



## SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

### Agenda Item Summary

Meeting Date: March 16, 2026

Agenda Section: Consent

Agenda Item Title: PTECH Intralocal Agreement

From/Presenters: Dr. Jennifer Gutierrez, Deputy Superintendent

Description: This Intralocal Agreement represents the renewal of the agreement between the PTECH Program at South San Antonio High School and the South San Antonio ISD Department of Technology. Renewing this agreement allows the students in the PTECH program to complete an internship as part of required coursework with Palo Alto College. Through the internship, PTECH students will continue to receive knowledge of and the opportunity for application of foundational on-the-job skills foundational for future career opportunities.

Historical Data: The PTECH Program at South San Antonio High School and the South San Antonio ISD Department of Technology have had a partnership since 2024.

Recommendation: Approve the partnership with the PTECH Program at South San Antonio High School and the South San Antonio ISD Department of Technology

Purchasing Director and Approval Date: Victoria Cantu, March 16, 2026

Funding Budget Code and Amount: N/A

Goal 1: SSAISD will increase academic achievement for all students and thus close the gap between student populations in pursuit of advanced performance and post-secondary educational or career paths.

# Contract Review Request Form



Requestor:

Date:

Department/Campus:

Please click [here](#) for information regarding TEA Requirements for criminal background checks.

Agency Name:

Contract Title:

Agency Contact Name:

Email:

Phone:

Briefly summarize the specific services this contract will encompass. (2-3 sentences)

This Intralocal Agreement represents the renewal of the agreement between the PTECH Program at South San Antonio High School and the South San Antonio ISD Department of Technology. Renewing this agreement allows the students in the PTECH program to complete an internship as part of required coursework with Palo Alto College. The PTECH Program at South San Antonio High School and the South San Antonio ISD Department of Technology have had a partnership since 2024.

Contract Term Start Date:

End Date:

new contract  renewal

Estimated Contract Value:

Fund Account Name:

Org/Campus #

Requestor Signature:

**Step 2**

Does this contract require board approval?  Yes:  No

Board Date:

Deputy Superintendent (or) Chief Financial Officer

Print Name:

Signature:

Date:

Procurement Notes

**Procurement Review**

Procurement Director

Signature:

Date:



## Contract Request Review Board Meeting Deadlines

2025-2026

<b>Board Meeting Dates</b> <b>(Contract Projected Board Date)</b>	<b>Contract Review Requests Deadlines</b> <b>(Contract to be submitted to Procurement Department)</b>
Monday, February 23, 2026	Monday, February 2, 2026
Monday, March 16, 2026	Monday, February 13, 2026
Monday, April 20, 2026	Monday, March 30, 2026
Monday, May 18, 2026	Monday, April 27, 2026
Monday, June 15, 2026	Tuesday, May 26, 2026
Monday, July 20, 2026	Friday, June 26, 2026

*(Ex: If a proposed contract shall be presented at the November 17, 2025 Board Meeting, then the Contract Request shall be submitted to the Procurement Department no later than October, 27, 2025)*



# **SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**

5622 Ray Ellison Blvd :: San Antonio :: Texas :: 78242 :: (210) 977-7000 ::

---

**INTRALOCAL AGREEMENT  
BETWEEN  
SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT DEPARTMENT OF  
TECHNOLOGY  
AND  
SOUTH SAN ANTONIO HS PATHWAYS IN TECHNOLOGY EARLY COLLEGE  
HIGH SCHOOL**

The South San Antonio Independent School District, Department of Technology (DOT) and the South San Antonio HS Pathways in Technology Early College High School (SSA P-TECH) enter into an Intralocal Agreement to develop a partnership in compliance with the Texas Education Agency's P-TECH Blueprint for students in the SSA P-TECH for the 2025-2026 academic school year to include the "summer" months of June and July.

The intent of this Intralocal Agreement is to define the roles and responsibilities and to develop a strong partnership for the Associates of Applied Science in Cyber Defense & Operations degree with Cyber & Digital Forensics Level 1 Certificate and Cyber Defense & Operations Level 2 Certificate. This shall provide a detailed plan for work-based learning experiences for students appropriate to each grade level, such as facility visits, guest speakers, presentations, career information, job shadowing, internships, externships, and apprenticeships.

