



City of Grand Island

Tuesday, March 22, 2022

Council Session

Item G-17

**#2022-77 - Approving Amendment to Grand Island Public Library
FTE Budget Allocation**

Staff Contact: Celine Swan

Council Agenda Memo

From: Celine Swan, Library Director

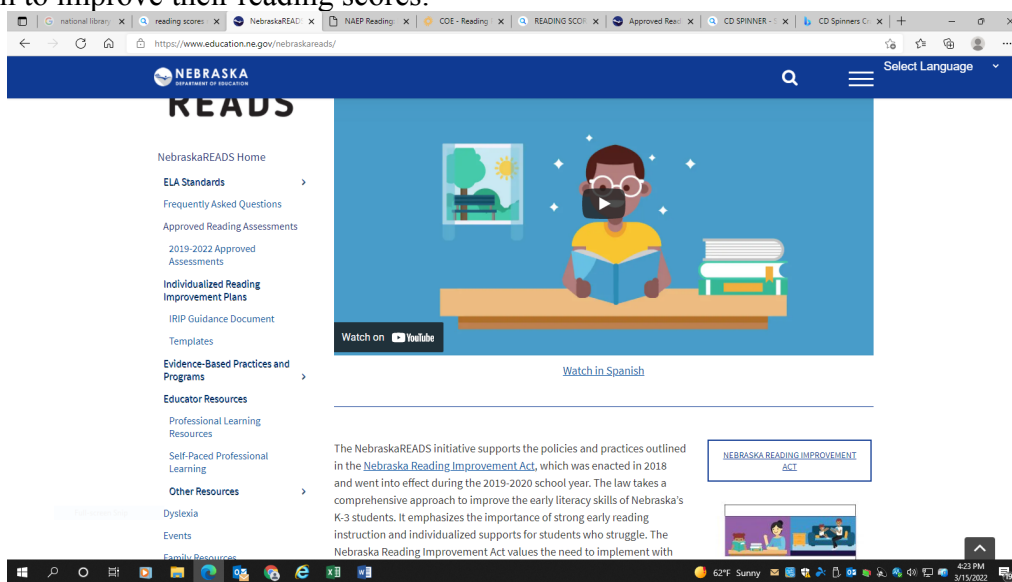
Meeting: March 22, 2022

Subject: Approving Amendment to Grand Island Public Library FTE Budget Allocation

Presenter(s): Celine Swan, Library Director

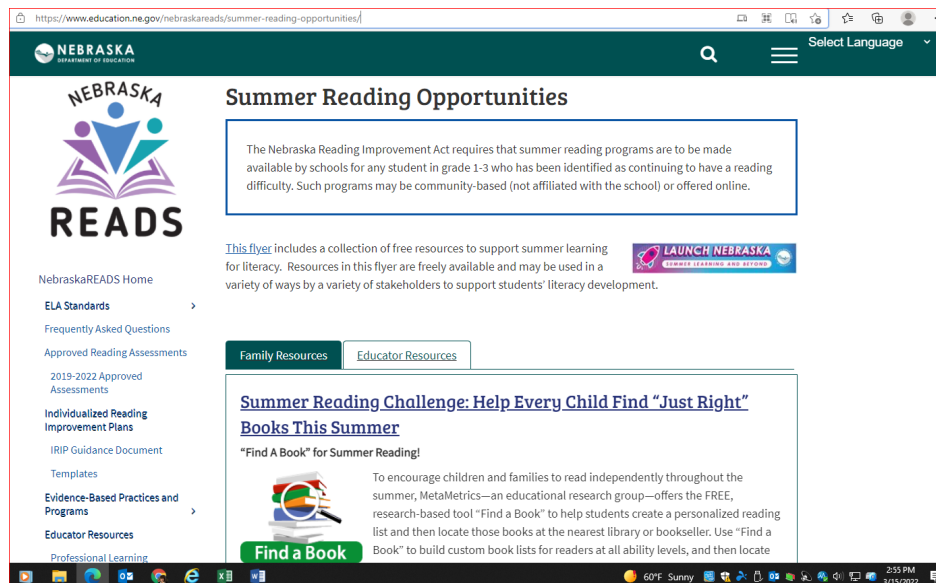
Background

The Grand Island Public Library is the place to be especially during the summer when school is out and parents, caregivers, educators, and librarians would LOVE to help children to improve their reading scores.



