

**CLEVELAND PUBLIC LIBRARY**

**Finance Committee**  
September 15, 2015

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

WHEREAS, For the past three years, the Cleveland Public Library has entered into agreements with Cleveland State University Career Service Center 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 is applying to the Cleveland Foundation for grant funds to continue to provide tutoring services in 2015-2016; and

WHEREAS, While the grant application is being considered by the Cleveland Foundation, the Library would like to enter into an agreement with Cleveland State University to provide tutorial services from October 5, 2015 through May 31, 2016 at twelve (12) branches to be determined by the Library Administration, in the amount not to exceed \$97,223.00, 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 October 5, 2015 through May 31, 2016 in an amount not to exceed \$97,223.00. 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, 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**  
**July 2015 – June 2016**

This proposal includes figures for the **America Reads literacy program** for the 2015-2016 school year beginning in July 2015 and ending in June 2016.

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

**Budget Request for Literacy/ Homework Assistance Program – July 2015 - June 2016**

Tutoring will take place **at 12 CPL branches (sites to be determined with CPL staff)**, Monday – Thursday, from 3:00pm – 6:00pm, beginning the week of October 5<sup>th</sup> and continuing until May 31<sup>th</sup>. Depending on the needs at the 12 branches, approximately 35 or more tutors will be employed each semester.

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). *There was a need to increase rate of pay for tutors from the beginning minimum wage of \$8.10 an hour to facilitate recruitment, and make the position more attractive to CSU students.*

Four Student Lead Tutor positions will be included under Student Wages amount listed below. The Lead Tutors 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.

*\*\* It should be noted that the Student Wages expenditures at the end of the grant year could be much lower depending on the use of Federal Work Study monies for eligible students. The amount estimated for student salaries are without the use of work study monies.*

**Administrative Costs**

Coordinator’s Salary.....	\$19,607
Fringe Benefits (19.7% of salary).....	3,862
Supplies/Background Checks/Training.....	5,000
<b>Total.....</b>	<b>\$28,469</b>

**Tutor Services**

**Student Wages.....	\$65,170
Fringe Benefits (5.5% of salary).....	3,584
<b>Total .....</b>	<b>\$68,754</b>
 <b>Total Costs of Literacy Program.....</b>	 <b>\$97,223</b>