



EL SOL, JUPITER'S NEIGHBORHOOD RESOURCE CENTER THIRD QUARTERLY REPORT

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El Sol, Jupiter’s Neighborhood Resource Center (JNRC), as part of its lease with the Town of Jupiter, is pleased to submit its third quarterly report for the months of July, August, and September 2008.

1. Worker Statistics:

a. Number of Workers Registered:

A total of one thousand, one hundred and eighty-four (1,184) workers are registered with El Sol as of September 30th, 2008.

b. Workers Attendance:

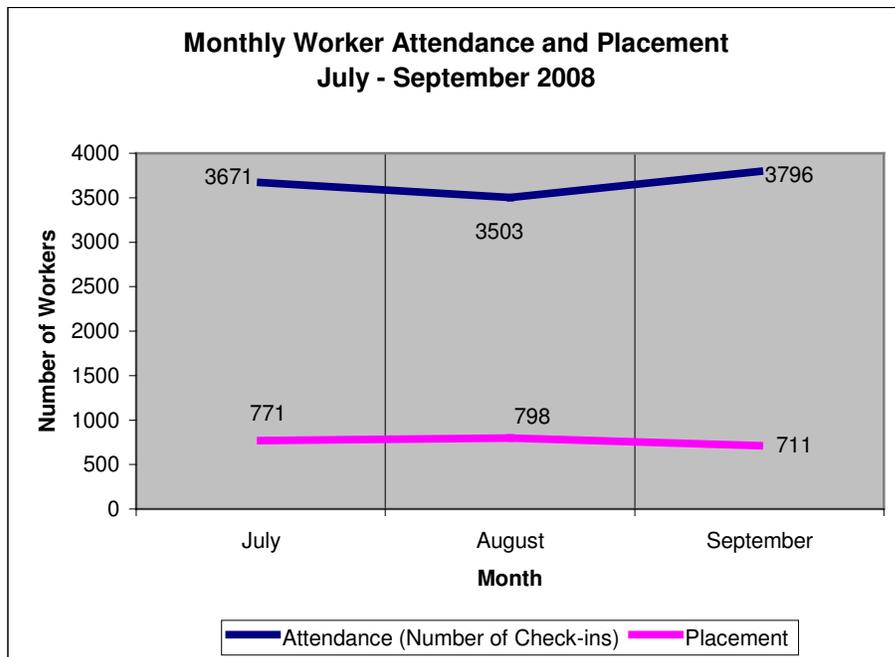
During the third quarter of 2008 worker attendance at the center totaled ten thousand and ninety seven (10,097)¹. On average, the center served 119 workers per day. The monthly breakdown is as follows;

July: 118 workers per day on average
 August: 113 workers per day on average
 September: 127 workers per day on average

c. Workers Hired:

A total of two thousand two hundred and eighty workers (2,280) were placed in jobs during this quarter. On average, 25 workers were hired per day. During that period the Center operated with a 21% placement rate. The monthly breakdown is as follows;

July: 771 workers hired (25 on average, 21% placement)
 August: 798 workers hired (26 on average, 23% placement)
 September: 711 workers hired (24 on average, 19% placement)



¹ Total worker attendance is the addition of all daily attendance lists.

2. Employer Statistics:

a. Number of Employers Registered:

A total of two thousand, two hundred and eighty four (2,284) employers are registered with El Sol as of September 30th, 2008. In this quarter a total of 413 new employers registered to use our services. The monthly breakdown is as follows:

July: 131 new employers (4 per day on average)
 August: 136 new employers (4 per day on average)
 September: 146 new employers (5 per day on average)

