

**Agreement
between
Ector County ISD
and
The University of Texas Permian Basin**

This Agreement, by and between Ector County ISD (hereinafter referred to as “SPONSOR”), whose principal place of business is 802 N. Sam Houston, Odessa, Texas 79761, and The University of Texas Permian Basin (hereinafter referred to as “UT PERMIAN BASIN”), a Texas state institution of higher education whose principal place of business is 4901 E. University Blvd, Odessa, TX 79762-8122, is for the following purpose:

Whereas, SPONSOR is the recipient of the following award (hereinafter referenced to as the “Prime Award” and attached hereto as Exhibit A):

Prime Award Number:	256945677110004
Prime Award Sponsor:	Texas Education Agency
Project Title:	2025-2026 Principal Residency Grant, Cycle 7 continuation
Project CFDA Number:	84.367A
Project FAIN Number:	S367A240041
SPONSOR Principal Investigator:	Scott Rudes
UT PERMIAN BASIN Principal Investigator:	Ethel Arzu and Kevin Badgett

and whereas, said Prime Award involves an approved collaborative effort between SPONSOR and UT PERMIAN BASIN, and UT PERMIAN BASIN has agreed to use its personnel, facilities, and reasonable efforts in the performance of the work; therefore, the parties mutually agree as follows:

ARTICLE 1. SCOPE OF WORK

UT PERMIAN BASIN shall supply all the necessary personnel, equipment, and materials (except as otherwise may be provided herein) to accomplish the tasks set forth in the attached Scope of Work, marked Exhibit B, which by this reference is incorporated herein.

ARTICLE 2. PERIOD OF PERFORMANCE

The term of this Agreement shall commence June 1, 2025 and terminate August 31, 2026, unless otherwise extended by mutual written agreement of the parties.

ARTICLE 3. LIMITATION ON COSTS

The total cost of performing the tasks under Article 1 of this Agreement will not exceed \$64,500. SPONSOR shall not, in the absence of a modification hereto, be obligated to reimburse UT PERMIAN BASIN for costs that are in excess of the total amount specified in this Article.

The budget for which UT PERMIAN BASIN has based this support is detailed in Exhibit C.

ARTICLE 4. SPONSOR PRINCIPAL INVESTIGATOR

Scott Rudes, as the SPONSOR Principal Investigator of the project and representative of SPONSOR, shall have the overall responsibility of the technical, scientific, and programmatic aspects of the project funded by the Project Sponsor. Any changes to the Scope of Work shall require an amendment, signed by both parties, to this Agreement.

ARTICLE 5. UT PERMIAN BASIN PRINCIPAL INVESTIGATOR

The Principal Investigators representing UT PERMIAN BASIN for the purpose of technical direction in accordance with Article 1 shall be Ethel Arzu and Kevin Badgett. A change in the designated UT PERMIAN BASIN Principal Investigator shall require the prior written approval of SPONSOR and the UT PERMIAN BASIN Principal Investigator.

ARTICLE 6. USE OF FUNDS

UT PERMIAN BASIN is responsible for ensuring that costs charged to this Agreement (1) benefit the Scope of Work being funded, (2) are consistent with the Project Sponsor's terms and conditions of the Prime Award, and (3) are allowable, allocable, and reasonable under federal cost principles.

ARTICLE 7. PRIOR APPROVALS

Written requests made by either Party for cost or other administrative prior approvals, required by the provisions set forth by this Agreement, shall be signed by both Parties' Authorized Representative and shall be submitted to UT PERMIAN BASIN's Authorized Representative, who will initiate the appropriate action required.

ARTICLE 8. TERMS OF PAYMENT

No later than 60 days after the Agreement is fully executed, UT PERMIAN BASIN shall submit an invoice for the full award amount to the SPONSOR's Financial contact at the following email addresses:

Deborah Ottmers
Chief Financial Officer
Deborah.ottmers@ectorcountyisd.org

Invoice shall be paid no later than 60 days of receipt of invoice.

ARTICLE 9. REPORTING REQUIREMENTS

An annual progress report shall be submitted to Sponsor's Principal Investigator not later than sixty (60) days beyond the termination date of this Agreement.

ARTICLE 10. CONDITIONS OF AWARD

SPONSOR and UT Permian Basin agrees to comply with the provisions set forth by the 2025-2026 Principal Residency Grant Cycle 7 continuation, incorporated herein as Exhibit A.

ARTICLE 11. AUDIT

UT Permian Basin agrees to maintain books, records, and documents and other evidence pertaining to all costs and expenses incurred and revenues acquired under this Agreement for three (3) years from the Project end date.

