



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: February 23, 2026

Agenda Section: Consent

Agenda Item Title: City of San Antonio (Convention & Sports Facilities/Alamodome)

From/Presenters: Dr. Jennifer Gutierrez, Deputy Superintendent

Description: This Memorandum of Understanding (MOU) represents the renewal of the agreement between South San Antonio Independent School District (SSAISD) and the City of San Antonio for the use of the Alamodome as the host site for the 2026 South San Antonio High School Commencement Ceremony. The Alamodome offers sufficient seating capacity, accessibility accommodations, parking availability, and professional event support services to ensure a well-organized and memorable ceremony for all participants.

Renewing this agreement allows the district to continue its tradition of hosting commencement in a premier venue that reflects the significance of the occasion and honors the achievements of SSAISD graduates.

Historical Data: The Alamodome has historically served as the official venue for the South San Antonio High School commencement ceremonies, providing a safe, accessible, and accommodating location for graduates, families, staff, and community members to celebrate this important milestone. The South San Antonio High School Commencement Ceremony has been held at the Alamodome for the past five (5) years, ensuring a consistent and high-quality experience for students and their families.

Recommendation: Approve the partnership with the City of San Antonio (Convention & Sports Facilities/Alamodome).

Purchasing Director and Approval Date: Victoria Cantu, February 23, 2026

Funding Budget Code and Amount: 199 E 11 6499 04 011 0 11 0 00 \$12,000

Goal 1: SSAISD will increase academic achievement for all students and thus close the gap between student populations in pursuit of advanced performance and post-secondary educational or career paths.



CITY OF SAN ANTONIO
ALAMODOME

January 23, 2026

Jennylee Taylor
Director of Secondary School
South San ISD
7535 Barlite Blvd.
San Antonio, Texas 78224

Dear Ms. Taylor,

This will serve as the Letter of Agreement between the City of San Antonio (Convention & Sports Facilities/Alamodome) and South San Independent School District (Licensee). Licensee has reserved the Alamodome for one (1) High School Graduation Ceremonies in accordance to the terms below:

TERM: Monday, June 1, 2026
South San High School 2:00 PM

An Event Coordinator(s) will be assigned to the graduation. Once assigned, the school will be required to contact the Event Coordinator prior to any school rehearsals.

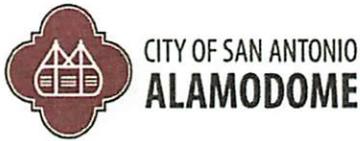
School districts will be billed for services, staffing, and utilities required during rehearsals held at the Alamodome. During the Event including at the rehearsals, the Alamodome prohibits guests, parents, school districts, and students from entering the Alamodome with balloons, guns, knives, markers, outside food and beverages including water, noise makers and other material, personal property, and possessions determined by security staff to be harmful to the Event.

LOCATION: Alamodome Modified Arena Configuration with a South Stage

RENTAL FEE: Seven Thousand Five Hundred Dollars (\$7,500.00) per graduation ceremony, a total of Seven Thousand Five Hundred Dollars (\$7,500.00) for the one (1) graduation ceremony.. Rental fee includes use of the Alamodome north modified arena to include field level, plaza level, club level, conversion cost is included in the rental fee. The City San Antonio prohibits the school districts from utilizing their school nurses to provide first aid services at the graduation ceremonies.

INGRESS/EGRESS: No Charge for use of facility.

OTHER EXPENSES: School districts shall directly pay all other event-related expenses to include and not limited to: San Antonio Fire Department, San Antonio Police Department Off-Duty security (event & overnight). Other cost associated for the event and not included in the rental include but not limited to: Audio personnel during the events, event and post-event clean up, guest services event staff, first aid for patrons, house utilities, Supplemental Security, additional staffing required for the upper level



(Guest Services of \$1,750 per ceremony), additional audio sound equipment required (\$1,500 per ceremony), rental of video walls and ribbon boards at \$1,250 per ceremony (should video walls not be required, there is no charge for static information), telecommunication services, Alamosdome contract video production, exclusive Alamosdome caterer, Savor/Black Tie for any catering services requests by the school districts. The Alamosdome prohibits outside food and beverages during rehearsals and during graduation ceremonies.

SECURITY:

Licensee acknowledges that it shall be responsible for employing and contracting with police officers and fire marshals, and for paying the costs of such services. City shall assist Licensee in procuring the fire marshal and security services required for the Event; however, for purposes of the Fair Labor Standards Act (FLSA), City and Licensee shall at all times remain separate and independent employers, therefore, Licensee shall be billed, in advance, directly from the San Antonio Police Department Off-Duty Employment Unit and the San Antonio Fire Department with estimated costs associated with employing security and fire personnel for graduation ceremonies.

All school districts police officers are required to make direct contact with Supervisor of SAPD Off-Duty Employment Unit, at (210) 207-7020 at least 72 hours prior to the graduation ceremony to discuss police officer uniforms worn on the premises of the Alamosdome. All security issues shall be handled directly by Troy Ragland, Alamosdome Security Manager, at (210) 207-3685 and Supervisor of SAPD ODEU.

School districts shall also be responsible for the supplemental security fees required for the safety and welfare of the school district staff, faculty, students, and public in attendance at the high school graduations that will be included in the Alamosdome invoice to LICENSEE. The Alamosdome supplemental security is provided by Allied Universal Staffing Services, who is the third-party contracted services vendor at the Alamosdome. Metal detectors, wandings, temperature checks and bag searches will be implemented on all patrons attending the high school graduation ceremonies and school staff, faculty, and students.

