



# Memorandum

**TO:** ALL CHILDREN ACHIEVE  
COMMITTEE

**FROM:** Sara L. Hensley

**SUBJECT: WORK PLAN FOR REMAINING  
2002 ENYS ACTION ITEMS**

**DATE:** 02-14-03

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Approved

Date

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## **BACKGROUND**

Parks, Recreation and Neighborhood Services (PRNS) staff presented an Update on the City Homework Center Program and the status of the Early Care and Education Strategic Work Plan at the December 16, 2002 ENYS Committee meeting. The Committee accepted the report and directed staff to return with a work plan to address Committee member's questions regarding the Homework Center Program and develop an Early Care and Education matrix that shows which sites are open, and identifies the status, locations, and opening dates of sites in progress. The follow-up items include:

1. Parent input into evaluation survey for Homework Center Program
2. Process for identification of what is working at Homework Center Program sites
3. Assist City Council in developing objectives for consistent and fair allocation of dollars for Homework Center sites
4. Establish a Technical Advisory Committee for Blueprint for Bridging the Digital Divide
5. Link the Blueprint for Bridging the Digital Divide to more defined outcomes
6. Early Care and Education Implementation Plan

This memo will present the work plan that staff is utilizing in addressing the questions.

## **ANALYSIS**

Attachment A of this memo presents the questions by ENYS Committee members regarding the Homework Center Program and the Blueprint for Bridging the Digital Divide, and PRNS staff's plans for addressing them, including a timeframe for completion.

Attachment B of this memo is a summary of the Smart Start San José (SSSJ) projects to date. The matrix identifies current projects by location, number of spaces, and source and level of funding.

A new three Cycle process has been developed to select qualified SSSJ projects that will receive City funding. The projects identified in Cycle I were selected using the process established by Parks, Recreation and Neighborhood Services/Office on Early Care Education Services. Cycle II and Cycle III will involve the Early Care and Education Commission in interviewing and making recommendations to City Council to establish a list of qualified providers. Attachment B also details projects scheduled to open in Cycle I (FY 2002 – 2003), it includes program name, location, number of spaces, and source and level of funding. Cycle II (FY 2003 – 2004) lists those projects that the City has entered into discussion with providers about possible future funding.

Attachment C is the implementation timeline for the Early Care and Education Strategic Work Plan: *Investment in the Future*. The timeline identifies objectives and projected completion dates.

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and Neighborhood Services