ARTICLE 12. EQUIPMENT ACCOUNTABILITY

Inventory accountability and disposition of equipment will be in accordance with the 2025-2026 Principal Residency Grant Cycle 7 continuation. Upon termination of the project, SPONSOR's need for any equipment acquired under this Agreement shall be taken into account when determining disposition of title.

ARTICLE 13. INTELLECTUAL PROPERTY AND PUBLICATIONS

The results and data developed by this collaborative effort, if jointly developed, will be jointly owned by the parties, and if developed solely by one party, will be owned solely by that party. Each party grants to the other party a non-exclusive, royalty-free license to use the results and data developed solely by each other, provided that each party uses such results and data only for its own internal research and educational purposes. The parties agree to negotiate in good faith in the event that either requests a license for commercial purposes.

There will be no restrictions on the joint publications of part or all of the data and/or discoveries made.

ARTICLE 14. PUBLICITY

No publicity matter having or containing reference to the other party to this Agreement or in which the name of the other party is mentioned shall be made use of until written approval has first been obtained by the party making use of the other party's name.

SPONSOR (ECISD) and UT PERMIAN BASIN acknowledge that both parties must comply with the Texas Open Records Act.

ARTICLE 15. DEBARMENT/EXCLUSION

UT PERMIAN BASIN certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

ARTICLE 16. TERMINATION

In the event of termination of the 2025-2026 Principal Residency Grant Cycle 7 continuation, this Agreement shall be automatically terminated as of the termination date of the 2025-2026 Principal Residency Grant Cycle 7 continuation. Additionally, either party shall have the right to terminate this Agreement by giving thirty (30) days' written notice of intent to terminate to the other party's Authorized Representative. In the event of early termination of this Agreement, whether due to termination of the Prime Award or termination by either party per the terms of this Article, UT PERMIAN BASIN shall return all unexpended funds to SPONSOR less any noncancelable obligations properly incurred up to the date of notice of termination within 60 days of effective date of termination.

ARTICLE 17. REPRESENTATION

Representatives of the parties for this Agreement are as follows:

A. For UT PERMIAN BASIN

I. Principal Investigator

Ethel Arzu

Department of Counseling, Bilingual Education, and Educational Leadership

The University of Texas Permian Basin

College of Education, Office # 3222

Odessa, TX 79762

Telephone: (432) 552-2130

Email: arzu_e@utpb.edu

II. Principal Investigator

Kevin Badgett

Department of Counseling, Bilingual Education, and Educational Leadership

The University of Texas Permian Basin

College of Education, Office # 3100

Odessa, TX 79762

Telephone: (432) 552-2140

Email: badgett_k@utpb.edu

III. Financial Contact

Grants Accounting

The University of Texas Permian Basin

4910 E. University
Odessa, TX 79762
Email: grantsacctng@utpb.edu

IV. Authorized Representative
Rajalingam Dakshinamurthy
Provost/Senior Vice President of Academic Affairs
The University of Texas Permian Basin
4910 E. University
Odessa, TX 79762
Telephone: (432) 552-2704
Email: dakshinamurthy_r@utpb.edu

B. For SUBRECIPIENT

I. Subrecipient Investigator
Scott Rudes
Executive Director of Talent Development
802 Sam Houston, Odessa, TX. 79763
432-456-0097
Email: scott.rudes@ectorcountyisd.org

II. Financial Contact
Jerry Mahana
Director of Purchasing
802 Sam Houston, Odessa, TX. 79763
432-456-9711
Email: jerry.mahana@ectorcountyisd.org

III. Authorized Representative
Thelma Cordova
Administrative Assistant
802 Sam Houston, Odessa, TX. 79763
432-456-0097
Email: thelma.cordova@ectorcountyisd.org

ARTICLE 18-DISPUTE RESOLUTION

UT PERMIAN BASIN will use the Texas Government Code, Chapter 2260's dispute resolution process to attempt to resolve any claim for breach of contract arising under this Agreement that is not resolved in the ordinary course of business.

UT PERMIAN BASIN and SPONSOR do not waive sovereign immunity by their execution of or by any conduct of their respective representatives under this agreement, and the dispute resolution process does not affect UT PERMIAN BASIN's or SPONSOR's right to assert all claims and defenses in a lawsuit arising from or related to this Agreement.

ARTICLE 19-GOVERNING LAW

This Agreement will be governed and construed in accordance with the laws of the State of Texas. Venue for any claim arising under this agreement will be the state courts of Ector County, Texas.

