



Brownsville Independent School District

Agenda Category: General Function
Contracts/MOU Board of Education Meeting: 08/05/2025

Item Title: 2025-2026 Letters of Agreement for
BISD Adult Continuing Education X Action
Consortium for Cameron County Information
Discussion

BACKGROUND:

The Brownsville Independent School District's Adult Continuing Education Consortium for Cameron County is funded through state and federal monies to provide ABE/ASE (Adult Basic Education/Adult Secondary Education), HSE (High School Equivalency), ESL (English as a Second Language) classes and certification for in demand occupations throughout the Cameron County area. These programs deliver educational skills to educationally disadvantaged youth and adults throughout Cameron County. 2025-2026 partnerships will include: Brownsville Housing Authority, Cameron County Parks and Recreation (Bob Clark Social Service Center & El Centro Cultural), Harlingen CISD, Harlingen Housing Authority, La Feria ISD, Paseo Pointe Apartment Homes, Point Isabel ISD, Prospera Housing and Community Services, Rich Products, San Benito CISD, San Benito Housing Authority, SPACEX, and VIDA.

FISCAL IMPLICATIONS:

In-Kind facilities are provided at no cost to the district.

RECOMMENDATION:

Recommend approval to enter into Agreement with Cameron County Community Service Centers and School Districts to provide Adult Basic Education/Adult Secondary Education, High School Equivalency, English as Second Language and, certification for in demand occupations classes for the 2025-2026 school year at no cost to the district.

Reyes R. Rivera
Submitted by: Principal/Program Director

Approved for Submission to Board of Education:

Recommended by: Asst. Supt./Exec. Dir.

Miguel Salinas
Reviewed by: Staff Attorney

Dr. Nellie Cantu

Approved by: Chief Officer

Jesus H Chavez
Dr. Jesus H. Chavez, Superintendent

7/21/2025

When Necessary, Additional Background May Follow This.

Roxanne Eckstein

From: Priscilla Lozano <plozano@808West.com>
Sent: Thursday, June 26, 2025 10:55 AM
To: Roxanne Eckstein; Lea Ohrstrom
Cc: Miguel Salinas; Minerva Almanza
Subject: Re: Letter of Agreement (Part 2)

CAUTION: This email originated from outside of Brownsville ISD. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Approved as to form.

Sincerely,
Priscilla

From: Roxanne Eckstein <reckstein@bisd.us>
Sent: Wednesday, June 18, 2025 7:41 AM
To: Kevin O'Hanlon <kohanlon@808West.com>; Lea Ohrstrom <lohrstrom@808West.com>; Priscilla Lozano <plozano@808West.com>
Cc: Miguel Salinas <miguelsalinas@bisd.us>; Minerva Almanza <malmanza1@bisd.us>
Subject: Letter of Agreement (Part 2)

Good morning Ms. Lozano,

Please see the attached for your review and approval.

Thank you! Should you have any questions or comments, please contact me at (956) 698-6379.

Sincerely,

Roxy Eckstein



AN EARLY COLLEGE DISTRICT
BROWNSVILLE
INDEPENDENT SCHOOL DISTRICT
Roxanne Eckstein
Paralegal
Staff Attorney Office

1900 E. Price Rd. Suite 302 • Brownsville, Texas 78521
Office: (956) 698-6379 • Fax: (956) 714-6400
E-mail: reckstein@bisd.us

Roxanne Eckstein | Paralegal to Miguel Salinas | Office of the Staff Attorney | Phone: 956.698.6379 | Fax: 956.714.6400
Brownsville Independent School District | 1900 East Price Road, Suite 302 | Brownsville, TX 78521

CONFIDENTIALITY STATEMENT: This message and all attachments are confidential and may be protected by attorney-client and other privileges. Any review, use, dissemination, forwarding, printing, copying, disclosure or distribution by persons other than the intended recipients is prohibited and may be unlawful. You must delete this message and any copy of it (in any form) without disclosing it. Unless expressly stated in this e-mail, nothing in this message should be construed as a digital or electronic signature.

Cameron County Commissioners' Court Agenda Request Form

No. 2-EE

Date: May 14, 2025 Meeting Date Request: May 20, 2025
 Deadline for Action: May 20, 2025 Contact Person: Joe E. Vega
 Department: Parks & Recreation Phone: (956) 761-3700 Fax: (956) 761-5317
 Department Head Name: Joe E. Vega Signature: [Signature]

Caption: Consideration and authorization to execute a License Agreement (Contract No. 2025C05231) between the Brownsville Independent School District Adult Continuing Education and Cameron County (Parks and Recreation) to continue providing adult continuing education classes at the Bob Clark Social Service Center.

(CONSENT)

Background: (Briefly summarize your request, if needed use separate sheet(s) or attach supporting documentation).

Please see attached License Agreement.

