







# Family Literacy Success Project LEAP



## Library Enhanced Access Program

JPL Project LEAP is an intensive 2016 public library outreach initiative designed to provide our underserved Health Zone 1 communities with critical literacy resources, services, and programs.

### Three Key Prevention Components:

Increase the competency of parents and caregivers to build pre-literacy skills in young children (ages 0-5)

Increase the digital literacy of young adults (ages 16-24) resulting in increased educational and economic success

Improve the language literacy of young adults (ages 18-24) resulting in increased educational and economic success

### Health Zone 1 includes six libraries:

- Bradham-Brooks Branch (32208)
- Brentwood Branch (32206)
- Brown Eastside Branch (32206)
- Dallas Graham Branch (32209)
- Westbrook Branch (32254)
- Main Library (32202)

### One Cohesive Result:

JPL Project LEAP Family Literacy Success

- ❖ Early Childhood Literacy
- ❖ Digital Literacy
- ❖ Adult Literacy

### Requested Funding:

\$266,210.07



"When I called to inform one teen that he had won a door prize, his mother said they would be in the area because her son had an interview set up close by that was a result of his attending the Teen Job Fair. It made me feel so good that we made a tangible difference in someone's life."

- Librarian and Dallas Graham Branch Manager  
Jackie Spiritas





### ***Program Overview***

The Jacksonville Public Library requests \$266,210.07 in order to fund Project LEAP (Library Enhanced Access Program), a program to provide literacy and educational programs for residents of Health Zone 1 in the center of Jacksonville (zip codes 32202, 32204, 32206, 32208, 32209, and 32254). It is an effort to intensify efforts that are already taking place through the Jacksonville Public Library (JPL). The project has these three primary components:

1. Story time programs for parents and children to attend together over a nine-week period, with a goal of habituating parents' practice of behaviors known to increase early literacy in children ages 0 to 5.
2. Nine-week courses of pre- GED<sup>®</sup> classes for adults (target age: 18 to 24), with a goal of preparing students to complete the GED<sup>®</sup> test successfully.
3. Nine-week cycles of technology classes for teens and adults (target age: 16 to 24), with a goal of increasing the digital literacy of these students in order to empower them to achieve educational and economic success.

These classes will be taught primarily in locations off site from the six libraries in the region, in locations of optimum convenience to community participants, and in conjunction with community partners. A mobile computer lab (consisting of eight student laptops, one instructor laptop, and a data projector) will be purchased to make possible hands-on digital literacy training at off-site locations. Also, collections of age-appropriate books will be loaned to youth service providers (such as child care centers) in selected locations throughout Health Zone 1. These "deposit collections" give children greater exposure to the high-interest reading material that is a critical component of literacy growth.

*All impacts of Project LEAP will be in addition to the efforts already taking place in Health Zone 1.*

Our immediate goals are to increase digital and language literacy of individuals ages 0 to 24 in Health Zone 1, as well as to help young adults succeed in passing the GED<sup>®</sup> test. A long-term goal is to help the targeted population to be better able to achieve their educational and workforce goals by taking fuller advantage of the wealth of educational, informational, and technological resources available to them right in their own neighborhood library.

### ***Why is This Program Needed?***

The urban core<sup>1</sup> crime problem in Jacksonville could be considered, at least in part, a literacy problem. According to the National Institute for Literacy, "Low literacy levels show a strong correlation with poverty, crime and unemployment.... The percentage of prisoners in the two lowest levels of reading proficiency is 70%.<sup>2</sup> Nationally, "78% of juvenile crime is committed by high school dropouts."<sup>3</sup>

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<sup>1</sup> The phrase "urban core" will sometimes be used to refer to the area encompassed by Health Zone 1. The phrase is used descriptively and not intended to refer to absolute boundary lines.

<sup>2</sup> (National Institute for Literacy, 1998)." (<http://dropoutprevention.org/effective-strategies/early-literacy-development/>).

<sup>3</sup> National Children's Reading Foundation ([https://web.archive.org/web/20140208085649/http://www.readingfoundation.org/reading\\_research.jsp](https://web.archive.org/web/20140208085649/http://www.readingfoundation.org/reading_research.jsp))

Several demographic indicators from Jacksonville's Health Zone 1 illustrate severe needs for attention in three areas – crime, education & literacy, and poverty:

- **Crime:** In 2014, violent crime per 1,000 residents in Health Zone 1 was *triple* the rate of the county as a whole (16 vs. 5)<sup>4</sup>
- **Income:** Income per capita is only 60% of the county as a whole (\$14,895 vs. \$24,983)<sup>5</sup>
- **Graduation Rate:** Twice as many adults have never attained a high school diploma compared to the county as a whole (24% vs. 12%)
- **Student Performance:** Of the 37 traditional DCPS schools in this area, over half, 19, received a "D" or "F" rating in 2014.<sup>6</sup>

By increasing literacy levels in the urban core, Project LEAP can be one of many contributors to an increase in graduation rates, jobs and income in families, and, most pertinent to the Jacksonville Journey, a reduction in crime.