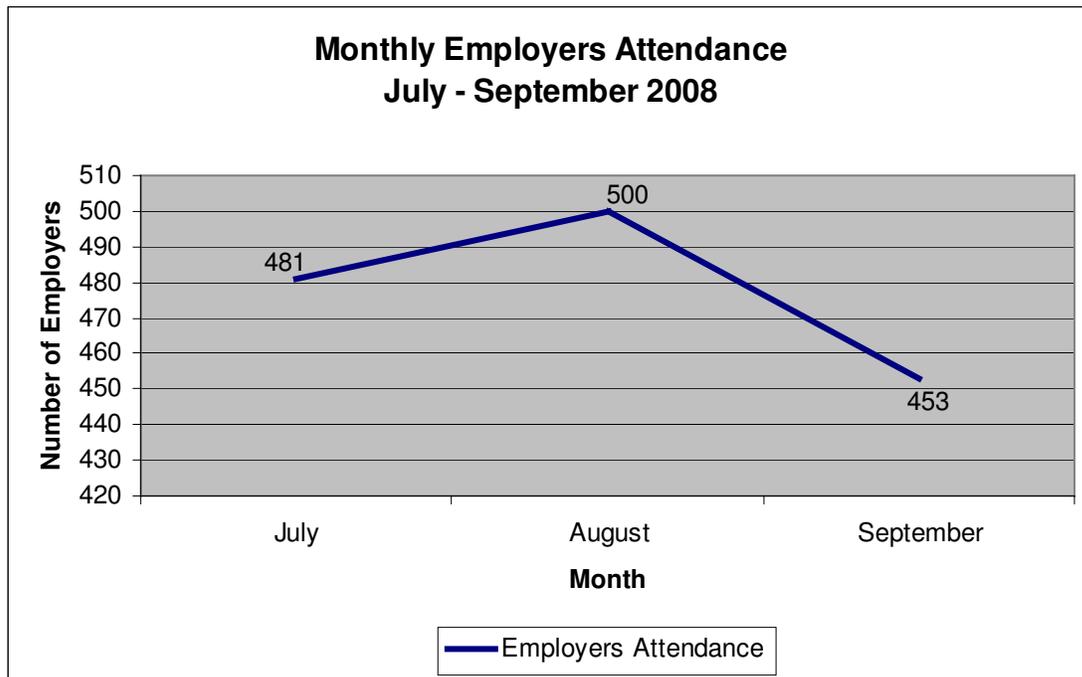
b. Employers Attendance:

The total number of job requests that we received for the period was one thousand four hundred and thirty-four (1,434), the monthly breakdown is as follows:

July: 481 (5% increase from previous month)
 August: 500 (4% increase from previous month)
 September: 453 (9% decrease from previous month)

c. Employers' Needs:

The majority of the job requests and most common needs around the community were (in descending order): landscaping, moving, housekeeping, yard work, cleaning, construction, digging, painting, putting up shutters and carpentry.



3. Fundraising:

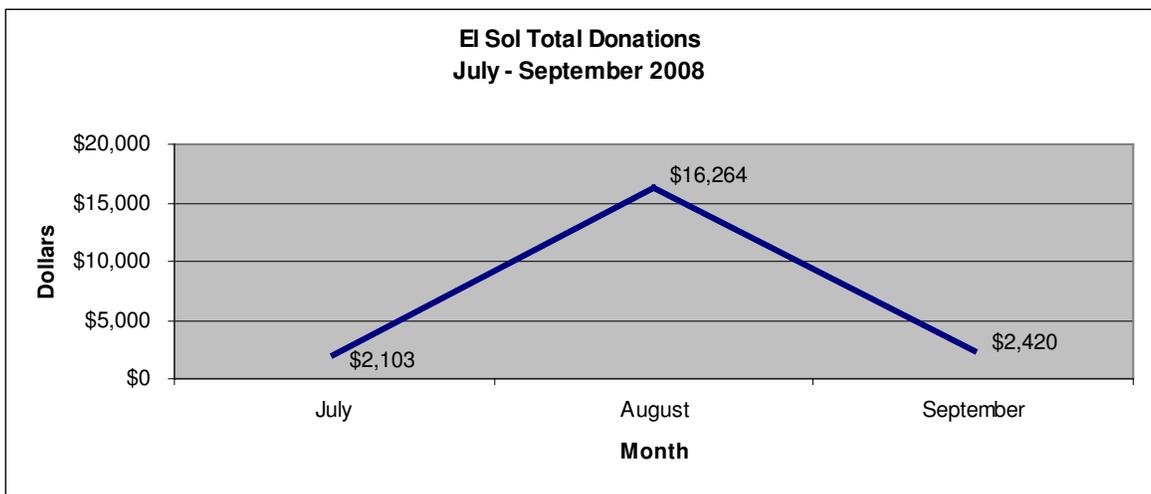
Private Donations and Grants:

The total donations during the quarter were \$20,788.06. This includes the \$15,000 grant for El Sol’s English as a Second Language nighttime program. The monthly breakdown is as follows:

July: \$1,725.00
 August: \$15,888.03
 September: \$2,050.00

Lunch Collections and Raffles:

July: \$378.37
 August: \$376.09
 September: \$370.57



In Kind Donations:

Office furniture and supplies; vacuum cleaner; assorted art supplies for our Art Program; personal hygiene products; food; clothes; TV’s; child car seats; educational supplies; bikes and bike parts; computers.

Pending Grants:

Harry Chapin (\$5,000), Laura Jane Musser Fund (\$30,000), Lost Tree Village Foundation (\$20,000).

The Frankino Foundation pledged \$100,000 payable in April 2009.

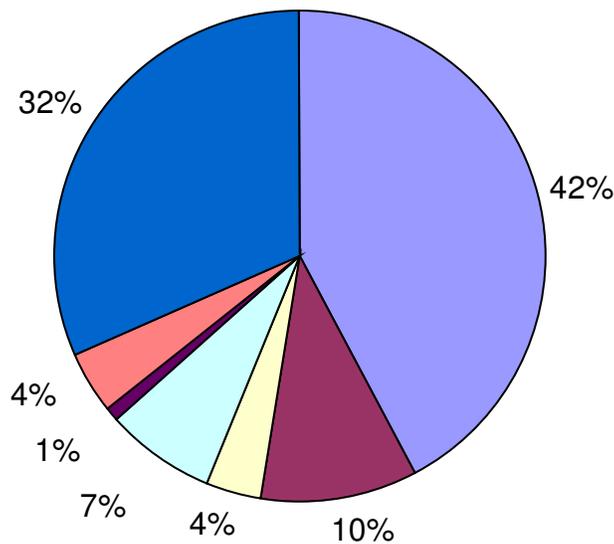
We are planning a late fall mail campaign to prior donors as well as a late spring special event fundraiser. Also, we continue our efforts to approach local gated communities for financial support. Our upcoming strategic planning meeting should help finalize our long-term fundraising plans.

4. Value of El Sol Services for this Quarter:

El Sol provides a variety of services to the community. In this chart you can view the value of each service, and in the next section we have included the details of each program.

Volunteers	\$88,002
Staff	\$21,415
Interns	\$7,440
Family Literacy	\$15,157
Literacy Classes	\$1,872
Nighttime ESL	\$8,782
Legal Counsel	\$66,000
Total	\$208,668

Value of El Sol Services



On Average, this quarter El Sol provided \$69,562 per month in services to the Jupiter Community

5. Services Offered:

a. Breakfast/Lunch:

Everyday El Sol provides coffee and pastries for breakfast, and a hot meal for lunch. This is possible with the help of our volunteers, and the donations from various local businesses and organizations including: Publix, Starbucks, St. Vincent De Paul, St. Peters Church, CR Chicks and more. In this quarter we served a total of 7,628 meals for lunch. The breakdown per month is as follows;

July:	2,626 meals; 85 meals on average per day
August:	2,480 meals; 80 meals on average per day
September:	2,522 meals; 87 meals on average per day

