

**CITY OF SAN ANTONIO  
INTERDEPARTMENTAL MEMORANDUM  
CITY COUNCIL AGENDA MEMORANDUM**

**TO:** Mayor and City Council

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

**SUBJECT:** Submission of an Application to and Acceptance of a grant from the Texas Education Agency (TEA) for the EL/Civics Project

**DATE:** June 16, 2005

**SUMMARY AND RECOMMENDATIONS**

This ordinance ratifies the submission of a continuation grant application and authorizes acceptance of a grant, upon award, in the amount of \$90,500 from the Texas Education Agency for the continuation of the English Literacy (EL) – Civics Education Project for the period July 1, 2005 through June 30, 2006. The ordinance also approves the budget and personnel complement in connection with the award.

Staff recommends approval of this ordinance.

**BACKGROUND INFORMATION**

The goals of the EL/Civics Education Project, which has been in existence since 2001, are to help program participants improve their English-speaking skills, enable them to gain life skills and acquire knowledge of local, state and federal governmental institutions and structures. Students also develop an understanding of key elected and appointed leadership at the local and state levels. The project is designed to help participants identify and address civic issues and challenges and to prepare the students for citizenship in order to become contributing members of the San Antonio community.

The EL/Civics Education Project utilizes a standardized curriculum. This approach enables students to acquire language and social skills to pursue higher education and placement into transitional or permanent jobs with higher pay. The instructors employ project-based learning, which reinforces the lesson cycles through a hands-on approach. The use of project-based learning has significantly increased the retention rate, which is currently at 76%. In addition, the program offers information on numerous topics related to governmental institutions and processes. Students also learn about financial literacy, nutrition education, legal aid options and other relevant issues critical to their becoming informed members of our community. The classroom instruction and project-based learning will be supplemented with guest speakers from various governmental entities and field trips to local historical sites. The program will serve 250 students.

The EL/Civics Education Project has implemented a computer driven assessment tool that will allow for more efficient assessments. To support this change, the personnel complement has been revised to reflect the addition of two quarter-time Program Counselors and the deletion of one half-time Secretary I. The addition of the Program Counselors will allow for more specialized support of students, within the funds budgeted for personnel services, by providing expert assessment and placement services.

TEA Adult and Community Education System (ACES) performance measures data include the number of participants enrolled, hours of instruction, average daily attendance and the academic gains per student at each assessment. Below are the performance measures for the fourth and fifth year of the EL/Civics Education Project as well as the proposed measures for FY 2005-06.

	FY2003-04		FY2004-05		FY2005-06
	Proposed	Actual	Proposed	Actual	Proposed
Number of Students	180	256	300	246 <sup>1</sup>	250
	TEA <sup>2</sup> Goal	Actual	TEA Goal	Actual	TEA Goal
Gain in BEST <sup>3</sup> Oral Scores	65%	75%	66%	61%	67%
Gain in BEST Written Literacy Scores	50%	65%	51%	65%	52%

<sup>1</sup> The time required for the approval, recruitment, and hiring processes for administrative support required one staff member to assume responsibility for outreach, testing, assessment, data collection, and data entry in addition to the management responsibilities.

<sup>2</sup> Statewide goal established by the Texas Education Agency.

<sup>3</sup> BEST- Basic English Skills Test

Notification of the grant availability was received in early April with a submission deadline of May 2, 2005. Due to technical issues with the TEA e-Grant Filing website, the terms and conditions of the grant were uncertain until mid-April, at which time a decision was made to apply. Because of the TEA deadline and internal deadlines required to present an ordinance to Council, approval was not obtained and submission of the application must now be ratified.

### **POLICY ANALYSIS**

This action is a continuation of existing City policy to raise the education and skill level of San Antonio residents, resulting in a higher standard of living for the community.

### **FISCAL IMPACT**


The ordinance authorizes the acceptance of a grant of \$90,500 from the TEA to support the EL-Civics Education Project. This action requires no general fund commitment.

