



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Jane Light

SUBJECT: SEE BELOW

DATE: January 20, 2009

Approved *Jane Light*

Date *1/21/09*

COUNCIL DISTRICT: City-Wide
SNI AREA: N/A

SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH NATIONAL HISPANIC UNIVERSITY FOR THE EARLY CHILDHOOD EDUCATION PROGRAM.

RECOMMENDATION

Adoption of a resolution authorizing the City Manager to negotiate and execute an agreement with National Hispanic University in the amount of \$221,659 to implement the grant-funded Early Childhood Education program.

OUTCOME

The actions recommended in this memorandum will allow the Library Department to meet the requirements of this federally funded grant, and increase access to quality, affordable early child care and education for San José families.

BACKGROUND

On November 18, 2008, City Council adopted Resolution No. 74663 which included acceptance of a \$277,074 grant from the U.S. Department of Education for the Early Childhood Education Program at the National Hispanic University (NHU), as well as a corresponding appropriation ordinance.

This three year grant (September 2, 2008 to September 1, 2011) funds a special Early Childhood Education (ECE) program at the National Hispanic University for Smart Start San José ECE providers. The program will increase the number of well-qualified, English-Language proficient early childhood educators and improve the Early Childhood Education curricula and other educational practices for English Language Learners.

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Through the program, 10 to 20 Smart Start San José Early Childhood Educators will receive full scholarships to graduate with an AA degree in Early Childhood Education from National Hispanic University. In addition to the scholarships, courses will be taught in evenings and weekends, and English Language Development courses will help the students develop academic English proficiency. Additionally, NHU will develop a baccalaureate degree program in child development to help Smart Start San José professionals meet the anticipated increases in educational requirements for the ECE workforce in California.

ANALYSIS

To deliver the program, the City, through its Library Department, will enter into an agreement with National Hispanic University. NHU will work with the Library to recruit and retain 10 to 20 Smart Start San José Early Childhood Educators to receive their AA degree in Early Childhood Education (ECE). NHU will offer 10 – 20 full scholarships, provide required ECE classes, and offer English Language Development courses as part of the ECE coursework. National Hispanic University will also develop a baccalaureate (BA) degree program in child development to serve the educational needs of Smart Start San José educators. Further, the University will keep all records required by the U.S. Department of Education and provide required information to City to complete grant-related reports. Staff in the Library's Early Care and Education Unit will work closely with NHU to oversee project activities.

EVALUATION AND FOLLOW-UP

This project addresses the Library's Core Services of Promoting Lifelong Learning and Providing Educational Support; and Providing Access to Information, Library Materials, and Digital Resources. No additional follow-up actions with the City Council are expected at this time.

PUBLIC OUTREACH/INTEREST

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

The recommended action does not meet any of the above criteria. However, this memorandum will be posted on the City's website for the February 10, 2009 City Council agenda.

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COORDINATION

This memorandum has been coordinated with the City Manager’s Budget Office and the City Attorney’s Office.

FISCAL/POLICY ALIGNMENT

This action aligns with the City of San José Budget Principle of “Grants,” which directs City staff to seek out, apply for, and effectively administer federal, State and other grants that address the City’s priorities and policy objectives and provide a positive benefit to the City.

COST SUMMARY/IMPLICATIONS

AMOUNT OF RECOMMENDATION/COST OF PROJECT:

1. National Hispanic University Agreement	\$221,659
2. San José Public Library	<u>\$ 55,415</u>
Total Project Costs	\$277,074

3. COST ELEMENTS OF AGREEMENT/CONTRACT: Service	\$221,659
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4. SOURCE OF FUNDING: 001 – General Fund

BUDGET REFERENCE

The table below identifies the fund and appropriations proposed to fund the contract recommended as part of this memo and remaining project costs, including project delivery, construction, and contingency costs.

Fund #	Appn. #	Appn. Name	Total Appn.	2008-2009 Adopted Budget (Page)	Last Budget Action (Date, Ord. No.)
Remaining Project Costs			\$277,074		
Current Funding Available					
001	2431	Library Grants	\$277,074*	VIII-86	11/18/08, Ord. No. 28443
Total Funding Available			\$277,074		

*The Library Grants appropriation totals \$568,049, however only \$277,074 has been allocation for the Early Start Education Program.

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CEQA

Not a project.

A handwritten signature in black ink, appearing to read "Jane Light", with a long, sweeping flourish extending to the right.

JANE LIGHT
Director, Library Department

For questions please contact Jane Light, Library Director, at 408-808-2150.