

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Library

AGENDA DATE: 6-10-08 City Council Meeting – Consent Agenda

CONTACT PERSON/PHONE: CAROL BREY-CASIANO (543-5413)

DISTRICT(S) AFFECTED: Citywide

SUBJECT: Resolution

APPROVE a resolution / ordinance / lease to do what? **OR AUTHORIZE** the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

A Resolution authoring the City Manager to sign, on behalf of the City of El Paso, the agreement with the National Institute for Adults' Education.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

The National Institute for Adults' Education (INEA) has requested that the El Paso Public Library provide support for the Plaza Comunitarias program, which provides Mexicans living abroad – as well as any El Paso adult - with the opportunity to begin or continue their education in their own language. The INEA will provide training to Library staff, access to online courses through the CONEVYT educational portal and educational publications to the Library in support of the instructional programs INEA will make available to students.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

No.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

Resources for the program will be provided by INEA; the Library will provide space and oversight of the program, including monitoring of tests.

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A
N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) Mark Shoemaker **FINANCE:** (if required) _____

DEPARTMENT HEAD: Carol Brey-Casiano
(Example: if RCA is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: Joyce G. Miller

DATE: _____

CITY CLERK DEPT.
08 JUN -5 AM 11:43

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:
The City Manager is authorized to sign, on behalf of the City of El Paso the agreement with the National Institute for Adults Education which provides Mexicans living abroad the opportunity to begin or continue their education in their own language, training to Library staff, access to on line courses through the CONEVYT educational portal and educational publications to the Library in support of the instructional programs INEA will make available to students all at no cost to the City.

ADOPTED THIS _____ day of _____ 2008.

CITY OF EL PASO

John F. Cook, Mayor

ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:



Mark Shoemith
Assistant City Attorney

APPROVED AS TO CONTENT:



Carol Brey-Casiano
Director, El Paso Public Library

08 JUN - 5 AM 11:00
CITY CLERK DEPT.

EXHIBIT A

"Work Program" in terms of education for adults between the National Institute for Adults Education (INEA, by its Spanish initials) and El Paso Public Library, EPPL

Work Program General Objectives. Encourage, promote and operate educational services for Mexican adults, fifteen and older, who live in El Paso, Texas, pursuant the educational strategy of *Plaza Comunitaria* or *Study Group*.

1. **Participating Parties.** The Work Program is hereby subscribed by the El Paso Public Library (hereinafter referred to as EPPL) and the National Institute for Adults Education (hereinafter referred to as "INEA"), with the support of the Institute of Mexicans Abroad (hereinafter referred to as "IME") and the Consulate General of Mexico in El Paso, Texas, which are both institutions pertaining to the Secretary of Foreign Affairs of Mexico (hereinafter referred to as "SRE") that are committed to fulfill their obligations on its behalf.

Hereby the characteristics and legal attributions of the parties subscribed hereto.

- A. **"INEA"** is a legal entity of the Federal Public Administration, which primarily function to promote, manage and provide education services for adults, at the literacy, primary and secondary levels of education. It encourages research of said educational modality, produces and distributes educational materials for Adults Education. It shall accredit students, pursuant the objectives and contents of instructional programs established by the Secretary of Public Education (SEP by its Spanish initials), and moreover, shall coordinate collaborative activities among educational institutions, which primarily function is to provide similar educational services or complementary in the event of support is required by agencies, organisms, partnerships and businesses aimed at developing Adults Education.

María Dolores del Río Sánchez, in her position as General Director of the "INEA", has the power to represent the hereby Work Program.

For legal reasons, the "INEA" business address will be the central offices located at Francisco Márquez 160, Colonia Hipódromo Condesa, Delegación Cuauhtémoc in México, City.

B. El Paso Public Library

The El Paso Public Library serves our diverse community through information access, cultural enrichment and life-long learning.

Carol Brey-Casiano, in her position as Director of the El Paso Public Library has the power to represent the hereby Work Program after review and approval of the City Attorney's Office, City of El Paso.

For legal purposes the El Paso Public Library is located at 501 N. Oregon, El Paso, Texas 79901.

