

LIBRARY AND EDUCATION COMMISSION

May 15, 2024
7:00 PM to 9:00 PM

I. CALL TO ORDER & ORDERS OF THE DAY

II. CONSENT CALENDAR

A. APPROVE THE 05/15/2024 AGENDA

**B. APPROVE MINUTES FOR REGULAR MEETING OF
04/17/2024**

III. PUBLIC RECORD

IV. OPEN FORUM

(2 MINUTES OF SPEAKING TIME IS AVAILABLE)

2_m 00_s



V. DISCUSSION/ACTION ITEMS

**A) INFORMATION: YOUTH COMMISSION
ANNOUNCEMENTS (N. MASCARENHAS)**



**Youth
Commission**
CITY OF SAN JOSE

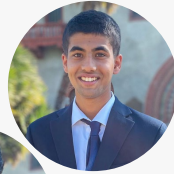
2023-2024 Annual Report

MAY 15, 2024
Library and Education Commission



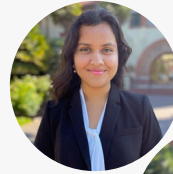
COMMISSIONER JANAPATY

Citywide



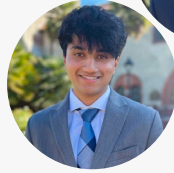
COMMISSIONER MISHRA

District 1



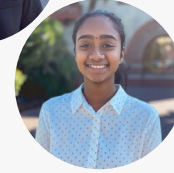
COMMISSIONER
MASCARENHAS

District 10, Vice Chair & Outreach



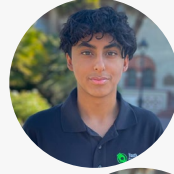
COMMISSIONER
PRADEEPKUMAR

District 2



COMMISSIONER SINGH

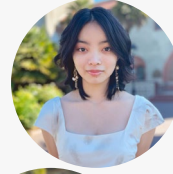
District 9



**Youth
Commission**
CITY OF SAN JOSE

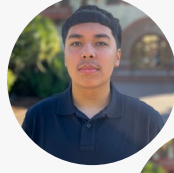
COMMISSIONER HOANG

District 3, Chair



COMMISSIONER
GONZALES-MUÑIZ

District 8



COMMISSIONER T. LUONG

District 4



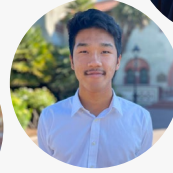
COMMISSIONER M. LUONG

District 7



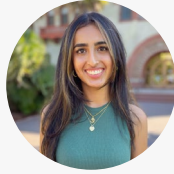
COMMISSIONER LIEU

District 5



COMMISSIONER BANSAL

District 6, Communications





**"Not about us
without us."**



ENHANCING THE YOUTH COMMISSION AND YOUTH PARTICIPATION IN THE CITY

On September 12, 2023, the City Council unanimously approved an ordinance strengthening the Youth Commission's functions, powers, and duties.



BILL OF RIGHTS

for Children & Young Adults for Santa Clara County



Every young person must get what they need when they need it, no matter their actual or perceived race, ethnicity, gender identity, sexual orientation, religion, mental or physical ability, nationality, immigration status, criminal history, first language, skin color, education status, or wealth. We value the diversity of our children and young adults in Santa Clara County and believe we must treat each of them with respect and dignity.

YOUTH ADVISORY COUNCILS

These councils provide valuable input and insights on policies and programs directly impacting young people.

From July 2023 to April 2024, Youth Commission and Youth Advisory Council members volunteered a combined **2,282** service hours in dedication to Youth Commission activities and events.



16

The average number of hours spent by 55 Youth Advisory Council members in Districts 1, 2, 3, 4, 6, 7, 8 & 10 on activities such as attending YAC meetings, supporting district events, and doing policy research.

128

The average number of hours spent by the 11 Youth Commissioners on activities such as attending general meetings, coordinating YAC meetings, conducting community outreach, and crafting policy recommendations.



OUTREACH PLAN

Promote Youth Commission and Youth Advisory Council (YAC) events, connect with community-based organizations, and develop partnerships to support the Youth Commission work plan.



Objectives

Increase the number of youths who know about the Youth Commission and participate in YACs.

Strategies

Promote via social media, develop flyers and share information with schools and youth organizations.

