



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: July 21, 2025

A handwritten signature in black ink, appearing to be 'JR', is written over the meeting date.

Agenda Section: Consent Agenda

Agenda Item Title: Approve the Memorandum of Understanding between The Children's Bereavement Center of South Texas and South San Antonio ISD.

From/Presenters: Dr. Jennifer Gutierrez, Deputy Superintendent

Additional Presenter if needed: Rosemary Morales, Director of Guidance and Counseling

Description: The Children's Bereavement Center is one of our CARE Zone partners who will provide psychotherapeutic support and grief activities to students and families. They will provide grief activities that are age-appropriate and consistent with best practices.

Historical Data: The same service agreement was approved at the June 21, 2023 and July 17, 2024 board meetings.

Recommendation: Approve the memorandum of understanding between The Children's Bereavement Center of South Texas and South San Antonio ISD.

Purchasing Director and Approval Date: NA

Funding Budget Code and Amount: NA

Goal: 4. SSAISD will ensure all students are provided a learning environment centered on their well-being that impacts their learning and success.



South San Independent School District (SSAISD) and Children's Bereavement Center of South Texas Memorandum of Understanding 2025-2026

The Children's Bereavement Center of South Texas is a non-profit provider of grief support programs in South Texas. The mission of CBCST is to foster healing for grieving children and youth, their families and the community.

This Memorandum of Understanding is in response to a request from SSAISD for grief support services for students and is written to outline the roles and relationships of these two entities related to working together to provide support of SSAISD students and their families.

PRINCIPAL PARTICIPANTS

SSAISD Point of Contact: Ron Flores, MS, LMSW-IPR

CBCST Chief Program Officer: Adriana McKinnon, LPC

CBCST School-Program Director: Devan Aguilar-Mock, LPC

TERMS OF AGREEMENT

SSAISD agrees to:

- Identify students in SSAISD that would benefit from individual or group services and provide the referrals to the CBCST clinician in a confidential manner.
- Inform caregivers that a bereavement referral is being made prior to submitting the referral to the CBCST clinician.
- Obtain written parental or guardian consent for participation for each child before student can join the grief support group and provide consent to CBCST staff.
- Arrange for adequate and confidential space for all therapy sessions for students.
- Provide a central point of contact for coordinating services and dates to staff, students, and their families.
- Inform caregivers about waitlist status if CBCST clinician reaches maximum caseload capacity.
- Maintain communication with CBCST Program Manager and Chief Program Officer to address issues and concerns as needed.
- CBCST staff will properly refer students reporting abuse or intent to harm self or others to district/campus staff who assume responsibility for safety of student as well as well follow up care for students.
- Provide school level information for the following data points: student behavioral referrals, student attendance/absenteeism, and student progress/promotion within 2 weeks of request.



HUMAN SERVICES
CITY OF SAN ANTONIO



United Way of San Antonio
and Bexar County



Children's Bereavement Center OF SOUTH TEXAS

CBCST will agree to:

- Provide a licensed professional/supervised graduate level interns with qualification and experience necessary to provide psychotherapeutic support to students and family members as requested.
- Provide grief activities (including curriculum and supplies) that are age-appropriate and consistent with best practice.
- Maintain confidentiality of clients, group members, and information according to HIPAA and other applicable privacy laws.
- Maintain effective working relationships with campus staff to provide appropriate treatment referrals for clients to the CBCST.
- Collaborate with campus staff to promptly report and create action or care plans for students who disclose abuse or express intent to harm themselves or others, in adherence to state reporting regulations and campus protocols.
- Ensure CBCST therapists receive timely notifications for all school drills and lockdowns for safety preparedness.

Both parties agree to hold harmless each agency, its Board members, staff, volunteers and agents from any liability, loss or damage they may suffer as a result of claims, demands, costs of judgements against them or arising out of the activities to be carried out pursuant to the obligations of the MOU. CBCST and SSISD acknowledge that any said loss or damage resulting from negligence or willful malfeasance is excluded from this agreement to hold harmless.

This MOU is valid through the 2025-2026 school year. This MOU will be reviewed annually and may be terminated by either party by providing written notice to the other party of a decision to terminate.

Signature Date

Kristina Hernandez, Chief Executive Officer
Children's Bereavement Center of South Texas

Signature Date

Superintendent/Designee
South San ISD



HUMAN SERVICES
CITY OF SAN ANTONIO

2



United Way of San Antonio
and Bexar County