrease in their yearly program participation numbers.

# EARLY EDUCATION - YEAR THREE OUTCOMES FOR LIBRARY STORYTIMES

## Library EEQS Assessment Summary by Program Quality Standard (PQS)

| EEQS Assessment | PQS #1 | PQS #2 | PQS #3 | PQS #4 | PQS #5 | PQS #6 | PQS #7 | PQS #8 | Overall Rating |
|---|---|---|---|---|---|---|---|---|---|
| Year One (19-20) STORYTIME Assessment Rating | 2.7 | 2.3 | 2 | 3 | 3 | 2.5 | 1.3 | 3 | **2.5** |
| Year Two (20-21) STORYTIME Assessment Rating | *Unable to Rate Due to Covid | 2.66 | 2.66 | *Unable to Rate Due to Covid | *Unable to Rate Due to Covid | 2.5 | 2 | 3 | **1.60** |
| Year Three (21-22) STORYTIME Assessment Rating | *1 | 2.66 | 2.66 | *0 | 3 | 2.5 | 2 | *2 | **2** |
| Year One (20-21) School Readiness Assessment Rating | *Unable to Rate due to Covid | 2.66 | 2.66 | *Unable to Rate Due to Covid | *Unable to Rate Due to Covid | 2.5 | 2 | 3 | **1.60** |
| Year Two (21-22) School Readiness Assessment Rating | *1 | 2.66 | 2.66 | *Unable to Rate due to Covid | 3 | 2.5 | 2 | *2 | **2** |

| Basic Quality Not Met (0) | Basic Standards (1) | Proficient Quality (2) | Advanced Quality (3) |
|---|---|---|---|

1. Health and Safety
2. Child Learning and Development
3. Curriculum and Teaching Practices
4. Learning Environment
5. Staffing and Professional Development
6. Program Leadership and Management
7. Family Engagement and Partnership
8. Diversity, Equity, and Inclusion

# EARLY EDUCATION - YEAR THREE OUTCOMES FOR SAN JOSÉ RECREATION PRESCHOOL

| PRNS EEQS Assessment Summary by Program Quality Standard (PQS) | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **EEQS Assessment** | **PQS #1** | **PQS #2** | **PQS #3** | **PQS #4** | **PQS #5** | **PQS #6** | **PQS #7** | **PQS #8** | **Overall Rating** |
| **Year One (19-20) SJRP SEEDS Pilot** | 1 | 2 | 2 | 2 | 2 | 2 | 1 | 2 | **1.75** |
| **Year Two (20-21) SJRP SEEDS*** | 1.66 | 2.33 | 2.66 | 2 | 1.5 | 1.75 | 1.66 | 1.66 | **1.90** |
| **Year Three (21-22) SJRP SEEDS*** | 1.60 | 2.07 | 2.66 | 2 | 1.54 | 1.75 | 1.62 | 1.67 | **1.76** |

| Basic Quality Not Met (0) | Basic Standards (1) | Proficient Quality (2) | Advanced Quality (3) |
|---|---|---|---|

1. Health and Safety
2. Child Learning and Development
3. Curriculum and Teaching Practices
4. Learning Environment
5. Staffing and Professional Development
6. Program Leadership and Management
7. Family Engagement and Partnership
8. Diversity, Equity, and Inclusion

# LIBRARY'S EARLY EDUCATION COMMUNITY ASSESSMENT

- **Common threads and themes that emerged from the Early Education Community Assessment:**
  - Thriving, Not Just Surviving
  - One-on-One Support & Building Relationships
  - Intersectionality

- **Guiding principles emerged to strategically inform the 2022/2023 workplan for the Library's Early Education Services:**
  - Centering Lived Experience & Expertise
  - Material Empowerment
  - Partners in Change & Cultivating a Sense of Ownership
  - Accountability

# YEAR FOUR IMPLEMENTATION PLAN: PRNS & LIBRARY

| Year | Department | Program(s) | Standard Areas |
|---|---|---|---|
| 2022 - 2023 | Library | Virtual + In Person Storytime and Preschool Programming | • Creation of Virtual Storytime and Preschool Program Standards;<br>• Development of social-emotional storytime resources for Library staff to incorporate into Library programming;<br>• Development of Wee Grow, a service that will offer free developmental screenings to families through partnerships between SJPL, Family Resource Centers (FRCs), and our many community partners;<br>• Establishment of Caregiver Advisory Committees, with the intent of integrating the caregiver's voice into programming decisions;<br>• Continuation of the Strengthening Families self-assessment tool to evaluate programs and community needs;<br>• Collaborating with local community partners and organizations to diversify storytime and early childhood programming. |
| | PRNS | SJ Recreation Preschool | • Provide training, coaching, and support for PRNS and SJRP staff;<br>• Utilize EEQS assessment including development of QIP and follow-up;<br>• Implement standardized curriculum;<br>• Implement an evaluation framework and data management tools;<br>• Develop and adopt policies, practices, and protocols through a racial equity lens to increase access to diverse families. |