Channels

Youth Commission social media, school distribution lists, local libraries, community centers, Councilmember newsletters, attending community events, and hosting town halls and summits.

Metrics for Success

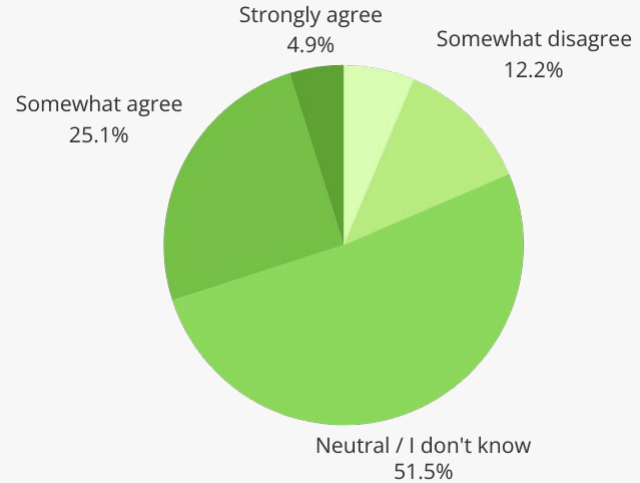
Engagement across social media, youth participation in YACs and Youth Commission events, and Youth Commission applications.

YOUTH PRIORITIES SURVEY

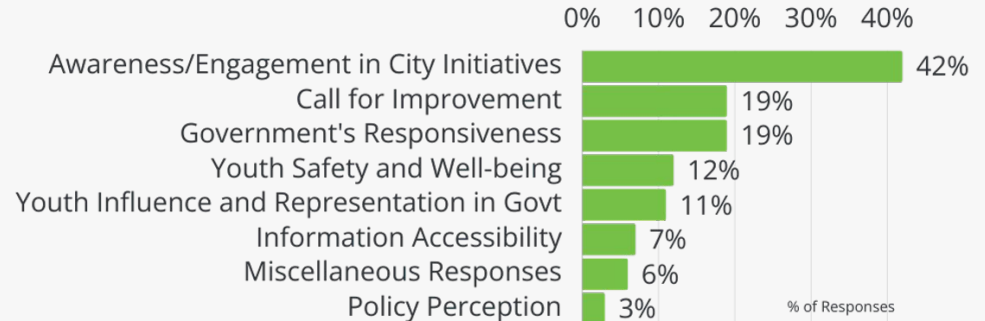
The Youth Commission creates and distributes an annual survey to youth throughout San José that serves as a tool for gauging youth priorities and sentiments towards various issues and Commission activities. This year, the survey collected almost **900** responses.

These responses illustrate opportunities for outreach around program and resource awareness. The Youth Commission's work plan supports increasing youth engagement in the design and implementation of community programs and overall participation in local government.

Do you agree with the following statement:
The local City of San José government reflects youth priorities.



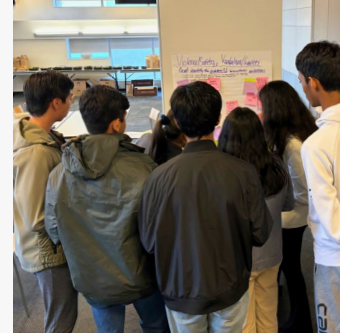
Youth Self-Reported Understanding of the City's Efforts in the Following Areas:



DRAFT A RECOMMENDATION TO DEVELOP A YOUTH PARTICIPATORY BUDGET PROGRAM PILOT

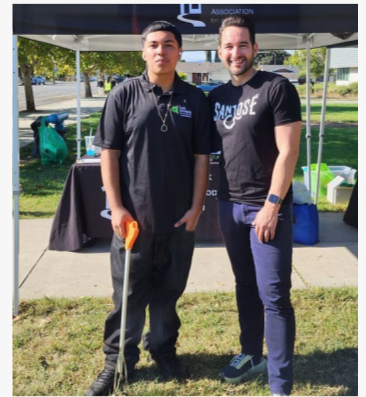
- Gather youth input through various events and initiatives to determine their priorities.
- Convey youth priorities to City Council and other relevant municipal authorities.
- Implement a City Budget Priority Session to gather insight and input from the youth on City Budget priorities.

