



**DATE:** June 27, 2023

**TO:** Mayor and City Council

**FROM:** Acting Director of Library Services

**SUBJECT:** Adopt a Resolution Authorizing the City Manager to Execute a MOU and Partnership Agreement, and Accept and Appropriate up to \$101,000 for the Operation of Family Education Program Services for Hayward Unified School District (HUSD) Schools

**RECOMMENDATION**

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute a MOU with Hayward Unified School District (HUSD), adopts a resolution (Attachment III) authorizing the City Manager to execute a Partnership Agreement with California State University, East Bay (CSUEB), and adopts resolutions (Attachments IV and V) authorizing the City Manager to accept and appropriate up to \$101,000 in funding from HUSD and CSUEB for Family Education Program services (after-school Homework Support Center programming and adult English Conversation Circles) and Bookmobile Program Services to be provided at requested HUSD school sites during academic school year 2023-2024.

The funding will be divided as follows:

- 1) Up to \$80,000 from HUSD for services to be provided at four (4) school sites during the 2023-2024 academic school year; and
- 2) Up to \$21,000 from CSUEB for the training, supervision, and tutor/mentorship placements of CSUEB’s College Corps students in Homework Support Centers during the 2023-2024 academic school year.

**SUMMARY**

The City provides robust educational support services to HUSD students and families through its Library Services department. Since 2011, the City has consistently received funding from HUSD to share costs for Family Education Program services. The total cost to operate said services is \$40,000 per school, with HUSD and the Library sharing the cost. The City leverages federal, state, and local special revenue funding to support the costs of programming.

Some of the tutoring services at the HSCs will be provided by California State University, East Bay (CSUEB) students participating in the College Corps program. CSUEB will be providing up

to \$21,000 in funding over the 2023-2024 school year (in two payments up to \$10,500) to support this program. Staff requests Council execute the MOU with HUSD, execute the agreement with CSUEB, and accept and appropriate up to \$101,000 in the Local Grants Fund (240) from HUSD and CSUEB for FY 2024. With Council approval, staff will appropriate the funding into the Library Department's Education Services budget and provide services per the terms and conditions of the agreements with HUSD and CSUEB.

## **BACKGROUND AND DISCUSSION**

The Library provides Family Education Program services, including school-based after-school Homework Support Centers at both libraries and at participating Hayward schools through a partnership with Hayward Unified School District (HUSD). Additionally, English Conversation Circle programming at strategic community locations attracts parents from HSC school sites and at both library locations. Each HSC features laptop computers, chromebooks, hotspots, homework and project supplies, on-site trained tutors, and access to the Library's free real-time tutoring program, Tutor.com. Schools are also trained on how to utilize Library E-resources, and library cards.

Per the agreed upon MOU between the City and HUSD for Family Education Program services in 2023-2024, HUSD will provide a maximum of \$80,000 for program services rendered at four (4) school site locations, determined by HUSD (\$20,000 per school). The City will leverage federal, state, and local special revenue funding to support the costs of programming. For the 2023-2024 year, Curbie, the Library's Bookmobile, will also be providing services at various school locations that can accommodate the vehicle at no additional charge to HUSD.

Some of the tutoring services at the HSCs will be provided by California State University, East Bay (CSUEB) students participating in the College Corps program. The Library serves as a "Partner Site" for this program providing training, supervision, and tutor/mentorship placements for the CSUEB College Corps students. CSUEB will be providing up to \$21,000 in funding over the 2023-2024 school year (in two payments of up to \$10,500) to support this program.

Staff requests that Council adopts a resolution (Attachment II) authorizing the City Manager to execute a MOU with Hayward Unified School District (HUSD), adopts a resolution (Attachment III) authorizing the City Manager to execute a Partnership Agreement with California State University, East Bay (CSUEB), and adopts resolutions (Attachments IV and V) authorizing the City Manager to accept and appropriate up to \$101,000 in funding from HUSD and CSUEB for Family Education Program services (after-school Homework Support Center programming and adult English Conversation Circles) and Bookmobile Program Services to be provided at requested HUSD school sites during academic school year 2023-2024.

With Council approval, staff will appropriate the funding into the Library Department's Education Services budget and provide services per the terms and conditions of the agreements with HUSD and CSUEB.

## **STRATEGIC ROADMAP**

This agenda item is a routine operational item and does not relate to a specific strategic roadmap item.

## **FISCAL IMPACT**

The combined grant funding of \$101,000 from HUSD and CSUEB will be appropriated in the Local Grants Fund (Fund 240). This grant funding will provide supplemental funding to allow the Library's Education Services Division to continue providing Family Education Program services at local school site locations. There is no impact on the General Fund from accepting these supplemental funds.

## **NEXT STEPS**

Staff will use the appropriated funding to provide Family Education Program services at requested HUSD school sites during the academic school year.

*Prepared by:* Brad Olson, Management Analyst II  
Lindsey Vien, Acting Director of Library Services

*Recommended by:* Lindsey Vien, Acting Director of Library Services

Approved by:



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Kelly McAdoo, City Manager