# LEARNING AT GRADE LEVEL

Expanding Education Beyond the School Day

CITY OF SAN JOSÉ
EDUCATION AND DIGITAL LITERACY
SAN JOSÉ PUBLIC LIBRARY

# PRNS YOUTH PROGRAMS FY 2021-22

**August 11, 2021 – June 10, 2022:**

- PRNS operated 31 out-of-school time programs serving 1,276 youth
  - R.O.C.K. Afterschool program at 25 locations, Afterschool Education and Safety (ASES) program at 4 locations, 2 Youth Centers
- Eliminated any barriers to access to R.O.C.K. Afterschool, by providing eligible families a full-scholarship through Community Development Block Grant funding

| ELQS Area of Evaluation | Safety | Healthy Activities and Recreation | Academic Support | Enrichment | Customer Service | Program Information | Human Interactions | Final Overall Rating |
|---|---|---|---|---|---|---|---|---|
| Total Possible | 3 | 3 | 3 | 3 | 3 | 3 | 3 | **3** |
| Pre-Assessment | 2 | 2 | 2 | 2 | 2 | 2 | 2 | **2** |
| Post-Assessment | 2 | 2 | 2 | 2 | 2 | 2 | 2 | **2** |

| Basic Quality Not Met (0) | Basic Standards (1) | Proficient Quality (2) | Advanced Quality (3) |
|---|---|---|---|

# PRNS CAMPS FY 2022-23

**Summer 2022**

- Camp San José
  - Grades K – 8
  - 8-11 weeks of program ran 10 hours a day, Monday - Friday.
  - 26 program locations served 1,669 youth
- F.I.T. Camp
  - Grades 2 – 8
  - 8 weeks of program ran 6 hours a day, Monday - Friday.
  - 8 program locations served 296 youth
- Camp San José Jr.
  - Children, ages 3-5
  - 8-9 weeks of program ran 3 hours a day, Monday - Friday
  - 9 program locations served 288 youth

**Scholarships:**

- To increase access to these programs, PRNS combined both the department scholarship and American Rescue Plan funds; and eligible families received partial or full (75% or 100%) scholarships.
- Through ARP funding, 1,131 unduplicated eligible youth received a partial to full (75% or 100%) scholarship for Camp San José, Camp San José Jr., and F.I.T. Camp.

# VIRTUAL HOMEWORK CLUB: SEPTEMBER 2021- MAY 2022

- Volunteers and staff help K-8 students in reading, writing, math, social studies, science.
- Assistance in Spanish, Vietnamese, and Chinese provided with volunteers' availability
- 336 sessions during the academic year
- 3,502 students served across San Jose
- 56 volunteers contributed 1,595 hours of student support

# VIRTUAL HOMEWORK CLUB QUALITY STANDARDS: FY 2021-22

Youth Program Quality Assessment (Youth PQA):
Academic Skill-Building Supplement to assess Virtual Homework Club

| Assessment Notes |
| --- |
| 12 Point Of Service/Programmatic Standards |
| Staff created a safe & supportive environment for students to learn. |
| Coaches were well trained on how best to support students and utilize SJPL resources |
| Volunteers/RCAs encouraged, respected, and created intentional positive interactions. |
| Coaches navigated technology & e-resources seamlessly. |

# SJ LEARNS: FY 2021-22

- In FY 2021-22, San José Learns (SJ Learns) served **1,355 students** across seven local education agencies
- During Academic Year 2021-22, **1,035 students** participated in SJ Learns funded programming.
- In Summer 2021, two districts provided learning opportunities with grant funds, serving a total of **210 students**.

SJ Learns
CITY OF SAN JOSÉ

# FY 2022-23: PRNS & LIBRARY

| Year | Department | Program(s) | Standard Areas |
|---|---|---|---|
| 2022-2023 | Library | **Homework Club** | • Expand the application of the ELQS in planning and assessment with quality improvement plans |
| | PRNS | **R.O.C.K. Afterschool, ASES, Youth Centers** | • Continue to focus on the ELQS for 2022-23; with added focus on ELQS 6: Equity, Diversity and Access (expanding affordable access to children/youth programming)<br>• R.O.C.K. Afterschool at 28 locations, 994 students from TK-8<br>• ASES at one school sites serving approximately 95 students, grade K-5<br>• Starbird Youth Center serving 30 students, grade K-8 |
| | Library | **SJ Learns** | • Continue to focus on the ELQS areas for 2020-21<br>• Leverage DataZone Partnership to assess and evaluate, collect data, and continue work with Social Policy Research Associates. |

# PATHWAYS TO POST-ACADEMIC SUCCESS

Graduating ready for college & career

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EDUCATION AND DIGITAL LITERACY
SAN JOSÉ PUBLIC LIBRARY

# FY 2020-21 ACCOMPLISHMENTS

- New College and Career Pathways Coordinator position

- Teen participation and volunteering:
  - Teens Reach, SJ Engage, Short Edition
  - 4,726 teens attended library programs
  - 872 teens volunteered 4,085 hours

- Pilot CCR Quality Standards
  - Career Online High School
  - Family, Friend, and Neighbor Caregivers Program
  - SJ Aspires

# COLLEGE AND CAREER - SJ ASPIRES

SAN JOSÉ PUBLIC LIBRARY
SJ ASPIRES

**Accomplishments**

- Launched SJ Aspires app on Google Play and Apple App Store
- Hosted 11 SJ events, engaging 189 students along with corporate partners like Apple, Roku, and IBM
- Hosted three summer engagement opportunities for SJ Aspires students via partnerships with IBM, the San Francisco 49ers, and the San José Earthquakes