## **MUTUAL UNDERSTANDING**

DOT and SSA P-TECH agree to work together to support the following goals:

- Keep each other updated on any changes that may impact service delivery;
- Develop a method of communicating needs and challenges;
- Collaborate to encourage students to pursue industry certifications, post-secondary education, career and internship opportunities; and
- Work in partnership to establish additional partners to support the SSA P-TECH program



# SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

5622 Ray Ellison Blvd :: San Antonio :: Texas :: 78242 :: (210) 977-7000 ::

DOT agrees to partner and/or support the SSA P-TECH program in the following marked items:

Cannot Support	Will Support	Element of Support
	X	DOT liaison with decision making authority who interacts directly and frequently (in person or virtually) with SSA P-TECH leader and can/will participate as part of the advisory board.
	X	Be part of the SSA P-TECH leadership team that meets regularly to address the success and fulfillment of the Texas Education Agency's Blueprint.
	X	Assist with opportunities for SSA P-TECH teachers to receive extensive training and support through regularly scheduled formative peer observations and collaboration opportunities.
	X	Assist with a detailed plan for work-based learning experiences for students appropriate to each grade level, such as (check all that can be supported): <ul style="list-style-type: none"> <li><input type="checkbox"/> facility visits</li> <li><input type="checkbox"/> guest speakers</li> <li><input type="checkbox"/> presentations</li> <li><input type="checkbox"/> career information</li> <li><input type="checkbox"/> job shadowing</li> <li><input type="checkbox"/> internships</li> <li><input type="checkbox"/> externships</li> <li><input type="checkbox"/> apprenticeships</li> </ul>
	X	Support for students' activities, such as clubs, Career and Technical Student Organizations, competitions, and special initiatives
	X	DOT will give to a student who receives work based training or



# SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

5622 Ray Ellison Blvd :: San Antonio :: Texas :: 78242 :: (210) 977-7000 ::

		education from DOT under the SSA P-TECH program priority in interviewing for any jobs for which the student is qualified that are available on the student's completion of the program.
	X	DOT will assist with the course path and program monitoring.
	X	Give SSA P-TECH students access to business and industry partners and work-based learning facilities, services, and resources

## FEES

SSA P-TECH shall incur the cost and fees for transportation and materials needed to support the work-based learning experiences for the students in the SSA P-TECH.

## TERMINATION

This Intralocal agreement may be terminated by either of the parties upon giving a sixty (60) days written notice of termination to the other party at the addresses below (an email may also be used):

For DOT: South San Antonio ISD Department of Technology  
 Attention: Israel DeLeon, Director of Technology  
 5622 Ray Ellison Drive  
 San Antonio, TX 78242  
 Email: [israel.deleon@southsanisd.net](mailto:israel.deleon@southsanisd.net)

For SSAHS P-TECH: South San Antonio High School, Department of P-TECH

Attention: JennyLee Taylor, Director of Early College High School  
 5622 Ray Ellison Drive  
 San Antonio, TX 78242  
 Email: [jennylee.taylor@southsanisd.net](mailto:jennylee.taylor@southsanisd.net)

/



# SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

5622 Ray Ellison Blvd :: San Antonio :: Texas :: 78242 :: (210) 977-7000 ::

The individuals executing this Intralocal Agreement on behalf of South San Antonio Independent School District, Department of Technology and South San Antonio Pathways in Technology Early College High School acknowledge that they are duly authorized to execute this agreement. All parties hereby acknowledge that they have read and understood this MOU and the attachments and/or exhibits hereto. This Intralocal Agreement shall not become effective until executed by both parties (fully executed).

I have read and agree to the terms and conditions outlined above.

<b>South San Antonio Independent School District, Department of Technology</b>	<b>South San Antonio HS Pathways in Technology Early College High School</b>
Name: Israel DeLeon, Director of Technology	Name: JennyLee Taylor, Director of Early College High School
Signature: _____  Date: _____	Signature: _____  Date: _____
Name: Dr. Saul Hinjosa, Superintendent of Schools  Superintendent Signature: _____ Date: _____	