Total: 7,628 meals

b. Daytime ESL Classes:

El Sol offers English as a Second Language (ESL) classes once per day every day of the week and twice on Saturdays. Volunteer teachers offer an interactive class that covers various topics that students can use in their daily lives. The breakdown of participation per month is as follows;

April:	331 students; 11 students on average per class
May:	248 students; 8 students on average per class
June:	285 students; 10 students on average per class

Total: 864 students

c. Nighttime ESL Program:

Our ESL program started in August, 2008 when Julio Mariaca, our new ESL Coordinator, was hired to oversee the program due to the cuts that the School District of Palm Beach County was undergoing, consequently leaving the program into the hands of El Sol.

Much of the work that the ESL coordinator was involved in during the month of August was of researching and assessing different ESL programs that best matched the Resource Center needs, considering the kind of population to be served and their educational level. After much preliminary work, it was decided to continue to follow the School District of Palm Beach County's ESL curriculum. We felt that the curriculum's mission was in line with our purpose: "To provide English skills to gain better employment opportunities and adaptability into the American Culture". In other words, learn one day and use the new acquired skills the next.

Our classes started on September 2nd with three levels A, B, and C. We had a pre-assessment during the last week of August to match

the students’ current English skills with the appropriate level. Our levels correspond with the following School District levels:

School District of Palm Beach County	El Sol ESOL Program
ESOL Literacy/ Foundations *LCP A	Level A
ESOL Low Beginning *LCP B	Level B
ESOL High Beginning *LCP C	Level C

*LCP: Language Completion Point

The table shows that all the levels are within the beginners’ stage. Our pre-assessment showed us that 99% of the students fell into this category. We expect that in the coming semesters students will move into the upper intermediate and advanced stages.

We decided to limit our registration to 100 students due to the space available for comfortable learning. The breakdown is as follows:

Level A:	46 students
Level B:	26 students
Level C:	29 students for Level
<u>Total:</u>	101 students registered.

Classes are offered Mondays, Tuesdays and Wednesdays from 7PM – 9PM. We successfully recruited 24 volunteer teachers who take turns to teach different days for all 3 levels. These 24 volunteer teachers spent during the month of September a total of 309 hours of teaching.

In an effort to make our program more welcoming to women in the community, we also hired a Youth Leader with the purpose of taking care of the children while their parents are in class. Our Youth Leader spent 32.5 hours during the month of September with an average of 3 children per night. The activities that the children were involved in varied from drawing and dressing up to watching children’s videos and playing with games. Our Youth Leader tried to match the evening’s lesson plan to the activity so the children could relate to the parents’ learning.

Students of the program will take their first test on October 1, 2008. Results of this test will tell us if we need to make any adjustments going forward. Graduation will take place on November 24th, 2008.

Contributions from this program for this quarter are valued at \$8,782; which includes \$3,220 in form of salary pay for the ESL Coordinator and Youth Leader and \$5,562 in volunteer hours.

d. **Family Literacy:**

El Sol has partnered with The Palm Beach County School District’s Family Literacy Program to offer family literacy classes. This program is geared towards pre-school children and their parents

and it helps families in the community improve their educational needs (ESL, Adult Basic Education, GED, parenting, early childhood education, and parent-child activities). The program runs from Mondays through Thursdays from 8:30AM to 1:00PM.

The Jupiter Family Literacy program started its Fall semester on September 2nd with 15 families. This program will impact 24 adults and 50 children. For the month of October Jannique Stewart from “Be the One” Abstinence Education will be our guest speaker to talk about parenting and parent education. On October 29th we will be celebrating National Family Literacy Day at the Marriott Hotel in Palm Beach Gardens along with several other family literacy programs in Palm Beach County.

