

LIBRARY AND EDUCATION COMMISSION

May 17, 2023
7:00 PM to 9:00 PM

I. CALL TO ORDER & ORDERS OF THE DAY

II. CONSENT CALENDAR

A. APPROVE THE 04/19/2023 AGENDA

**B. APPROVE MINUTES FOR REGULAR MEETING OF
03/15/2023**

**C. APPROVE COMMISSIONER MENDOZA'S VIRTUAL
ATTENDANCE**

III. PUBLIC RECORD

IV. OPEN FORUM

(2 MINUTES OF SPEAKING TIME IS AVAILABLE)

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V. DISCUSSION/ACTION ITEMS

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

**B) INFORMATION: SUBMISSION OF
TOPICS FOR FISCAL YEAR 2023-2024
LIBRARY AND EDUCATION COMMISSION
WORK PLAN (W. MAHANEY-GURAHOO)**

LIBRARY AND EDUCATION COMMISSION DRAFT 2023-2024 WORK PLAN

July 2022	August 16, 2023	September 20, 2023	October 18, 2023	November 15, 2023	December 2022
	@ Pearl	@ MLK, SJPL 3rd Floor	@ Edenvale	@ MLK, SJPL 3rd Floor	
NO MEETING	Public Services Overview (similar to what was provided to Mayor)	Budget Overview	Review of Bond and Audit Questions	<i>Annual Measure S: Parcel Tax Oversight Review (Public Hearing)</i>	NO MEETING
	Children & Youth Master Plan	Identify Ad-Hoc Committee to Review Bond and Audit	<i>Education & Digital Literacy Annual Update</i>	<i>Annual Library Bond Oversight Review (Public Hearing)</i>	
		Bond Program Plan	Security	Commission Budget Activities Subcommittee Appointment to Prepare Annual Budget Position Message to Council	
	Staff Spotlight: Pearl Library	Staff Spotlight: (?)	Staff Spotlight: Edenvale	Staff Spotlight: (?)	
January 17, 2024	February 21, 2024	March 20, 2024	April 17, 2024	May 15, 2024	June 12, 2024
@ MLK, SJPL 3rd Floor	Propose @ Alum Rock	@ MLK, SJPL 3rd Floor	Propose @ Bascom	@ MLK, SJPL 3rd Floor	Propose @ Rosegarden
<i>Library Budget Review</i>	Adopt Annual Commission Budget Position Message to Council (Sub-Committee)	Volunteer Services Update	SJPLF Update (Exec. Director and Commissioner)	Submission of Topics for Fiscal Year 24-25 Work Plan	Election of Fiscal Year 24-25 Officers
College and Career Readiness	<i>Equity and Inclusion Services Report</i>	<i>Digital Literacy and Public Technology Initiatives</i>	Budget Update	Adult Literacy Programming (COHS, PAR, FLCs)	Adoption of Fiscal Year 24-25 Work Plan
		<i>Library Collections</i>	Summer Programming/ Learning Update	<i>Library Bond Review</i>	
Staff Spotlight: (?)	Staff Spotlight: Alum Rock Library	Staff Spotlight: (?)	Staff Spotlight: Bascom Library	Staff Spotlight: (?)	Staff Spotlight: Rosegarden Library

Note: June meeting moved to second Wednesday of the month, as it conflicts with 6/19/24 holiday.



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Agenda Item

Code of Conduct

- Comment on the specific agenda item topic only
- Speakers' comments should be addressed to the full body. Requests to engage the Commissioners or Staff in conversation will not be honored.
- Abusive language is inappropriate.
- Repeated failure to comply with this Code of Conduct which will disturb, disrupt or impede the orderly conduct of the meeting may result in removal from the meeting.

Please unmute your device when your name is called. Phone in callers, please press *6 to unmute.