Budget Summit



INFORM AND CULTIVATE ENVIRONMENTAL ADVOCACY AMONG YOUTH

- Collaborate with local organizations and City departments to launch a youth-led awareness campaign on the impact of environmental issues.
- Participate in litter pick-ups, dumpster days, and other clean-up events in collaboration with City departments and organizations.
- Collaborate with school clubs and encourage the creation and preservation of school/community gardens.



Oak Tree Planting

EXPLORE AND UNDERSTAND GENDER-BASED VIOLENCE SUPPORT SERVICES

Collaborate with local organizations and City departments to conduct research and support an awareness campaign by youth around issues including:

- Sexual harassment
- Assault / domestic violence
- Healthy relationships



YOUTH IN ACTION

In addition to the work plan, the Youth Commission has:

- Participated in a joint special meeting with the Library and Education Commission, issuing a letter of support for the Children and Youth Services Master Plan,
- Developed policy recommendations around youth issues,
- And hosted multiple youth-focused community events.



Youth Services Master Plan

Joined the Library and Education Commission for a Joint Special Meeting on March 28, 2024, to review and discuss the Master Plan and issue a letter suggesting recommendations around communications, access to information, health and safety, art, vibrancy, and place-based initiatives. The Chair presented alongside the City Manager's Office at City Council on April 9, 2024.

Policy Recommendations

Developed multiple policy recommendations on issues relating to road and bike safety, menstrual equity, green canopies, BIPOC art programs, guaranteed income, and public comment limitations at City meetings.

Community Events

Hosted multiple community events with Youth Advisory Councils, such as the Green Planet Conference, Policy Conferences, Career Fairs, a Drug Safety workshop, and Financial Literacy workshops.



Looking Forward

INCREASING CIVIC ENGAGEMENT AMONG YOUTH

Host various events and initiatives to foster a greater sense of youth civic engagement, including:

- Civic events and forums
- Citywide youth survey

Thank you!

WEBSITE

www.sjpl.org/youth-commission

EMAIL ADDRESS

youthcommission@sanjoseca.gov



**Youth
Commission**

CITY OF SAN JOSE

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



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

May 15, 2024

Library and Education Commission





Partners in Reading (PAR)



Partners in Reading



PROVIDE literacy programming to adult learners

- 1:1 Tutoring
- Small group instruction & ESL classes
- Creative writing workshops and published anthology
- Digital tools and instruction
- Referrals to SJPL Works for career guidance

Metric	FY 21-22	FY 22-23	Change
Learners	107	108	+.93%
Learner Goals Met	117	117	0%
Instructional Hours	3,868	5,220	+34.95%
Volunteer Tutors	82	135	+64.63%
Total Volunteer Hours	6410	6729	+4.98%



Partners in Reading

Need	Response
Digital Devices	20 Chromebooks, 15 Library Hotspots and 5 Computer Stations
Digital Literacy- Computer Lab	PAR trained tutors and learners to use digital devices to set up and attend virtual sessions. PAR also began to provide tech support in the computer lab.
Instructional Materials	Email and physical mailings to tutors and learners continue, and PAR began to route materials to branches for pick up.
Learner Support	Small-group classes and virtual learning system Lexia Core 5
Training New Tutors	Virtual and in person tutor trainings developed to reach more tutors
Partner ESL Programs	Online and In person ESL classes via community partners with PAR staff support.
Books	Together We Read (TWR) activity and book mailings continued to support PAR Learners and their Families to foster a love of literacy in the home. PAR also began to route TWR materials to branches for pick up.

Partners in Reading

Program	Description	Impact
COHS	Provides an online high school diploma and career certificate to adult learners	33 New Students & 19 Graduates
ESL	Provides English as a Second Language classes to beginning and intermediate ESL learners	74 Learners
Adult Basic Education (ABE)	Provides one-on-one literacy tutoring to adult learners	108 Learners
Together We Read	Provides PAR learners with children under the age of 14 with free books throughout the year	35 Families 57 Children & Youth
Community Outreach	Promote PAR throughout San José	52 Outreach Events and Distributed 4,440 Books

Data is for FY 2022-23



Family Learning Centers



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 19,600 patrons during FY 2022-23:

- Immigration status changes and partnerships for legal services
- ESL Classes, ELL Clubs
- Computer instruction/Tech Help
- Parenting Workshops & Support groups
- Nutrition, Health & Wellness
- Arts & cultural heritage
- Multi-lingual programming
- Dedicated spaces for collections, technology and classes