2. Legal Frame.

The Work Program framework is based on the following instruments:

- a) Agreement on the establishment of the Mexico-United States Educational and Cultural Exchange Commission, executed on November 27th, 1990, that is to be extended to 2010 due to a change of notes issued on May 18th, 2000.
- b) MOU on Education, executed by the United States and United Mexican States on August 8th, 1990, that is to be extended and referred for a two-year consecutive terms, constituted by different annexes, being the last one Annex VIII of November 9th, 2004 from the period 2004-2006, which establishes specific actions for the benefit of migrant population.
- c) MOU executed by the United States and the United Mexican States on November 27th, 1990, that is to be extended to 2010 due to a change of notes issued on May 18th, 2000.
- d) Coordination Agreement to promote Adults Education, subscribed by the "SRE" and the "INEA" on August 3rd, 1990 which was modified and supplemented by signed Addendum on August 19th, 2001.

3. Commitments

BOTH PARTIES:

- A. Shall keep informed to the Mexico-United States Educational and Cultural Exchange Commission of 1990, through the SRE, the activities hereby established.

- B. Shall follow up the activities to know the advances and challenges, which are to be faced in the Plaza Comunitaria or Study Group.
- C. Both parties shall create a collaborative work team.
- D. The hereby Work Program will be valid 1 year. It will be extended on a 1 year basis consecutively until one of the parties agrees to terminate it by written notice addressed to the counterparty. Parties will, on an agreement of minds, amend, renew or terminate it if one of the parties breach this agreement, by issuing a written notice 120 days in advance to the counterparty in matter, assuring people who are receiving educational services will not be impacted at that moment, nor in the process of execution, until rendering the services to its conclusion.
- E. Shall recognize legal attributions and actions of both parties.
- F. Shall comply with the activities foreseen in the Activities Plan (Chronogram) in **ANNEX 1** of the hereby instrument.

“INEA”:

- G. Shall plan instructional programs and work activities in accordance with the needs and interests of Mexican adults, who have not concluded or interrupted their primary and secondary education.
- H. Shall be a liaison between the Plaza Comunitaria or Study Group and authorized agencies of the Mexican Government, and moreover, in the event that EPPL wishes to establish educational actions of continuing education such as Bachillerato, training for work and vocational studies, among others.
- I. Shall provide training and technical assistance to people in charge of educational services, tutors and people in charge of the Plaza Comunitaria and other staff appointed by EPPL.
- J. Shall provide educational materials and resources, if budgetary resources are available, and send them through the “IME” and the Consulate General of México in El Paso, Texas.

- K. Shall establish the procedures and regulations to provide the accreditation service, and in their case, send the Certificate of knowledge acquired to learners that fulfill the applicable regulations.
- L. Shall provide to Plazas Comunitarias and Study Groups (Operational Units) at the El Paso Public Library, user ID codes and passwords to print and grade exams on the Register, Follow up and Accreditation System on the Portal, in accordance with educational models for adults.
- M. Shall inform the Consulate General of Mexico in El Paso, Texas, every four months the status of educational processes in its jurisdiction based on the information of the Register, Follow up and Accreditation System.

El Paso Public Library, EPPL

- N. Shall register follow up information related to the INEA Educational Program for Adults, using the information systems that the INEA defines for such effects, and send upgraded information every three months, (the last week of March, June, September and the second week of December, as it is the case and in accordance with the duration of the program).
- O. Shall provide educational, academic materials and human resources and facilities to fulfill program purposes.
- P. Shall set up facilities as Plazas Comunitarias as needed, if budgetary resources and funds are available, to provide INEA educational services for adults, with appropriate the furniture, equipment and ICT Technologies, administration systems, and human resources for the Plaza Comunitaria operational services.
- Q. Shall administrate and operate INEA educational services and offerings.
- R. In relation to the access to the automatic printing and grading of exams on the Portal EPPL shall:
 - a) Receive from INEA and keep safe user ID codes and passwords to print and grade exams according to the number of operational units.
 - b) Inform the Consulate General of Mexico in El Paso, Texas in pursuance the program, dates of application of exams.