The Jacksonville Public Library has been serving this constituency for decades, predominantly through services offered *within* our libraries that are located in this area (the Main Library and the Bradham-Brooks, Dallas Graham, Brentwood, Eastside, and Westbrook branches – See Attachment B for more information); however, residents living in this area are (in general) much less likely to take advantage of programs and service offered *inside* libraries than those in other parts of Jacksonville. For example, compared to most branches, where early literacy story time attendance routinely averages over 20, JPL's urban core branches typically struggle to get three or four children to attend.

This community has a need for educational programs to be brought to them and an expansion of outreach is exactly what Project LEAP is designed to do. We anticipate Project LEAP efforts driving new customers to the neighborhood libraries, many of whom would have otherwise been unaware of all of the programs and services offered. The timing will be fortuitous, assuming the City Council passes the FY16 budget as proposed by the Finance Committee on September 21<sup>st</sup>. All library branches in Health Zone 1 – Bradham-Brooks, Graham, Brentwood, Eastside, and Westbrook – will then be open six days each week.

Project LEAP also complements the 2015/2016 Educational Success partnership with the Duval County Public Schools, in which all 60,000 children in grades K-5 will receive a virtual Student Card. The Student Card is intended to ensure to access to the library by eliminating the need for parent/guardian signature, fines and fees, and enabling student access to the incredible resources available. In addition, all K-2<sup>nd</sup> grade classes will visit the library, while all 3<sup>rd</sup>-5<sup>th</sup> grade classrooms will receive an instructional visit by a library staff person during the school year. Awareness and promotion of this program will be reinforced through the Project LEAP outreach efforts. Educational Success is a key focus area for the Library.

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<sup>4</sup> Source: JSO's online Crime Mapping Program. Did not include rape among violent crimes as these data are not available from this source.

<sup>5</sup> Source for income and graduation rate: Demographics Now U.S. Census estimates 2014b.

<sup>6</sup> Source: Jacksonville Public Education Fund (<http://www.jaxpef.org/learn/district-performance/school-grades/>). Included all traditional, non-charter schools within the six zip codes of Health Zone 1. Five of the six A schools in this area were county-wide magnet schools – Stanton, Paxon, Lavilla, James Weldon Johnson, and Kirby-Smith.

**Target Population**

Duval County is divided into six health zones (See Attachment A for Health Zone map). Project LEAP will target services to children ages 0 – 18, parents and caregivers of children ages 0 -5, and adults up to 24 years of age in Health Zone 1.<sup>7</sup>

**Project LEAP Goals**

- To put young adults on the road to economic success by helping them achieve success in passing the GED® test.
- To put children on the road to educational success by educating parents and day care providers on ways to inculcate pre-literacy skills in young children.
- To remove barriers to educational and economic success for teenagers and young adults by increasing their digital literacy skills.
- To help disadvantaged residents in these areas to achieve their educational and workforce goals by making them more fully aware of the wealth of educational, informational, and technological resources available to them right in their own neighborhoods.

**Program Objectives**

Quantify the Results: How Much?	FY 2015-16 Proposed	FY 2015-16 Actual
Number of participants completing at least 7 of 9 sessions of an Early Childhood Literacy course (unduplicated)	96	
Number of participants completing a 9-week Adult Literacy course (unduplicated)	60	
Total attendance at Conversation Essentials groups (duplicated)	720	
Total attendance at Digital Literacy programs (duplicated)	1,515	
Number of children participating in an outreach story time offered at a child care center (duplicated)	1,200	
Number of child-care providers receiving instruction in the development of early literacy skills in young children (unduplicated)	24	
Number of Project LEAP Ride to Read bus passes used	40	

Quality and Level of Effort Count: How well services were provided?	FY 2015-16 Proposed	FY 2015-16 Actual
100% of child-care provider training will be delivered by instructors with Masters degrees and eligible for CEU credit.	100%	
100% of pre-school programs will reflect 11 of 12 program quality	100%	

<sup>7</sup> While we are targeting individuals aged 0 to 24, if space allows, JPL does not turn anyone away from programs, and we will include participation by individuals over the age of 24 in reporting of results.