DAMAGES & RISK:

If the Alamosdome premises, or any portion thereof, including any of its fixtures, furniture or furnishings, during the term of this Agreement shall be damaged by the act, default or negligence of Licensee, or of Licensee's agents, employees, subcontractors, vendors, patrons, guests, students, or any person admitted to the Alamosdome premises by Licensee, to the extent permitted by law, Licensee will pay to City, upon demand, such sum as shall be necessary to restore the Alamosdome premises to its present condition. The Assistant Director of the Alamosdome/Convention & Sports Facilities shall determine whether any damage has been done, the amount of the damage, the reasonable cost of repairing it, and whether, under the terms of this Agreement, Licensee is to be held responsible.



To the extent permitted by Law, Licensee assumes all risk of damage to its property and/or the loss by theft or otherwise, of any property of Licensee, its employees, and/or its exhibitors, and no claim shall be made upon City because of any such loss unless same is due to (i) the sole negligence of City or (ii) an intentional or willful tort committed by City as determined by a Court of Law. Licensee shall be responsible for the provision of security during the term of this Agreement for any property brought onto the AlamoDome grounds by the Licensee, its employees, and/or its purveyors.

Nothing in this section shall be construed as Licensee's waiver or intent to waive any immunity or other legal defense afforded to Licensee by virtue of its status as a public school district in and political subdivision of the State of Texas.

**CATERING &
CONCESSIONS:**

Outside food and beverages are strictly prohibited onto the premises of the AlamoDome. Light concessions shall be sold during graduations. Savor/Black Tie has the exclusive catering and concessionaire rights to all AlamoDome events. For catering services, please contact the Savor/Black Tie, Jennifer Casino may be contacted at (210) 704-6364. All catering services are at the expense of Licensee.

PARKING:

Licensee shall receive a total of forty (40) complimentary parking passes for each graduating school, which are to be distributed at the discretion of the Licensee. Additional parking passes may be purchased at the current parking fee established for graduation ceremonies. **NOTE: School District vehicles shall be required to display a parking pass or shall be required to pay for a vacant parking space at the established rate.** The AlamoDome parking lots will be available for public parking at the established rate of \$15.00. The AlamoDome does not allow in and out parking privileges.

**INDEMNITY
AND INSURANCE:**

SOUTH SAN INDEPENDENT SCHOOL DISTRICT and City acknowledge that each is a political subdivision of the State of Texas and that the each is subject to and shall comply with the applicable provisions of the Texas Tort Claims Act, as set out in Civil Practice and Remedies Code, Section 101.001et seq., and the remedies authorized therein regarding claims or causes of action that may be asserted by third parties for accident, injury or death.

This Letter of Agreement will be interpreted according to the Constitution and laws of the State of Texas. Venue of any court action brought directly or indirectly by reason of this Agreement shall be in Bexar County, Texas. This Agreement is made and is to be performed in Bexar County, Texas, and is governed by the laws of the State of Texas. If you concur with the information above, please sign the Letter of Agreement in blue ink in the appropriate space below, scan it, and return by email to AlamoDome Business Manager, at javier.tamez2@sanantonio.gov for final execution by the City. Upon



CITY OF SAN ANTONIO
ALAMODOME

final execution, a copy of the Letter of Agreement will be emailed to you for your files.

If you concur with the information above, please sign the Letter of Agreement in blue ink in the appropriate space below, scan it, and return by email to AlamoDome Business Manager, at javier.tamez2@sanantonio.gov for final execution by the City. Upon final execution, a copy of the Letter of Agreement will be emailed to you for your files.

Respectfully,

Javier Tamez
AlamoDome Business Manager

CITY OF SAN ANTONIO

LICENSEE

Steve Zito, CVE
CSF/AlamoDome Assistant Director
Convention & Sports Facilities

Dr. Saul Hinojosa
Superintendent
South San ISD

Date: _____

Date: _____



EXHIBIT A

The Convention & Sports Facilities Department/Alamodome complies with federal and state laws and city ordinances regarding the lawful carrying and possessing of weapons within Department facilities.

Illegal weapons are **prohibited** at all times. Lawfully carried handguns (concealed or openly carried) are permitted, under most circumstances, in areas accessible to the public.

As a contracting client paying for the private use of facility and Event-related space, you may request, in your sole discretion, that handguns be excluded from all areas you have licensed for your Event.

If requesting the exclusion of all handguns at your Event, the following information below must be provided prior to the posting of required signage (Texas Penal Code Section 30.05). Licensee may request the placement of such signage during the period of the Event through a contracted 3rd Party and signage shall remain in place until the end of the fully executed term shown in this License Agreement, unless specifically requested to be removed.

AS A GOVERNMENT OWNED BUILDING, ALAMODOME STAFF IS NOT AUTHORIZED TO MAKE ANY DECISIONS ON WHETHER TO POST THE APPLICABLE SIGNAGE FOR ANY EVENT

I **do** request the exclusion of all handguns at the below Event and will be responsible for arranging for the placement of the appropriate Texas Penal Code Section 30.05 signage during the term of the contracted Event.

Applicable signage posting dates: _____

OR

I **do not** require the posting of Texas Penal Code Section 30.05 signage for my Event and understand that handguns may be brought into the Event.

Any questions from the public or attendees regarding the decision to post signage will be directed to the contact person listed below.

Event Name: _____

Event Client Name (Printed): _____

Contact Person (If different from Client): _____

Contact Phone: _____ **Email:** _____

By my signature below, I affirm that I am authorized to make this decision on behalf of all others involved in this Event and further understand that I am the only person that can rescind this request prior to its expiration. I acknowledge that this request is only in effect during the term of the contracted Event.

Signature of Client/Representative Date Printed Name of Client/Representative Date