**2021-2022 Academic Year**

- Over 1,100 enrolled students
- More than $475,00 in financial awards claimed by students at Overfelt High School and San José High School
- Demographics (self-reported):
  - Female 46%; Male 54%
  - Hispanic, Latinx, or Spanish Origin 62%

# COLLEGE AND CAREER WORKPLAN

| FY 2022-23 |
| --- |
| Continue to identify and inventory metrics for success for all CCR programs aligned to logic model |
| Continue to build network of community partners who support College and Career Pathways for City residents |
| Establish community of practice for City CCR program staff and key community partners |
| • Continue to build awareness about the CCRQS citywide |
| • Expand use of the assessment tool to other City departments, building on lessons from pilot implementation with Library programs |
| Welcome 40 new students to Career Online High School |
| Execute Youth Commission's 2022/2023 workplan (TeenHQ) |
| • Contribute to a stronger community and early childcare education workforce by connecting 120+ FFN Caregivers to resources and learning opportunities in the Family, Friend, and Neighbor Caregiver Support Network. |

# DIGITAL LITERACY

Ensuring access, affordability, and adoption

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SAN JOSÉ PUBLIC LIBRARY

## Digital Literacy Quality Standards Implementation

Spring 2022

- Digital Literacy Program scores = Emerging
  - Digital Literacy classes = 2.07
- Quality Improvement Plans (QIP) created

Fall 2022

- C5K Summer Camp scoring administered
- Quality Improvement Plans created

January 2023

- Second round of program scoring
- QIPs updated

Spring 2023

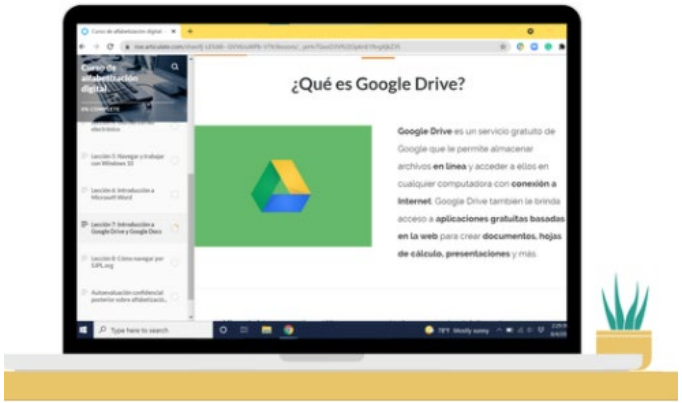
- Final program scoring for Fiscal Year
- C5K Camp QIP implemented as planning commences

## Coding 5K Annual Update

- FY 2021-22 Coding 5K Challenge:
  - 350 programs
  - 3,953 students
- Virtual summer camps:
  - 8 weeklong camps
  - 6 in person, 2 virtual
  - 194 participants
  - 3 camps were girls only
- 49% of students identified as girls/young women
- 7 certified K-12 teachers returned to lead camps

## Digital Literacy Programs

402 Digital Literacy sessions
1821 Learners




| Language | Percentage of Total |
|---|---|
| English | 45.74% |
| Spanish | 12.02% |
| Vietnamese | 36.63% |
| Other | 5.43% |

*Languages Spoken by DIF Learners, FY 2021-22*

# POLICY AND GOVERNANCE

CITY OF SAN JOSÉ
EDUCATION AND DIGITAL LITERACY
SAN JOSÉ PUBLIC LIBRARY

## Schools/City Collaborative

- First Academic Year 2022-23 convening: Thursday, October 27, 2022
  - 2021-22 accomplishments will be shared
  - Draft Workplan for 2022-23 will be presented

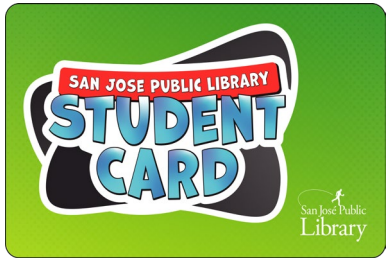
## Joint School/Library Card Initiative

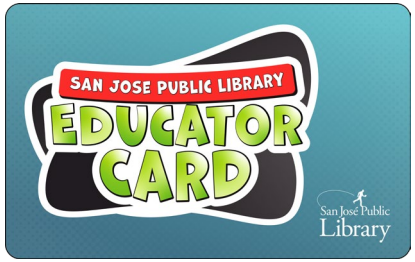
- Increase K-12 student access to print and electronic resources
- Issue library cards to every student and provide technical assistance and support
- Customized lesson plans and activities for teachers, students, and families will be developed and promoted so that the school communities are more familiar with the library cards.

# FY 2021/22 PARTNERSHIPS

| Local Education Agency | Total Campuses | Cards Issued |
|---|---|---|
| 13 Public Schools | 179 | 99,807 |
| 4 Charter Schools | | |
| 1 Private School | | |

| Educator Cards | Cards Issued to date |
|---|---|
| The Educator e-Card provides an extended checkout period and no accrual of fines on overdue materials. In addition to physical learning materials, the Educator e-Card will allow teachers working in distance learning or alternative settings to access online resources and databases to support classroom curricula. | 469 |



## Quality Standards

- Approved by City Council on February 08, 2022
- Provides framework through which all City educational programs will be assessed for centering and advancing equity.
- Comprises six areas, including an anti-racist approach, inclusive programming, culturally-relevant pedagogy, community involvement and outreach.

