

CITY OF OAKLAND

FILED
OFFICE OF THE CITY CLERK
OAKLAND

Agenda Report

2003 SEP 11 PM 2:11

TO: Office of the City Manager
ATTN: Deborah Edgerly
FROM: Library Department
DATE: September 23, 2003
RE: RESOLUTIONS AUTHORIZING THE CITY MANAGER TO ACCEPT AND APPROPRIATE FIVE GRANTS IN THE TOTAL AMOUNT OF \$140,368 FROM THE CALIFORNIA STATE LIBRARY, LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA) FOR FISCAL YEAR 2003-2004, TO SUPPORT FIVE NEW LIBRARY PROJECTS

SUMMARY

Staff recommends that the City Council approve resolutions authorizing the City Manager to accept and appropriate grant funds in the amount of \$140,368 for fiscal year 2003-2004 from the California State Library, Library Services and Technology Act (LSTA). The grant funds will be used to support five Library projects: 1) Computer Literacy for Asian Elderly and New Americans; 2) Speaking of Reading literacy program; 3) A Quicker Safer Trip to the West Oakland Branch Library; 4) Public Library Staff Education Program, and 5) Library Services for People with Disabilities Program.

FISCAL IMPACT

The grants will provide for staff time and O&M expenditures to support five Library projects. However, California State Library, the grantor, limits reimbursement of central services overhead (CSO) associated with City of Oakland personnel to 19 percent of the \$49,580 for staff effort under these grants. Consequently, acceptance of these grants will require a waiver of CSO in the amount of \$2,657. These grants, which were not included as part of the FY 2003-04 Adopted Policy Budget, will be appropriated to Fund 2148, in Organizations 61213 for Literacy Program; 61111 for Scholarships Program; 61111 for Disabilities Program; 61348 for West Oakland Branch; and 61341 for Asian Branch, in projects to be determined.

BACKGROUND

The Library Services and Technology Act, federal funding administered by State Library Agencies nationwide, was enacted by Congress and the President in 1996. Since then, LSTA grants have been a major stimulus for library development and new library-based programs.

The California State Plan for the use of LSTA funds delineates four general, State-level purposes for the use of LSTA funds. Two of those four purposes relate directly to the project at hand:

- Free and convenient access to learning and information resources through libraries of all types for individuals of all ages.
- Promotion and enhancement of targeted library services to people of diverse geographic, cultural, and socioeconomic backgrounds; to individuals with disabilities; and to people with limited functional literacy or information skills.

LSTA funding is provided annually to libraries that successfully complete the competitive grant application process through the California State Library.

KEY ISSUES AND IMPACTS

Computer Literacy for Asian Elderly and New Americans:

According to Census 2000, there are 60, 861 Asian American individuals living in Oakland, two-fifths of whom do not speak English well, or at all. A substantial number of these individuals are Asian elderly and new Asian immigrants. They use the Oakland Public Library's busiest branch library, Asian Branch, where they watch over their children and grandchildren, read Asian language newspapers and pass the time. They do not use the public access computers at the Library because they lack computer skills, and have even voiced a fear of using the computers. This lack of computer literacy raises several issues:

- Asian elderly often have the responsibility for watching their grandchildren after school. Their unfamiliarity with—and fear of—their grandchildren's favorite pastime, the computer, makes them feel helpless and as if they are not adequately fulfilling an important family role.
- These individuals are not able to access information available over the Web. Increasingly, the Web offers immigrant populations an important connection to information regarding current developments in their homelands. Additionally, public libraries cannot afford to purchase and subscribe to enough foreign language publications to accommodate all of the users.
- Web-based resources—increasingly available in Asian languages—are an excellent and economical alternative.
- For new Asian Americans, computer literacy is often an essential skill for employment.

Speaking of Reading:

Most adult learners attending literacy programs at public libraries in California view reading as a code that they've been unable to break. Thus they concentrate on learning the sounds of letters and decoding the combinations of sounds that lead to words that lead to sentences. Rarely do the beginning adult readers have the skills, knowledge or experience with reading to know what it really feels like to be a reader, not just a decoder. In some cases, a student will lack sufficient motivation to continue basic learning, unless he or she has a taste of the issues, stories, and emotional experiences that readers get from text. Promoting these fulfilling experiences with books helps literacy staff create readers and lifelong library users from the adult literacy students who come to them for help.

The Speaking of Reading project aims to involve beginning adult readers in book discussion groups that use multi-sensory approaches to accessing the text. Print books will be supplemented with audio texts and educational software that enables computer-assisted reading of books.