Family Learning Centers

Program	Description	Attendance
Digital Equity Tech Help	Multi-lingual digital Literacy classes and support with email retrieval, software installation, basic troubleshooting	630
Citizenship	Citizenship classes, workshops, study sessions, mock interviews, and application and fee waiver assistance with immigration experts (PARS Equality, USCIS)	1,147
English Language Learning	Conversation clubs, grammar clubs, collections, software programs. Partnerships with adult education institutes (Overfelt Adult Education)	2,912
VITA Tax Program	Volunteer Income Tax Assistance (VITA) providing free basic tax preparation for low- and moderate- income taxpayers at Hillview Branch	260
Support Group for Women	Tiempo Para Mi program is an informal Spanish support group for women. Participants learn about library and community resources based on their interests and requests.	1,023

Data is for FY 2022-23





7 likes
parsequality Pars Equality Center's Legal Team assisting green card





Achievements FY 2023-24

Partners in Reading

- 89 Adult Basic Education learners, 134 ESL learners
- 135 total active tutors
- ESL classes at five branches (Alum Rock, Edenvale, Educational Park, Hillview, Seven Trees) in partnership with Evergreen Valley Community College
 - 158 programs
 - 2,059 participants
- New learner book completed
- California State Park Grant program : 5 programs, 97 participants
- Launched 3 new programs in January 2024: PAR Café, PAR Connects, & PAR Trips
- Leamos Pilot launched in February 2024 at Alum Rock
- Resumed PAR Together We Read Family Literacy Night Events
- Transitioned COHS to the College and Career Learning Pathways Unit.





Achievements FY 2023-24

Family Learning Centers

- Hosted 83 Digital Skills Pathways programs with 401 participants
- Hosted 116 Citizenship classes with 630 participants
- Launched small group ESL programs
 - East Branch, Tully, and Educational Park
- 1st FLC Community Resource Fair planned at Educational Park Library on May 31, 2024
- Partnering with the Office of Racial Equity to help promote and connect community to the City's Civics Master Plan





Achievements FY 2023-24

Equity, Diversity and Inclusion System-wide Assessment

- ESL/ELL Conversation Clubs: Almaden & West Valley Branches
- Adult Basic Education Literacy Program (ABE): PAR
- ESL Classes with Evergreen Valley College - PAR
- Citizenship Programs: Tully & Biblioteca Latinoamericana Branches
- Book Clubs: Vineland (ENG) & Edenvale (Bilingual)
- California Room
- Library Services Volunteer Program: Volunteer Services





THANK YOU!

Ofelia Medina: ofelia.medina@sjlibrary.org



2_m 00_s

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.

