

**Interlocal Agreement
between Harris County Department of Education
& Goose Creek CISD**

Pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, and Chapter 271, Subchapter F of the Texas Local Government Code, and other similar, applicable laws of other states, this Interlocal Agreement ("Agreement") is made and entered into by and between Harris County Department of Education ("HCDE"), located in Houston, Texas, and Goose Creek CISD ("ISD"), located in 11411 C.E. King Parkway, Houston, Texas 77044, for the purpose of contracting for the performance of governmental functions and services. The undersigned may be referred to in this Agreement individually as a "Party" and collectively as the "Parties."

Preamble

HCDE is a local governmental entity established to promote education in Harris County, Texas and is duly authorized to provide programs and services in the State of Texas. Both HCDE and ISD desire to set forth, in writing, the terms and conditions of their agreement.

General Terms and Conditions

In consideration of the mutual covenants and conditions contained in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, agree as follows:

1. **Term.** This term of this Agreement is for services beginning June 1, 2025 and ending May 31, 2028 ("Term"). This Agreement may be extended by mutual written agreement of the Parties, contingent upon approval of HCDE's Board of Trustees, as may be required. All extensions of this Agreement shall be subject to the terms and conditions specified herein.
2. **Agreement.** The terms of this Agreement shall apply and will be considered a part of any addendum, purchase order, or contract for programs and services delivered by HCDE. This Agreement and the attached and incorporated addenda, purchase orders, or exhibits, if any, contain the entire agreement of the parties, and there are no representations, agreements, arrangements, or undertakings, oral or written, between the Parties to this Agreement other than those set forth in this Agreement and duly executed in writing.
3. **Purpose and Scope of Work.**
 - A. HCDE, through the Center, agrees to work with ISD to implement its Three-Year Certification and Support Program ("the Program"), as detailed below and in attached Exhibit A:
 - i) The Program will be available for up to five Candidates per year. ISD agrees to provide HCDE with a final Participant list of candidates who are participating in the Program. The ISD further agrees to maintain and update the List throughout the school year, as may be required, due to removal from the program, termination or resignation of employment, and to deliver any updated copies of the List to the Center as soon as reasonably practicable. HCDE shall have the right, but not the obligation, to interview and otherwise screen

Candidates selected by ISD to determine, in HCDE's reasonable discretion, whether the Candidates meet HCDE's criteria to be accepted for participation in the Program. HCDE shall have the right, in HCDE's reasonable discretion, to reject any Candidate who, in HCDE's judgment, does not meet HCDE's criteria to be accepted for the Program. In the event that HCDE rejects any Candidate who, in HCDE's reasonable judgment, does not meet HCDE's criteria to be accepted for participation in the Program, ISD shall remove such Candidate from consideration for the Program. ISD may furnish alternate Candidate(s) for HCDE's consideration, a reasonable amount of time before the commencement of the Program. The ISD has final approval for all hires.

- ii) The Program has three (3) distinct year-long phases as described below:

Year One: Pre-Service Year

- (1) Candidates will attend pre-service coursework and development during CES summer intensive.
- (2) One day a week for a total of 6 hours each day (on a day of the week that the Parties shall agree on) during ISD's school year, the Candidates will: (1) attend preservice coursework conducted by the Center, (2) participate in guided observation hours and/or clinical supervisor observation at various campuses within ISD, which shall be coordinated by the Center, (3) and/or attend guided test preparation courses conducted by the Center.
- (3) To the extent it becomes necessary to change the date or time of the professional development classes, the Parties shall work together in good faith to reschedule appropriately.

Year Two: Internship Year (Teacher of Record)

- (4) During regular business hours on mutually agreed upon scheduled day(s) of the week during ISD's school year, the Candidates will: (1) participate in field-supervisions which include: formal observations, pre- and post-meetings, HIT (High-Impact Touchpoints), and any reasonable additional coaching the Candidate may need; and (2) participate in internship program hours conducted by the Center once per month.
- (5) During regular business hours on mutually agreed upon scheduled day(s) of the week during ISD's school year, the Candidates' administration will attend and participate in at least 3 governance meetings per Candidate.
- (6) Any unmet requirements as listed in Year One, ISD would provide the candidates the necessary resources and support to complete the Candidates' outstanding requirements.