## FY 2022-23

- Reconvene the ad-hoc committee to develop list of recommended trainings and materials to support City staff capacity-building in the six Quality Standard areas.
- Conduct a pilot Quality Assessment of select programs.

# Reimagining the City as a Classroom

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SAN JOSÉ PUBLIC LIBRARY

# D) INFORMATION: COLLEGE AND CAREER READINESS (V. KILAMBI)

CITY OF SAN JOSÉ

# EDUCATION AND DIGITAL LITERACY

SAN JOSÉ PUBLIC LIBRARY

Update on College and Career Readiness

10/19/2022

# UPDATE ON COLLEGE AND CAREER READINESS

- College and Career Readiness Programs
- College and Career Readiness Quality Standards
- College and Career Readiness Performance Metrics
- College and Career Pathways Coordination

# COLLEGE AND CAREER READINESS PROGRAM UPDATES

CITY OF SAN JOSÉ
EDUCATION AND DIGITAL LITERACY
SAN JOSÉ PUBLIC LIBRARY

# COLLEGE AND CAREER READINESS PROGRAMMING (FY 2021-22)

## SAN JOSÉ PUBLIC LIBRARY SJ ASPIRES

**1,195**
Students

**5,500+**
Awards Claimed

**$475,000+**
Scholar Dollars

**85**
Students in College

## SAN JOSÉ PUBLIC LIBRARY TeensReach

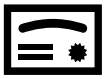
**872**
Teens Volunteer

**4,085**
Volunteer Hours

**1,000**
Teen Surveys

- **29** Zip Codes
- **110** Schools

## smarthorizons CAREER ONLINE HIGH SCHOOL



**142**
Graduates

**23**
Cohorts

**7**
Graduation Ceremonies

**3**
Working Scholars Pilot
(**1** Graduate)

# WORKFORCE READINESS PROGRAMMING: FY 2021-2022

SAN JOSE PUBLIC LIBRARY WORKS Career & Business

**450** Programs

**48** Partnerships

**1,590** Participants

san josé public library TEEN HQ

**Social Media and Marketing**

- 9 students
- 3 semesters
- 300 hours

**Summer 2022**

- 26 students
- 18 branches

work2future opportunity • jobs • success

SanJosé WORKS

## Internships

**374** Subsidized Youth

**254** Unsubsidized Youth

## Partnerships

- City
- Non-profits
- High Growth Sectors

# WORKFORCE READINESS PROGRAMMING: FY 2021-22

EARLY EDUCATION SERVICES, SAN JOSÉ PUBLIC LIBRARY
FAMILY, FRIEND AND NEIGHBOR
caregiver support network

- **106** participants enrolled in the program
- **3,200+** collective professional development hours
- **85 participants** with active CA Early Childhood Education Workforce Registry accounts
- **6 college units** in Early Childhood Education offered
- **40+** program partners

#CaliforniansForAll
Youth Jobs Corps

- **61** participants in the FY 2021-2022 pilot program
- **7,000+** collective hours of services
- **5** host Work Sites

# WORKPLAN FOR FY 2022-2023

Expand to over **1,400 students** at Overfelt High School and San José High School.

Execute California State Library **ARTtrepenuers grant** including starting small business workshops. Execute **Youth Commission's 2022/23 worklplan**.

Increase student **recruitment and engagement**.

Transform the library into an entrepreneurship and workforce development hub through **staff training, strategic partnerships and expanded community outreach.**

Recruit **75 young adults** focused on accelerating **K-12 learning recovery**.

Connect **120 FFN caregivers** to learning and workforce development opportunities, a peer community, and a range of resources.

Ensure **650** summer youth **job placements**, including in **clean energy**.

# COLLEGE AND CAREER READINESS QUALITY STANDARDS

CITY OF SAN JOSÉ
EDUCATION AND DIGITAL LITERACY
SAN JOSÉ PUBLIC LIBRARY

# CCR QUALITY STANDARDS

## FY 2021-22 ACCOMPLISHMENTS

- Piloted College and Career Readiness Assessment Tool with three SJPL programs
  - Career Online High School
  - Family, Friend, and Neighbor Caregiver Support Network
  - SJ Aspires.

## FY 2022-23 WORKPLAN

- Develop post evaluation Action plans
- Assessment Tool will be used to evaluate 2 systemwide programs:
  - Resilience Corps
  - SJPL Works.

