



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: June 15, 2016

Purpose: Report Only Recognition Discussion/ Possible Action

Presenter(s): Sandra J. Sandoval, Director of Student Support

Item Title:

To approve the Memorandum of Understanding between Presa Community Service Center and South San Independent School District to increase parental involvement at the campuses.

Description:

Presa staff will provide parent engagement services at three South San Antonio Independent School District campuses: Kindred Elementary, Kazen Elementary, and Palo Alto Elementary. The goal of the program is to encourage more parents to become involved in the school experiences of their children and to create an improved network of communication among parents, students, teachers, and principals to improve academic performances of students.

District Goal:

Goal 1 We will engage all school community members through transparency and effective communication to create an inclusive environment for all students.

Funding Budget Code and Amount:

CFO Approval

N/A

APPROVAL ROUTE

Principal/Director:

Executive Director:

Chief Administrator:

Superintendent:

SIGNATURE

Handwritten signatures for approval

DATE

Handwritten dates: 6-3-16, 6-3-16, 6-6-16, 6-9-2016

**SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT
MEMORANDUM OF UNDERSTANDING
Presa Community Service Center**

This memorandum of understanding is entered into between the South San Antonio Independent School District (SSAISD) and Presa Community Service Center (Presa), a non-profit corporation dedicated to health and human service programs within the City of San Antonio, Texas. Neither party is an employee, contractor, agent or assign of the other.

Whereas, United Way of San Antonio and Bexar County and Presa initiated the Family School Community Partnership, hereinafter called the Partnership, between SSAISD schools with the goal of encouraging more parents to become involved in the school experiences of their children and to create an improved network of communication among parents, students, teachers and principals to improve the academic performance of the students.

Presa will provide parent engagement services at three SSAISD campuses (Kindred Elementary, Kazen Middle School, and Palo Alto Elementary) for the parents of 3rd, 4th, 5th, 6th, 7th and 8th grade students.

Whereas, SSAISD recognizes that the engagement of a student's family enhances the student's ability to learn in the education environment.

Now, therefore, for and in consideration of the premises, covenants and agreements set forth in this agreement, the parties hereto agree as follows:

I. Term of Contract

This contract shall be effective July 1, 2016 through June 30, 2017, unless terminated sooner as provided in the memorandum of understanding.

II. Contracted Premises

The specific three campus premises referred to herein are: Kindred Elementary, Kazen Middle School, and Palo Alto Elementary. During the term of this agreement, Presa shall be permitted reasonable use of the specific campus premises (Parent Rooms) for the purpose of providing parent engagement-related services. SSAISD shall maintain the right of reasonable inspection of Parent Rooms. Presa may not modify or renovate the Parent Rooms, or any portion thereof, without the express, written permission of SSAISD.

III. Maintenance of Parent Rooms

SSAISD shall provide reasonable space for agency representative and shall pay for reasonable, ordinary and necessary maintenance of the specific campus premises used for parent engagement activities and with upkeep of the premises in its usable, form (e.g., clean common areas). However, SSAISD will not repair, or pay to repair, any damage, injury or destruction caused by parent engagement activities. Presa assumes all responsibility for repairing such damage, injury or destruction to the premises or its property according to Section IX of this memorandum.

SSAISD shall also pay for reasonable utility expenses (e.g., City Public Service, San Antonio Water System) incurred in the use of Parent Rooms.

IV. Technology for Parent Rooms

Internet access, a telephone connection and other technology services in the Parent Rooms shall be provided no later than one week after school starts. All technology services including Internet should be available and working in the Parent Rooms throughout the academic year. SSAISD shall be responsible for any necessary repairs.

V. Relationship with Contracted Agency Employees

Presa employees shall not be employed by SSAISD. Presa shall be solely responsible for all payment to its employees and for services rendered and related to payments of all payroll state and federal taxes and any other amount due to Presa employees, as well as payment of supplies and equipment utilized by agency staff.

VI. Parent Engagement Services

Parent engagement services will operate as determined by the needs of the families and in conjunction with campus leadership. SSAISD Principals will meet with their school's Parent Volunteer Team on a regularly scheduled basis, not less than once per month, attend a minimum of one United Way Education Issue Council Meeting and review Council data for respective campuses, including but not limited to home visit data collected by the parents.

VII. Education Issue Council

An Education Issue Council consisting of two parents per campus from the group of aforementioned schools, United Way volunteers and school district representatives will be established for the purpose of decision-making and information-sharing from Presa and United Way and offered by the parent engagement services, so as to support the educational mission of SSAISD while also providing a time for collaboration between Presa and SSAISD parents, staff and administration. The parent representatives shall represent a majority of the Council. The Council shall be chaired by a United Way volunteer. Subcommittees are responsible for making parent engagement recommendations to the Education Issue Council. Subcommittees shall be chaired by a United Way volunteer and should consist of two parent representatives per campus group, United Way volunteers, SSAISD administration and staff and Presa staff members.

VIII. Student Information/Confidentiality

The parties hereto agree that all information gathered through parent-to-parent homes visits initiated by Presa shall be the sole property of Presa and United Way and shall be kept confidential. SSAISD shall allow reasonable access to student information for the purpose of performance tracking of the parent engagement services. The agency will establish a communications process with the administrative team of each campus.

IX. Insurance

Presa shall procure and maintain professional liability insurance in an amount equal to the greater of the highest amount required by law, or **\$500,000.00** for each person and **\$1,000,000.00** for each single occurrence for bodily injury or death, and **\$500,000.00** for each single occurrence for damage, injury or destruction to the premises or its property, which insurance shall continue throughout the term of this agreement and any extension(s) thereof, and which insurance shall be issued by a company or companies qualified to do business and issue insurance in the State of Texas.

X. Title VI Applications

Presa further agrees that it will conduct all of its services in compliance with Title VI of the Civil Rights Act of 1964, as amended, and shall ensure that no person shall be discriminated against on the basis of race, color, national origin, religion, sex, age or handicap.

XI. Termination Prior to Expiration of Term

The parties understand and agree that the specific campus premises are primarily for the use of SSAISD for education related purposes. Either party may terminate this agreement, with or without cause, by giving thirty (30) days written notice of its decision to terminate, as follows:

(1) In the case of SSAISD, written notice shall be given to:

Superintendent of Schools
South San Antonio Independent School District
5622 Ray Ellison
San Antonio, TX 78242

(2) In the case of Presa, written notice shall be given to:

President/CEO
Presa Community Service Center
3721 S. Presa Street
San Antonio, Texas 78210

EXECUTED IN DUPLICATE ORIGINALS by South San Antonio Independent School District on the _____ day of _____, 2016 at San Antonio, Texas, and by Presa Community Service Center on the _____ day _____, 2016 at San Antonio, Texas.

**SOUTH SAN ANTONIO INDEPENDENT
SCHOOL DISTRICT**

PRESA COMMUNITY SERVICE CENTER

By: _____
Dr. Abelardo Saavedra, Superintendent

By: _____
Stephanie Smith, Chief Executive Officer