Year Three: Post Certificate Support Year

- (7) The Center will provide teaching sequenced support to the Candidates.

- (8) The Candidate may participate in guided observation hours and/or clinical supervisor observation at various campuses within ISD, which shall be coordinated by the Center.
- (9) The Center will provide access to HCDE events and professional learning opportunities.
- (10) Any unmet requirements as listed in Year One or in Year Two, ISD would provide the candidates the necessary resources and support to complete the Candidates' outstanding requirements.

The Program is anticipated to be completed in three (3) years. The Program will not be extended (unless mutually agreed upon by the Parties, in writing) past Year Three for any Candidate due to Candidate's failure to make progress in the Program. Additional cost will be negotiated upon renewal.

iii) ISD agrees to assist the Center in conducting the Program, and specifically agrees to:

- (1) Provide an appropriate intern placement that allows the Candidate to meet all certification requirements.
- (2) Release Candidates from ISD responsibilities during regular business hours per outlined schedule found in section 3.iii-v during ISD's school year the Program so that they may attend Program-related trainings, observations, and/or internships.
- (3) Release Candidates from ISD responsibilities as required to ensure that each Candidate in the Program can meet all teaching and observation hours requirements as per applicable State Board for Educator Certification rules.
- (4) Release Candidates from ISD responsibilities on an as-needed basis to allow Candidates to participate in an adequate amount of test preparation conducted by the Center. The Parties agree to coordinate Candidates' schedules with a focus on test preparation participation by the Candidates during ISD business hours.
- (5) Develop a Candidate Participation Agreement that both the ISD and the Center approve and enter into the mutually agreed upon Candidate Participation Agreement with each Candidate prior to their participation in the Program and return the same to the Center before each cohort of Candidates begins the Program.
- (6) Appoint a qualified liaison to communicate and coordinate on behalf of ISD with HCDE representatives regarding this Agreement. The ISD liaison shall make best efforts to assist HCDE representatives in providing services to Candidates.
- (7) ISD may change its liaison(s) by providing written notice to HCDE. The representatives of HCDE and ISD shall meet as often as necessary to implement the terms of this Agreement and make such operational suggestions and changes as are needed.

B. HCDE and ISD will jointly monitor the progress of each Candidate and will share and co-analyze performance data. Candidates shall comply with applicable HCDE, ISD, and/or Program policies, rules, and regulations. Either HCDE or ISD may remove a Candidate from the Program if, in the reasonable opinion of that Party, the Candidate is not making satisfactory progress in the Program; or the Candidate has failed to comply with the rules, regulations, policies, and procedures of HCDE, ISD, or the Program. Upon removal of a Candidate under the terms of this Paragraph, the Party

removing the Candidate shall provide the other Party with immediate notice of the Candidate's removal and a brief statement of the reasons for the Candidate's removal.

- C. Both Parties agree to collaborate, as necessary, to administer the Program and services described in this Agreement and to act in the best interest of the Candidates. Both Parties shall use collaborative problem-solving techniques and best efforts to resolve issues between the Parties as they may arise.

4. As is. HCDE makes this Agreement available to HCDE participating entities "as is" and is under no obligation to revise the terms, conditions, scope, prices, and/or any requirements of the Agreement for the benefit of ISD.
5. Master Contract. This Agreement can be utilized as a Master Contract. The general terms and conditions in this Agreement will serve to outline the working relationship between HCDE and ISD.

ISD agrees to adhere to the specific terms and conditions set forth for the HCDE programs and/or services as contracted by ISD. In the case of a conflict between this Agreement and any addendum, purchase order, or individual contract for a specific HCDE program or service, the provisions of the addendum, purchase order, or individual contract will govern.