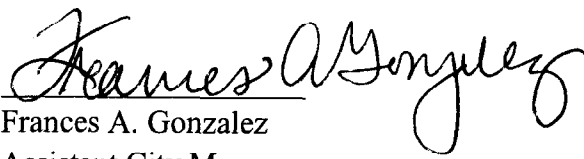
### **COORDINATION**

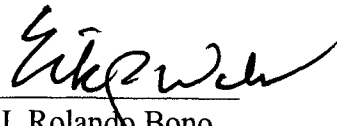
Coordination has occurred with the City Attorney's Office, the Finance Department and the San Antonio Commission on Literacy.

**SUPPLEMENTARY COMMENTS**

Provisions of the Ethics Ordinance do not apply.

  
Dennis J. Campa, Director  
Department of Community Initiatives

  
Frances A. Gonzalez  
Assistant City Manager

  
J. Rolando Bono  
Interim City Manager

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## AN ORDINANCE

RATIFYING SUBMISSION OF A CONTINUATION GRANT APPLICATION AND AUTHORIZING ACCEPTANCE OF A GRANT, UPON AWARD, IN THE AMOUNT OF \$90,500.00 FROM THE TEXAS EDUCATION AGENCY TO THE DEPARTMENT OF COMMUNITY INITIATIVES FOR CONTINUATION OF THE ENGLISH LITERACY - CIVICS EDUCATION PROJECT AT THE MARGARITA HUANTES AND THE WILLIE VELASQUEZ COMMUNITY FAMILY RESOURCE AND LEARNING CENTERS FOR THE PERIOD JULY 1, 2005 THROUGH JUNE 30, 2006; AND APPROVING THE BUDGET AND PERSONNEL COMPLEMENT IN CONNECTION THEREWITH.

\* \* \* \* \*

**WHEREAS**, the Texas Education Agency (TEA) awarded the City of San Antonio, Department of Community Initiatives a grant in the amount of \$107,000.00 to implement an English Literacy –Civics Education Project at the Margarita Huantes and the Willie Velasquez Family Resource and Learning Centers during FY2002 and \$ 101,500.00 each for FY2003 and FY 2004 with an opportunity to renew the grant for a fifth year, and

**WHEREAS**, on April 4, 2005, the City of San Antonio's Department of Community Initiatives received notification from Texas Education Agency to apply for a fifth year in the amount of \$90,500.00 for continuation of the English Literacy – Civics Education Project at the Margarita Huantes and the Willie Velasquez Community Family Resource and Learning Centers; **NOW THEREFORE**;

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** Submission of a continuation grant application to the Texas Education Agency for the English Literacy- Civics Education Project is ratified.

**SECTION 2.** The Interim City Manager, or his designee, or the Director of the Department of Community Initiatives is authorized to accept an award of \$90,500.00 from the Texas Education Agency for continuation of the English Literacy - Civics Education Project at the Margarita Huantes and the Willie Velasquez Family Resource and Learning Centers for the period July 1, 2005 through June 30, 2006, and is further authorized to execute any and all necessary documents in connection with the application for and acceptance of said grant.

**SECTION 3.** The SAP Fund Number, Internal Order Number, and all other necessary SAP elements for the Project entitled "English Literacy – Civics Education Project 2005-06" is authorized to be established upon award of the grant and, an amount not to exceed \$90,500 is appropriated in said Fund, which is designated for use in accounting for said grant. The budget

and personnel complement, attached hereto and incorporated herein for all purposes as Attachment I and Attachment II, respectively, are approved.

**SECTION 4.** The financial allocations in this ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director of Finance may, subject to concurrence by the Interim City Manager or the Interim City Manager's designee, create specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts, and correct allocations thereto, as necessary, to carry out the purpose of this Ordinance.

**SECTION 5.** This ordinance shall become effective on and after June 16, 2005.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_ 2005

M A Y O R

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM: \_\_\_\_\_  
City Attorney