

94-194

MARIPOSA COUNTY
BOARD OF SUPERVISORS

AGENDA
ACTION FORM

DATE: May 24, 1994
AGENDA ITEM NO.: 6

DEPARTMENT: Library

BY: Maurie Hoekstra

PHONE: 966-2140

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No ___)

PRESENTATION REGARDING STATUS OF THE FUTURE OF THE MARIPOSA COUNTY
LITERACY PROGRAM AND REQUEST FOR DIRECTION

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has not supported grant programs beyond the grant funding period. However, the County charged \$27,555 in indirect costs over the grant funding period to avoid sending funds back to the State, and we are asking the Board to give 19,555 back to literacy for FY94-95.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

If there is no literacy program, there will be no place in Mariposa offering a one-on-one learning situation. The State Library has placed a very high priority on library literacy programs and may look more favorably on libraries with these programs

COSTS: () Not Applicable A. Budgeted current FY \$ _____ B. Total anticipated costs \$ _____ C. Required additional funding \$ _____ D. Internal transfers \$ _____ SOURCE: () 4/5ths Vote Required A. Unanticipated revenues \$ _____ B. Reserve for contingencies \$ _____ C. Source description: _____ Balance in Reserve for Contingencies, _____ if approved: \$ _____	SPECIAL INSTRUCTIONS: when providing other List the attachments and number grant funding, the pages consecutively: including grants for _____ new buildings. _____ _____ _____
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CLERK'S USE ONLY:
Res. No.: 94-194 Ord. No. _____
Vote - Ayes: 5 Noes: _____
Absent: _____ Abstained: _____
Approved: _____ () Denied _____
Minute Order Attached () No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.
Date: _____
ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California
By: _____
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:
_____ Recommended
_____ Not Recommended
_____ For Policy Determination
_____ Submitted with Comment
_____ Returned for Further Action
Comment: _____

A.O. Initials: _____

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: MAURIE HOEKSTRA, Librarian
FROM: MARGIE WILLIAMS, Clerk of the Board *MW*
SUBJECT: Status of the Future of the Mariposa County
Literacy Program
Resolution Number 94-194

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on May 24, 1994

ACTION AND VOTE:

9:39 a.m. Maurie Hoekstra, Librarian;

A) Presentation Regarding Status of the Future of the Mariposa County Literacy Program and Request for Direction
BOARD ACTION: Discussion was held with Maurie Hoekstra, Lynda Campbell/Mariposa Literacy Coordinator, and Mark Goodin/Northside Literacy Coordinator, concerning the status and options for continuing the literacy program. Supervisor Erickson suggested consideration be given to investigating the possibility of coordinating efforts with the GAIN program. (M)Erickson, (S)Parker, Res. 94-194 adopted directing that the budget procedure be the same as the last few years, with indirect costs to be allocated into a separate account; and authorization given to submit grant application for the sixth year of the program/Ayes: Unanimous. Further consideration of the program to be held during the final budget process.

cc: Mike Coffield, County Administrative Officer
Ken Hawkins, Auditor
Nancy Kyle, Personnel Analyst
Jeffrey G. Green, County Counsel

RECOMMENDED ACTION AND JUSTIFICATION:

PRESENTATION REGARDING STATUS OF THE FUTURE OF THE MARIPOSA COUNTY LITERACY PROGRAM AND REQUEST FOR DIRECTION

Background

The Mariposa County Learn to Read Program is in its fifth and final year of a state grant which is administered by the California State Library. The initial funding cycle ends with the fiscal year on June 30, 1994. The Northside Literacy Program is funded by a federal grant and the grant period ends September 30, 1994 with a possible one month extension.

These programs are connected with the Mariposa Library because a requirement for funding from the State and Federal governments requires this. Due to a severe shortage of space in the Mariposa Library, the Mariposa Learn to Read Program has been housed in a separate location. The Northside Literacy Program is housed in the Red Cloud Library. All expenses for personnel, equipment, leases, and operations for both of these programs are paid with grant monies.