6. Payments. Entity will pay HCDE \$0, plus expenses of \$0 per day for services provided in Exhibit A for the five candidate seats that are fully funded through the Houston Endowment Grant. If the ISD chooses to purchase any additional candidate seats to the 25-26 cohort, the ISD pays the amount in full (per year) to HCDE for all additional candidate seats. Seats are not refundable and only for one individual per seat to be served. Seats cannot be shared among participants.
7. Invoices. HCDE will invoice ISD for the HCDE programs and services that ISD purchases from HCDE. ISD agrees to remit payment to HCDE within thirty (30) days after the later of the following: (1) the date ISD receives the goods; (2) the date the performance of the service is completed; or (3) the date ISD receives an invoice for the goods or service. If ISD makes a payment to HCDE with a credit card, ISD agrees to pay to HCDE a surcharge fee consisting of any applicable credit card fees and/or costs incurred by HCDE, including, without limitation, the processing fee(s) charged to HCDE by the credit card company(ies).
8. Participation in HCDE's Cooperative Purchasing Program. If ISD elects to participate in HCDE's cooperative purchasing program, Choice Partners, ISD shall be permitted to purchase goods and services using the contracts competitively procured by HCDE. HCDE does not assess a fee to ISD for participation in Choice Partners. ISD shall make payments directly to vendors. ISD shall be responsible for ordering, inspecting, and accepting the goods and services purchased through Choice Partners. ISD shall further be responsible for the vendors' compliance with provisions relating to the specific quality of goods and services delivered and terms of delivered, as set forth between ISD and the vendor. HCDE is not responsible or liable for the performance of any vendor used by ISD as a result of this Agreement or ISD's participation in Choice Partners.

9. **Compliance with Laws.** Each Party is responsible for complying with applicable laws and regulations relating to this Agreement and any purchase made under this Agreement.
10. **Termination.** This Agreement may be terminated prior to the expiration of the Term hereof as follows:
- By either Party, with or without cause, upon thirty (30) days' prior written notice;
 - By mutual written agreement of the Parties; or
 - By either Party immediately if the other Party commits a material breach of any of the terms of this Agreement and no remedial action can be agreed upon by the Parties.
- Termination of this Agreement by a Party shall not terminate an existing purchase order or individual contract between HCDE and ISD or between ISD and an HCDE cooperative purchasing program vendor. In the event of termination of this Agreement or any purchase order or individual contract, ISD shall be responsible for compensating HCDE for programs and services provided by HCDE up to the effective date of termination.
11. **Assignment.** Neither this Agreement nor any duties or obligations entered in subsequent contracts because of this agreement shall be assignable by either party without the prior written acknowledgment and authorization of both parties.
12. **Conflict of Interest.** During the Term of HCDE's service to ISD, ISD, its personnel and agents, shall not, directly or indirectly, whether for ISD's own account or with any other person or entity whatsoever, employ, solicit or endeavor to entice away any person who is employed by HCDE.
13. **Contract Amendment.** This Agreement may be amended only by the mutual agreement of all Parties, in writing, to be attached to and incorporated into this Agreement.
14. **Notice.** Any notice provided under the terms of this Agreement by either party to the other shall be in writing and shall be sent by **certified mail, return receipt requested**. Notice to shall be sufficient if made or addressed as follows:

Harris County Department of Education
Attn: James Colbert, Jr.
County School Superintendent
6300 Irvington Blvd.
Houston, Texas 77022
713-694-6300

Goose Creek CISD ("ISD")
Attn: Heather Alarcon
Title: Asst Superintendent of HR
Address: 4544 Interstate 10 East
City, State, Zip: Baytown, Texas 77521
Phone: (281) 420-4800
Email: heather.alarcon@gccisd.net

15. **Relation of Parties.** It is the intention of the parties that ISD is independent of HCDE and not an employee, agent, joint venturer, or partner of HCDE and nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee, agent, joint venturer or partner, between HCDE and ISD or HCDE and any of ISD's representatives.