standards derived from the national Afterschool Program Assessment System (APAS <sup>®</sup> ) program standards. <sup>1</sup>		
5 of the 6 pre-literacy skills are incorporated into every ECL program.	100%	
70% of Project LEAP families will have a library card.	70%	
Adult Literacy classes will maintain a 1:10 instructor-student ratio	10	
100% of Conversation Essentials groups will include a grammar point from Keith Folse’s book <i>Keys to Teaching Grammar to English Language Learners</i> .	100%	
Early Childhood Literacy classes will maintain a 1:24 instructor-student ratio (includes children <i>and</i> parents).	24	
Digital Literacy classes will maintain a 1:8 instructor-student ratio.	8	

<sup>1</sup> Developed by the [National Institute on Out-of-School Time](#), [Wellesley Centers for Women](#), [Wellesley College](#)

<b>Community Benefit: Is anyone any better off?</b>	<b>FY 2015-16 Proposed</b>	<b>FY 2015-16 Actual</b>
20% of Adult Literacy students who complete a 9-week course will obtain a high school equivalency diploma (estimated 13 students)	20%	
80% of <i>Conversation Essentials</i> participants surveyed will state that they feel more confident engaging in conversations with native English speakers.	80%	
60% of digital literacy program participants will score 60% higher on post-program digital literacy assessment test than on the pre-program test.	60%	
85% of digital literacy training participants will feel more confident about using digital resources	85%	
80% of parents and caregivers demonstrate proficiency in the featured weekly literacy activity	80%	
70% of parents who participate in the Project LEAP story time programs will report spending more time interacting with their children (reading, storytelling, writing, playing, etc.)	70%	

**Unit of Service:** One (1) unit of service is defined as: one (1) session of Project LEAP programming for one (1) participant (adult, teen or child). For example, a family of three (parent and two children) participating in an early literacy class would equal three (3) units of service. If they attend all sessions of an eight-week story time program, 24 units of service were delivered (3 x 8).

**Time Period.** These metrics are based on the assumption of a 12-month program beginning October 1. It includes seven weeks at the beginning of the year for hiring and training of staff and for promotion of the first cycle of programs. Targets will be pro-rated accordingly if approval comes later in the year.

**Projected Program Capacity at 100%:** The maximum number of participants per Project LEAP nine-week course is 20, Adult Literacy; 16 to 20, Early Childhood Literacy (depending on capacity of the rooms); and 8 to 12, Digital Literacy (depending on the capacity of rooms).



**Percentage (%) of Low-income Participants:** Project LEAP uses the federal poverty/HUD guidelines. Title 1 Duval County Public Schools offering Free and Reduced Lunch are located in each of the targeted zip codes. Income status will be determined during the registration process.

### ***The Jacksonville Public Library: Credentials of the Program Provider***

The Jacksonville Public Library Project LEAP initiative provides essential literacy services that complement rather than duplicate the services provided by other city agencies or community organizations. The public library is the one existing anchor institution in Jacksonville that provides the full spectrum of lifelong learning services and resources to the community at no charge.

A core service of the Jacksonville Public Library since its establishment in 1883 has been to foster literacy and champion reading in the community. Our mission statement is “to enrich lives, build community and foster success by bringing people, information, and ideas together.” The objectives of Project LEAP fit perfectly into the three Focus Areas of our Strategic Plan: Educational Success, Economic Success, and Technological Success.

Currently, JPL offers language and digital literacy programs and services every week in every one of our 21 libraries. Outreach programs are already a regular part of the routine of youth services staff. They held 652 outreach programs for children or teens last year. All early literacy instructors have received training from our staff Early Childhood Specialist who has a master’s degree in early childhood development. Our Center for Adult Learning, operating out of the Main Library and Bradham Brooks Library, helps hundreds of participants each year to reach personal literacy goals, whether they be to be able to read stories to their grandchildren, to pass the GED® Test or to be hired for a job.

In the 21<sup>st</sup> Century, digital literacy has become as critical as language literacy for success in functioning in today’s society. JPL’s e-services division provides computer training throughout the system on a variety of topics, from the most basic (e.g., how to use a mouse) to the advanced (e.g., coding skills, advanced Excel). Almost 6,000 Jacksonville residents attended these classes last year.

As a department of City government, JPL is directly accountable to the citizens (and their representatives) in a way that non-profit agencies are not. And, with a library collection of over 3 million items, a wealth of online research resources, reference librarians ready and available to assist, and six different facilities in the target area that will be open six days per week in FY 2016<sup>8</sup>, JPL boasts community assets that are unrivaled.