- c) Register answers of exams according to current rules and regulations and generate learners score records.
- d) Inform the Consulate General of Mexico in El Paso, Texas of any irregularity or problems.
- e) Inform any update or change of access codes made by the operator.
- f) Follow up and evaluate the operational services to guarantee the automatic printing and grading of exams and the use of the codes to access the system of information, follow up and accreditation on the Portal.
- g) Provide to the Consulate General of Mexico in El Paso, Texas information with respect to the status of educational process in accordance with educational programs of INEA.

SECRETARY OF FOREIGN AFFAIRS (SRE, by its Spanish initials)

- S. Follow up the implementation of actions provisioned hereby as well as to inform the Mexico-United States Educational and Cultural Exchange Commission (COMEXUS) of the development of such actions.
- T. Send to the Consulate General of Mexico in El Paso, Texas in accordance with the procedures, the educational materials that INEA provides to EPPL for the development of collaborative actions provisioned hereby.

This work program is product of the good faith, and the conflicts presented as for its interpretation, formalization and execution, will be resolved through a friendly negotiation.

Informed of the parts of the value, of the reach and legal force of the present document, they ratify it and they sign of conformity, in five original copies in Spanish and five in English, equally authentic, this day _____, 2008, in El Paso, Texas.

<p align="center">"INEA"</p>	<p align="center">"EL PASO PUBLIC LIBRARY"</p>
<p>MARÍA DOLORES DEL RÍO SÁNCHEZ INEA GENERAL DIRECTOR</p> <p align="center">"INEA" WITNESS</p>	<p align="center"><i>Carol Brey-Casiano</i></p> <hr/> <p>CAROL BREY-CASIANO EPPL, DIRECTOR</p> <p align="center">"INSTITUTION ABROAD" WITNESS</p>
<p>PATRICIA RAMOS MENDEZ DIRECTOR OF INTERNATIONAL AFFAIRS INEA</p> <p align="center">WITNESS OF HONOR</p>	<p align="center"><i>Martha A. Toscano</i></p> <hr/> <p>MARTHA A. TOSCANO LITERACY COORDINATOR</p> <p align="center">WITNESS</p>
<p>ROBERTO RODRIGUEZ HERNANDEZ CONSUL GENERAL EL PASO, TEXAS</p>	<p align="center"><i>Carol Brey-Casiano</i></p> <hr/> <p>CAROL BREY-CASIANO LIBRARY DIRECTOR EL PASO PUBLIC LIBRARY</p>

CITY OF EL PASO

Joyce A. Wilson
City Manager

ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:



Mark Shoemith
Assistant City Attorney

ANNEX 1

5. Chronogram

The signatory partners commit to complete and to make complete, in time and in form, the activities settled on in the following chronogram, as well as to modify them for mutual agreement.

Send to IME and INEA the draft of the Work Program already revised by the organization. (Spanish-English version) Sign the work program.	INEA	
Inaugurate the Plaza Comunitaria and begin taking actions regarding education in the Plaza Comunitaria.	IME & El Paso Public Library	
Subscribe the Work Program.		
Send to the Plaza Comunitaria required learning resources (if available) including video library, CD's, etc.	INEA	
Promote Education Campaigns and encourage learners to be registered in the education program of INEA.	El Paso Public Library	
Sign the Agreement and Commitments Document in order to provide ID codes and passwords to print and grade exams.	IME	
Send ID codes and passwords to access the printing and grading of exams.	INEA with IME support	
Carry out the Diagnostic Assessment.		
Permanently register learners in databases.		
Begin with basic education for juveniles and adults in literacy, primary and secondary education.		
Apply and grade exams.		
Register learners in the database through the Internet.	El Paso Public Library	
Begin promoting the educational offerings.		
Begin with the arrangements to certify and acknowledge learners.		
Incorporate the Project of Assessment and Follow-up of the Plaza Comunitaria.	INEA	
Scheduled and carry out assessment and follow-up meetings.		
Hold Follow-up and Updating Workshops.		
Send educational resources according to scheduled requests.	INEA	
Send databases to INEA every trimester.		
Make reports of results every trimester and send them to the corresponding consulate and the INEA.	El Paso Public Library	