If the County pays towards a literacy program, matching funds are available from the State Library at about a \$1 to \$4 match. In this match the State will count any Northside literacy funds expended from July 1 to Sept 30. The State Library has placed a very high priority on library literacy programs and may look more favorably on libraries who are willing to support these programs when they consider other grant applications (including building funds).

\$ 27,555 was charged by Mariposa County to the literacy program over the past 4 years as indirect costs to allow the county to recover grant funds not spent by the project and avoid sending them back to the State.

If the Board of Supervisors would consent to return all but \$8,000 of indirect costs to the literacy program, this would result in 19,555 towards literacy during the 1994/95 fiscal year. In addition, the Title VI funds for the Northside grant could be considered as part of a state match providing approximately \$3750 in matching grant funds from the State Library. This would still be short of any of the suggested budgets and would need to be supplemented. (See attached options and budgets)

In the past five years the Literacy program has served: 150 learners and handled over 500 requests about the program. Although the numbers seem low, the percent of learners served per population area is one of the highest in the state. With the recent implementation of the Head Start program locally, there has been increased interest in the two literacy programs as parents wish to develop or improve their reading skills to help their children also have a head start.

Learners who learn to read or significantly improve reading skills may no longer require aid from other county programs.

Options

Although the literacy programs are completely volunteer run - except for the coordinator position, the program could not exist without the coordinator. The Coordinator assesses reading skills of new learners and matches learners with appropriate volunteer tutors. The Coordinator trains tutors, recommends appropriate materials for tutors to use in specific training situations, and reviews and orders appropriate teaching materials. The Coordinator also serves as the community contact for persons inquiring about the program and insures learner confidentiality which is a crucial factor in a literacy program.

OPTION 1

Continue to fully fund a Mariposa County Learn to Read Program, retaining only one coordinator after Oct 1 to run the program for the entire county. Continue to rent space in the current facility and share space for the Northside in the Red Cloud Branch Library.

OPTION 2

Partially fund the program with a full-time coordinator but use office space in the Mariposa Library. Tutoring activities could take place throughout the area in places such as School District Offices, County Jail, Head Start facility, etc.

- Advantages: Eliminates cost for lease and utilities
- Disadvantages:
- * Very limited space in Library
 - * No place for coordinator to confer privately with tutors or learners
 - * Arranging tutoring locations at convenient times will not always be possible in the facilities that are willing to share their meeting space

OPTION 3

Partially fund the program with a part-time coordinator with benefits and use office space in the Mariposa Library. Tutoring activities could take place throughout the area in places such as School District Offices, County Jail, Head Start facility, etc.

- Advantages: Eliminates cost for lease and utilities
- Disadvantages:
- * Trying to cover all the literacy needs of the county with one coordinator working only part-time may not provide enough coverage
 - * No office space for coordinator to confer privately with tutors or learners
 - * Arranging tutoring locations at convenient times will not always be possible in the facilities willing to share their meeting space

B U D G E T

In order to keep the level of service as it is:

Salary and benefits		\$ 32,350
Rent (at current rate)		4,200
Operations		4,900
Communications	1,200	TOTAL \$ 41,450
Office	1,000	
Inst. Resource	1,000	
Travel	1,000	
Utilities	500	
Printing	200	
	TOTAL \$ 4,900	
Indirect*		2,000
TOTAL		\$ 43,450

To keep an 80% coordinator at the library, with tutoring to take place at several county locations including the Head Start Classroom, Child Resource Center, GAIN Classroom and possible School District site:

Salary and benefits		\$ 25,298
Operations		4,400
Communications	1,200	TOTAL \$ 29,698
Office	1,000	
Inst. Resource	1,000	
Travel	1,000	
Printing	200	
	TOTAL \$ 4,400	
Indirect*		2,000
TOTAL		\$ 31,698

To keep a 60% coordinator at the library, with tutoring to take place at several county locations.

Salary and benefits		\$ 18,972
Operations (see above)		4,400
		TOTAL \$ 23,372
Indirect*		2,000
TOTAL		\$ 25,372