**PLEASE FILL IN ALL BLANKS WITH REQUIRED INITIALS AND FISCAL DATA INFORMATION
OR PLACE N/A IF IS NOT APPLICABLE:**

County Judge N/A Auditor N/A Budget Legal MEJ Human Resources N/A Purchasing N/A
 1295 Form N/A

Fiscal Data: Dept. Name: N/A Fund No. N/A **Funds From:** Department: Yes N/A No N/A Amt. Expended: \$ N/A
 Funds Available: Yes No General: Yes No Impact on future budget: Yes No
 Grant: Yes No

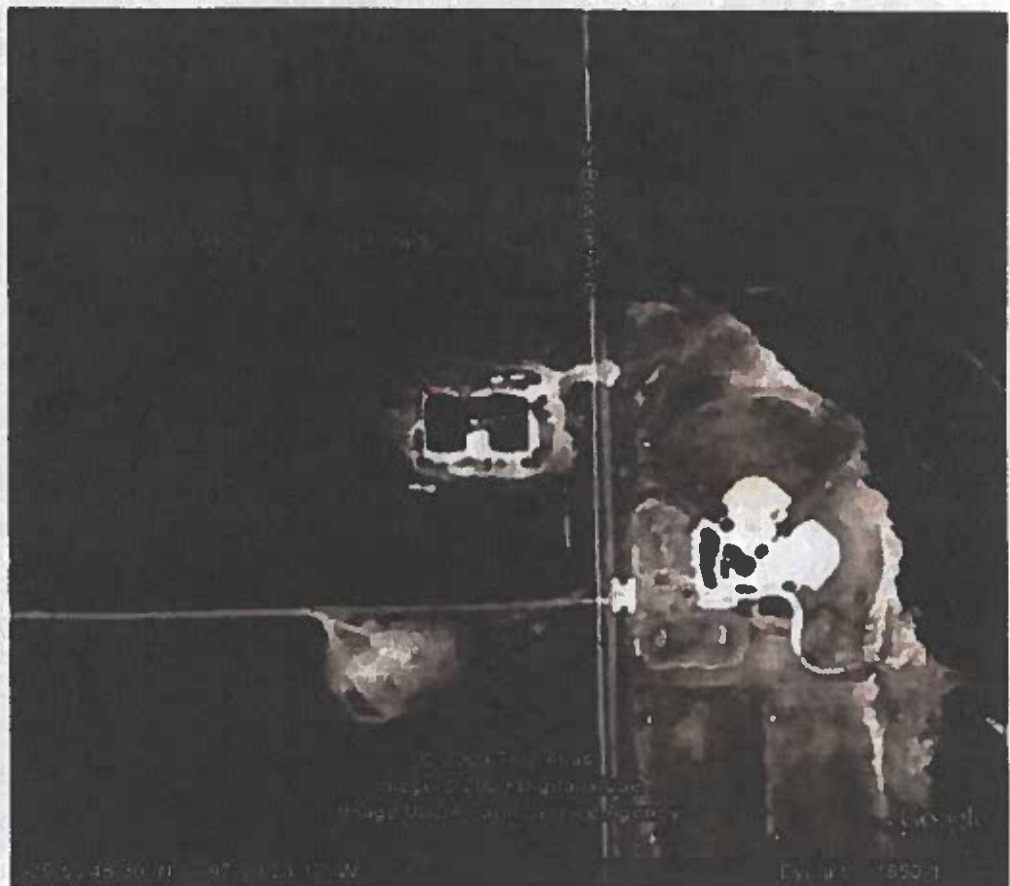
Comments:

Action taken by Commissioners' Court

Approved Tabled Denied Motion made by

County Judge's Office
 Received By:
 Melissa Flores
 05/15/2025 - 9:07am

Exhibit A
Bob Clark Social Service Center
9901 California Rd.
Brownsville, Texas 78521





Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

Exhibit B

To: Mr. Joe E. Vega
Parks Deputy Director
Cameron County Parks and Recreation

From: Reyes R. Rivera
Director for ACE
Brownsville Independent School District

Date: April 30, 2025

RE: Cameron County Facility Usage Request

We are kindly requesting your assistance to continue our partnership that provides adult basic education services at Cameron Park Centro Cultural and the Bob Clark Social Service Center. The adult basic education services consist of English as a Second Language (ESL), English Literacy Civics (civic awareness education) and Adult Basic Education/OED Preparation (ABE/GED) for adult learners at no fee for program participants. These facilities have been made available to our program for several years and have proven instrumental in providing much needed classroom space. Additionally, they allow our program to meet our goal of making class sites accessible to program participants. As we prepare for the start of the new school year, we would like to secure approval to utilize the building starting July 1, 2025 through August 31, 2026 to continue our collaborative endeavor in educating those most in need within our community.

Let me thank you in advance for your assistance. Should you need additional information please contact our office at (956) 548-8175.

Contract No. 2025C05231

**THE STATE OF TEXAS §
PRESENTS § **KNOW ALL PERSONS BY THESE**
COUNTY OF CAMERON §**

THAT, THIS LICENSE made on this day and entered into by and between the County of Cameron, by and through its County Judge, hereinafter called the "COUNTY", and Brownsville Independent School District Adult Continuing Education hereinafter called the "LICENSEE" represented by Reyes R. Rivera, Administrator.

WITNESSETH:

I.

TERM OF LICENSE

The Licensee shall use the property to provide adult basic education services for the community beginning July 1, 2025 and ending August 31, 2026.