Finally, the Jacksonville Public Library is no stranger to Jacksonville Journey initiatives. JPL staff were at the planning table when the Alternative to Truancy and Out of School Suspension (ATOSS) Centers were developed under the Journey to monitor the activities of truant and suspended juveniles in a safe, structured environment. From 2012 to present, the JPL teen department regularly has conducted outreach with schools that serve at-risk and/or underprivileged youth such as the ATOSS (Alternative to Out of School Suspension) Centers and Impact House (program for incarcerated teen boys).

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<sup>8</sup> Six-day-a-week service is pending budgetary approval by the City Council at their September 22 meeting.

### ***Inter-agency Efforts***

The Project LEAP efforts will include working with community partners focused in the Health Zone 1 to enhance and extend services at non-library locations, ensuring deep service connections, collaboration and successful literacy impacts within the urban core communities which will connect back to library services. The library has established relationships with many of these community organizations; and is poised to expand and develop partnerships with agencies such as The Bridge of Northeast Florida, JCC, Fresh Ministries, Boys & Girls Clubs, Impact Halfway House, FSCJ Early Childhood Education Program, Community Connections, the Tony Boselli Foundation and the Police Athletic League.

### ***Program Staffing and Other Costs***

The cost of funding for Project LEAP is projected to be **\$262,210.07**. The bulk of these funds will go to add four and one half (4.5) FTE to form the Project LEAP Team. This Team will be supervised by the Deputy Director and include non-traditional library classifications already in use that have specific skill sets to produce the desired outcomes. They include:

- **E-Specialist (1.5 FTE)** -There is a high need for computer skills training which translates to workforce entry and development training. This classification requires a Bachelor's degree in computer science, education and development, or technology instruction or related field is required. Please see Attachment C - *Health Zone 1 Digital Literacy Component* for the Project LEAP digital literacy plan.
- **Literacy Program Specialist (2 FTE)** – These employees will extend the Center for Adult Learning services into Health Zone 1 to meet Adult Basic Education and literacy needs. The work requires knowledge of educational and instructional principles, practices, methods and techniques, needs assessment and computer-assisted instructional programs and software. A four-year combination of education, training or professional level experience teaching persons 16 years of age or older with at least one year teaching experience required. Please see Attachment D - *Health Zone 1 Adult Education Component* for the Project LEAP Pre- GED<sup>®</sup> plan.
- **Early Childhood Specialist (1 FTE)** - To expand current early literacy efforts within the Urban Core to reach more day care centers, parents, and caregivers. This work requires understanding and applying early childhood educational and instructional principles, practices, methods and techniques; needs assessment methods and techniques; and service delivery systems and programs. A six-year combination of education, training, or professional level experience in early childhood development is required, and a Master's degree in early childhood development is preferred. (Note: This level of credentials will enable this individual to provide training that is eligible for CEU credits for child care workers.) Please see Attachment E – *Health Zone 1 Early Childhood Component* for the Project LEAP plan.

In addition to personnel, the library will purchase a mobile computer lab to allow for hands-on digital literacy training at off-site locations. The lab will consist of nine computers and one data projector. Deposit book collections will also be purchased to be left at select child care centers to give young children daily access to age-appropriate, high interest books. Also, workbooks for GED preparation classes will be purchased, as well as access to online TABE testing and instruction modules.