A Quicker, Safer Trip to the West Oakland Branch Library:

Several studies conducted by the census, OCCUR and *Claritas* indicate that children from families in the West Oakland Branch Library service area are growing up in homes where books are not a part of their daily lives. This lack of contact with books is significant because it is known that children who are read to daily before they attend kindergarten enter school with a working vocabulary ten times the size of children who haven't been read to, and are much more likely to succeed in school. It is obvious that the Library needs to reach these children and also convince their parents and teachers of the importance of daily reading.

Very few of the kindergarten and preschool classes at the West Oakland area schools have been able to visit the West Oakland Library because the trip to the library is difficult and dangerous. Most schools are almost twenty blocks from the library, a long walk through neighborhoods where drug dealing and prostitution are daily occurrences. Public bus transportation can also be unreliable and unsafe.

While the librarian from the West Oakland Branch Library attempts to make regular visits to these classes, her time is limited. Thus these children are deprived of the enriching library experience, don't develop the library habit, and don't ask their parents to take them to the library when school is out. All of the opportunities the children's librarian would have had to stress the importance of reading and offer tips to parents and teachers about reading to their children have been missed.

Public Library Staff Education Program:

There is a shortage of people going into the profession of Librarianship, and while Oakland Public Library has many dedicated, long-term non-professional staff, many born and raised in Oakland, the impediment to their advance to the professional level has been the expense of obtaining the Master's Degree required of Librarians.

Now that the California State Library has added its funds to other scholarships, many more worthy candidates are obtaining the M.A. and becoming professional librarians in Oakland.

Library Services for People with Disabilities Program:

Oakland Public Library's target group for the project, people with learning disabilities, makes up an estimated 17 to 20% of the general population nationwide. In urban areas of poverty and under-resourced schools, such as Oakland, the number of people with learning disabilities is higher, and includes more people with undiagnosed learning disabilities. Serving this group presents many challenges for libraries:

- Learning disabilities are "invisible," so library staff is usually unaware that they are trying to serve people who access information differently from the norm.
- People with learning disabilities may be reticent about self-identifying or asking for special treatment.
- There are many different types of learning disabilities, with many different learning styles.

- People with learning disabilities have trouble using print, and public libraries are traditionally print-oriented.
- When students with learning disabilities graduate from school, they find no parallel learning support system in traditional community education institutions such as libraries and museums.

Oakland Public Library's project will demonstrate a few service and technology components that will open up the public library to people with learning disabilities and provide a statewide model for improved service to this group.

PROGRAM DESCRIPTION

Computer Literacy for Asian Elderly and New Americans:

The Asian Branch Library will convert an underutilized meeting room into a computer learning center. The center will include six server-based computers and one LCD projector to aid in instruction. In addition to basic Microsoft Office software, the Center's computers will include Microsoft's Multilingual User Interface Pack, several Asian language software packages, and one or two Asian language database subscriptions.

Project staff (two part-time library assistants) will create the training materials and lesson plans, recruit and train volunteer trainers, perform outreach to Oakland's Asian community, conduct an extensive ongoing evaluation of the project, and work with the volunteers and Library staff to continue the computer training project on a smaller scale after the LSTA grant is concluded.

Speaking of Reading:

The book discussion project comes at an optimum time for the Second Start Adult Literacy Program, which has just moved to a new location in a different part of the city (West Oakland Branch Library) and is in the process of re-engaging continuing students and introducing new students to their services. An adult book discussion group is an excellent vehicle to enhance comprehension, build vocabulary, explore ideas, and allow adults to express themselves in a supportive environment.

Books will be chosen that are of high interest to the student population--adults over the age of 16 who read below the fifth grade level. The print texts will be supplemented with books on CD-ROM, to be worked on at Second Start's computer lab with staff assistance.

Due to the low literacy level of the adult students, staff will take the time to read, discuss, explain, analyze and contextualize books thoroughly. That may mean working extensively on vocabulary, history, or the use of idioms and regional expressions. Lesson plans and homework will be provided to tutors so that they can help their learner experience the book and catch up with ideas or passages that might have been misunderstood in class.

The book discussion group will be led by Second Start staff and will be scheduled weekly for six months. At the end of this time, staff will evaluate the project for themselves and for State Library LSTA staff.

A Quicker, Safer Trip to West Oakland Branch Library:

The Quicker, Safer Trip to the Library project will provide rented school buses to bring 29 classes of kindergartners and preschoolers, with teachers and parent chaperones, to the library on a rotational basis several times during the year. The grant would also provide a part-time Library Assistant to help the Children's Librarian during the class visits, and funding for special programs, story times and incentives for the children. All of the young participants will receive library cards.