**C) INFORMATION: LIBRARY BOND
REVIEW (J. CHOI)**

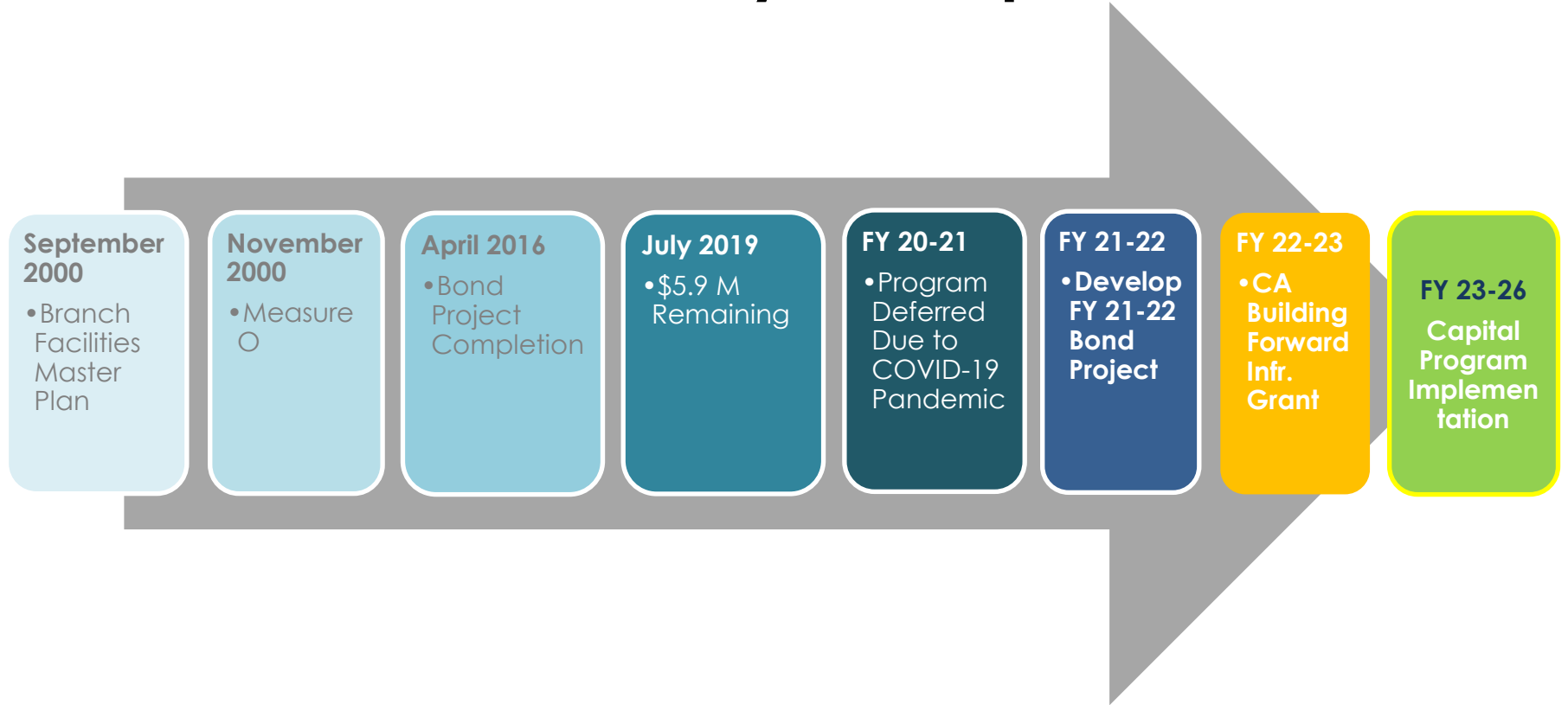


Bond Program Update

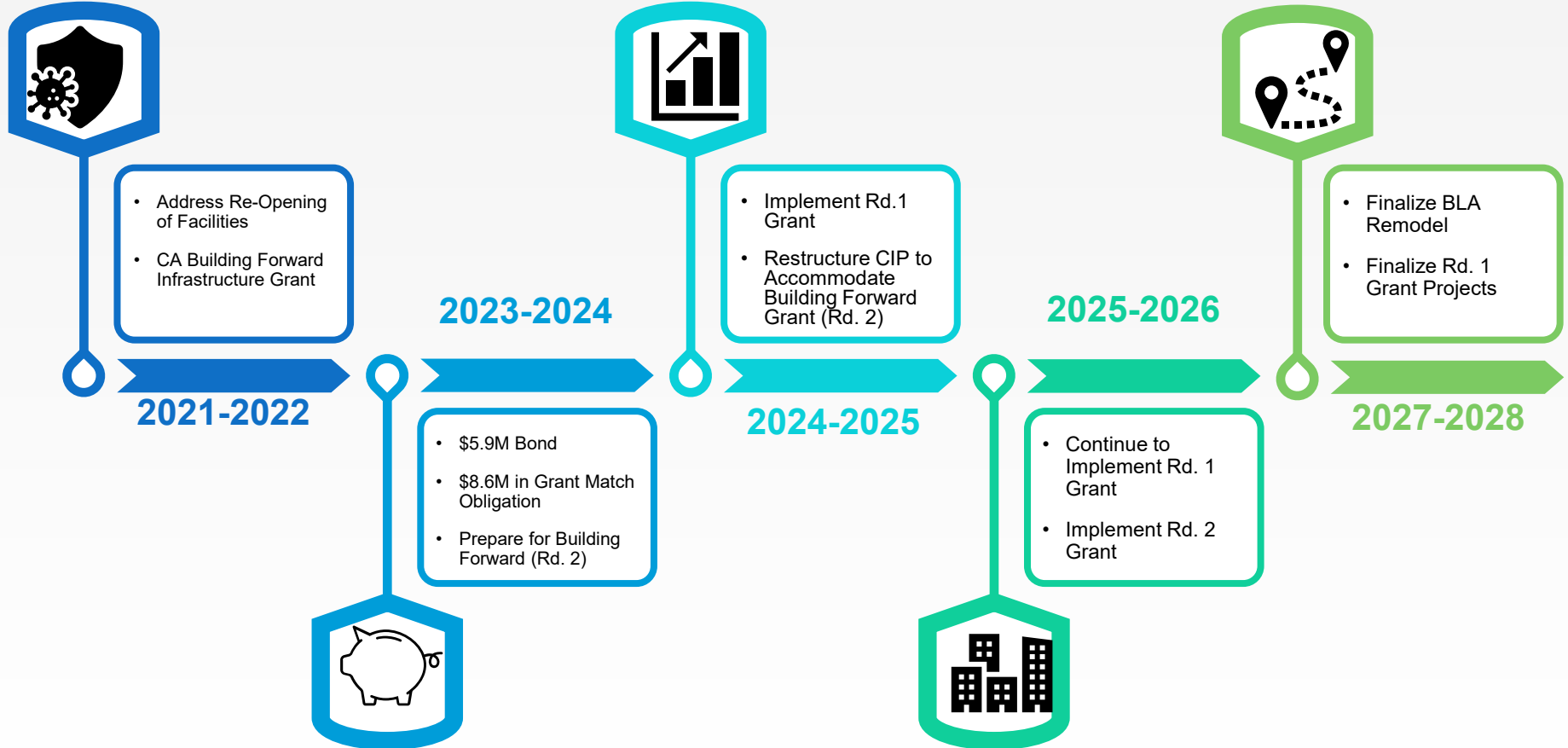
May 15, 2024

Library and Early Education Commission

Bond History & Scope



2023 BOND SPENDING PLAN



CA BUILDING FORWARD GRANT SPENDING BREAKDOWN

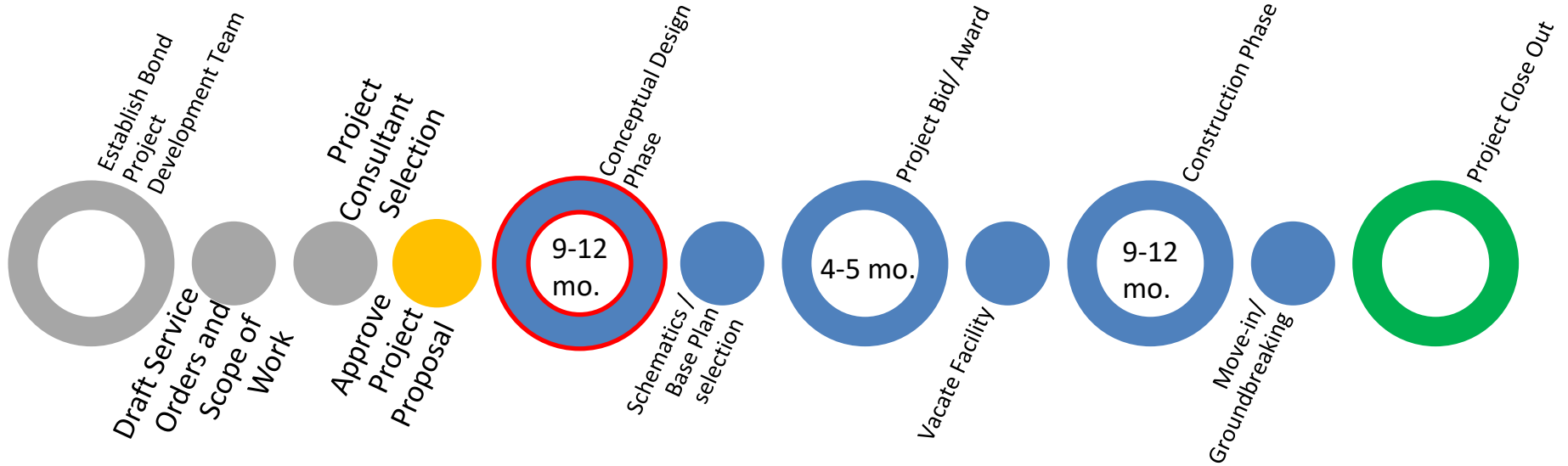
Library Branch	Grant Fund Awarded	Library Match Obligation
Alviso	\$614,374.00	\$614,374.00
Bascom	\$652,746.00	\$652,746.00
Biblioteca Latinoamericana	\$3,625,045.00	\$3,625,045.00
East San Jose Carnegie	\$654,945.00	\$654,945.00
Educational Park	\$515,729.00	\$515,729.00
Hillview	\$265,021.00	\$265,021.00
Joyce Ellington	\$705,664.00	\$705,664.00
Seven Trees	\$1,487,606.00	\$1,487,606.00
Tully	\$147,757.00	\$147,757.00
Total	\$8,668,887	\$8,668,887