16. Non-Exclusivity of Services. Nothing in this Agreement may be construed to imply that HCDE has exclusive right to provide ISD with programs or services. During the Term of this Agreement, ISD reserves the right to use all available resources to procure other programs and services as needed and, in doing so, will not violate any rights of HCDE.
17. Disclaimer. HCDE DOES NOT WARRANT THAT THE OPERATION OR USE OF HCDE PROGRAMS AND/OR SERVICES WILL BE UNINTERRUPTED OR ERROR FREE. HCDE HEREBY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, IN REGARD TO ANY INFORMATION, PRODUCT, PROGRAM, OR SERVICE FURNISHED UNDER THIS AGREEMENT, INCLUDING, WITHOUT LIMITATION, ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
18. Limitation of Liability. Without waiver of the Disclaimer in Article 17 of this Agreement, the Parties agree that:
 - Neither Party waives any immunity afforded to it under applicable law; and
 - Neither Party shall be liable to the other Party for special, incidental, or exemplary damages with regard to any lawsuit or formal adjudication arising out of or relating to this Agreement.
19. Severability. In the event that any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions, and the Agreement shall be construed as if such invalid, illegality, or unenforceable provision had never been contained in it.
20. Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflicts of laws provisions. The mandatory and exclusive venue for the adjudication or resolution of any dispute arising out of this Agreement shall be in Houston, Harris County, Texas.
21. No Waiver. Nothing in this Agreement shall be deemed to waive, modify, or amend any legal defense available at law or equity to a Party, including the defense(s) of immunity. No failure on the part of either Party at any time to require the performance by the other Party of any term hereof shall be taken or held to be a waiver of such term or in any way affect such Party's right to enforce such term, and no waiver on the part of either Party of any term hereof shall be taken or held to be a waiver of any other term hereof or the breach thereof. No waiver, alteration, or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by duly authorized representatives of the Parties hereto.
22. Benefit for Signatory Parties Only. Neither this Agreement, nor any term or provisions hereof, not any inclusion by reference, shall be construed as being for the benefit of any party not in signatory hereto.
23. Authorization. Each party acknowledges that the governing body of each Party to the Agreement has authorized and approved this Agreement.

24. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original constituting one and the same instrument.

In witness whereof, HCDE and ISD have executed this Agreement to be effective on the date specified in Article 1. Term above:

Goose Creek CISD

Matt Bolinger

Authorized Signature

Matt Bolinger

Printed Name

Asst Superintendent of HR

Title

Mar 25, 2025

Date

Harris County Department of Education

James Colbert, Jr.

County School Superintendent

Date

Type of Local Governmental Entity (*select one*):

- | | |
|---|--|
| ☐ School District | ☐ Charter School |
| ☐ County | ☐ City/Municipality |
| ☐ University | ☐ College |
| ☐ State Entity | |
| ☐ Governmental entity/other: _____ | |

EXHIBIT A SCOPE OF WORK

District Partnership - Alternative Certification and Support – Goose Creek CISD Goose Creek CISD Initial Cohort

- **2025-2026 CES/GCCISD Initial Cohort** (3-year Certification Program for up to five teacher candidates)
 - Preservice Coursework
 - Guided Observation Hours
 - Test Preparation
 - Instructional Coaching during Internship
 - Clinical Supervisor Observation
 - Year 3 support
- **Goose Creek CISD Partnership Agreements:**
 - GCCISD implements candidate agreements with the five candidates (HCDE can provide an example)
 - GCCISD agrees to the following structure:
 - GCCISD releases the five candidates to attend Wednesday pre-service coursework at Sheldon and Channelview facilities: weekly during pre-service year
 - GCCISD secures subs for any candidates needing them
 - GCCISD agrees to district collaboration with CES on teacher support (i.e. communication, access to curriculum, progress meetings, etc.)
 - GCCISD commits to monthly meetings starting in February for collaboration on recruitment as well as strategy for funding for future cohorts (GCCISD Director Human Resources & CES Officer of Partnerships & Recruitment)
 - GCCISD commits to at least one meeting with Superintendent by end of June to discuss GCCISD and HCDE long-term partnership and sustainability

Year	25-26 GCCISD Cohort (5 Total Candidates)
Year 1: SY 25-26	Preservice (\$17,500)
Year 2: SY 26-27	Internship (\$10,000)
Year 3 SY 27-28	Year 3 Support (\$5,000)
Total Investment	\$32,500

Note: Five candidate seats are fully funded through the Houston Endowment. If Goose Creek CISD wants to add any additional candidate seats to the 25-26 cohort, Goose Creek CISD pays the amount in full (per year) to HCDE for all additional candidate seats. Seats are not refundable and only for one individual per seat to be served. Seats cannot be shared among participants.

