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## Memorandum

**To:** Dr. Stephen Kinslow, Austin Community College  
**From:** Steven Jackobs, Executive Director  
**Date:** May 17, 2010  
**Re:** Revision of Renewal of Agreement for Training Services

Based on joint review of our performance of Session Thirty-Four Capital IDEA and Austin community College (ACC) agree to Session Thirty-Five of THEA Remediation and Preparation instruction on the below basis. (See forthcoming review of performance.)

Capital IDEA will enroll up to 50 participants in Session Thirty five of the 12-week THEA Preparation instruction. Effective Summer 2010 Capital IDEA will be reporting outcomes on the following Performance Standards based on the THEA changes:

Students who test below 10th grade on the Math TABE/Level D/Form 7 or 8 will engage in Math Remediation. Students who test above the 10th grade level will engage in Math THEA Preparation. Students will be required to engage in computer lab activities and participate in a weekly study group.

ACC agrees that:

1. 95 percent of the new students at the Math Preparation level complete a 12 week course.
2. 95 percent of the new students at the Math Remediation level complete a 12 week course.
3. 85 percent of the new students at the Math Preparation level who complete a 12 week course will pass the Math THEA test with a score of at least 230.
4. 85 percent of the new students at the Math Preparation level who complete a 12 week course will pass all three parts of the THEA.
5. 90 percent of the new students at the Math Preparation level who complete a 12 week course will pass the Math THEA test with a score of at least 207.
6. 85 percent of the new students at the Math Remediation level who complete a 12 week course will pass the Math THEA test with a score of at least 207.
7. 85 percent of the new students who complete a 12 week course will pass the writing test.

8. 85 percent of the new students who complete a 12 week course will pass the reading test.
9. 85 percent of the returning students who complete a 24 week course will pass the Math THEA on their second try.

If a student is absent, ACC staff will notify Capital IDEA counselors IMMEDIATELY. If ACC staff judge that a student is having trouble, ACC staff will notify Capital IDEA counselors no later than the end of the week.

**Austin Community College  
Capital IDEA  
120 Days Beginning May 01, 2010**

*Budget Narrative*

<p><b>THEA Readiness Instructors (4)</b> – Faculty will develop the curriculum and teach THEA Readiness coursework to up to 30 students. This includes instructor meetings and classroom/lab instruction in reading, writing and math for 12 weeks for 980 hours @ \$31.25 per hour. <i>(To a maximum of \$30,625)</i></p> <p>Additional instruction (tutoring) in reading, writing, and math for 160 hours @ \$31.25 per hour. <i>(To a maximum of \$5,000.)</i></p> <p>Salaries, including benefits estimated at \$1,500.</p>	<b>\$37,125</b>
<p><b>Books, consumable supplies, and duplication for student use - \$350 per student</b> <i>(To a maximum of \$7,300)</i></p>	<b>\$ 7,300</b>
<p><b>Parking Permits for College Prep students attending classes on an ACC campus or incoming College Prep students at \$10 per student</b> <i>(To a maximum of \$600)</i></p>	<b>\$300</b>
<p><b>TCOM test fees at \$29 per test and Quick THEA at \$39 per test, to a maximum of \$3,700 to test the students attending College Prep classes.</b></p>	<b>\$ 2,500</b>
<p><b>OFFICE PHONE USE AT \$35.00 PER MONTH FOR FOUR MONTHS, TO A MAXIMUM OF \$140</b></p>	<b>\$ 140</b>
<p><b>In-district mileage for lead coordinator to monitor the grant, to a maximum of \$300</b></p>	<b>\$ 300</b>
<p><b>UP TO ONE AND ONE HALF CLASSROOM FACILITIES, \$1,050 EACH CLASSROOM.</b></p>	<b>\$ 1,575</b>
<p><b>TOTAL CONTRACT AMOUNT</b></p>	<b>\$49,240</b>

Capital IDEA and the Texas Workforce Commission shall have the right of timely and reasonable access to the Contractor's premises and personnel for the purpose of inspection, monitoring, auditing, evaluation or interview, related to all records related to the performance of this contract. All services directed under this contract shall be subject to all applicable federal and state law and Texas Workforce Commission policies and procedures.

Executive Director For Capital IDEA

President for Austin Community College

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Date \_\_\_\_\_

Date \_\_\_\_\_