

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
DEPARTMENT OF COMMUNITY INITIATIVES**

TO: Mayor and City Council

FROM: Dennis J. Campa, Director, Department of Community Initiatives

THROUGH: Terry M. Brechtel, City Manager

COPIES: Frances A. Gonzalez, Assistant to the City Manager; City Attorney's Office; Finance Department; File

SUBJECT: AUTHORIZING THE EXECUTION OF A CONTRACT IN THE AMOUNT OF \$210,604 FROM THE UNITED WAY OF SAN ANTONIO AND BEXAR COUNTY ON BEHALF OF THE ALAMO AREA COMMUNITY INFORMATION SYSTEM (AACIS) FOR OPERATION OF THE COMMUNITY TECHNOLOGY CENTERS AND ACADEMIC ENRICHMENT PROGRAM

DATE: November 6, 2003

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the execution of a contract in the amount of \$210,604 with the United Way of San Antonio and Bexar County on behalf of the Alamo Area Community Information System (AACIS) for the period October 1, 2003 to September 30, 2004 for the operation of the Community Technology Centers (CTC) and Academic Enrichment Program (AEP); and approves a budget and personnel complement.

Staff recommends this ordinance be approved.

BACKGROUND INFORMATION

The Alamo Community Information System (AACIS) is a collaboration of 25 partner groups whose primary purpose is to improve technology access and opportunity in our community. AACIS builds grant and local fund initiatives to create valuable technology-based learning enrichment and technology access opportunities at Community Technology Centers (CTCs). CTC services include the provision of computer literacy classes, (Introduction to PCs, Word Basics, Introduction to Excel and Internet/Email), facilitating public access and providing distance-learning capability.

In 2001, AACIS and the United Way of San Antonio and Bexar County established a pilot CTC at the Margarita Huantes Learning and Leadership Development Center (LLDC). Three additional CTCs were established in 2002-2003 at the Albert Benavides LLDC (December 2002), Willie

Velasquez LLDC (May 2003), and Columbia Heights LLDC (June 2003). All four CTCs have upgraded computers, printers and broadband Internet access.

Members of AACIS include United Way of San Antonio and Bexar County, University of Texas at San Antonio, Alamo Community College District, the Department of Community Initiatives (DCI), Health Department, and Information Technology Services Department. The San Antonio Independent School District and its In-school Youth Opportunity Program, and the Alamo Workforce Development Board will also partner with AACIS for the implementation of the FY 2003-04 Academic Enrichment Program.

POLICY ANALYSIS

This action is a continuation of existing City policy to provide human development opportunities to individuals to assist them in becoming better students, job candidates and citizens. It reinforces DCI's goal of raising the education and computer skill level of San Antonio residents.

In the current fiscal year, AACIS is making available \$210,604 in grant and local funds to DCI to support two programs. AACIS will continue to offer its CTC program at the four existing sites and will initiate a new Academic Enrichment Program at the Huantes Family Learning Center.

The continuing CTC program provides computer literacy classes in both Spanish and English at no charge to students. Instructor-led courses provide a hands-on, supportive environment in which students develop basic computer skill competencies and confidence. Students who have completed the program can 1) successfully navigate a computer for personal use; and 2) participate successfully in workforce level or higher education computer skills training. DCI will continue to collaborate with AACIS to expand the CTC concept at other LLDCs.

AACIS will also implement the Academic Enrichment Program, an after-school and summer enrichment program. AEP will provide 240 YO! Lanier at-risk high school youth with supplemental instruction to 1) increase performance on state-administered standardized tests and; 2) facilitate successful testing for high school credit remediation. The Academic Enrichment Program (AEP) will also be available to area adults with core academic skill deficiencies. Partnering with existing community providers will ensure effective outreach, recruitment and retention strategies and the establishment of a continuum of services and resources dedicated to supporting academic achievement and workforce development in these lower income neighborhoods. Services will include case management, child care, life skills/character trait development, financial literacy training, and workforce development activities.

Staff will support both initiatives. An Administrative Assistant I and four CTC Office Assistants, will market programs, recruit and register participants, maintain attendance records and report on program results. A Special Projects Coordinator will coordinate the implementation of the program; modify the program, as necessary, to meet program objectives; coordinate with various partner groups; supervise staff; and will be responsible for data collection.

Listed below are performance measures for the Community Technology Centers and Academic Enrichment Program as well as the proposed measures for FY 2003-04.

	FY 2002-03	FY 2003-04
	Actual	Proposed
# of Students Served through the CTCs	660	800
# of Lanier High School Students Served	N/A	240
% of Students with Passing Scores on Technical Exam	85%	85%
% of 9-12 th Grade Students Passing Standardized Test in Math or English	N/A	60%
% of Students with Increased Knowledge in all 10 Money Smart Financial Literacy modules	N/A	80%

FISCAL IMPACT

This ordinance provides \$57,209 of COSA in kind support to the two programs.

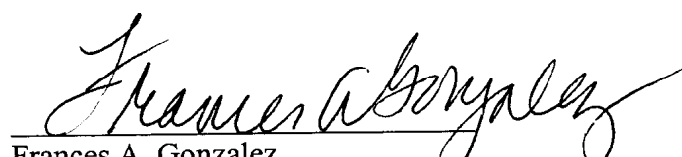
COORDINATION

Coordination has occurred with the City Attorney's Office, Finance Department, United Way of San Antonio and Bexar County (on behalf of the Alamo Area Communication Information System), San Antonio Independent School District's Youth Opportunity Program, and the Alamo Workforce Development Board.


SUPPLEMENTARY COMMENTS

Provisions of the Ethics Ordinance do not apply.


Dennis J. Campa, Director
Department of Community Initiatives


Frances A. Gonzalez
Assistant to the City Manager

Approved:


Terry M. Brechtel
City Manager

Department of Community Initiatives
Literacy Services Division
Community Technology Centers and Academic Enrichment Program
26-xxxxxx
October 1, 2003 - September 30, 2003

INDEX CODE	ESTIMATED REVENUES	Budget
xxxxxx	United Way	\$ 210,604
	COSA - In-Kind	<u>57,209</u>
	Total Estimated Revenues	<u><u>267,813</u></u>

APPROPRIATIONS		
Activity 38-16-40		
	OBJ CODE	
xxxxxx	Regular Salaries & Wages	\$ 166,112
xxxxxx	Retirement Benefits - Social Security	12,708
xxxxxx	Retirement Benefits - TMRS	19,319
xxxxxx	Flexible Benefits Contribution	9,816
xxxxxx	Life Insurance	249
xxxxxx	Communications: Internet Service	-
xxxxxx	Automatic Data Processing	2,400
	COSA In Kind	<u>57,209</u>
	Total Appropriations	<u><u>\$ 267,813</u></u>

Fund Only Index Code:

Department of Community Initiatives
Literacy Services Division
Community Technology Centers Program

26-XXXXXX

October 1, 2003 - September 30, 2004

<u>PERSONNEL COMPLEMENT</u>	
<u>CURRENT POSITIONS</u>	
	<u>0.00</u>
<u>PROPOSED ACTION</u>	
<u>DELETE POSITIONS</u>	
	<u>0.00</u>
<u>ADD POSITIONS</u>	
0999 Special Projects Coordinator	1.00
0040 Administrative Assistant I	1.00
0010 Office Assistants (Part Time)	4.00
	<u>6.00</u>
Total Positions	<u><u>6.00</u></u>