Amendment

Harris County Department of Education & Goose Creek CISD relating to HCDE's The Center for Educator Success' Certification and Support Program

This Amendment to the Interlocal Agreement ("Agreement") between Harris County Department of Education ("HCDE") and Goose Creek CISD ("District") is entered into for the purpose of continuing and strengthening the existing partnership to support the preparation, certification, development, and retention of teacher candidates through HCDE's Center for Educator Success Certification and Support Program ("Program").

The Parties desire to extend the collaboration for the next two cohorts and to reaffirm their shared commitment to candidate recruitment, preparation, instructional support, clinical experiences, certification success, and long-term educator pipeline development. The following revisions supersede and replace previous payment provisions and supplement the existing programming and operational commitments outlined in the original Agreement.

The Parties agree to extend the collaboration for the 2026–2027 and 2027–2028 teacher candidate cohorts participating in HCDE's Center for Educator Success Certification and Support Program.

1. Program Implementation and Collaboration

HCDE and the District agree to continue collaborative implementation of the Program for the next two cohorts of teacher candidates. The Program will continue to include, but not be limited to:

- Summer Intensive pre-service training;
- Pre-service coursework and professional development;
- Certification exam preparation and support;
- Guided observation and clinical experiences;
- Instructional coaching and mentorship support;
- Clinical supervision during internship;
- Candidate progress monitoring;
- Ongoing collaboration meetings between HCDE and District representatives; and
- Post-certification support as outlined in the original Agreement.

The District agrees to collaborate with HCDE in recruitment efforts to identify and support prospective teacher candidates, including paraprofessionals, substitutes, clerks, long-term substitutes, uncertified teachers, and other eligible employees interested in pursuing teacher certification.

The Parties may coordinate recruitment events, information sessions, candidate outreach efforts, and other activities designed to support cohort enrollment and successful Program participation.

The District agrees to designate an appropriate liaison to support communication, candidate engagement, and coordination of Program-related activities.

HCDE and the District agree to collaboratively implement Program services for teacher candidate cohorts beginning Summer 2026 and continuing through the 2027–2028 school year in alignment with the three-year certification support model outlined in the original Agreement.

Candidates selected for the 2026–2027 cohort may begin participation through Summer Intensive and onboarding activities occurring during Summer 2026.

2. Payments

The District agrees to facilitate Candidate participation in the Program by collecting Program tuition and fees from participating Candidates through payroll deduction or other District-approved collection methods and remitting those collected funds to HCDE.

The Parties acknowledge that the Program costs are the responsibility of the participating Candidates and are not being fully funded by the District under this Agreement. The District's role is administrative in nature and includes facilitating collection and remittance of Candidate-paid Program costs to HCDE.

The District shall remit collected Program payments to HCDE in accordance with the invoicing schedule outlined herein. HCDE shall not be responsible for administering payroll deductions, collecting delinquent amounts directly from payroll, or resolving disputes between the District and Candidates related to payroll deductions or repayment obligations.

In the event a Candidate withdraws, separates employment, becomes ineligible for payroll deduction, or otherwise fails to satisfy payment obligations to the District, HCDE shall not be a party to any dispute between the District and Candidate regarding repayment obligations.

The District further agrees to compensate HCDE for any Additional Services requested and received, at rates mutually agreed upon by the Parties at the time such services are provided.

3. Invoices

HCDE will invoice the District for Program participation costs associated with enrolled

Candidates. The District shall remit to HCDE amounts collected from participating Candidates through payroll deduction or other approved collection methods.

