



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 37

**Agenda Date:** August 29, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Department of Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Ordinance authorizing the execution of an agreement with Blessed Sacrament Academy to provide early childhood education services to the City of San Antonio Early Head Start program.

**SUMMARY:**

The Department of Human Services (DHS) requests approval to execute an education service provider contract with Blessed Sacrament Academy for the implementation of Early Head Start services providing direct early childhood education and comprehensive services for the DHS Early Head Start Program.

The contract will begin August 1, 2024 through January 31, 2029, in a total amount not to exceed \$1,609,676.00, which includes a year one pro-rated amount of \$262,040.00 in operational and implementation cost with an in-kind amount of \$36,575.00 through January 31, 2025; and up to \$336,909.00 for every full year thereafter, as long as grant funds are available.

**BACKGROUND INFORMATION:**

The Head Start Program is a federally funded program administered by the U.S. Department of Health and Human Services (HHS). The City of San Antonio Head Start Program ("Program") focuses on the organization and development of the next generation of leaders in the Edgewood

Independent School District (EISD) and San Antonio Independent School District (SAISD) service area. The Program provides early childhood education, family support, and comprehensive support services to eligible children between the ages of six-weeks to five years old, and their families.

In 2022, The University of Texas at San Antonio community assessment of the program found that there are approximately 3,656 age-and-income eligible children in the service area that are not currently served by the DHS Early Head Start (EHS) programs. The study stated it was unlikely these children who are age-and-income eligible for EHS have adequate access to early childhood education, as most programs in the area do not serve this younger age group. Highlighting this need for more services for children 0-3, the Office of Head Start (“OHS”) issued the Information Memorandum ACF-IM-HS-22-09 titled Enrollment Reductions and Conversion of Head Start Slots to Early Head Start Slots urging grant recipients to consider reducing enrollment or converting Head Start services to Early Head Start services.

The data gleaned from the community assessment along with the OHS’s memorandum led partners to begin discussions on “right-sizing” the program. After months of discussions and analyzing enrollment trends, all partners agreed to move eight infant and toddler slots in the home-based program that had never been filled from EISD to the SAISD area. EISD recognized that families who were interested in EHS services preferred center-based and not a home-based program.

On October 19, 2023, City Council approved via Ordinance 2023-10-19-0771 authorizing the submission of COSA’s Head Start Program grant application, year one of the five-year project period, to OHS as well as budgetary, grant and contract related items, including a Change in Scope to convert 50 Head Start Pre-K slots to 16 EHS slots, to ensure the continuation of Head Start Pre-K and EHS Program services for the period of February 1, 2024, to January 31, 2029.

On January 25, 2024, DHS received Notice of Award from OHS approving the grant submission awarding \$30,743,236.00 for the period of February 1, 2024, to January 31, 2025, for the continuation of Head Start Pre-K and EHS Program services. On March 26, 2024, DHS received Notice of Award of OHS’s approval for the Change in Scope.

Under the above referenced Ordinance, the COSA Head Start Program is funded to serve 2,970 Head Start Pre-K slots and 144 EHS slots which include both center and home based. Beginning with the 2024-2025 program year, EISD will serve 777 Head Start Pre-K slots and 120 EHS slots, and SAISD will serve 2,193 Head Start Pre-K slots, leaving 24 EHS slots to be served by Blessed Sacrament Academy located within the SAISD service boundaries.

DHS requests authorization to execute an EHS service provider contract with Blessed Sacrament Academy from August 1, 2024 through January 31, 2029, in a total amount not to exceed \$1,609,676.00, with a \$262,040.00 pro-rated amount through January 31, 2025, and up to \$336,909.00 every full year thereafter, so long as grant funds are available.

## **ISSUE:**

This ordinance authorizes the execution of a contract with Blessed Sacrament Academy for the provision of direct early childhood education and program services to 24 eligible EHS children

and their families. The contract will begin August 1, 2024 through January 31, 2029, in a total amount not to exceed a total amount of \$1,609,676.00, so long as grant funds are available.

**ALTERNATIVES:**

If this ordinance is not approved, DHS would risk not being able to fill EHS slots putting the overall grant in jeopardy impacting both Head Start Pre-K and EHS children, families, and staff, which would interrupt services to eligible children and their families. Infant and toddlers would be at risk of not receiving quality care in the SAISD service area. Additionally, EISD and SAISD would not be able to provide high quality early childhood education and family support services to children ages six-weeks to five years old in their classrooms and childcare centers.

**FISCAL IMPACT:**

This ordinance authorizes execution of a contract with Blessed Sacrament Academy for the provision of direct early childhood education and program services to eligible EHS children and their families. The contract will begin August 1, 2024 through January 31, 2029, with a \$262,040.00 pro-rated amount through January 31, 2025, not to exceed an annual amount of \$336,909.00 every full year thereafter, so long as grant funds are available. There is no fiscal impact to the City's General Fund.

**RECOMMENDATION:**

Staff recommends approval.