

CLEVELAND PUBLIC LIBRARY

Finance Committee

October 18, 2016

**RESOLUTION AUTHORIZING AGREEMENT WITH CLEVELAND STATE
UNIVERSITY FOR AMERICAN READS TUTORING SERVICES**

WHEREAS, For the past four years, the Cleveland Public Library has entered into agreements with Cleveland State University for America Reads tutoring services at various branches; and

WHEREAS, Tutoring services are an essential service the Library provides to the community, and, therefore, the Library has applied to the Cleveland Foundation for grant funds to continue to provide tutoring services in 2016-2017; and

WHEREAS, The Cleveland Foundation has awarded the Library with grant monies to fund the tutoring services, and payment is expected by the end of 2016. The Library would, therefore, like to enter into an agreement with Cleveland State University to provide tutorial services from November 1, 2016 through June 30, 2017 at eleven (11) branches, Mondays through Thursdays, to be determined by the Library Administration, in the amount not to exceed \$57,963.00, payable from Library funds; now therefore be it

RESOLVED, That the Board of Library Trustees hereby authorizes the Executive Director, CEO or his designee to enter into an agreement with Cleveland State University for America Reads tutoring services from November 1, 2016 through June 30, 2017 in an amount not to exceed \$57,963.00. These expenditures shall be charged to the Founders fund account 20380103-53710 (Professional Services) until such time as the Library receives the Cleveland Foundation Grant or a cash advance is made the Learning Centers fund, after which expenditures shall be charged to the Learning Centers fund account 25670103-53710 (Professional Services).

Cleveland State University

America Reads Program

Proposal to

Cleveland Public Library for Tutoring Services

November 1, 2016 – June, 30 2017

This proposal includes figures for the **America Reads literacy program** for the 2016- 2017 school year for tutoring beginning in November 2016 and ending in June 2017.

Support received will fund the salary and fringe benefits of the America Reads Coordinator position at CSU, administrative supplies, tutor training costs, background checks of student tutors, and student wages and fringe benefits.

Budget Request for Literacy/ Homework Assistance Program

Tutoring will take place **at 11 CPL branches (sites to be determined with CPL staff)**, Monday – Thursday, from 3:00pm – 6:00pm. Depending on the needs at the 11 branches, approximately 40 or more tutors will be employed for the CSU fall and spring semesters.

Tutors are to be paid between \$9.00 and \$12.00 an hour based on their level of seniority and length of service (student wages are determined by CSU). A Lead Tutor will be employed to mentor and support the America Reads Tutors in the performance of their duties, and assist with office duties and record-keeping.

Administrative Costs

(Costs are based on the averages of the last two years' end America Reads accounting balances.)

Coordinator’s Salary.....	\$12,000
Fringe Benefits (19.7% of salary).....	2,365
Supplies/Background Checks/Training.....	4,000
Total.....	\$18,365

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CSU Proposal to CPL

Tutor Services

**Student Wages.....	\$37,534
Fringe Benefits (5.5% of salary).....	2,064
Total	\$39,598

Total Costs of Literacy Program.....\$57,963