Certified teachers run the program and its services are valued at \$15,157, which includes teacher salaries and supplies.

e. Legal Counsel:

Jill Hanson, of Hanson, Perry & Jensen, P.A. and Secretary of the Board of Directors of El Sol, has seen approximately 40 cases on a pro-bono basis in this time period. The most common issues among the clients were unpaid wage claims, driving with a suspended drivers license and immigration (which are not handled internally). Driving with a suspended drivers license is an issue that needs to be addressed perhaps by providing alternative means of transportation, or by a legislative campaign to make it possible for immigrant workers to receive some sort of driver certificate. With the economic issues, it seems more employers believe they can just simply not pay their workers. Most recently, a contractor at the Office Depot project at Indiantown Rd and Alternate A-1-A failed to pay 13 workers for over 20 days of work. We are pursuing claims for these workers and many others. We also have filed suit on behalf of some workers for a roofing company, who were not paid time and one half for overtime. In addition, thanks to the generosity of a local law firm, we have distributed wage record booklets to the workers, so they can keep track of their hours of work, for whom they worked, and so on, in case their employer fails to pay them.

We also distributed Know Your Rights cards to the workers.

Ms. Hanson works for 20 hours a week with El Sol at \$275 per hour. For this quarter, the value of the legal services provided at El Sol adds up to \$66,000 for the third quarter of 2008.

Cathleen Scott, a local employment attorney is staffing the legal program one Saturday a month. Jill Hanson, Ed Ricci and Aileen Josephs are working to put together a council of legal advocates for El Sol who would donate time and their advocacy abilities to the center. Our legal counsel uses qualified legal translators.

f. Personal Counsel:

Sister Marta Tobón, a Guadalupan sister from St. Peter's Catholic Church assists many El Sol workers with her guidance. She often gives family and personal counseling in the center. Additionally, she refers people to different organizations depending on their needs. Below is a breakdown of how many cases she has taken in this time period:

July:	17 cases
August:	14 cases
September:	19 cases
<u>Total:</u>	50 cases

g. Internships:

Kathryn Klaas and David Fertitta, both students at the Harriet L. Wilkes Honors College of Florida Atlantic University, are interns with Corn Maya and El Sol. Their internship began in September, and ends in November. Their responsibilities include helping with new worker registration, teaching English, assisting with grant writing efforts, helping coordinate Fiesta Maya and other events, assisting with administrative tasks, and developing a training video for day-laborers. Together they interned a total of 80 hours, valued at \$1,440.

Rigers Gjyshi was a legal intern at El Sol. His main responsibilities included researching diverse legal issues, ensuring that indigent people had reasonable access to the legal system, and setting up a legal database in order to keep a record of the vast number of cases that El Sol has handled and continues to handle. The focus of his internship was to provide help to underserved workers with the chronic issue of wage theft by employers who do not pay their employees. Rigers has represented El Sol at meetings of the South Florida Wage Theft Task Force in Miami. He also attended and was trained as a presenter, of the Know Your Rights workshop developed through the Florida Immigrant Coalition (FLIC). He has promised to present the KYR workshop here at El Sol. Rigers worked in-house at El Sol three days a week up until August, for a total of 30 hours per week. His work was supervised by Jill Hanson. His internship was funded with a grant from the Florida Bar Foundation, which was supervised by Florida International University. The grant was for a total of \$6,000.

Together the interns contributed services valued at \$7,440.

h. Literacy Classes:

El Sol offers literacy classes on Thursday and Saturday nights from 7-9PM. The purpose of this class is to teach illiterate people how to read and write in their native language. This not only helps improve

student's quality of life, it also places the student in the right path to learn English and other subjects.

The need for this class became apparent during the registration of workers, and thus, two El Sol workers who used to be teachers in Guatemala agreed to volunteer to teach the literacy class. The program impacted 8 adults.

The last day of class for this pilot program was September 27th. Both teachers and students were very pleased with their progress and plan on continuing this program next year. We are looking for funds to cover the program's costs.

