

CALAVERAS ADULT LITERACY (September 2023)

Staff Resources:

Phil Guttierrez, M.A., Literacy Coordinator and Ann Seely, Literacy Community Liaison (.4FTE).

Revenue FY 2023-24

- California Library Literacy Services = \$38,571
- Charge-Backs from the Sheriff's = \$18,000
- Department and Health and Human Services = \$10,000
- Day Reporting Center – AB 109 (Probation) Chargebacks for literacy services, .4 of Literacy Coordinator's salary, \$35,239 (**Allotted**), and \$4,157 towards the GED License Fee = \$39,396 (an increase of Essential Education Computer Essentials seats (8 seats)
- Transfers from SRF – \$5,796 (**Estimated**)
- Misc. Revenue (refund) – To be determined

Total: \$111,763

Expenditures:

- Salaries and Employee Services: \$103,304
- Services and Supplies: \$8,459

Total: \$111,763

Tax Inserts: Printing/Processing Cost \$1,250 (a slight increase of \$85.20)

Instructions Sites: Essential Education Computer Network Program, Remote Education Packets and Individual Tutoring

Calaveras County Jail: Tutors are Lee Bergman and Janet Watt. Also, the Literacy Coordinator conducts an instructional session and provides oversight for each instructional session. Two-hour daily team-teaching instructional sessions for the men, women, and administrative assigned inmate learners are held weekly on a Tuesday, Wednesday, and Thursday schedule.

Remote Education Packets/Newsletter completed and circulated weekly by Ms. Seely with 17 correctional learners currently receiving the education remote package. Four remote learners also attend the in-person instructional receiving credit for both instructional applications.

Main Library tutorial sessions are available upon request.

Pearson VUE GED Testing Vouchers expired for this FY; however, a request to renew the vouchers was granted. An expiration date of March 8, 2025, was provided. In total, 11 vouchers

were extended. One voucher has been assigned to a tester, Kaleb Morrison, for an upcoming GED test, leaving 10 GED Testing Vouchers for the upcoming FY.

Enrollments: 7 Main Library/ 21 ADF = 28 (as of September 12, 2023)

CLLS Annual Report has been submitted:

Highlights include the following:

Total number of adult learners serviced – 115

Total number of correctional learners – 99 (86%)

Total number of learners seeking a GED - 45

Total number of instructional hours – 3,273

Total number of volunteer tutor instructional hours - 483

Total male participants – 77

Total female participants – 38

Total GED completions – 2

Total learner to tutor ratio - 38.33

Total learner to staff ratio – 79.31 (total FTE 1.45)