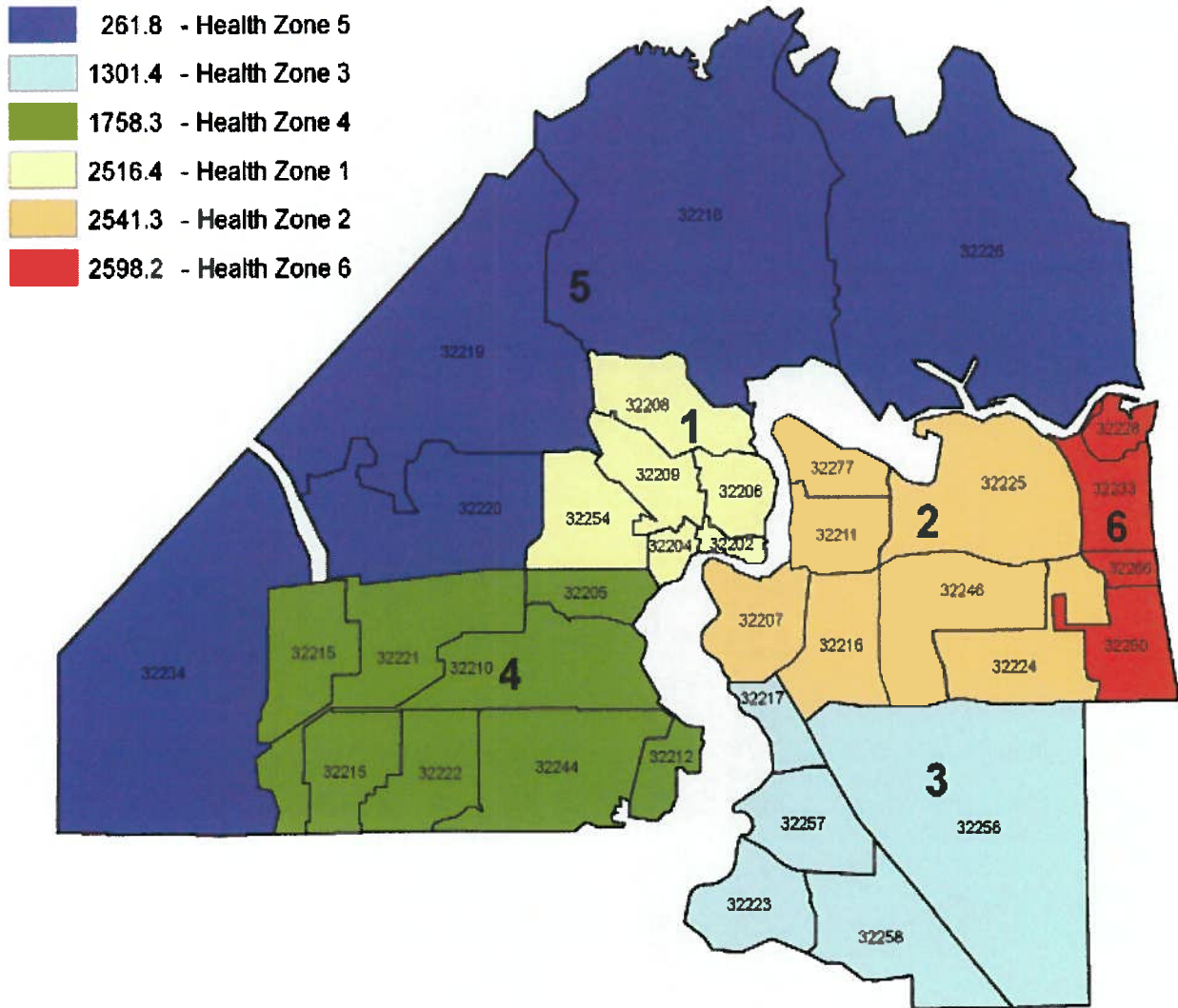
See itemized budget on the next page.

FY 2016 JPL LEAP Project				
Positions/Item	Base Cost	Extended Cost, With Benefits	Category total	Notes
E-Specialist	\$ 35,534.00	\$ 54,367.02		Health Zone 1 Focus
Part Time E- Specialist	\$ 21,320.40	\$ 21,320.40		Health Zone 1 Focus**
Medicare Tax	\$ 309.14	\$ 301.14		Medicare Tax
Literacy Program Specialist	\$ 31,986.00	\$ 48,938.58		Health Zone 1 Focus
Literacy Program Specialist	\$ 31,986.00	\$ 48,938.58		Health Zone 1 Focus
Early Childhood Specialist	\$ 37,395.00	\$ 57,214.35	\$ 231,080.07	Health Zone 1 Focus
Mobile Computer Lab	\$ 11,270.00	\$ 11,270.00	\$ 11,270.00	Providing off-site classes (8 participants + instructor: laptops/projector/Mi-Fi hotspots, etc)
Deposit Collections For Children	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	Deposit collections at outreach sites-- e.g. daycares and PAL
Adult Basic Education/GED	\$ 360.00	\$ 360.00	\$ 360.00	Teaching Workbooks (\$36/10) - consumable goods: 100 students
On-Line TABE Testing & Instruction (ITTS)	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	100 seats @ \$35 each
<b>TOTALS</b>	<b>\$ 193,660.54</b>	<b>\$ 266,210.07</b>	<b>\$ 266,210.07</b>	

\*\* cost is for 1248 hours or 24 hours a week

## Attachment A – Jacksonville Health Zones

Figure 1: Population Density per Square Mile for Duval County by Health Zone, 2010



Source: US Census Bureau, 2010  
Prepared by DCHD, Institute for Public Health  
Informatics and Research, April 2012