ARTICLE 20-AGREEMENT MODIFICATION

An amendment to change the terms of this Agreement will be valid only if the change is made in writing and approved by mutual agreement of authorized representatives of both parties. The contract period may be extended by mutual agreement of parties, which may be communicated by email/letter, and will not require a formal modification of the Agreement.

**Accepted for
Ector County ISD**

Keeley Boyer

Superintendent of Schools

Date

**Accepted for
The University of Texas Permian Basin:**

Cesario Valenzuela
Cesario Valenzuela (Apr 15, 2025 13:06 CDT)

Cesario Valenzuela

Vice President of Business Affairs

15/04/2025

Date

Exhibit A
Notice of Prime Award

Exhibit B Scope of Work

8-week time	EPP/Field Supervisor
May – August	<p>The EPP will lead an orientation for the district, outlining hopes, goals, and priorities. This includes actively engaging in the co-construction of expectations for fellow experiences on campus and ensuring that preparation experiences are aligned to develop skills that address the specific needs of the campus and district. The EPP will provide timely responses to district inquiries and remain accessible to fellows to support early program efforts. Additionally, the EPP will contribute thought leadership and creative insights in the development of key working documents, such as the alignment and accountability toolkit and supportive frameworks.</p> <p>The EPP will provide a thorough explanation of fellowship expectations, including clear guidance on performance gates and assignments. This will include detailed instructions on the documents and artifacts fellows are required to collect throughout the program. Additionally, the EPP will walk fellows through observation protocols, ensuring they understand the process and expectations for observations. A regular cadence of check-ins will be established, involving fellows, mentors, and district leadership, to ensure continuous feedback, support, and alignment with program goals. These check-ins will be structured to monitor progress, address concerns, and ensure that fellows are meeting the required benchmarks for success.</p>
Summer Institute Workshop 6/23 – 2/28	<p>The EPP will offer a summer institute that includes workshops on the AEL framework and T-TESS. Fellows will examine the interconnectedness of the AEL framework, identify tools that support its application, and develop plans for its implementation on campus.</p> <p>Fellows will also become familiar with the T-TESS process, progressing from a procedural understanding to a more conceptual grasp of how the domains, dimensions, descriptors, and performance levels of the T-TESS rubric apply to teachers' roles and responsibilities. Additionally, they will explore the alignment between T-TESS and campus instructional leadership, gaining insights into how effective leadership supports teacher development and overall campus performance.</p>
Summer B: <u>6/30- 8/14</u> EDLD 6363 Administration of Special Programs EDLD 6361 School Law	<p>EDLD6363 covers a wide range of topics, focusing on the role of the principal as a campus-level leader. Fellows will be oriented to the principal's responsibilities in various special programs, including but not limited to Bilingual/ESL, SPED, 504, Migrant Students, Early Childhood, and Counseling services. As a key assessment, fellows will develop and complete an Equity Audit. Additionally, the course (EDLD6361) will guide fellows in developing a framework for understanding school law, including how to locate relevant laws and how to apply them in practice.</p>
<u>Fall Semester</u> Active engagement in coaching and mentoring fellows throughout their coursework is essential. This includes at least one observation cycle within the eight-week window, along with monitoring the collection and documentation of a minimum of 60 clock hours of standards-aligned leadership experiences. Field supervisors will also conduct formative assessments of the fellows' needs and hold weekly office hours, primarily dedicated to but not limited to, providing direct support for fellows' efforts. The EPP and field supervisors will collaborate with district leadership and, increasingly, with fellows to co-construct programmatic goals and requirements. Additionally, they will actively participate in and co-coordinate monthly leadership meetings. The EPP will facilitate monthly meetings for fellows with a clear, focused agenda, while other weekly meetings will focus on	

