



Brownsville Independent School District

Agenda Category: General Function
Contracts/MOU Board of Education Meeting: 12/16/25

Item Title: 2025-2026 Letters of Agreement for
BISD Adult Continuing Education
Consortium for Cameron County

X Action
Information
Discussion

BACKGROUND:

The Brownsville Independent School District's Adult Continuing Education Consortium for Cameron County is funded through state and federal monies to provide ABE/ASE (Adult Basic Education/Adult Secondary Education), HSE (High School Equivalency), ESL (English as a Second Language) classes and certification for in demand occupations throughout the Cameron County area. These programs deliver educational skills to educationally disadvantaged youth and adults throughout Cameron County. 2025-2026 partnerships will include:

Valley Baptist Medical Center Brownsville

FISCAL IMPLICATIONS:

In-Kind facilities are provided at no cost to the district.

RECOMMENDATION:

Recommend approval to enter into Agreement with Cameron County Community Service Centers and School Districts to provide Adult Basic Education/Adult Secondary Education, High School Equivalency, English as Second Language and, certification for in demand occupations classes for the 2025-2026 school year at no cost to the district.

Reyes R. Rivera
Submitted by: Principal/~~Program~~ Director

Recommended by: Asst. Supt./Exec. Dir.

Miguel Salinas
Reviewed by: Staff Attorney

Dr. Nellie Cantu

Approved by: Chief Officer

Approved for Submission to Board of Education:

Jesus H Chavez
Dr. Jesus H. Chavez, Superintendent

12/8/2025



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

LETTER of AGREEMENT 2025-2026

VALLEY BAPTIST MEDICAL CENTER BROWNSVILLE (COLLABORATING PARTNER)

This **Letter of Agreement** is entered to establish specific procedures for delivery of basic education skills to educationally disadvantaged adults in the **Cameron County** area.

In order to facilitate the coordination of the BISD Adult Continuing Education Consortium for Cameron County, the following are the requested duties and responsibilities of both parties:

Valley Baptist Medical Center Brownsville (VBMC)-Collaborating Partner
RESPONSIBILITIES:
PROGRAM PLANNING:
<ul style="list-style-type: none"> • VBMC will provide opportunities for Certified Nurse Assistants/Adult Continuing Education students to tour facility. • VBMC will provide orientation of employment opportunities available to Certified Nurse Assistant/Adult Continuing Education students. • VBMC will collaborate with Adult Continuing Education to promote employment at

BISD Adult Education
RESPONSIBILITIES:
PROGRAM PLANNING:
<ul style="list-style-type: none"> • Screen students to match the employability qualifications required by VBMC Medical Center. • Refer students to VBMC for Employment. • Collaborate with VBMC staff to promote employment opportunities for students.

Brownsville ISD Adult Continuing Education Consortium for Cameron County will comply with the TAC §805.42. Program Delivery System as outlined in the RFP (f) An AEL grant recipient, awarded AEL funds by the Agency, shall be responsible for performing all services and activities required to fully comply with contract performance requirements and all contract terms and conditions. Responsibilities include, but are not limited, to the following:



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Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

1.1 Communication.

- (A) The AEL grant recipient shall serve as the point of contact with the Agency.
- (B) For an AEL consortium, on behalf of AEL consortium members, the AEL grant recipient shall:
 - (i) transmit questions and grant-related needs for AEL consortium members to the Agency; and
 - (ii) carry out the programmatic functions of an AEL grant by communicating regularly with members of the AEL consortium and by sharing information, policy or procedural changes, and technical assistance provided by the Agency to oversee the grant.

1.2 Monitoring. The AEL Grant Recipient Shall:

- (A) monitor programmatic and fiscal progress against goals and project deliverables; and
- (B) timely notify the Agency of problems related to achievement of programmatic and fiscal goals of the grant in accordance with appropriate systems to receive and compile outcome measures and fiscal reports.

1.3 Technical Assistance. The AEL grant recipient shall carry out the programmatic and reporting functions of an AEL grant by providing or requesting technical assistance for its program, or in an AEL consortium for AEL consortium members, related to the design, implementation, and internal evaluation of their AEL services or support services.

1.4 Professional Development. The AEL grant recipient shall plan and coordinate the provision of necessary professional development opportunities for its program, or in an AEL consortium to the AEL consortium members.