In addition, the program would issue library cards to more than half of the parent chaperones and teachers who do not already have library cards, succeed in having these new parent and teacher patrons use their new library cards to check out four books during each visit, talk to them about the important of reading to their children, and give each parent a decorative magnet that reminds them to read to their children daily.

Public Library Staff Education Program:

Thirteen employees of Oakland Public Library will be reimbursed for the costs of their tuition as they obtain Master's Degrees in Library and Information Science.

Students will submit proof of payment of tuition and the Library will provide them with a reimbursement check.

Grant funds will also sponsor quarterly meetings where the students and professional librarians will talk about library school issues, and give support and suggestions to help students succeed.

Library Services for People with Disabilities Program:

Oakland Public Library will use the grant funding to effect changes to the site, the staff, the collection and the library's computer technology that will build community awareness and inclusion for adults and children with learning disabilities.

At the Main Library, large pictograms will be created and hung over the bookshelves to help those who can't navigate the Dewey Decimal System locate books by subject. Also at the Main, and in several branch libraries, new screen-reading software will be installed on library computers to make the text on computer screens more easily manipulated and understood by people with learning disabilities.

The Library will develop and purchase a collection of materials about learning disabilities and will host seven community programs about learning disabilities in children and adults. Library staff will also attend specialized training that will help them better serve their patrons with learning disabilities.

The Library staff will be modeling this project using the same strategies that gave them such success with programs serving other library patrons with disabilities: the deaf and hearing impaired, the blind and visually impaired, and the mobility impaired.

SUSTAINABLE OPPORTUNITIES

The Library staff will be modeling this project using the same strategies that gave them such success with programs serving other library patrons with disabilities: the deaf and hearing impaired, the blind and visually impaired, and the mobility impaired.

SUSTAINABLE OPPORTUNITIES

All Library projects increase the ability of diverse groups of Oakland residents to access information and education, thus creating more opportunities for them to learn strategies for sustaining their communities.

DISABILITY AND SENIOR CITIZEN ACCESS

All Library projects and facilities are ADA compliant and accommodate the needs of persons with disabilities who wish to participate.

RECOMMENDATIONS AND RATIONALE

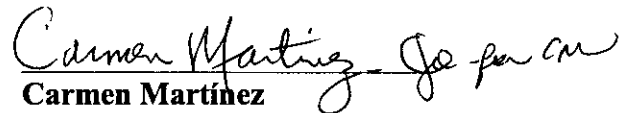
That the City Council approve the resolution authorizing the City Manager to accept and appropriate grants in the amount of \$140,368 from the California State Library, Library Services and Technology Act, to fund the aforementioned five projects for Fiscal Year 2003-2004.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council approve these five resolutions in order to support the Library in extending its services to underserved segments of Oakland's population:

1. Computer Literacy for Asian Elderly and New Americans Grant for \$51,150
2. Speaking of Reading Literacy Program Grant for \$3,558
3. A Quicker Safer Trip to the West Oakland Branch Library Grant for \$25,000
4. Public Library Staff Education Program Grant for \$27,375
5. Library Services for People with Disabilities Program Grant for \$33,285

Respectfully submitted,

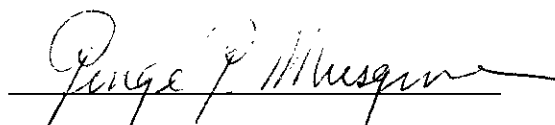

Carmen Martinez

Library Director

Prepared by:

Leslie Rodd, Administrative Librarian
Program Administration

Approved for forwarding to the Life Enrichment Committee:


George J. Musquin

OFFICE OF THE CITY MANAGER

Item No: **6**
Life Enrichment Committee
SEP 23 2003

OAKLAND CITY COUNCIL

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2003 SEP 1 11:12 AM
C. M. S. *Margaret Foy*

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY OF OAKLAND, TO ACCEPT AND APPROPRIATE A GRANT IN THE AMOUNT OF \$51,150 FROM THE CALIFORNIA STATE LIBRARY, LIBRARY SERVICES AND TECHNOLOGY ACT FOR FISCAL YEAR 2003-2004, FOR THE COMPUTER LITERACY FOR ASIAN ELDERLY AND NEW AMERICANS PROJECT

WHEREAS, the California State Library has made available Library Services and Technology Act (LSTA) funding for 2003- 2004; and

WHEREAS, the City of Oakland desires to accept and appropriate a grant in the amount of fifty-one thousand one hundred and fifty dollars (\$51,150) to support the Computer Literacy for Asian Elderly and New Americans Project; now, therefore, be it