providing responsive, real-time support. A mid-academic year formative evaluation will also be conducted to assess fellows' progress, exam readiness, and the overall management of the partnership.	
<u>Fall A: 8/25- 10/17</u> EDLD 6305 Research Design in Education EDLD 6369 Human Resource Management	6305 is designed to familiarize fellows with the research process in education and the social sciences. Fellows will select and evaluate research findings within their specific fields and learn how to plan their own research studies. Key activities include describing the nature of research and its diverse approaches, explaining the ethical, legal, and human relations issues involved in research planning, using electronic and print databases to access current research, and framing a research problem while developing a proposal to investigate it. In 6369 , fellows will develop a structured approach to human capital leadership and human resources management. They will practice creating resources and tools that support leadership in these areas. Key assessments (though not exhaustive) include legal case briefs, synchronous discussions, staff assignments and induction planning, professional development (PD) planning, support for struggling teachers, and focused reflection on plans for capacity building at both the system and individual levels.
<u>Fall B: 10/20 – 12/12</u> EDLD 6370 Instructional Leadership EDLD 6365 School Public Relations	Courses during this term will focus on building a framework with adaptable application of principles of instructional leadership (6370) and community building (6365). Key assessments include (not exhaustive) a focus instructional observation and coaching, instructional leadership applied to various dimensions of the school leaders' role (differentiation and technology), a major improvement planning activity informed by data and, in 6365, engagement with representatives from varied stakeholder groups (interviews) and the construction of a strategic community engagement plan.
<u>Whole semester: 8/25 – 12/12</u> EDLD 6191 Certification Preparation	The purpose of this course is to prepare fellows for success on the 268 and 368 (PASL) exams. Fellows will engage in various activities, including completing modules and quizzes for the 268 exam through 240 Tutoring, writing timed Constructed Response questions that align with the "3" score criteria on the Constructed Response Rubric, taking the 268 Practice Exam available on the Pearson website, and drafting action plans for three PASL tasks. These activities are designed to support, reinforce, and complement the work completed in Practicum I & II.
<u>Spring Semester:</u> Active engagement in coaching and mentoring fellows throughout their coursework is essential. This includes at least one observation cycle within the eight-week window and monitoring the collection and documentation of a minimum of 60 clock hours of standards-aligned leadership experience. Field supervisors will conduct formative assessments of fellows' needs and hold weekly office hours, primarily dedicated to, but not limited to, providing direct support for fellows' efforts. The EPP and field supervisors will collaborate with district leadership and fellows to co-construct programmatic goals and requirements. They will also actively participate in and co-coordinate monthly leadership meetings. The EPP will facilitate monthly meetings for fellows with a clear, focused agenda, while other weekly meetings will provide responsive, real-time support. A mid-academic-year formative evaluation will be conducted to assess fellows' progress, exam readiness, and the overall management of the partnership, with focused discussions and support for certification exam eligibility and success. This semester will mark the beginning of the fellows' Practicum I and II courses. Due to an agreement to map experiences across the program, the first observation cycle will have already begun by this time. However, this semester is crucial for fellows as they work intensively on their action research/professional development project (PIP) and the PASL. Coaching and mentoring will intensify as fellows' leadership responsibilities grow in complexity and frequency. A recommendations matrix for exam preparation resources will be accessible via the link below. https://utpb.instructure.com/courses/34346/modules/items/878244 Provided fellows are successful, they should complete all certification preparation exam activities.	
<u>Spring A:</u> EDLD 6392 Practicum I	Courses during this term will focus on building an informed theoretical framework for school leadership (6367) and engagement in more active leadership during courses that are formally reserved for action research and practical leadership (6392 - Practicum I). Key assessments include (not exhaustive) work to synthesize a theory for leadership

EDLD 6367 Theories of Educational Leadership	informed by experiences in the program, increased release for actual leadership on campus, and development of plan/begin work on a major action research project the Fellow will be encouraged to use for PASL submission.
Spring B: EDLD 6393 Practicum II EDLD 6368 Principalship	<p>Courses during this term will focus on completion of the action research project that should be used for PASL submission, increasing release for leadership on the campus, and finalizing of all practical leadership preparation activities including passing the 268 exam.</p> <p>The Principalship focuses on a variety of tasks including but not limited to orientation to the broader work of the principal as a campus-level leader and to the campus leader's responsibilities in the areas of diagnosis and school planning, talent management, curriculum and alignment, and building a collaborative culture. Fellows will also develop a Table of Specifications to explore thoughtful instructional alignment.</p>
Graduation is scheduled for 05/10	

Exhibit C

Budget

Per Candidate Served Budget: Total \$6,450/candidate

See breakdown between field supervision and AEL/T-TESS costs below:

Remaining after all preparation and fees	\$6,450/candidate
Compensation for field supervision	\$5,500 (including fringe) = \$3,960 base plus \$1,540 fringe
Costs related to facilitation of the AEL and T-TESS workshops (i.e., element of the Summer Institute)	\$950






UTPB-ECISD Principal Fellow MOU 2025-26 Cycle 7 continuation

Final Audit Report

2025-04-15

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By:	Brenda Stevens (stevens_b@utpb.edu)
Status:	Signed
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