Attachment B – Libraries Located in Health Zone 1

<b>Library Location &amp; Current Hours</b>	<b>Service Area Zip Code</b>	<b>Population<sup>1</sup> &amp; Neighborhoods<sup>2</sup></b>	<b>Impacted Schools</b>
<b>Bradham Brooks Northwest (NW)</b> 1755 Edgewood Ave. W. Sun & Mon Closed Tues, Fri, Sat 10am-6pm Wed & Thurs 1pm-9pm	32208	Residents: 29,677 <u>45th And Moncrief, Brentwood, Harborview], Lake Forest, Lake Forest Hills, Lincoln Villas, Osceola Forest, Panama Park, Ribault, Riverview, Sherwood Forest, Tallulah-North Shore</u>	Lake Forest Elementary Jean Ribault High William M. Raines High Jean Ribault Middle
<b>Brentwood (NS)</b> 3725 Pearl St. N. Sat & Sun Closed Mon-Fri 10am-6pm	32206	Residents: 17,179 <u>Brentwood, Downtown Jacksonville, East Jacksonville, Fairfield, Hogan's Creek, Longbranch, Panama Park, Phoenix, Springfield, Tallyrand</u>	North Shore Elementary Northwestern Middle Andrew Jackson High
<b>Brown Eastside (EB)</b> 1390 Harrison St. Sat & Sun Closed Mon-Fri 10am-6pm	32206	Residents: 17,179 <u>Brentwood, Downtown Jacksonville, East Jacksonville, Fairfield, Hogan's Creek, Longbranch, Panama Park, Phoenix, Springfield, Tallyrand</u>	Richard L. Brown Elementary Matthew Gilbert Middle Andrew Jackson High
<b>Dallas Graham (GB)</b> 2304 N. Myrtle Ave. Sat & Sun Closed Mon, Wed, Fri 10am-6pm Tues & Thurs Noon-8pm	32209	Residents: 35,279 <u>29th And Chase, 45th And Moncrief, Brentwood, Carver Manor, College Gardens, Cranzel T Brown Park, Edgewood Manor, Grand Park, Hogan's Creek, Kennel Club, Lackawanna, Lake Forest Hills, Magnolia Gardens, Mid-Westside, Mixon Town, Moncrief Park, New Town, Ribault, Robinson's Addition, Royal Terrace, Springfield</u>	Susie E. Tolbert Elementary Eugene J. Butler William M. Raines High
<b>Westbrook (WBK)</b> 2809 Commonwealth Ave. Sat & Sun Closed Mon-Fri 10am-6pm	32254	Residents: 13,133 <u>Allendale, Biltmore, Cisco Gardens, Commonwealth, Edgewood, Kennel Club, Lackawanna, Marietta, Murray Hill, Normandy, Woodstock</u>	Annie R. Morgan Elementary Eugene J. Butler Middle William M. Raines High KIPP
<b>Main Library (M)</b> 303 Laura St. N. Sun 1pm-5pm Mon, Thurs, Fri, Sat 10-6pm Tues & Wed 11am-7pm	32202	Residents: 6,721 <u>Brooklyn, Downtown Jacksonville, East Jacksonville, Hogan's Creek, Midtown</u>	John E. Ford Elementary Matthew Gilbert Middle Andrew Jackson High

Source<sup>1</sup>: Population 2013 U.S. Census <http://www.city-data.com/zipmaps/Jacksonville-Florida.html>

Source<sup>2</sup>: <http://statisticalatlas.com/place/Florida/Jacksonville/Overview>

## Attachment C – Health Zone 1 Digital Literacy Component

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**Purpose:** Digital Literacy programming for young adults to develop strong digital literacy practices resulting in educational and economic success.

Provide life skills supporting digital literacy for the non-using community. Develop a relationship where the perception of complexity associated with digital technologies is de-emphasized and the emphasis is placed on the positive power of what going online can do to improve a person's life. This program will help young adults learn safety online, improve job application and job success, apply for college, find accurate information to answer questions, provide life-long learning and learn to access the many free resources available at the Jacksonville Public Library.

**Program Classes:** Project LEAP e-Specialists will provide one mobile digital literacy class per day, five days per week (including Saturdays) at scheduled outreach locations throughout Health Zone 1. These 90-minute classes, conducted using JPL's mobile technology lab, will accommodate eight students. Mobile labs are equipped with laptop computers, portable LCD projector, screen, and MIFI connections. A minimum of two additional classes per week will be held at the Bradham Brooks Library and/or the Main Library's computer labs.

