

**OFFICE OF THE MAYOR  
TULSA, OKLAHOMA**

**EXECUTIVE ORDER NO. 2017 - 03**

**CREATING THE CITY OF TULSA READING PARTNERS TUTORING INITIATIVE**

WHEREAS, research clearly demonstrates that individuals who have access to quality education throughout pre-Kindergarten, primary, secondary, and post-secondary school, and who graduate, are more likely to find gainful employment, have stable families, and be active and productive citizens; and that they are less likely to commit serious crimes, place high demands on public health care systems, and be enrolled in public assistance programs; and

WHEREAS, children's reading proficiency at the end of third grade is a leading predictor of whether they go on to graduate from high school; and

WHEREAS, 52% of the City's third graders are reading below proficient; and

WHEREAS, regular one-on-one reading tutoring using an evidence-based and structured tutoring curriculum has been demonstrated to help students who are reading below proficient to accelerate their progress in reading and catch up to their on-grade peers; and

WHEREAS, the Mayor and City Council recently affirmed that public education is a public, municipal purpose for the City of Tulsa; and

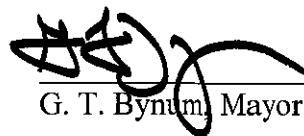
WHEREAS, the City employs thousands of educated, talented, and caring adults who can make a huge difference in a child's life and positively impact the City by serving as reading tutors.

NOW, THEREFORE, by virtue of the power vested in me as the Mayor of the City of Tulsa, Oklahoma, it is ordered:


1. This Executive Order revises, replaces and supersedes Executive Order No. 2017-02.
2. There is a Mayor's Reading Partners Tutoring Initiative. The purpose of the Initiative is to encourage City employees to volunteer as reading tutors for first through third grade students in select Tulsa Public Schools (TPS) sponsored by the City of Tulsa. Because many employees' work schedules would otherwise not permit them to volunteer as reading tutors during TPS school hours, this Executive Order permits employees to use approved Paid Leave in order to tutor.
3. The opportunity to use Paid Volunteer Leave to participate as a reading tutor in the Initiative is available to full-time employees of the City who have completed their initial probationary period, subject to the conditions in this Executive Order and in any Policy adopted by the City of Tulsa for the implementation of the Initiative.
4. All City departments are encouraged to permit their employees, wherever operationally feasible, to participate in the Initiative.

5. Employees may use Paid Volunteer Leave to participate in the Initiative with the approval of their supervisors at the level of Department Head and/or their designees provided City operations are not adversely impacted, adequate coverage is provided, and City services are not disrupted. Approval should be based on the acknowledgement that participation is a long term, weekly commitment and the success of the program depends on employee participation on a regular, consistent basis.
6. Approval and continued authorization to use Paid Volunteer Leave to participate as a reading tutor in the Initiative is at the sole discretion of the employee volunteer's Department Head, and/or their designees.
7. Employees who are funded through grants to the City may participate in the Initiative only if the relevant grant agency has approved the employee's participation on grant funded time.
8. Employee volunteers approved to use Paid Volunteer Leave for the Initiative may be granted up to two hours Paid Volunteer Leave per week to fulfill initial program requirements, serve as reading tutors after fulfilling program requirements, and travel directly to and from the TPS site. This type of leave will not count towards hours worked for purposes of calculating overtime. All Paid Volunteer Leave must be requested and approved through the City's timekeeping system.
9. All Paid Volunteer Leave to fulfill program requirements, serve as reading tutors, and travel directly to and from the TPS site under this Initiative must occur during the normal work hours of the employee volunteer.
10. Employees may use City vehicles and equipment during their Paid Volunteer Leave for the Initiative with the approval of their supervisors at the level of Department Head and/or their designees.
11. All Paid Volunteer Leave hours for tutoring must comply with the assigned school's reading tutoring hours.


This Executive Order shall take effect on this 13 day of March, 2017.

  
G. T. Bynum, Mayor

APPROVED AS TO FORM AND LEGALITY:

  
David E. O'Meilie, City Attorney

ATTEST:

  
City Clerk

