



## SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

### Agenda Item Summary

Meeting Date: June 16, 2025

Agenda Section: Consent

Agenda Item Title: MOU UT Health San Antonio School of Nursing for the 2025-2026 school year

From/Presenters: Dr. Gutierrez, Deputy Superintendent

Additional Presenters, if applicable: Mrs. Rebecca Herrera

Description: The MOU establishes a partnership with the purpose of building a superior and financially sustainable integrated healthcare network to include growing inpatient and outpatient services, as well as academic and research programming, to better serve the health needs of our students and community.

Historical Data: UT Health has previously collaborated with SSAISD on events. The 2025-2026 school year marks the first time SSAISD and UT Health will have an MOU to support the community's needs.

Recommendation: Approve the Memo of Understanding between South San Antonio ISD and UT Health San Antonio School of Nursing for the 2025-2026 school year.

Purchasing Director and Approval Date: Rebecca Herrera, June 16, 2025

Goal 3: SSAISD will ensure all students are provided a learning environment centered on their well-being that impacts their learning and success.

Goal 4: SSAISD will collaborate with parents and the community to ensure all students receive a high-quality education

Funding Budget Code and Amount: 205-E-Head Start, Not to exceed \$5,000



## **SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**

1450 GILLETTE BLVD. | SAN ANTONIO, TX 78224 | (210) 977-7000

### **Memorandum of Understanding**

This Memorandum of Understanding ("MOU") is entered into by and between the Parties shown below for the purpose of South San Antonio Independent School District – Head Start obtaining professional clinical services through UT Health San Antonio School of Nursing's Wellness 360 Pediatrics Department. ("Purpose").

#### **I. The Parties**

South San Antonio Independent School District Early Childhood/Head Start (SSAISD-EC/HS)

**Contact Person:**

Rebecca Herrera  
1450 Gillette Blvd.  
San Antonio, Texas 78224  
(210) 977-7051

And

UT Health San Antonio School of Nursing – Wellness 360 Pediatrics (UTHSA-SON)

**Contact Person:**

Cindy Sickora  
7703 Floyd Curl Drive  
San Antonio, Texas 78229  
(210) 567-5889

#### **II. Statement of Services to be Performed.**

SSAISD-EC/HS will be responsible for the following:

1. Assigning a SSAISD-EC/HS representative to serve as clinical liaison to UTHSA. The liaison will collaborate with UTHSA-SON in coordinating and scheduling clinical service events, communicating with student families, and confirming clinical services requested.
2. Obtaining patient information, including legal guardian signatures, and other documents as requested by UTHSA necessary to provide requested clinical services.
3. Using UTHSA-SON's provided templates and accompanying guidelines when scheduling appointments for clinical service events.
4. Contacting legal guardians before, during and after clinical service events upon UTHSA-SON request
5. Providing parking for medical mobile unit and access to power as necessary.
6. Providing indoor space for event registrations and/or family waiting.
7. Allowing UTHSA-SON clinical team access to restrooms.
8. Submitting a completed patient appointment schedule by end of the Friday workday before a clinical service event. *Minor* edits may be submitted up until Noon the day before an event if approved by the UTHSA-SON clinical liaison.
9. Notify UTHSA-SON immediately if an event must be cancelled.

UTHSA-SON will be responsible for the following:

1. Assigning a UTHSA-SON representative to serve as clinical liaison between SSAISD-EC/HS. The liaison will collaborate with SSAISD-EC/HS in coordinating clinical service events and serve as a resource to the SSAISD-EC/HS liaison for operational and clinical matters.

2. Verifying patient demographics, confirm need of clinical services requested, verify insurance eligibility, review Immunrac2 records.
3. Provide age-appropriate Texas Health Steps exam, vaccine administration, point of care lab testing, vision and hearing screens, dental screens including varnish when indicated, and patient education as outlined by Texas Health and Human Services.
4. Notify SSAISD-EC/HS immediately if event must be cancelled.
5. Provide documentation of physical exam and or results of screenings using standard Texas Health Steps Age Based forms.
6. Will maintain a patient chart in UTHSA-SON electronic health record. A medical release form will be provided upon request to legal guardian and/or SSAISD-EC/HS for documents deemed as protected health information and/or a medical record.
7. Information to set up patient portal will be provided to legal guardian(s) upon request.

**III. Term of the Understanding**

This MOU is effective as of the later of July 1, 2024, or date fully executed by both parties ("Effective Date") and shall terminate on July 1, 2025.

**IV. Termination:**

Either party may terminate this agreement with thirty (30) days written notice to the other party.

**V. Liability:**

Each party shall, to the extent authorized by the laws and Constitution of the State of Texas, be responsible for its own acts and omissions while undertaking the responsibilities agreed upon herein.

In witness hereof the Parties have executed this Memorandum of Understanding.

**South San Antonio Independent School District Early Childhood/Head Start**

By: 

Name: Henry Yzaquira

Title: Superintendent of Schools SSAISD

Date: 7/17/2024

**The University of Texas Health Science Center at San Antonio**

By: 

Name: Rachel Schoffeld

Title: Manager, Contracts & Agreements

Date: 6/11/2024



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### Memorandum of Understanding Amendment No. 2

The Memorandum of Understanding ("MOU") was signed between the parties and became effective July 1, 2024 by and between the South San Antonio Independent School District – Head Start ("SSAISD-HS") and The University of Texas Health Science Center at San Antonio ("UT Health San Antonio").

The purpose of this Amendment No. 2 to the MOU is to extend the period of performance. The MOU is amended as follows:

**Article III** is revised to the following:

This MOU is effective as of the later of July 1, 2024, or date fully executed by both parties ("Effective Date") and shall terminate of **July 1, 2026**.

**All other terms and Conditions remain unchanged.**

**In witness hereof the Parties have executed this Amendment No. 1.**

**South San Antonio Independent School District Early Childhood/Head Start**

By: \_\_\_\_\_

Name: Dr. Saul Hinojosa

Title: Superintendent of Schools SSAISD

Date: \_\_\_\_\_

**The University of Texas Health Science Center at San Antonio**

Signed by:  
By: Rachel E. Schofield

Name: Rachel E. Schofield

Title: Manager, Contracts & Agreements

Date: 5/28/2025