The Nebraska Department of Education is promoting NebraskaREADS to get children reading more over the summer. This initiative supports the policies and practices from the Nebraska Reading Improvement Act that went into effect for the 2019-2020 school year to improve early literacy skills of NE's k-3rd grade students. They recommend that children use their libraries, both school and public. NDE also did COVID-19 Special Report Nebraska administered assessments in the spring of 2021 as one of a number of strategies to better understand how students who tested are performing academically as part of our COVID-19 academic recovery efforts. According to the Dec 6, 2021 Independent, Students in grades 3-8 were tested in English/language arts and math. Grand Island Public Schools had 38% students achieving proficiency in

English/language arts. Statewide testing revealed 48% of students being proficient in English/language arts testing.



The library is our busiest time of the year: summer; a time for families to get involved in early literacy, to save money by using library resources, and participate in the biggest all-ages library event of the year: Summer Reading. The library serves children, teens, and adults by encouraging everyone to read.

Currently, the library has just enough staff to cover all service points in the library, a large building with many areas that require staffing. In order to provide the additional summer services that the communities of Grand Island and Hall County rely on, we will need the 0.5 FTE. This additional temporary staffing allows us to cover service points, create and present programs for children, teens and adults. Library Summer Temporary workers provide valuable support and expertise because of their passion for literacy and working with all members of the community.

Discussion

The library has enough money in its personnel budget, but does not have the FTE allocation. The 0.5 Library Temporary Worker positions total 1,040 hours from the end of May until the first week of August. Library administration carefully monitors allotted hours and does not exceed the budgeted amount.

Our primary goal for summer is to keep kids reading and sustaining or improving reading scores and to help curb the "Summer Slide", when students, mostly disadvantaged who do not read in the summer, experience lower reading scores. Reading and improved literacy should be the number one goal for our city so we have students and workers that will succeed. You cannot do well in school, work or in life without these skills.

Alternatives

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to a future date
4. Take no action on the issue

Recommendation

City Administration recommends that the Council approve this amendment to the Grand Island Public Library Department FTE Budget Allocation.

Sample Motion

Move to approve the amendment to the Grand Island Public Library FTE Budget Allocation with the addition of the 0.5 Library Temporary Worker for the Summer of 2022.

City of Grand Island
FTE Position Justification Request Form

The purpose of this form is to provide the organizational justification for creating or modifying a FTE position.

Job Title: Library Temporary Worker

Department: Library

Position Reports To: Librarians

Status: Full Time Part Time Seasonal Other (Explain)

FTE Percent (i.e. 1.0, 0.5, 0.25): 0.5

Employee being Replaced/Modified: Adding back

Is this a Position Reclassification: Yes No

Estimated Start Date: end of May 2022

Estimated Placement in Pay Scale: \$10.00 an hour/lowest start wage

Source of Funding: General Fund

Duration of Funding: Continual Seasonal Grant Other (Explain)

Account Number: 10044301-85105

Justification for Position

1. Why is the position needed? We offer summer reading programs to all ages, promote literacy and offer educational programming for children/teens, makerspace programs, outreach to schools and other entities. We are short-staffed now due to library worker layoffs, then reductions. We are busier in the summer. We need help with day-to-day operational manning of a 50,000 sq ft building.
2. How many similar positions do you have in the department? Please provide similar titles. none
3. Can the duties be performed by any of the following?
 - a. Consolidate into an existing position? No
 - b. Change to part time (less than 30 hours per week)? No

c. Redistribute workload to other positions? No

4. Is the position essential or would it be subject to a RIF during a budget shortfall? No

5. Can the position be utilized with contract or temp labor? No

6. Can the position be reduced to a lower classification? No

Request Approved: Yes No

Department Director: Celine Swan _____ Date: 3/15/2022

Request Approved: Yes No

City Administrator: _____ Date: _____

Request Approved: Yes No

Mayor: _____ Date: _____

RESOLUTION 2022-77

WHEREAS, the City of Grand Island and the Grand Island Public Library is wanting to correctly staff the department for the summer time and provide help to the staff for the 2022 Oceans of Possibilities Summer Reading Programs to promote reading, literacy, and STEAM programming for all ages; and

WHEREAS, the Grand Island Public Library Department will add the FTE 0.5 for four Library Temporary Workers to work at the library for 1,040 hours from mid May until August or the hours are used up; and

WHEREAS, the estimated 2022 cost of this change is \$10,400.00; and

WHEREAS, the FTE was taken out of the 2021-2022 budget, and

WHEREAS, an amendment to the Grand Island Public Library FTE Budget Allocation is necessary to allow for the addition of the 0.5 Library Temporary Workers.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that amending the Grand Island Public Library FTE Budget Allocation is hereby approved.

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Adopted by the City Council of the City of Grand Island, Nebraska, 2022.

Roger D. Steele, Mayor

Attest:

RaNae Edwards, City Clerk

Approved as to Form	☐ _____
March 18, 2022	☐ City Attorney