**\$5.9M Remaining Bond Funds Can Be Used For:
Grant Match & Branch Efficiency/Improvement Projects**

Capital Projects Planned 2024-2025

Branch	Project	Anticipated Funding Source
Tully	Community Room Lighting	Bond
Tully	Lighting Panels	Bond/CA BF Grant
Alviso	Lighting Panels	Bond/CA BF Grant
Bascom	Café Roof replacement	Bond/CA BF Grant
Joyce Ellington	HVAC replacement	Bond/CA BF Grant
Biblioteca Latinoamericana (BLA)	Renovation Design and Community Engagement	Bond/CA BF Grant
Willow Glen	CCTV Implementation	Bond
Evergreen	Carpet Replacement	Bond
Calabazas	Boiler Replacement	Bond
East Carnegie	CCTV	Bond
Alum Rock	CCTV	Bond
Seven Trees	Roof Replacement	Bond/CA BF Grant
Seven Trees	HVAC upgrade	Bond/CA BF Grant
Tully	HVAC Upgrade	Bond/CA BF Grant
Alviso	Exterior Painting	Bond/CA BF Grant
Educational Park	Emergency Exit Door Frame	Bond/CA BF Grant
Rose Garden	Garage Door Repair	Bond

Proposed Biblioteca Latinoamericana Library Renovation Project Process 23-24





Questions?

Thank you!

2_m 00_s

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.

**D) INFORMATION: SUBMISSION OF
TOPICS FOR FISCAL YEAR 24-25 WORK
PLAN (C. HUNTER)**

LIBRARY AND EDUCATION COMMISSION 2024-2025 WORK PLAN

July 2024	August 21, 2024 @ MLK, SJPL 3rd Floor	September 18, 2024 @ Biblioteca Latinoamericana	October 16, 2024 @ MLK, SJPL 3rd Floor	November 20, 2024 @ West Valley	December 2024
NO MEETING	Youth Commission Update	Budget Overview	Youth Commission Update	Annual Measure S: Parcel Tax Oversight Review (Public Hearing)	NO MEETING
	Public Services Overview	Identify Ad-Hoc Committee to Review Bond and Audit	Security Update	Annual Library Bond Oversight Review (Public Hearing)	
		Capital Program Update	Education & Digital Literacy Annual Update	Commission Budget Activities Sub-Committee Appointment to Prepare Annual Budget Position Message to Council	
		Branch Spotlight: Biblioteca Latinoamericana (tour of proposed changes/ construction)		Branch Spotlight: West Valley	
January 15, 2025 @ MLK, SJPL 3rd Floor	February 19, 2025 @ Educational Park	March 19, 2025 @ MLK, SJPL 3rd Floor	April 16, 2025 @ Evergreen	May 21, 2025 @ MLK, SJPL 3rd Floor	June 18, 2025 @ Cambrian
Youth Commission Update	Adopt Annual Commission Budget Position Message to Council (Sub-Committee)	Youth Commission Update	SJPLF Update (Exec. Director and Commissioner)	Youth Commission Update	Adoption of Fiscal Year 25-26 Work Plan
Library Budget Review	Equity and Inclusion Services Report	Library Collections	Budget Update	Submission of Topics for Fiscal Year 25-26 Work Plan	Election of Fiscal Year 25-26 Officers
Customer Service Enhancements and Innovations	Volunteer Services Update	Friend's of the Library Update	Summer Programming/ Learning Update	Adult Literacy Programming (PAR, FLCs)	Children & Youth Master Plan Demonstration Site Update
College and Career Pathways Project	Branch Spotlight: Educational Park		Digital Empowerment and Public Technology Status Report Branch Spotlight: Evergreen	Library Bond Review	Branch Spotlight: Cambrian

Bold: Written Report



2_m 00_s

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.

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 12TH, 2024, 7:00 PM
AT BASCOM LIBRARY**

XIII. ADJOURNMENT