Payments shall be remitted to HCDE within thirty (30) days of the District's receipt of invoice and/or collection of Candidate payments, as mutually agreed by the Parties.

HCDE will also invoice the District for any Additional Services provided, with payment due within thirty (30) days following receipt of invoice.

If the District elects to make payment by credit card, the District agrees to remit all applicable processing fees incurred by HCDE.

The District does not guarantee payment of Program costs on behalf of Candidates except for amounts actually collected by the District from participating Candidates unless otherwise expressly agreed in writing.

4. Fees Assessed to Candidates by District

The District may charge Candidates a fee to participate in the Program. Any such fee arrangement shall be solely between the District and the Candidate. HCDE shall not be a party to any agreement or dispute arising from fees assessed by the District to Candidates.

5. Participant Agreements

Candidates participating through the District pathway may be required by the District to execute participation agreements acknowledging responsibility for Program costs and payroll deduction authorization.

6. Exhibit A: Cost Analysis Breakdown

A revised Exhibit A, detailing the updated cost analysis for the next two cohorts, and payment schedule is incorporated herein.

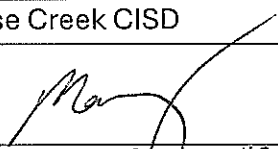
Exhibit A: Cost Analysis Breakdown for 2 Cohorts/ Teacher Candidates

<i>Goose Creek CISD</i>	FY 26-27	FY 27-28	Total Collections Per Cohort
Cohort 1 (1 teacher candidate at \$4,000 per candidate)	\$4,000		\$40,000
Cohort 2 (5 teacher candidates at \$4,000 per candidate)		\$20,000	\$20,000
TOTAL Per Fiscal Year (Cost passed to teacher candidates.)	\$4,000	\$20,000	\$24,000

Exhibit B: Payroll Deduction Schedule for Teacher Candidates

Payroll Deduction Schedule 26-27 SY
PRESERVICE:
September 2026 – December 2026
• \$125 per pay period
• 8 pay periods
• Total collected: \$1,000
INTERNSHIP:
January 2027 – October 2027
• \$150 per pay period
• 20 pay periods
• Total collected: \$3,000
Total Candidate Contribution: \$4,000

Payroll Deduction Schedule 27-28 SY
PRESERVICE:
September 2027 – December 2027
• \$125 per pay period
• 8 pay periods
• Total collected: \$1,000
INTERNSHIP:
January 2028 – October 2028
• \$150 per pay period
• 20 pay periods
• Total collected: \$3,000
Total Candidate Contribution: \$4,000

Goose Creek CISD	Harris County Department of Education
By: 	By:
Name: <i>Chief of HR</i> ↗	Name: Ann Westbrook
Title: <i>Matt Bolinger</i> ↘	Title: Chief Financial Officer
Date: <i>8/11/2026</i>	Date:



**Harris County Department of Education
Center for Educator Success – Teacher Certification Program
Payroll Deduction Schedule Verification**

This document verifies the agreed-upon payroll deduction schedule for Goose Creek CISD employees participating in the Harris County Department of Education (HCDE) Teacher Certification Program during the 2026–2027 school year.

The total teacher candidate contribution is \$4,000.00, to be collected through payroll deduction according to the following schedule:

Preservice Phase
September 2026 – December 2026
Deduction Amount: \$125.00 per pay period
Number of Payroll Deductions: 8
Total Collected: \$1,000.00
Internship Phase
January 2027 – October 2027
Deduction Amount: \$150.00 per pay period
Number of Payroll Deductions: 20
Total Collected: \$3,000.00
Total Candidate Contribution: \$4,000.00

This schedule is provided to authorize Goose Creek CISD Payroll to process payroll deductions for participating employees in accordance with the approved partnership agreement between Goose Creek CISD and Harris County Department of Education. Payroll deductions should begin with the first eligible payroll in September 2026 and continue according to the schedule outlined above.

If additional information or clarification is needed, please contact the HCDE Center for Educator Success at CES@hcde-texas.org.