

**BOARD OF TRUSTEES  
AGENDA**

<input type="checkbox"/> WORKSHOP	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> SPECIAL
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- (A) ☐ Report Only ☐ Recognition

Presenter(s):

Briefly describe the subject of the report or recognition presentation.

- (B) ☒ Action Item

Presenter(s): **Ana Laura Castellón, Career & Technical Education Director**  
**Samuel Mijares, Assistant Superintendent for Curriculum & Instruction**

Briefly describe the action required.

**CONSIDER AND TAKE APPROPRIATE ACTION ON THE REQUEST TO APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN EAGLE PASS ISD AND SWTJC WORKFORCE AND TRAINING DEVELOPMENT TO PROVIDE THE EPHS AND CCWHS HEALTH SCIENCE STUDENTS THE OPPORTUNITY TO OBTAIN THEIR CERTIFICATION FOR EMERGENCY MEDICAL TECHNICIAN - BASIC**

- (C) Funding source: Identify the source of funds if any are required.

**(244) Carl Perkins Grant**

- (D) Clarification: Explain any questions or issues that might be raised regarding this item.

# Memo

**To:** Gilberto Gonzalez, Superintendent  
**From:** Ana Laura Castellón, Career & Technical Education Director *AL Castellón*  
**Date:** July 29, 2013  
**Re:** (Emergency Medical Technician-Basic) Memorandum of Understanding between EPISD and SWTJC Workforce and Training Development

Attached you will find a Memorandum of Understanding between Eagle Pass ISD and SWTJC Workforce and Training Development. This memorandum allows our Health Science Tech II students from both Eagle Pass High School and CC Winn High School to train and test for the Basic Emergency Medical Technician (EMT) certification. This certification allows students to obtain employment with the fire department, hospital or private emergency ambulance entities.

I respectfully request that this item be presented to the EPISD Board of Trustees at the next regularly scheduled meeting for approval.

Please call me if you have any questions.

Approved by: \_\_\_\_\_

*Samuel Mijares*  
Samuel Mijares, Asst. Superintendent for Curriculum & Instruction



## **MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding is entered into between the Eagle Pass Independent School District and Southwest Texas Junior College Workforce Training and Development Division, for the purpose of establishing a collaboration and coordination for the provision of the following training services.

### **EMSP 1001-Emergency Medical Technician-Basic**

#### **Enrollment Requirements:**

- Current TB-Skin Test
- Complete Hepatitis-B Series
- Valid photo identification
- Social Security card
- Signed medical release
- Proof of medical insurance
- CPR certified
- Submit fingerprints for Texas/FBI criminal history check

**Tentative Schedule:** 2013-2014 School Year  
Monday thru Friday, 8:30am-11:00am  
(450 instructional hours)

#### **Eagle Pass Independent School District will:**

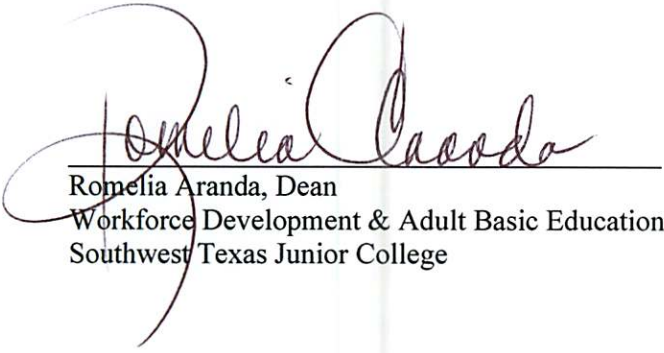
- Adhere to Southwest Texas Junior College refund policy;
- Provide a Letter of Commitment for all students to be enrolled in the program prior to the start of the class;
- Enforce adherence to admission requirements as well as program policies and procedures, specifically regarding attendance to meet the minimum clock hours of classroom instruction and clinical experience, as specified in the Texas Department of State Health Services Emergency Medical Training Requirements;
- Inform students of course schedule;
- Provide paperwork of all enrollment requirements listed above;
- Pay the EMT Course submission fees;
- Pay the EMT-Basic State Exam fee for each student enrolled in the program;
- Provide student textbooks, equipment and consumable supplies;
- Provide liability insurance for all students enrolled in the program;
- Be responsible for any photocopies needed;
- Provide access to the Frank Chisum Regional Technical Center on weekends as necessary for instructional purposes;
- Provide the CPR certification for all students enrolled in the program.

**Southwest Texas Junior College Workforce Training and Development Division will:**


- Provide qualified instructor(s) and state-approved Program Coordinator for each instructional component;
- Facilitate curriculum for applicable components;
- Be responsible for scheduling the EMT-Basic State Exam;
- Oversee and submit the necessary paperwork for the EMT-Basic State Exam;
- Pay the Program Coordinator fee;
- Pay the Medical Director fee;
- Provide student identification badges for hospital rotations and ambulance ride-outs;
- Provide student performance updates/grades upon request;
- Provide certificates issuing Continuing Education Units upon successful completion of program.

**Cost:** \$20,850.00 for up to 12 students, \$1,450.00 for each additional  
(20 students maximum)

Eagle Pass Independent School District is in agreement to make payment in the amount stated above. An invoice will be generated by Southwest Texas Junior College on behalf of the Southwest Texas Junior College Workforce Training and Development Division and submitted to Eagle Pass Independent School District shortly after the start date of September 2, 2013.



Romelia Aranda, Dean  
Workforce Development & Adult Basic Education  
Southwest Texas Junior College



Ana Laura Castillon, Director  
Career & Technical Education  
Eagle Pass Independent School District

Dr. Mark Underwood, Vice President  
Academic Affairs  
Southwest Texas Junior College

Gilbert Gonzalez, Superintendent  
Eagle Pass Independent School District