**Projected Attendance:**

7 classes/week x 8 students/class = 56 attendees/week

56 participants/week x 9 weeks = 504 attendees x 4 cycles = 2,520 maximum number of attendees (duplicated)

7 classes in each cycle x 5 cycles = 35 nine-week courses taught

### Part I

- **Computer Basics (Week 1)**
  - Learn the basic parts of the computer
  - Learn the basics of Windows navigation
  - Learn commonly used computer terminology
  - Learn where important keys are located
  - Develop mouse skills
  
- **Introduction to the Internet/Internet Safety (Week 2)**
  - The necessity of Internet Safety
  - Evaluating Websites
  
- **Email Sign Up (Week 3)**
  - What is email
  - Account setup

- Account features
- Email Do's and Don'ts
- Email safety
- Online forms practice (Week 4)
  - Filling out forms and applications online

**Participant takes an assessment before moving on the Part II**

**Part II**

- Introduction to e-government – Online sites that educate or share information about government resources. (Week 5)
  - Federal Government Resources
  - Florida (state) government resources
  - City of Jacksonville online portal
  - Jacksonville Public Library E-government Services page.
- Google Drive (using Cloud resources) (Week 6)
- Job Searching Online (Week 7)
  - Resume building
  - Job searching skills and resources
- Library Card Sign Up and using the Jacksonville Public Library website. This includes covering databases, resources and computer classes so students can continue their digital literacy training. Locating programming for kids, teens and adults will also be presented. (Week 8)

An additional program will be offered to round out the nine-week track. The program will be tailored to the location and participants. Classes will be offered in one of the following areas of: (Week 9)

- Sites and resources for kids
- Mobile Devices and Apps
- Social Networking
- Health Resources
- Sites for Learning - Learn to repair almost anything (include your computer), learn to play a musical instrument, take free online high school, college or computer courses.

Pre and post assessment testing will be conducted to gauge success for programs and students. There will be an additional assessment at the end of Part I.

**Agency Name: Jacksonville Public Library**

**Program Name: *Project LEAP***

Students will be tracked through the program via sign in sheets. Students will have, at the end of Part I, attained the skill and resources to receive class reminders, handouts and course material which will be provided to them online.



## **Attachment D – Health Zone 1 Adult Literacy Component**

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**Purpose:** Pre-GED<sup>®</sup> classes targeted to adults 18 to 24 years of age with a goal of transitioning into postsecondary education, vocational training and/or employment. In addition, “Conversation Essential” groups will be offered to English language learners who desire to improve conversational English skills.

**Classes Offered:** Four Pre-GED<sup>®</sup> classes will be offered in nine week courses. Participants will be assessed individually at intake to determine reading, writing and math skills. The Test of Adult Basic Education (TABE) locator will be used to place participants into a class. Pre and post TABE tests will be administered to participants at the beginning and end of the nine week course to record gains. Participation will be tracked through intake, class attendance and post-test scores. It is important to note that the students graduating from the JPL Center for Adult Learning Pre- GED<sup>®</sup> classes will be prepared to take the GED Test. The actual GED<sup>®</sup> test is administered by Florida State College. Students who pass their Pre- GED<sup>®</sup> class may qualify for vouchers to defray the expense of the GED<sup>®</sup> Test.

The “Conversation Essential” groups will have a new topic each week throughout the year. An informal, drop-in conversation group, consisting of a conversation topic, vocabulary and grammar point. 90-minute stand-alone sessions.

**Projected Attendance:**

4 GED classes x 5 students/class = 20 students/9-week course x 5 cycles =100 students

2 Conversation Essential groups per week x 8 participants = 16 participants/week x 45 weeks = 720 (duplicated) participants

### **Pre-GED<sup>®</sup> Math**

- Subtraction
- Multiplication
- Division- whole numbers and fractions
- Solving word problems
- Understanding decimals and percent.

### Pre-GED<sup>®</sup> Algebra/Geometry

- **Algebraic concepts**
  - Signed numbers
  - Solving equations
  - Word problems
  - Exponents
  - Roots
  - Graphs
- **Geometric concepts**
  - Lines and angles
  - Triangles and quadrangles
  - Circles and volume

### Pre-GED<sup>®</sup> Language Arts

- Basic grammar
- Build vocabulary
- Improve spelling
- Increase reading comprehension.

### Pre-GED<sup>®</sup> Essay Writing

- Write an essay, with a review of grammar, mechanics, and punctuation
- sentences, paragraphs, subject- verb agreement, and verb tenses

### Conversational Essentials Grammar Topics

- |                           |                                      |
|---------------------------|--------------------------------------|
| • Write                   | • Modals                             |
| • Adverbs of Frequency    | • Past/Present/Present Perfect Tense |
| • Affirmative/Negative    | • Phrasal Verbs                      |
| • Comparative/Superlative | • Possessive Adjectives              |
| • Count/Non-count Nouns   | • Prepositions                       |
| • Do/Does/Did             | • WH Questions                       |
| • Gerund Infinitive       |                                      |

## Attachment E – Health Zone 1 Early Childhood Literacy Component

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**Purpose:** Demonstrate age and developmentally appropriate literacy activities for families with young children; connect the families to resources available through the library; and provide an opportunity for families to practice these activities to gain proficiency.

