SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: November 16, 2026

Agenda Section: Consent Agenda

Agenda Item Title: Shared Services Agreement for the Title I, Part A Shared Services Arrangement

From: Dr. Jennifer Gutierrez, Deputy Superintendent

Additional Presenters if Applicable: Leticia Rodriguez, Director of Federal and State Programs

Description: South San Antonio ISD and ESC 20 will partner in a shared services agreement to provide consultation and services with appropriate private schools in compliance with ESEA/ESSA federal requirements for non-public Title I, Part A services.

Historical Data: South San Antonio ISD has partnered with ESC 20 since the 2020-2021 SY

Recommendation: Approve Shared Services Agreement with ESC 20

Purchasing Director and Approval Date: Victoria, Cantu, Director of Procurement, October 16, 2026

Funding Budget Code and Amount: 214 E 21 6239 00 812 7 24 0 00 Amount: $53,633

Goal 4: South San Antonio ISD will build strong partnerships with families, communities and businesses to advance student success.

Quote provided by:
ESC-20
1314 Hines Avenue, SATX 78208
James Montano, Client Business Services

Quote for Title I, Part A Shared Services Arrangement (SSA)

Date: 10-8-2026 **Quote Number:** CDN-015908	**Client Information: Leticia Rodriguez** a: 15622 Ray Ellison Blvd., San Antonio, TX 78242 p: 10-977-7000 ext. 3568 e: Leticia.Rodriguez@southsanisd.net

Description of Services/Products

Description	Amount
2026-2027 PNP Allocation for SSA Student Services, Parent Involvement	$44,724.00
Direct Administrative Cost	$5,243.00
Indirect Administrative Costs @.07624	$3,666.00
Total Commitment	**$53,633**

Please see the reverse side for detailed SSA service descriptions and terms.

Terms and Conditions

Validity: This quote is valid for **90** days from the date of issue.

Acceptance: An invoice will be generated upon formal quote acceptance and receipt of a valid purchase order.

Payment Terms: Invoicing will occur twice: a fall billing based on initial planning estimates, followed by a spring adjustment based on the final entitlement.

Delivery Timeline: Services will be provided to eligible private nonprofit campuses on behalf of the school system from October 01, 2026 - September 30, 2027.

Additional Conditions: Please see below for a description of services.

ESC-20 will:

- Facilitate the primary consultation in the summer with those private schools that have chosen to participate with the SSA and pool allocations across districts and across private schools.
- Represent the participating school districts by interacting with the designated contact persons in the non-public schools regarding identification and verification of eligible Title IA students from all participating SSA districts.
- Regularly consult with the private schools regarding program design, delivery, budget, evaluation and reporting of Title I, Part A services.
- Establish and maintain communications with non-public campus leadership during on-site visits and follow-up contact.
- Supervise instruction provided through the SSA to ensure that identified Title IA students receive specified services that result in academic gain.
- Use allocated funds to purchase equipment, materials, and support services identified through consultation with non-public schools and participating districts for use in the instructional program.
- Ensure that all equipment and materials purchased with Title I funds be clearly marked “Property of Title I Non-Public School Cooperative/SSA”.
- Work with participating districts to distribute or remove obsolete equipment and instructional materials that belong to the SSA according to ESSA and ESC-20 guidelines.
- Report quarterly, or as needed, to the district SSA members on progress of the program.
- Collect data and prepare evaluation reports for SSA districts in a timely manner.
- Maintain documentation of project activities to ensure compliance with ESSA federal regulations, guidelines, and procedures.
- Provide professional development opportunities, as determined through consultation, to classroom teachers of participating students to support students’ academic needs, as funds allow.
- Provide parental involvement activities, as determined through consultation, for parents of participating students to support students’ academic needs.
- Provide academic eligibility criteria and certify residency of students.
- ESC-Region 20, as the fiscal agent, will maintain appropriate policies and procedures within their Administrative Procedures Manual and provide documentation as necessary.

The LEA will:

- Designate a contact person to participate in the specifications of Title IA program delivery and procedures for the SSA.
- Facilitate consultation with those private schools located in their region, related to program model (school-by-school allocation or pooling as an SSA) and third-party contractor options.
- Communicate with ESC-Region 20 a list of private schools who have chosen to join the SSA and pool their allocation across districts and across PNPs.
- Provide guidelines for low-income data collection.
- Review program data to make recommendations to improve program effectiveness.
- Determine Title IA equitable funding for services to non-public school students according to ESSA guidelines.

Note: *This document serves as a quote for the services/products referenced. It is not an invoice. The prices provided are estimates and subject to change based on final requirements.*