RESOLVED: That the City Manager or her designee is hereby authorized and directed to accept and appropriate an LSTA grant in the amount of fifty-one thousand one hundred and fifty dollars (\$51,150) for the purpose described above; and, be it

FURTHER RESOLVED: That the City Council hereby appoints the City Manager or her designee as agent of the City to conduct all negotiations, applications, agreements, payment requests, and related actions which may be necessary for the completion of the aforementioned project in accordance with its basic purpose; and be it

FURTHER RESOLVED: That should additional funds be received, the City Manager or her designee is hereby authorized to appropriate same for the purposes described above.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 2003

PASSED BY THE FOLLOWING VOTE:

AYES – BROOKS, BRUNNER, CHANG, NADEL, QUAN, REID, WAN AND PRESIDENT DE LA FUENTE

NOES -

ABSENT -

ASTENTION –

ATTEST: _____

CEDA FLOYD
City Clerk and Clerk of the Council
Of the City of Oakland, California

Item # **6-1**
Life Enrichment Committee
September 23, 2003

OAKLAND CITY COUNCIL

FILED
OFFICE OF THE CITY CLERK
OAKLAND

RESOLUTION NO. _____

2003 SEP 11 PM
C. M. S.

Margaret Taylor

RESOLUTION AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY OF OAKLAND, TO ACCEPT AND APPROPRIATE A GRANT IN THE AMOUNT OF \$3,558 FROM THE CALIFORNIA STATE LIBRARY, LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA), SPEAKING OF READING PROGRAM FOR FISCAL YEAR 2003-2004

WHEREAS, the California State Library has made available Library Services and Technology Act (LSTA) funding for the Speaking of Reading Program in fiscal year 2003- 2004; and

WHEREAS, the City of Oakland desires to accept and appropriate a grant in the amount of three thousand five hundred fifty-eight (\$3,558) from the California State Library California, LSTA for fiscal year 2003-2004 to support the Speaking of Reading Program in the Second Start Adult Literacy Program; now, therefore, be it

RESOLVED: That the City Manager or her designee is hereby authorized and directed to accept and appropriate an LSTA grant in the amount of three thousand five hundred fifty-eight dollars (\$3,558) for the purpose described above; and, be it

FURTHER RESOLVED: That the City Council hereby appoints the City Manager or her designee as agent of the City to conduct all negotiations, applications, agreements, payment requests, and related actions which may be necessary for the completion of the aforementioned project in accordance with its basic purpose; and be it

FURTHER RESOLVED: That should additional funds be received, the City Manager or her designee is hereby authorized to appropriate same for the purposes described above.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 2003

PASSED BY THE FOLLOWING VOTE:

AYES – BROOKS, BRUNNER, CHANG, NADEL, QUAN, REID, WAN AND PRESIDENT DE LA FUENTE

NOES -

ABSENT -

ASTENTION –

ATTEST: _____

CEDA FLOYD

City Clerk and Clerk of the Council
Of the City of Oakland, California

Item # **6-2**
Life Enrichment Committee
September 23, 2003

FILED
OFFICE OF THE CITY CLERK
OAKLAND

OAKLAND CITY COUNCIL

2003 SEP 11 PM 2:12

RESOLUTION NO. _____ C. M. S.

Margaret Taylor

RESOLUTION AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY OF OAKLAND, TO ACCEPT AND APPROPRIATE A GRANT IN THE AMOUNT OF \$33,285 FROM THE CALIFORNIA STATE LIBRARY, LIBRARY SERVICES AND TECHNOLOGY ACT, PUBLIC LIBRARY SERVICES FOR PEOPLE WITH DISABILITIES PROGRAM FOR FISCAL YEAR 2003-2004

WHEREAS, the California State Library has made available Library Services and Technology Act (LSTA) funding for a Public Library Services for People with Disabilities Program in fiscal year 2003-2004; and

WHEREAS, the City of Oakland desires to accept and appropriate a grant in the amount of thirty-three thousand two hundred eighty-five dollars (\$33,285) from the California State Library California, LSTA for fiscal year 2003-2004 to support the Public Library Services for People with Disabilities Program; now, therefore, be it

RESOLVED: That the City Manager or her designee is hereby authorized and directed to accept and appropriate an LSTA grant in the amount of thirty-three thousand two hundred eighty-five dollars (\$33,285) for the purpose described above; and, be it

FURTHER RESOLVED: That the City Council hereby appoints the City Manager or her designee as agent of the City to conduct all negotiations, applications, agreements, payment requests, and related actions which may be necessary for the completion of the aforementioned project in accordance with its basic purpose; and be it