# COLLEGE AND CAREER READINESS LOGIC MODEL AND PERFORMANCE METRICS

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SAN JOSÉ PUBLIC LIBRARY

# LOGIC MODEL: EQUITY IN ACTION*

**All programs are designed and evaluated to provide high-quality opportunities to under-resourced communities and communities of color*

## Inputs

- Case managers and other staff
- City of San José Departments
- Designated community spaces
- Funding
- Programs
- Non-profit partners
- Secondary educational partners
- Post-secondary educational partners
- Workforce development

## Activities

- Mentor under-resourced students an d/or students from communities of color
- Partner with non-profits, corporate, and educational entities
- Provide college and career readiness programs
- Provide financial support for post-secondary education
- Provide work opportunities that pay a living wage
- Support youth and young adults throughout the job search process

## Outputs

- Continuously improve college and career readiness programs
- Ensure diverse range of work experience opportunities
- Ensure programs promote access to living-wage careers
- Ensure programs connect participants to high-value careers and potential employers
- Provide positive experiences to program participants and partners
- Support transition from apprenticeship or internship to entry-level career position

## Outcomes†

***College***

- Enrollment in pathways best-suited for desired career
- Employment in career-related apprenticeship or internship
- Increased enrollment in post-secondary education
- Knowledge about financial aspects of post-secondary education

***Career***

- Advanced occupational skills training and resources for career transitions or skills gaps
- Apprenticeships, internships, and other work experience opportunities within the City of San Jose and partner organizations
- Knowledge about policies and regulations critical to career success
- Obtainment of a living-wage career
- Clear pathway to a City-career

*†Each individual program or department will develop their own program-specific performance metrics and outcomes*

# SJ ASPIRES PROGRAMMATIC OUTCOMES

| SAN JOSE PUBLIC LIBRARY SJ ASPIRES | Youth (14-18) and Young Adults (18-29) | Programs | Workforce Development | Funding |
|---|---|---|---|---|
| **Short-Term (0 to 2 Years)** | Expand to at least 1,500 high school students in San José. | Increase the percentage of students who have accessed the Student Community Portal by 15%. | Partner with sponsors to provide at least five workplace experience opportunities to SJ Aspires students per year. | Evaluate scholarship distribution and claimed awards to more accurately project actual program costs. |
| **Medium-Term (2 to 5 years)** | Expand to at least 2,000 high school students in San José. | Increase the number of awards claimed by students by 10% from the end of year two. | Connect at least 10% of SJ Aspires alumni with internship opportunities at SJ Aspires' partner institutions. | Refine and revise award structure to increase student participation and ensure effective use of donor funds. |
| **Long-Term (5 years or more)** | Solidify SJ Aspires as an on-going opportunity available to students with financial need throughout San José. | Use ongoing enrollment information, distribution data, and student surveys to valuate school and non-school programs and refine offerings to high-impact programs. | Develop career pathways for SJ Aspires alumni which result in careers with the City of San José or the extended SJ Aspires network. | Evaluate success of current scholarship model in relationship to college graduation and career pursuits. |

# SJ WORKS PROGRAMMATIC OUTCOMES

| | Youth (14-18) and Young Adults (18-29) | Programs | Workforce Development | Funding |
|---|---|---|---|---|
| **Short-Term (0 to 2 Years)** | Expand to increase engagement of youth with other city services available to youth and or family | Partner with schools, libraries and the MGPTF to increase PRNS student engagement. | Provide 375 workplace opportunities per year in demand occupations and growth sectors | Advanced occupational skills training in demand occupations and growth sectors for career transitions for those not entering College. |
| **Medium-Term (2 to 5 years)** | Expand to increase engagement with additional High School District. | Provide mentors to all youth enrolled in program. | Provide additional job readiness learning prior to workplace opportunity for those in need. | Analyze staffing and funding to ensure long term viability of program. |
| **Long-Term (5 years or more)** | Ensure that every public high school, continuation school, alternative school has students who are part of SJ Works. | Evaluate PRNS & Career Education Youth refine offering services to most in need. | Provide longer work experience opportunities 6 weeks to 8 weeks. | Evaluate success of program in relation to high school graduation and college or career pursuits. |

# COLLEGE AND CAREER PATHWAYS COORDINATION

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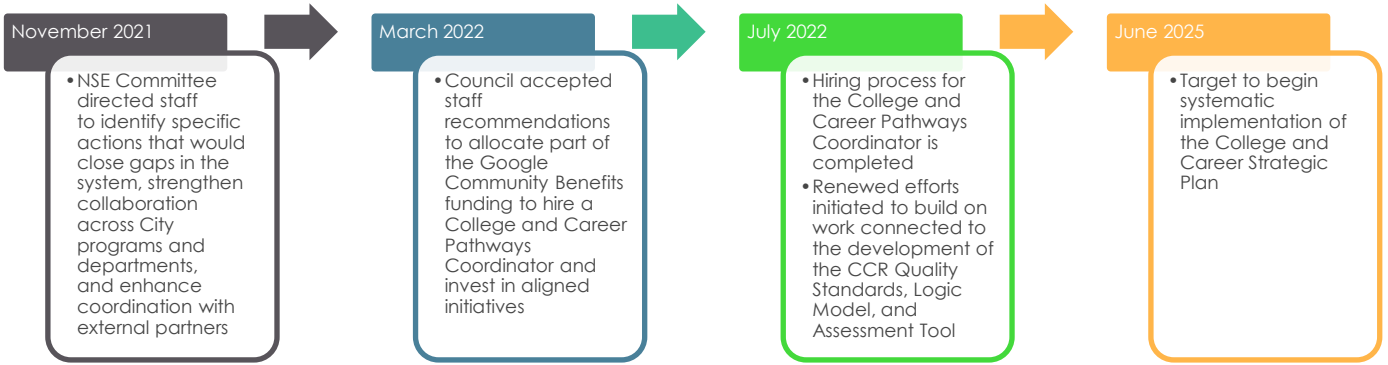
EDUCATION AND DIGITAL LITERACY
SAN JOSÉ PUBLIC LIBRARY