Together both teachers volunteered a total of 104 hours for the quarter valued at \$1,872.

i. **Corn Maya:**

Corn Maya, Inc. is a non-profit organization that runs the cultural, sports and academic events for the immigrant community of Jupiter, and has its offices in El Sol. Among their programs, Corn Maya coordinates:

- Soccer League: This quarter Corn Maya continued with their soccer league. There are a total of 10 teams participating, including two teams of El Sol: "Las Estrellas" and "Las Aguilas." Teams can also arrange to play friendly games on Sundays in Jupiter Elementary's soccer field.

- Academic and Development Conferences: Corn Maya and el Sol hosted the Smithsonian National Indian American Museum who is looking to build a Virtual tour about Mayan Immigrants. They will be documenting the history of Corn Maya and El Sol, and they have started interviewing local migrant workers and families about their experiences.

Corn Maya has also been active in promoting development projects in Guatemala. In partnership with FAU, The American Jewish Committee, the Guatemalan Honorary Consulate of Palm Beach County, Hispanics in Philanthropy and the Center for International Migration & Integration they have organized several workshops on Transnational Economic, Social and Educational Development. El Sol recently hosted a Development Conference in which many Guatemalan leaders gathered to discuss the progress of their development projects in their communities of origin.

- Music Lessons: Corn Maya continued hosting music lessons every Saturday afternoon for children ages 7-11. A local High School student and his father teach the class and an average of 12 children participated throughout the third quarter. The classes

include music appreciation and how to play the recorder.

- Computer Classes: Every Thursday and Saturday evening a volunteer teacher gives computer class to 20 students. The class covers a variety of topics ranging from the “start button,” to how to browse the internet and how to save data onto a flash drive.

j. Volunteers

Over 100 individuals volunteered at El Sol this quarter to cover the daytime operation of the center. Volunteers help a variety of things ranging from welcoming employers, serving breakfast and lunch, and monitoring the computer lab, to teaching English, keeping up with building maintenance, helping with administrative tasks and registering workers. This quarter there was a total of 4,889 volunteering hours, which is valued at \$88,002. Here is a breakdown of volunteer hours per month;

July:	1,643 hours; 101 volunteers	\$18 per hour: \$29,574
August:	1,618 hours; 99 volunteers	\$18 per hour: \$29,124
September:	1,628 hours; 93 volunteers	\$18 per hour: \$29,304
<u>Total:</u>	4,889 hours	\$18 per hour: \$88,002

k. Occupational Training:

This quarter El Sol held four different occupational training courses and workshops for workers interested in developing or learning new skills, here are the topics covered and the number of participants:

i. Construction: El Sol partnered with Habitat for Humanity in Jupiter, so that workers could volunteer their time to help build homes, while getting on-site and hands-on training in roofing, installing windows, carpentry, laying sod, painting etc. We had a total of 31 volunteers participate, the monthly breakdown is as follows:

July:	13 volunteers
August:	8 volunteers
September:	10 volunteers

ii. Art: We have been offering daily arts and crafts workshops in which participants can learn painting techniques and also develop items to be sold in our first art festival that will take place on November 2nd in our center. El Sol’s patrons have reacted very positively to this workshop, and for this period we had a total of 250 participants; the monthly breakdown is as follows:

July:	112 participants
August:	56 participants
September:	82 participants

Additionally, starting in August we partnered with the Lighthouse Center for Arts in Tequesta. Every Thursday morning Carolyn Nelson, an experienced art teacher, comes in to teach art with a very comprehensive curriculum that has been developed by the Lighthouse Center for Arts. Topics include Japanese and African art, modernism, classical art, self-portraits etc.