FURTHER RESOLVED: That should additional funds be received, the City Manager or her designee is hereby authorized to appropriate same for the purposes described above.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 2003

PASSED BY THE FOLLOWING VOTE:

AYES – BROOKS, BRUNNER, CHANG, NADEL, QUAN, REID, WAN AND PRESIDENT DE LA FUENTE

NOES -

ABSENT -

ASTENTION –

ATTEST: _____

CEDA FLOYD

City Clerk and Clerk of the Council
Of the City of Oakland, California

Item # **6-3**

**Life Enrichment Committee
September 23, 2003**

FILED
OFFICE OF THE CITY CLERK
OAKLAND

OAKLAND CITY COUNCIL

2003 SEP 11 PM 2:12 RESOLUTION NO. _____ C. M. S. *Marsen Foyte*

RESOLUTION AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY OF OAKLAND, TO ACCEPT AND APPROPRIATE A GRANT IN THE AMOUNT OF \$27,375 FROM THE CALIFORNIA STATE LIBRARY, LIBRARY SERVICES AND TECHNOLOGY ACT, PUBLIC LIBRARY STAFF EDUCATION PROGRAM FOR FISCAL YEAR 2003-2004

WHEREAS, the California State Library has made available Library Services and Technology Act (LSTA) funding for a Public Library Staff Education Program in fiscal year 2003- 2004; and

WHEREAS, the City of Oakland desires to accept and appropriate a grant in the amount of twenty-seven thousand three hundred and seventy-five dollars (\$27,375) from the California State Library California, LSTA for fiscal year 2003-2004 to support the Public Library Staff Education Program; now, therefore, be it

RESOLVED: That the City Manager or her designee is hereby authorized and directed to accept and appropriate an LSTA grant in the amount of twenty-seven thousand three hundred and seventy-five dollars (\$27,375) for the purpose described above; and, be it

FURTHER RESOLVED: That the City Council hereby appoints the City Manager or her designee as agent of the City to conduct all negotiations, applications, agreements, payment requests, and related actions which may be necessary for the completion of the aforementioned project in accordance with its basic purpose; and be it

FURTHER RESOLVED: That should additional funds be received, the City Manager or her designee is hereby authorized to appropriate same for the purposes described above.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 2003
PASSED BY THE FOLLOWING VOTE:

AYES – BROOKS, BRUNNER, CHANG, NADEL, QUAN, REID, WAN AND PRESIDENT DE LA FUENTE

NOES -

ABSENT -

ASTENTION –

ATTEST: _____

CEDA FLOYD
City Clerk and Clerk of the Council
Of the City of Oakland, California

Item # **6-4**
Life Enrichment Committee
September 23, 2003

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2003 SEP 11 PM 2:12

OAKLAND CITY COUNCIL

RESOLUTION NO. _____ C. M. S.

Margaret Oyama

RESOLUTION AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY OF OAKLAND, TO APPLY FOR, ACCEPT, AND APPROPRIATE A GRANT IN THE AMOUNT OF \$25,000 FROM THE CALIFORNIA STATE LIBRARY, LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA), A QUICKER, SAFER TRIP TO THE LIBRARY PROGRAM FOR FISCAL YEAR 2003-2004

WHEREAS, the California State Library has made available Library Services and Technology Act (LSTA) funding in fiscal year 2003-2004; and

WHEREAS, the City of Oakland desires to accept and appropriate a grant in the amount of twenty-five thousand dollars (\$25,000) from the California State Library, LSTA for fiscal year 2003-2004 to support A Quicker, Safer Trip to the Library; now, therefore, be it

RESOLVED: That the City Manager or her designee is hereby authorized and directed to accept and appropriate an LSTA grant in the amount of twenty-five thousand dollars (\$25,000) for the purpose described above; and, be it

FURTHER RESOLVED: That the City Council hereby appoints the City Manager or her designee as agent of the City to conduct all negotiations, applications, agreements, payment requests, and related actions which may be necessary for the completion of the aforementioned project in accordance with its basic purpose; and be it

FURTHER RESOLVED: That should additional funds be received, the City Manager or her designee is hereby authorized to appropriate same for the purposes described above.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 2003
PASSED BY THE FOLLOWING VOTE:

AYES – BROOKS, BRUNNER, CHANG, NADEL, QUAN, REID, WAN AND PRESIDENT DE LA FUENTE

NOES -

ABSENT -

ASTENTION –

ATTEST: _____

CEDA FLOYD
City Clerk and Clerk of the Council
Of the City of Oakland, California

Item # **6-5**
Life Enrichment Committee
September 23, 2003