



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: August 1, 2022

Agenda Section: Consent

Agenda Item Title: Service agreement between Intercultural Development Research Association (IDRA) and SSAISD

From: Millicent Marcha, Chief Academic Officer

Additional Presenters if Applicable: Charlie Gallardo, Director of Guidance and Counseling

Description: Intercultural Development Research Association will implement the Vision Coders program in our four middle schools. The IDRA Vision Coders program has as its major goal the reduction of dropout rates and increasing computational thinking, math skills, and awareness of STEM-CS career pathways.

Recommendation: Approve the agreement between Intercultural Development Research Association (IDRA) and SSAISD.

Funding Budget Code and Amount:



MEMO OF UNDERSTANDING

This memo of understanding (MOU) is entered into between the **Intercultural Development Research Association (hereinafter referred to as IDRA)**, 5815 Callaghan, Suite 101, San Antonio, Texas 78228 and **South San Antonio Independent School District**, 1450 Gillette Blvd, San Antonio, TX 78224, hereinafter referred to as the client.

Purpose of Collaboration

IDRA and South San Antonio ISD agree to collaborate in the planning and implementation of the IDRA VisionCoders program at Kazen Middle School and their feeder elementary school campus. The VisionCoders program has as its major goal the reduction of dropout rates and increasing computational thinking, math skills, and awareness of STEM-CS career pathways.

Period of Agreement

This memo of understanding shall commence on July 1, 2022 and terminate on June 30, 2023.

Amount of Payment

There are no costs for participating as a site in VisionCoders, which is a grant-funded program from the Department of Education's Early-Phase Education, Innovation and Research (EIR) grant.

This agreement represents the entire agreement between the parties and supersedes all prior oral and written proposals and communications.

Roles and Responsibilities

IDRA agrees to:

1. Provide training and technical assistance, which will include:
 - Facilitation of three weeks of summer professional development from July 11-28, 2022, Monday-Thursday from 10 am – 3 pm at Texas A&M University – San Antonio;
 - Monthly virtual technical assistance check-ins from September 2022 – May 2023;
 - Ongoing monitoring of program, observations, case studies, and faculty orientations at the sending secondary school and receiving elementary schools.
2. Provide program materials: online modules and lessons, teacher guides, end-of-year certificates, and other materials associated with training, technical assistance for the program and the End of Year Annual Software Exhibition Showcase.
3. Request input from district and campus regarding level of need of participants.
4. Plan and develop the sessions for the program implementation.
5. Conduct an annual, city-wide Software Exhibition with the support of the Alamo STEM Ecosystem to stimulate student self-reflection, help students improve their communication skills and facilitate student voices to be heard, as part of the program's asset-based approaches.
9. Maintain the confidentiality of all data provided by the district for the VisionCoders' program evaluation.

South San Antonio ISD's Kazen Middle School Campus agrees to:

1. Ensure staff participation in summer and school year training and technical assistance provided by IDRA; at different phases of the VisionCoders program, meetings and sessions will include some or all the implementation team members (program administrator, principals, counselor, teacher coordinators, a representative of the receiving elementary teachers, and evaluation liaison).
2. Ensure 25 eighth-grade students are enrolled in the VisionCoders course and all students are identified as at-risk of dropping out of school using the state-defined criterion.
3. Ensure VisionCoders students participate in their Annual Software Exhibition at the end of year.
4. Ensure receiving elementary campus visits are taking place according to schedule.
5. Cooperate with IDRA by providing information on level of need of participants and any prior training.
6. Provide for the collection of data, such as program participants' status, achievement scores and grades, absences, and disciplinary action referrals for the VisionCoders program evaluation and research.
7. Abide by South San Antonio ISD existing regulations regarding child safety, including always maintaining adult supervision of all students.

Program Execution

Program Administrator

Judith Benavidez, South San Antonio ISD's Kazen Middle School principal, or an appointee, will serve as IDRA's district partner. In that capacity, she will select the secondary and elementary schools and personnel to participate in the VisionCoders program and provide the leadership and supervision necessary to the success of the program.

Program Design

Students who are in at-risk situations at the participating secondary school will serve as mentors at the selected receiving elementary schools. Buddy campus visits will take place for one school period per month, each month of the school year. Buddy sessions, together with a fifth-day class in the middle school, will form part of a course offered as elective credit. Throughout the school year, VisionCoders students will learn to become programmers of educational games for their Pre-K-1st grade buddies and will create a portfolio to showcase at the end-of-year Annual Software Exhibition (in partnership with the Alamo STEM Ecosystem).