# COLLEGE AND CAREER PATHWAYS COORDINATION



# COLLEGE AND CAREER PATHWAYS COORDINATION

**High-level Goals**

- Improve education and employment outcomes for San José's youth.
- Increase participation of historically underserved students in:
  - Post-high-school education and training programs;
  - Internships and apprenticeships, and,
  - Jobs that lead to longer-term careers in fields that provide a living wage in Silicon Valley.
- Demonstrate improved program outcomes through reporting to NSE Committee.

**Integration**

- Development process for the Children and Youth Services Master Plan;
- Development process for the Mayor's Gang Prevention Task Force Strategic Plan; and,
- Ongoing strategic partnership efforts with Santa Clara County Office of Education, San José high schools, and other community partners with expertise in college & career.

# Reimagining the City as a Classroom

CITY OF SAN JOSÉ
EDUCATION AND DIGITAL LITERACY
SAN JOSÉ PUBLIC LIBRARY

# E) INFORMATION: STAFF SPOTLIGHT: DATA TEAM (A. GRABOWSKI)

# SPOTLIGHT: SJPL DATA & ANALYTICS

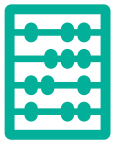
October 19, 2022

San José Public Library

# THE TEAM

- Robert Rodrock: Program Manager
- Chris Bernedo: Senior Analyst

*Supported by:* Ann Grabowski, Division Manager



*Widget Counting* >> *Impact Measures*

# THE WORK: ACCOUNTABILITY & REPORTING

## Library Department

## Performance Summary

### Access to Information, Library Materials, and Digital Resources

*Activity and Workload Highlights*

| | 2020-2021 Actual | 2021-2022 Forecast | 2021-2022 Estimated | 2022-2023 Forecast[2] |
|---|---|---|---|---|
| # of items purchased<br>- Physical Items<br>- Digital Resources | 228,076<br>153,954<br>74,122 | 168,000<br>131,040<br>36,960 | 215,000<br>169,000<br>46,000 | 200,000<br>156,000<br>44,000 |
| # of items checked out<br>-Physical Items<br>-Digital Resources | 3,829,307<br>2,347,474<br>1,481,833 | 4,800,000<br>4,000,000<br>800,000 | 6,799,375<br>5,396,398<br>1,402,977 | 7,700,000<br>6,000,000<br>1,700,000 |
| # of reference questions | 56,277 | 160,000 | 189,141 | 200,000 |
| # of visits to Library website | 1,996,488 | 3,000,000 | 2,070,758 | 2,841,079 |
| # of residents with library card used in the last year | 109,320 | 84,000 | 103,304 | 105,000 |
| Cost per capita to provide access to information, library materials, and digital resources (80% of Library budget) | $36.61 | $28.00 | $40.97 | $42.91 |
| # of public access computer sessions at library facilities[1] | 2,911 | 330,000 | 143,810 | 300,000 |
| # of visitors to main and branch libraries[1] | 497,794 | 2,040,000 | 1,950,000 | 3,000,000 |
| # of volunteer hours | 25,276 | 55,800 | 26,000 | 30,000 |
| # of volunteers | 1,068 | 1,800 | 1,000 | 1,500 |
| # of WiFi sessions at branch library facilities[1] | 81,214 | 255,000 | 173,866 | 350,000 |
| # of community events visited by Library staff | 26 | N/A[3] | 90 | 100 |

[1] Variations in estimates between 2020-2021 and 2021-2022 reflect transitional or modified service delivery as varying public health regulations impacted service delivery

[2] 2022-2023 estimated levels have been adjusted to reflect the continued impact of COVID-19 and corresponding service modifications. Several variables including but not limited to: limited building capacity, community hesitancy to return, behavioral shifts to online service, and uncertainty of school schedules, have complicated the projection of 2022-2023 performance outcomes related to the resumption of services and ongoing adjustments to maintain hybrid service models where appropriate.

[3] 2021-2022 Forecast is not available for this measure because this is a new measure added in 2022-2023.

Manage data collection that facilitates annual reporting to the California State Library, City Budget, and City Auditor.

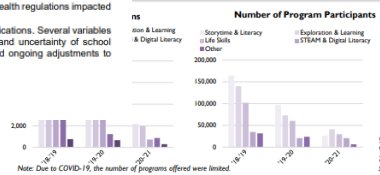
ding and literacy, supports school readiness, and leads the
l Literacy Initiative, which was adopted in 2018. Programs
y education initiatives, story time, summer learning, digital
eracy programs, and more. More information about Library
jpl.org/events.

was appointed to lead the City Emergency Operations
igital Inclusion Branch. As of September 2021, the Library
ibuted 12,800 hotspot devices to student households and
spots or computers for checkout at 24 Library branches
iative. To expand access to high-quality connectivity, new
ere constructed near three high schools in east San José
, and Overfelt), with additional locations planned to be
door WiFi service was also installed at nine libraries and
he Library created a Digital Inclusion Priority Index, to
s with the greatest need for resources.

d about 6,000 programs with total attendance at just over
Works, the Library's business and workforce development
ess programs, with over 3,200 participants attending in-
. In 2020-21, nearly 4,000 children and youth participated in
, or technology program at City libraries.