**Description:** This storytime program is intended for parents and children to attend together over a nine-week period. Each week the storytime will have a different featured topic for the parents while maintaining a storytime routine for children. The storytime will include read-alouds, songs, games, and fingerplays all based on a general theme. This nine-week storytime program can be presented in a library or a community outreach setting.

**Measurement:** Daily observational assessment will be conducted by the Early Childhood Specialist during the practice portion of the program to gauge competency in the featured concept. There will be an additional self-assessment survey for parents to complete at the end of the nine weeks. Families will be tracked through the program via sign in sheets.

### **Projected Attendance:**

Project LEAP Pre-literacy Program:

Two courses will be taught in each 9-week cycle.

8 families/week/course (8 children + 8 parents) x 2 courses/wk = 32 participants/week x 9-weeks=288 participants per 9-week cycle x 5 cycles = 1,440 participants (duplicated)

Project LEAP Pre-school & Daycare Provider Training (2-hour class)

ECL Specialist will train staff in at least 12 Health Zone 1 partner organizations

2 pre-school/daycare staff x 12 training courses = 24 participants (unduplicated)

Project LEAP Health Zone 1 Early Childhood Literacy Specialist Outreach Visits

12 Pre-literacy outreach visits/month x 10 children/visit = 120 participants/month x 10 months = 1,200 participants

### **LEAP Storytime Outline**

**One hour program – ½ hour storytime, ½ hour practice**

Nutritional literacy activity

Opening song

Introductions of presenter and purpose of program – importance of talking, singing, reading, writing, and playing

Description of the featured topic of the day (see below)

Song one/Nursery rhyme/Activity one

Book one

Questions and transition

Song two/Nursery rhyme/Activity two

Book two

Questions and transition

Play experience based on a book

Storytime wrap-up including extension books and resources

Practice stations for parents and children – assessment

Art, Reading, Play & Learn, and Music

Closing song

**Featured Topics to Highlight on Designated Weeks**

Session 1 - How to read to your child

Session 2 - Selecting a book for your child

Session 3 – Concrete concepts

Session 4 – Nursery rhymes & songs

Session 5 – Art

Session 6 – Literacy toys

Session 7 – Nutritional literacy

Session 8 – Making connections in everyday life

Session 9 - Reviews, evaluations & celebrate success



## Attachment F – Health Zone 1 Prospective Community Outreach Locations

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### **JaxParks Community Centers**

Charles Clark Community Center

(904) 924-5351

8792 Sibbald Road (rentals only) – 32208

Clanzel T. Brown Community Center and Park

(904) 765-5282

4545 Moncrief Road – 32208

Emmett Reed Community Center, Gymnasium and Park

(904) 630-0958

1093 W. Sixth St. – 32209

Joe James Community Center

(904) 630-0318

1631 Hurst Place – 32209

Johnnie Walker Community Center and Park

(904) 630-0321

2500 W. 20th St. – 32209

Legends Center and Gymnasium

(904) 255-4050

5130 Soutel Drive – 32208

Lewis Cobb Community Center

(904) 765-6753

4511 Portsmouth Drive – 32208

Mitchell Community Center

(904) 630-0331

1010 Acorn St. – 32209

Robert F. Kennedy Community Center, Gymnasium and Park

(904) 630-0933

1133 Ionia St. - 32206

Westside Community Center

(904) 630-5068

1083 Line St. – 3220

## JaxParks Facilities – Managed through Non-city Agencies

**Eastside Center (904) 358-6767**

Managed by [Police Athletic League \(PAL\)](#)  
1051 Franklin St.

**Edith Brown Ford Center (904) 388-2640**

Managed by [Don't Miss a Beat](#)  
2839 W. Beaver St.

**Glen Myra Center (904) 630-0537**

Managed by Heart for Children  
1429 Winthrop St.

**Joseph Lee Center (904) 356-4226**

Managed by [Lion of the Tribe of Judah Ministries](#)  
5120 Perry St.

**Simonds-Johnson Center (904)768-8525**

Managed by [Tony Boselli Youth Life Association](#)  
3800 Moncrief Road

## Police Athletic Leagues

**Northside PAL Center**

2165 West 33rd Street  
Jacksonville, Florida 32209  
(904) 854-6555 Ext. 302

**Palm Avenue Exceptional Center TEAM UP**

1301 West Palm Avenue  
Jacksonville, Florida 32254  
(904) 695-1795

**R.L. Brown Elementary School TEAM UP**

1535 Milnor Street  
Jacksonville, Florida 32206  
(904) 630-6570 Ext. 238

**Eastside PAL Center**

1050 Franklin Street  
Jacksonville, Florida 32206  
(904) 854-6555 Ext. 303