



# SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

## Agenda Item Summary

Meeting Date: September 20, 2023

Agenda Section: Consent

Agenda Item Title: Approve the Memorandum of Understanding Between South San Antonio ISD and JOVEN.

From/Presenters: Millicent Marcha, Chief Academic Officer  
Charlie Gallardo, Director of Guidance and Counseling

Description: SSAISD and JOVEN will collaborate to provide quality after school services at Palo Alto Elementary. This will include tutoring, arts and crafts, outside play, sport and physical fitness activities. This will be at no cost to the community.

Historical Data: This will be the first year we partner with JOVEN for after school programming.

Recommendation: Approve the Memorandum of Understanding Between South San Antonio ISD and JOVEN.

Purchasing Director and Approval Date: N/A

Funding Budget Code and Amount: N/A

Goal: 4. SSAISD will ensure all students are provided a learning environment centered on their well-being that impacts their learning and success.



## Memorandum of Understanding Program Agreement

This agreement constitutes the understanding made between **JOVEN** and **South San Independent School District**, whereby JOVEN will provide **After-School Services at Palo Alto Elementary**.

**JOVEN and South San Independent School District** agree to the following:

1. **Purpose of Agreement:** This collaboration is between JOVEN and **South San Independent School District** to coordinate efforts to appropriately provide after-school services to children and their families.
2. **Plan of Service:** JOVEN will provide after-school program at Palo Alto Elementary.
3. **Fee of Service:** The services provided by JOVEN are at no cost to the district, students, and parents- **(\$0.00)**.
4. **JOVEN Responsibilities:** To provide quality after-school programming. The staff responsibilities include:
  - a.) providing tutoring to the students enrolled in the after-school program
  - b.) providing enrichment activities which include arts and crafts, outside play, sport activities, and physical fitness activities
  - c.) providing after-school programming Monday-Friday from 2:30-6pm except on early release days and holidays, following South San ISD academic calendar
  - d.) maintaining the confidentiality of program participants unless information requiring further action is disclosed during program facilitation in accordance with **South San Independent School District** Board policies and as otherwise required by state and federal law
  - f.) maintaining communication with **South San Independent School District** staff on JOVEN programs, projects and activities
5. **South San Independent School District Responsibilities:**
  - a.) a signed memorandum of understanding
  - b.) providing snacks to the students enrolled in JOVEN after-school program
  - c.) using the school cafeteria, playground, outside fields, computer lab, and school gym
  - d.) provide a campus level contact for flow of communication between both parties
  - e.) communicate changes in programming or location to JOVEN at least 3 days prior to identify an alternative location for service

**Group cycle will begin:**

- 2023-2024 School Year (including summer). To be renewed annually. This MOU may be terminated by either party by providing written notice to the other party of a decision to terminate.

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Henty Yzaguirre  
Superintendent

Date

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Amy Cardenas, CEO

Date