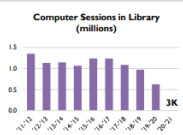
er for additional measures related to Library activities.

*Source: San José Library Department, photo of Express Pickup.*




*Note: Due to COVID-19, the number of programs offered were limited.*

*Source: Library customer surveys.*
*Note: Due to COVID-19, Library did not conduct surveys in 2019-20 and 2020-21. In 2016-17, the methodology to tabulate staff assistance changed. Prior data may not be comparable.*




*Note: Does not include wireless connections or use of personal devices. Due to COVID-19, Library buildings were closed from March 2020 to May 2021 however, computer sessions were available as branches opened. In 2020-21, there were nearly 3,000 sessions.*

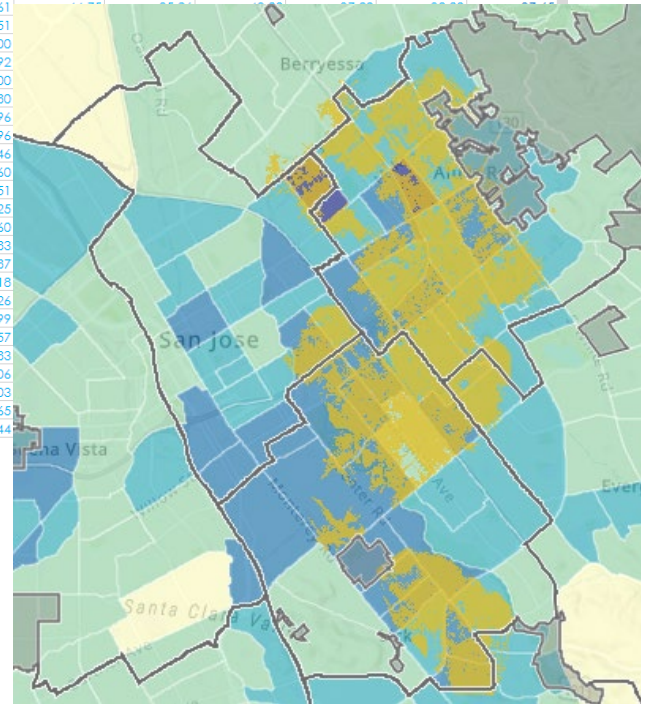
City of San José - Annual Report on City Services 2020-21