Student Identification

Early in the school year, South San Antonio ISD (Kazen Middle School) will identify 25 eighth-grade students in each secondary school to participate in the VisionCoders program, according to the following pupil characteristics:

- (1) has a high propensity to drop out of school;
- (2) has been retained in grade at least once;
- (3) reads two or more years below grade level;
- (4) is not active in extra-curricular activities;
- (5) has higher absenteeism than the district average;
- (6) has higher disciplinary referrals than the district average; and/or
- (7) has no specific, set goals for a future career or post-secondary training.

Parent Involvement

Parents of the eighth-grade students will be involved in reviewing the VisionCoders program and learning about the role they can play in their child’s program. A minimum of two parent meetings per year will be conducted on such topics as:

- The Key Elements of the VisionCoders program; and
- Supporting Your Child’s Path to College and Career

Program Evaluation Activities

In an effort to continually improve the VisionCoders course, the IDRA team will conduct a small number of evaluation activities with participating schools during the pilot year to learn about their implementation of the VisionCoders course.

These activities will include:

- End of the year teacher interviews implementing the VisionCoders course. Teachers will be asked for their consent to participate at the beginning of the interview.
- End of the year focus group with students participating in the VisionCoders course. The IDRA team will collect consent forms from students’ families before conducting these focus groups. The IDRA team will share a draft of consent forms with the school ahead of when they are provided to families. Students will also have the opportunity to consent to participate at the start of the focus group.

Throughout the course of the pilot year, the IDRA team will also collect course information from teachers such as attendance records and information on the schedule of visits to buddy classrooms, as well as information about teachers’ participation in professional development.

Working with its evaluation team, Abt Associates, IDRA is willing to complete any district- or school-based requirements related to completing these program evaluation activities in schools.

Amending the Memo of Understanding

1. This MOU is given and accepted upon the expressed condition that it cannot, in any manner, be changed, altered, varied, or modified unless such modification, change, or alteration shall be in writing and executed by both parties.
2. This MOU may be amended by mutual written agreement of both parties and terminated by either party with a (30) days written notice prior to cancellation.

**Intercultural Development
Research Association**

**South San Antonio ISD
Kazen Middle School**

By _____
Celina Moreno, J.D.
President & CEO

By _____
Henry Yzaguirre
Interim Superintendent

Date

Date



MEMO OF UNDERSTANDING

This memo of understanding (MOU) is entered into between the **Intercultural Development Research Association (hereinafter referred to as IDRA)**, 5815 Callaghan, Suite 101, San Antonio, Texas 78228 and **South San Antonio Independent School District**, 1450 Gillette Blvd, San Antonio, TX 78224, hereinafter referred to as the client.

Purpose of Collaboration

IDRA and South San Antonio ISD agree to collaborate in the planning and implementation of the IDRA VisionCoders program at Dwight Middle School and their feeder elementary school campus. The VisionCoders program has as its major goal the reduction of dropout rates and increasing computational thinking, math skills, and awareness of STEM-CS career pathways.

Period of Agreement

This memo of understanding shall commence on July 1, 2022 and terminate on June 30, 2023.

Amount of Payment

There are no costs for participating as a site in VisionCoders, which is a grant-funded program from the Department of Education's Early-Phase Education, Innovation and Research (EIR) grant.

This agreement represents the entire agreement between the parties and supersedes all prior oral and written proposals and communications.

Roles and Responsibilities

IDRA agrees to:

1. Provide training and technical assistance, which will include:
 - Facilitation of three weeks of summer professional development from July 11-28, 2022, Monday-Thursday from 10 am – 3 pm at Texas A&M University – San Antonio;
 - Monthly virtual technical assistance check-ins from September 2022 – May 2023;
 - Ongoing monitoring of program, observations, case studies, and faculty orientations at the sending secondary school and receiving elementary schools.
2. Provide program materials: online modules and lessons, teacher guides, end-of-year certificates, and other materials associated with training, technical assistance for the program and the End of Year Annual Software Exhibition Showcase.
3. Request input from district and campus regarding level of need of participants.
4. Plan and develop the sessions for the program implementation.
5. Conduct an annual, city-wide Software Exhibition with the support of the Alamo STEM Ecosystem to stimulate student self-reflection, help students improve their communication skills and facilitate student voices to be heard, as part of the program's asset-based approaches.
9. Maintain the confidentiality of all data provided by the district for the VisionCoders' program evaluation.