1.5 Reporting. The AEL Grant Recipient Shall:

- (A) collect and compile all fiscal and programmatic information regarding the activities, expenses, and performance outputs and outcomes of the AEL grant; and
- (B) submit this information to the Agency.

1.6 Workforce Area Coverage.

- (A) The AEL grant recipient shall ensure that services are provided to the portion of the workforce area designated in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.
- (B) For an AEL consortium, the AEL grant recipient shall ensure that services are provided to the portion of the workforce area, as designated for the consortium in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.
- (i) If a consortium member fails to perform in accordance with the AEL consortium's coordinated service delivery plan, the AEL grant recipient shall provide technical assistance, as appropriate;



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BISD Adult Continuing Education

- (ii) If a consortium member withdraws from a consortium, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The AEL grant recipient shall coordinate with remaining consortium members to develop an alternative proposal for service delivery and submit it to the Agency for approval;
- (iii) If an AEL lead organization of a consortium withdraws from a consortium or from its role as the lead organization of the consortium, the AEL grant recipient must ensure that a letter of intent to withdraw is provided to the Agency contract manager. The AEL grant recipient must coordinate with remaining consortium members to identify an alternative lead organization of the consortium and submit it to the Agency for approval; and
- (iv) If, in a workforce area with multiple consortiums that cover the entire workforce area, one or more consortiums withdraws, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The Agency will coordinate with the remaining consortiums to develop an alternative proposal for service delivery for the entire workforce area.
- (g) For an AEL consortium, the Agency reserves the right to reevaluate an AEL grant in light of any change in the AEL consortium membership based on the consortium's continued ability to meet the terms of the original grant award as demonstrated through an alternative proposal. The Agency's reevaluation may include termination of all awards under the AEL consortium if deemed appropriate.
- (1) If an AEL consortium or AEL consortium member withdraws, the funds and activities committed to in the application shall not be shifted to another AEL consortium, AEL consortium member, or a new institution without written Agency approval.
- (2) The AEL grant recipient shall contact the Agency's grant contract manager to discuss options for replacement grants within the AEL consortium.

Both parties agree and will secure educational activities that will be to the best interest of every participant and success of the program. Both parties will secure that performance measures and IPQ's (Indicators of Program Quality) of adult education are implemented and executed throughout the program duration.

Either party throughout the fiscal year may dissolve this Letter of Agreement within one weeks' notice.

VBMC acknowledges that as a collaborating partner under agreement with Brownsville Independent School District that Adult Continuing Education has a legitimate educational interest in student data and information contained in educational records provided to them in the execution of providing services to the District.

Adult Continuing Education agrees to keep confidential all records obtained by them and to comply with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Disclosure to third parties by VBMC shall be in strict compliance with all FERPA requirements or by obtaining the written consent of the parent(s) and/or legal guardian of the student(s). BISD's ACE Program runs upon execution and ending June 30, 2026.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education



Brownsville Independent School District

708 Palm Blvd. Brownsville, Texas 78520 (956) 548-8175 Fax: (956) 714-6235

Dr. Jesus H. Chavez
Superintendent

Signed by:

Leslie Bingham

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Leslie Bingham, CEO
Valley Baptist Medical Center

Dr. Jesus H. Chavez
Superintendent

10/28/2025 | 9:21 AM CDT

Date

Date

Brownsville Independent School District Adult Continuing Education Department 708 Palm Blvd. Brownsville, Texas 78520

Phone: (956) 548-8175; Fax: (956) 714-6235

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BISD no discrimina a base de raza, color, origen nacional, sexo, religión, edad, discapacidad o información genética en el empleo o en la provisión de servicios, programas o actividades.

Certificate Of Completion

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Leslie Bingham
 Leslie.Bingham@valleybaptist.net
 Security Level: Email, Account Authentication (None)

Signature

Signed by:

 84A55F2783F3485

Signature Adoption: Pre-selected Style
 Using IP Address: 169.224.182.124

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Intermediary Delivery Events

Status

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Certified Delivery Events

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Virginia Gonzalez
 Virginia.Gonzalez@valleybaptist.net
 Security Level: Email, Account Authentication (None)

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Mary Ann Reynon
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Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	10/28/2025 9:21:41 AM
Completed	Security Checked	10/28/2025 9:21:42 AM
Payment Events	Status	Timestamps