# THE WORK: UNDERSTANDING THE COMMUNITY

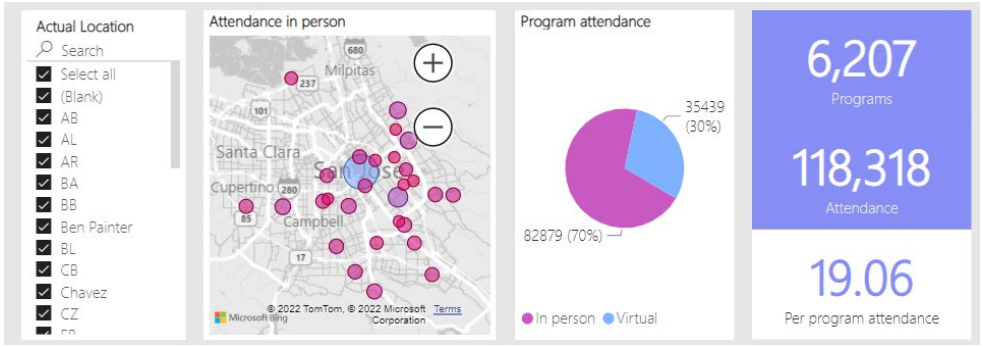
SJPL Rubric for Sunday Branch Openings

| Branches: | Council District | Public Transportation Access Routes | Index for Branch population under the age of 18 | Index for Branch population over the age of 60 | INDEX: Average monthly computer bookings | Outside Library Systems Providing Local Services | INDEX: Branch households <$15k | SPI INDEX: Housing / Homeless | SPI INDEX: Access to Basic Knowledg | SPI INDEX: Access to Information and Communication | SPI INDEX: Access to Advanced Education | SPI INDEX: Inclusivene | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Alum Rock | 5 | 3 | 27.60 | 27.24 | 58.77 | 0 | 43.61 | | | | | | |
| Educational Park | 4 | 5 | 46.45 | 41.30 | 61.74 | 0 | 46.51 | | | | | | |
| West Valley | 1 | 2 | 0.00 | 9.43 | 92.30 | 0 | 0.00 | | | | | | |
| Tully | 7 | 3 | 31.53 | 50.20 | 100.00 | 0 | 27.92 | | | | | | |
| Mount Pleasant | 5 | 0 | 66.13 | 68.22 | 0.00 | 0 | 100.00 | | | | | | |
| East Branch | 3 | 4 | 73.50 | 90.10 | 48.43 | 0 | 86.80 | | | | | | |
| Edenvale | 2 | 3 | 28.19 | 51.92 | 84.68 | 0 | 54.96 | | | | | | |
| Hillview | 5 | 2 | 57.68 | 73.28 | 91.64 | 0 | 88.96 | | | | | | |
| Cambrian | 9 | 1 | 23.26 | 0.00 | 41.81 | 0 | 72.46 | | | | | | |
| Pearl Avenue | 9 | 1 | 38.85 | 38.89 | 54.73 | 0 | 60.60 | | | | | | |
| Berryessa | 4 | 2 | 48.57 | 29.73 | 53.14 | 0 | 70.51 | | | | | | |
| Evergreen | 8 | 2 | 50.06 | 40.08 | 81.57 | 0 | 75.25 | | | | | | |
| Bascom | 6 | 3 | 76.82 | 74.99 | 27.79 | 0 | 65.60 | | | | | | |
| Willow Glen | 6 | 2 | 59.42 | 48.73 | 47.25 | 0 | 43.83 | | | | | | |
| Biblioteca | 3 | 3 | 73.37 | 84.22 | 89.53 | 0 | 49.87 | | | | | | |
| Almaden | 10 | 2 | 36.09 | 18.05 | 41.40 | 0 | 82.18 | | | | | | |
| Joyce Ellington | 3 | 1 | 64.77 | 71.44 | 81.27 | 0 | 63.26 | | | | | | |
| Seven Trees | 7 | 2 | 73.12 | 80.39 | 63.14 | 0 | 97.99 | | | | | | |
| Rose Garden | 6 | 3 | 71.64 | 58.51 | 75.81 | 0 | 51.57 | | | | | | |
| Village Square | 8 | 1 | 44.31 | 31.10 | 50.15 | 0 | 90.83 | | | | | | |
| Santa Teresa | 2 | 3 | 24.33 | 32.09 | 72.52 | 0 | 93.06 | | | | | | |
| Vineland | 10 | 2 | 47.97 | 47.87 | 66.10 | 0 | 70.03 | | | | | | |
| Calabazas | 1 | 3 | 69.76 | 69.94 | 75.93 | 1 | 97.65 | | | | | | |
| Alviso | 4 | 1 | 87.15 | 100.00 | 72.03 | 1 | 86.44 | | | | | | |

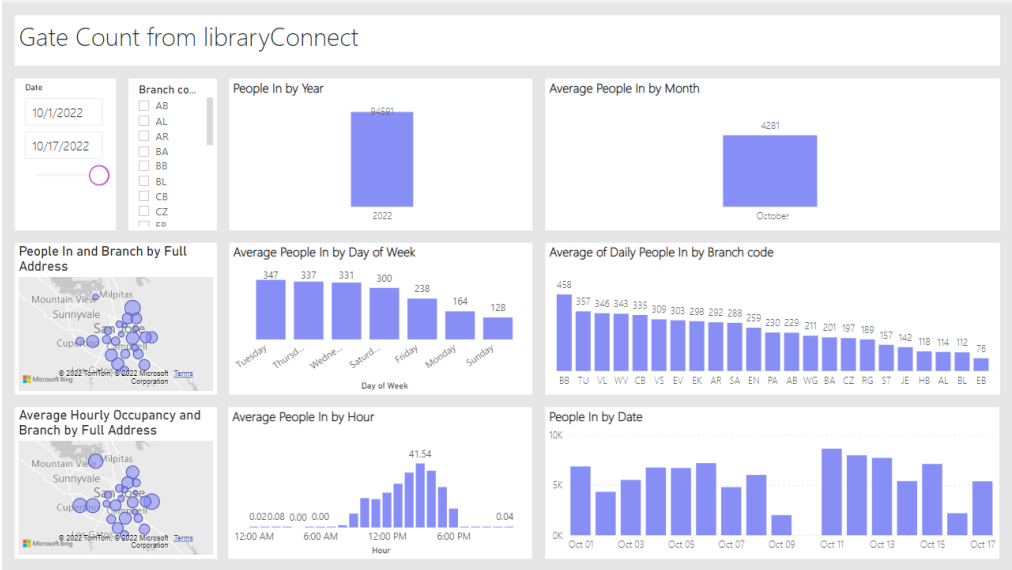
SJPL uses census data and internal library data to understand community need and aligns resources to meet those needs using index and mapping tools supported by the Data & Analytics team.



# THE WORK: TRACKING PERFORMANCE




Support continuous monitoring of system outputs for regular evaluation and adaptation.



# QUESTIONS?

# VI. COUNCIL LIAISON'S ANNOUNCEMENTS (M. GARCIA)

# VII. CHAIR'S ANNOUNCEMENTS

# VIII. LIBRARY DIRECTOR'S ANNOUNCEMENTS (J. BOURNE)

# IX. COMMENTS AND ANNOUNCEMENTS

# X. INFORMATION AND UPCOMING OPPORTUNITIES FOR COMMISSION PARTICIPATION

# XI. ITEM FOR FUTURE COMMISSION MEETING AGENDAS

# XII. MEETING SCHEDULE

## THE NEXT MEETING WILL BE WEDNESDAY NOVEMBER 16, 2022 AT 7PM.

# XIII. ADJOURNMENT