



Legislation Text

File #: 23-0045, **Version:** 1

TO: Board of Supervisors

FROM: Anthony Halstead - Director of Library Services and Community Outreach

REPORT BY: Michelle Carreon - Staff Services Analyst

SUBJECT: Memorandum of Understanding with Napa Valley College for ESL Classes

RECOMMENDATION

Director of Library Services and Community Outreach requests approval of and authorization for the Chair to sign Memorandum of Understanding (MOU) Agreement No. 230283B with the Napa Valley College (NVC) with an annual maximum of \$11,200 for the term January 24, 2023, through June 30, 2027, to teach English as a Second Language (ESL) classes at the Napa County Library.

EXECUTIVE SUMMARY

The Napa County Library and the Napa Valley College (NVC) have agreed to share the cost of English as a Second Language (ESL) classes to be held at the Napa Main Library.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	The ESL classes are budgeted in the Napa County Library Literacy budget
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The ESL classes are funded by the State of California Library Literacy Services (CLLS) ESL Grant and are intended to provide free classes for learners to improve their English-speaking skills.
Is the general fund affected?	No
Future fiscal impact:	The library's annual contribution is \$11,200. All costs associated with this MOU will be budgeted accordingly in the library Literacy Center budget for future fiscal years.

Consequences if not approved: If the agreement is not approved, Napa Valley College ESL instructors will not be offering this free class to the Spanish speaking community at the Napa County Library.

County Strategic Plan pillar addressed: Collaborative and Engaged Community

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Napa Main Library wishes to offer ESL classes to the community in support of its Family Literacy / ESL initiative paid for by a grant from the California Library Literacy Services (CLLS), a program of the California State Library. NVC has a history of conducting ESL classes and their instructors have the experience and materials to conduct a positive and productive educational experience. The class will expand educational opportunities for adults who lack basic skills to fully participate in education, work, and civic opportunities. At the completion of the program, participants will receive a certificate of participation. The instructor will remain an NVC employee, and their cost will be paid by NVC. The library will pay the instructors office and prep hours with funding from the CLLS ESL Grant.

Today's requested action will approve an agreement with NVC with a term from January 24, 2023, through June 30, 2027, the annual cost for these services is \$11,200 with a total contract maximum of \$56,000.