



# City of San Antonio

## Agenda Memorandum

**File Number:**  
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**Agenda Item Number:** 12

**Agenda Date:** August 26, 2022

**In Control:** Audit and Accountability Committee Meeting

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**DEPARTMENT:** Office of the City Auditor

**DEPARTMENT HEAD:** Kevin Barthold

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Acceptance of the Office of the City Auditor report AU21-037 Audit of the Pre-K 4 SA Grant Program

**SUMMARY:**

Determine if awarded City grants are monitored to ensure appropriate use of grant dollars.

**BACKGROUND INFORMATION:**

**Background**

Pre-K 4 SA provides grants to public ISD, charter schools and accredited private/parochial schools to make an investment in local programs that create a comprehensive, high-quality early learning system across the city.

For 2021, grantees applied for funding by creating a strategic plan that underwent review and approval by two boards. Grant funding aims to assist grantees in two fundamental areas. The first

is to increase access to current programs by helping centers extend the length of their school day or serve additional students. The second is to improve educational quality by providing materials, equipment, and services for teachers, students, and families. Refer to the table below for a listing of current grantees and associated awards.

<b>Grantee</b>	<b>2021/2022 Award</b>	<b>% of Total Award</b>
East Central ISD	\$665,257.00	27%
Edgewood ISD (Gardendale)	\$547,509.00	22%
Southwest ISD	\$247,770.00	10%
Northeast ISD	\$219,062.00	9%
Harlandale ISD	\$196,005.00	8%
Blessed Sacrament	\$191,960.00	8%
South San Antonio ISD	\$168,000.00	7%
St. Mary Magdalen	\$142,575.00	6%
San Antonio ISD	\$71,862.00	3%
<b>Grand Total</b>	<b>\$2,450,000.00</b>	

### **Scope and Methodology**

The audit scope included contract year 2020 thru February 2022. We verified internal contract compliance controls had been implemented. Compliance was confirmed by reviewing grantees' 2021 and 2022 operational and fiscal reporting. Monthly reports were reviewed for performance, reimbursement, spenddown, and other program initiatives. Additionally, quarterly reports were reviewed to confirm Pre-K 4 SA oversight and feedback. Furthermore, annual grantee inspections were evaluated for completeness. Lastly, the grantee application and selection process were reviewed for completeness and scoring.

### **Conclusions**

Pre-K 4 SA has created a thorough grant application and review process to evaluate awardees' abilities to explain and demonstrate their capacity to meet Pre-K 4 SA's vision of a high-quality program. Awarded City grants are being monitored, and all but one awardee is meeting standard grant review practices.

However, we identified opportunities for improvement as it pertains to the contract monitoring process and monthly reporting requirements. We recommend Pre-K 4 SA ensure all awardees are subject to the same financial and operational obligations as dictated by agreement and program terms. Additionally, Pre-K 4 SA should ensure formal guidelines are created to establish Gardendale's operational and fiscal oversight in relation to the current grant agreement.

Pre-K 4 SA Management agreed with the audit findings and has developed positive action plans to address them.

### **ISSUE:**

This item is for briefing only.

**FISCAL IMPACT:**

This item is for briefing only.

**ALTERNATIVES:**

This item is for briefing only.

**RECOMMENDATION:**

Staff recommends acceptance of this audit report.