**C) INFORMATION: ADULT LITERACY
PROGRAMMING (V. KILAMBI)**



Literacy and ESL Services:
Partners in Reading
and
Family Learning Centers

May 17, 2023

Library and Education Commission



Partners in Reading



PROVIDE literacy programming to adult learners

- One-to-one and small group instruction
- ESL classes
- Creative writing workshop and published anthology
- Digital tools and instruction
- Referrals to SJPL Works for career guidance

Metric	FY 21-22	Change from FY 20-21
Learners	107	+37%
Learner Goals Met	117	NA
Instructional Hours	3,868	+5%
Volunteer Tutors	82	+39%
Volunteer Hours	6,410	-40%

Data is for FY 2021-22



Partners in Reading

Need	Response
Digital Devices	Chromebooks and Library Hotspots
Digital Literacy	Trained tutors and learners on how to use digital devices to hold and attend virtual sessions
Instructional Materials	Email and physical mailings to tutors and learners
Learner Support	Small-group class and virtual learning system Lexia Core 5
Training New Tutors	Virtual tutor trainings
Partner Facility Closure	Online ESL classes through community partners
Books	TWR mailings continued
COHS Screening	Virtual interviews, orientation, and graduations

Partners in Reading

Program	Description	Impact
COHS	Provides an online high school diploma and career certificate to adult learners	29 scholarships; 24 graduates
ESL	Provides English as a Second Language classes to beginning and intermediate ESL learners	12 learners
PAR	Provides one-on-one literacy tutoring to adult learners	107 Learners; 35 Waiting 82 Tutors
Together We Read	Provides PAR learners with children under the age of 14 with free books throughout the year	166 Books; 16 Families
Community Outreach	Promote PAR throughout San José	24 events; 7,623 books given away

Data is for FY 2021-22

Family Learning Centers



PROVIDE programs and services to improve the quality of life for historically underserved and underrepresented communities.

Nine locations throughout central and east San José in areas with higher socio-economic disparities:

- Bascom
- Biblioteca Latinoamericana
- Dr. Roberto Cruz Alum Rock
- East San José Carnegie
- Edenvale
- Educational Park
- Hillview
- Seven Trees
- Tully



Family Learning Centers

Served 4,698 patrons during FY 2021-22:

- Immigration status changes and partnerships for legal services
- ESL Classes, ELL Clubs
- Computer instruction
- Support groups
- Arts & cultural heritage
- Multi-lingual programming
- Dedicated spaces for collections, technology and classes



Family Learning Centers

Program	Description	Attendance
Digital Equity	Multi-lingual digital Literacy classes and support with email retrieval, software installation, basic troubleshooting	724
Immigration	Overview of immigration forms, citizenship study sessions and collections, mock interviews, workshops and application assistance with immigration experts (PARS Equality, USCIS)	365
English Language Learning	Conversation clubs, grammar clubs, collections, software programs. Partnerships with adult education institutes (Overfelt Adult Education)	2,035
VITA Tax Program	Volunteer Income Tax Assistance (VITA) providing free basic tax preparation for low- and moderate- income taxpayers at Hillview Branch	202
Chair Yoga & Meditation	People with any physical type can learn and benefit from this practice to focus on body, breath, and mind leading to mindfulness and meditation.	68

Data is for FY 2021-22



Digital Equity



SJPL
stories

I did not grow up with computers nor were they even available in college. It seemed that the world was passing me by. I didn't know where to reach out for help.

But I finally found one-on-one tech help and it has been so helpful! Tiffany is great! I no longer feel that I'm obsolete!

- Janet, Library Member
Seven Trees Branch Library





Work Plan for FY 2023-24

PAR

- Optimize ABE and ESL tutoring programs
 - 125 ABE learners, 150 ESL learners, and 100 total tutors between the two programs
- ESL classes at up to five branch libraries in partnership with Evergreen Valley Community College
- Programming centered around the California State Park Grant program
- Increase COHS scholarships awarded, with goal of 60 scholarships in 2023-24
- Maintain current community outreach levels (average of 2 per month)

FLC

- Pilot and revise enhanced Digital Skills Pathways programs
 - Expand jobseeker support
 - Virtual and in-person programming
 - Equity, Diversity and Inclusion unit-wide assessment
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THANK YOU!

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Adrian McBride, adrian.mcbride@sjlibrary.org



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VI. COUNCIL LIAISON'S ANNOUNCEMENTS

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, JUNE 21, 2023, AT 7PM AT
BERRYESSA LIBRARY BRANCH**

XIII. ADJOURNMENT