South San Antonio ISD's Dwight Middle School Campus agrees to:

1. Ensure staff participation in summer and school year training and technical assistance provided by IDRA; at different phases of the VisionCoders program, meetings and sessions will include some or all the implementation team members (program administrator, principals, counselor, teacher coordinators, a representative of the receiving elementary teachers, and evaluation liaison).
2. Ensure 25 eighth-grade students are enrolled in the VisionCoders course and all students are identified as at-risk of dropping out of school using the state-defined criterion.
3. Ensure VisionCoders students participate in their Annual Software Exhibition at the end of year.
4. Ensure receiving elementary campus visits are taking place according to schedule.
5. Cooperate with IDRA by providing information on level of need of participants and any prior training.
6. Provide for the collection of data, such as program participants' status, achievement scores and grades, absences, and disciplinary action referrals for the VisionCoders program evaluation and research.
7. Abide by South San Antonio ISD existing regulations regarding child safety, including always maintaining adult supervision of all students.

Program Execution

Program Administrator

Judith Benavidez, South San Antonio ISD's Dwight Middle School principal, or an appointee, will serve as IDRA's district partner. In that capacity, she will select the secondary and elementary schools and personnel to participate in the VisionCoders program and provide the leadership and supervision necessary to the success of the program.

Program Design

Students who are in at-risk situations at the participating secondary school will serve as mentors at the selected receiving elementary schools. Buddy campus visits will take place for one school period per month, each month of the school year. Buddy sessions, together with a fifth-day class in the middle school, will form part of a course offered as elective credit. Throughout the school year, VisionCoders students will learn to become programmers of educational games for their Pre-K-1st grade buddies and will create a portfolio to showcase at the end-of-year Annual Software Exhibition (in partnership with the Alamo STEM Ecosystem).

Student Identification

Early in the school year, South San Antonio ISD (Dwight Middle School) will identify 25 eighth-grade students in each secondary school to participate in the VisionCoders program, according to the following pupil characteristics:

- (1) has a high propensity to drop out of school;
- (2) has been retained in grade at least once;
- (3) reads two or more years below grade level;
- (4) is not active in extra-curricular activities;
- (5) has higher absenteeism than the district average;
- (6) has higher disciplinary referrals than the district average; and/or
- (7) has no specific, set goals for a future career or post-secondary training.

Parent Involvement

Parents of the eighth-grade students will be involved in reviewing the VisionCoders program and learning about the role they can play in their child’s program. A minimum of two parent meetings per year will be conducted on such topics as:

- The Key Elements of the VisionCoders program; and
- Supporting Your Child’s Path to College and Career

Program Evaluation Activities

In an effort to continually improve the VisionCoders course, the IDRA team will conduct a small number of evaluation activities with participating schools during the pilot year to learn about their implementation of the VisionCoders course.

These activities will include:

- End of the year teacher interviews implementing the VisionCoders course. Teachers will be asked for their consent to participate at the beginning of the interview.
- End of the year focus group with students participating in the VisionCoders course. The IDRA team will collect consent forms from students’ families before conducting these focus groups. The IDRA team will share a draft of consent forms with the school ahead of when they are provided to families. Students will also have the opportunity to consent to participate at the start of the focus group.

Throughout the course of the pilot year, the IDRA team will also collect course information from teachers such as attendance records and information on the schedule of visits to buddy classrooms, as well as information about teachers’ participation in professional development.

Working with its evaluation team, Abt Associates, IDRA is willing to complete any district- or school-based requirements related to completing these program evaluation activities in schools.

Amending the Memo of Understanding

1. This MOU is given and accepted upon the expressed condition that it cannot, in any manner, be changed, altered, varied, or modified unless such modification, change, or alteration shall be in writing and executed by both parties.
2. This MOU may be amended by mutual written agreement of both parties and terminated by either party with a (30) days written notice prior to cancellation.

**Intercultural Development
Research Association**

**South San Antonio ISD
Dwight Middle School**

By _____
Celina Moreno, J.D.
President & CEO

By _____
Henry Yzaguirre
Interim Superintendent

Date

Date