- iii. **Tax Workshop:** A local accountant, Jorge Caro, comes in every Friday morning to teach participants about the tax system in the United States. He touches upon questions like “What are taxes? Why do we pay taxes? Who collects taxes and what are they used for? Who has to pay taxes?” etc. For this quarter a total of 62 people participated in this workshop. We began the workshop the last week of August and the monthly breakdown is as follows:

August: 19 participants
September: 43 participants

- iv. **Town of Jupiter Workshop:** El Sol and the Town of Jupiter have created a series of code enforcement presentations. The first presentation was about the Jupiter open-containers ordinance and the responsibilities of home owners and renters. It took place Wednesday September 25th in El Sol and 40 people participated.

I. **Computer Lab**

El Sol’s computer lab is one of the most popular features among the workers. The lab has 20 computers that were donated to us by the School District’s Digital Divide program. Every day, and often twice a day we have open computer lab time in which participants can browse the internet, communicate with their friends and family, read their hometown news, watch videos etc. Also, every computer in the lab has Rosetta Stone, which is used as a tool to teach English. Below is the monthly breakdown of participation in the computer lab:

July: 565 participants
August: 620 participants
September: 600 participants

Total: 1,785 participants

6. **Monthly Events:**

a. **July:**

- Florida Health Department Presentation on available health services in new clinic on Indiantown Rd.

- Smithsonian Museum Visit
- HIV/AIDS Awareness presentation
- Hispanic Council Meeting
- General Meeting
- Movie Night
- National Day Laborer Organizing Network (NDLON) Regional Meeting at El Sol
- NDLON leadership training for El Sol's Workers' Council and staff.
- Title I: Migrant Education Program, End of Year Event
- Mural Unveiling and Inauguration
- Local scout installed new bike racks
- Health Fair, co-sponsored with the Hispanic Council of the Northern Palm Beaches Chamber of Commerce
- Workers' Council Meeting
- Florida Health Department health screening
- Chef John Carlino Food Safety Training for volunteers

b. August:

- Workers' Council Meeting to finalize Council By-laws
- Visit from organizers of new Lake Worth Center
- Hispanic Council Meeting
- Movie Night
- Quarterly Board of Directors Meeting
- Chef John Carlino Food Safety Training for volunteers
- Art Committee Meeting
- Family Literacy Program began their fall semester
- Florida Immigrant Coalition (FLIC) Staff meeting held at El Sol
- HIV/AIDS Awareness Presentation
- Palm Beach County Medical Social Services Meeting
- Development Projects in Guatemala, Workshop
- ESL Student Registration
- Florida Health Department health screening
- Community Health Alliance Meeting
- Lighthouse Center for Arts Art Classes began

c. September:

- ESL Nighttime classes began
- Hispanic Council Meeting
- HIV/AIDS Awareness Seminar with CAPP
- El Sol's Second Anniversary
- American Cancer Society Seminar on Skin Cancer and Healthy Living
- General Meeting
- Movie Night
- FLIC Board of Directors Meeting held at El Sol
- Town Code Presentation

- Florida Health Department health screening
- Health Committee Meeting
- Workers' Council Meeting
- Smithsonian Museum Visit

7. Quarterly Progress Highlights:

- El Sol has strengthened its referral system, especially in regards to health needs. The Health Committee, chaired by volunteer Diane Williams has worked to bring several health providers together to be able to refer people with health issues in the right direction. Also, El Sol has been providing several health seminars to increase awareness among El Sol's patrons about different illnesses such as cancer and HIV/AIDS.
- Additionally, we are proud of the continuing success of the many educational programs offered at El Sol including English, Literacy, Computer Skills, Parenting and other occupational training programs.
- El Sol has developed an Art program that has truly brought many members of the community together and is helping build bridges among the different ethnic, cultural and religious groups in Jupiter.

8. Challenges:

We are pleased with the success of the center, and are looking forward to continue developing needed programs and services. Some of our challenges are to increase the placement rate of workers and find the necessary resources to continue strengthening and expanding our services.

9. Appendix:

Please see attached document to view El Sol's general statistics for this quarter.

Respectfully submitted by;

Jocelyn Sabbagh
Office Coordinator
El Sol, JNRC