II.

PROPERTY INVOLVED IN LICENSE

The subject property in this license is described as follows, to wit: Bob Clark Social Service Center more specifically described in Exhibit "A", attached hereto.

III.

USE OF THE PROPERTY

(a) The purpose of this license is to permit the LICENSEE to provide adult basic education services that consist of English as a Second Language (ESL), English Literacy Civics (civic awareness education) and Adult Basic Education/GED Preparation (ABE/GED) for adult learners at no fee for program participants for the residents of the

Cameron Park area. See Exhibit "B", which is attached hereto and incorporated by reference as if fully set forth herein.

(b) The LICENSEE shall consult with the County's Parks Director or Deputy Parks Director to determine the boundaries of the area that will be utilized by the LICENSEE.

(c) The LICENSEE shall not alter or interfere with any existing structures, fences or facilities and will conserve the natural habitat of the area. All trash shall be removed from the property. Explosives, pyrotechnic devices of any kind, firearms, and campfires are prohibited in order to avoid the risk of fire damage.

IV.

REVOCABILITY AND ASSIGNABILITY

This LICENSE is revocable by either party upon written notice. The revocation is effective one day after the date it is delivered by registered mail, return receipt requested or if delivered in person. This LICENSE is not assignable.

V.

INDEMNIFICATION

This agreement is made upon the express condition that the COUNTY shall be free from all liabilities and claims for damages and/or suits for or by reason of any injury or injuries to any person or persons or property of any kind whatsoever, whether the person or property of LICENSEE, its agents or employees, or third persons, but only to the extent caused by, arising out of, or relating to the work of LICENSEE while in or upon said

property or any part thereof during the term of this agreement occasioned by any occupancy or use of said premises or any activity carried on by LICENSEE. LICENSEE hereby covenants and agrees, as permitted by law, to indemnify and save harmless the COUNTY from all liabilities, charges, expenses (including counsel fees) and costs on account of or by reason of any such injuries, liabilities, claims, suits or losses caused by, arising out of, or relating to the work of LICENSEE, however occurring or damages growing out of same.

VI.

INSURANCE

During the term of this License Agreement, LICENSEE shall procure and keep in force the following insurance: (A) work injury plan for the benefit all of its employees and volunteers and (B) general liability and property damage insurance, with limits, ONE HUNDRED THOUSAND AND NO/100THS DOLLARS (\$100,000.00) for each injury and THREE HUNDRED THOUSAND AND NO/100THS DOLLARS (\$300,000.00) for each occurrence, and as to property damage THREE HUNDRED THOUSAND AND NO/100THS DOLLARS (\$300,000.00). Licensee shall give the COUNTY at least thirty (30) day's notice of any material change in or cancellation or non-renewal of such policies; furthermore, LICENSEE shall provide the COUNTY, through the County Park Director or Deputy Parks Director with either copies of these policies, or alternatively, Certificates of Insurance, to confirm such coverage. Note that the agreement requests if the LICENSEE is a governmental agency and self-insured, then it may submit a letter stating that it is self-insured and the terms of this paragraph will not apply.

Brownsville Independent School District Adult Continuing Education will carry liability and all appropriate insurance on BISD Adult Continuing Education staff and their participants. BISD Adult Continuing Education is solely responsible for the actions of their employees and program activities.

VII.

NOTICES

Any notice or writing required or permitted to be given under the terms of this LICENSE shall be regarded as delivered when a copy of same has been delivered to the party entitled to receive it by Certified Mail, Return Receipt Requested, or by personal delivery at the address given below or such other address as a party may designate by written notice to the other party.

TO LICENSEE:

**Reyes R. Rivera, Administrator
BISD Adult Continuing Education
708 Palm Blvd.
Brownsville, Texas 78520**

TO COUNTY:

**Eddie Treviño, Jr.
County Judge
Cameron County Courthouse
1100 East Monroe
Brownsville, Texas 78520**

VIII.

GENERAL PROVISIONS

(a) This document embraces the entire agreement between the parties hereto and no statement, remark, agreement, or understanding, oral or written, not contained herein shall be recognized or enforced. This LICENSE may be modified only by written

addendum hereto signed by all the parties.

(b) For the purpose of this LICENSE, the singular number shall include the plural, and masculine shall include the feminine and vice versa, whenever the context so admits.

(c) The caption and headings in the LICENSE are inserted solely for convenience of references, and are not a part of not intended to govern, limit and/or aid in the construction of any provision hereof.

(d) As this license is granted gratuitously, LICENSEE consents that this document shall be construed in favor of the COUNTY.

(e) This LICENSE is governed by the laws of the State of Texas and construed there under and is performable in Cameron County, Texas.

(f) If any section, paragraph, sentence or phrase hereof is held to be illegal or unenforceable by a Court of competent jurisdiction, such illegality or unenforceability shall not affect the remainder of this LICENSE.

(g) COUNTY agrees during the term of this license and any extensions hereunder to allow reasonable ingress and egress to the property.

(h) Nothing in this License Agreement shall be construed or interpreted as a waiver or relinquishment of governmental, sovereign, or statutory immunity that the parties may be entitled to law.

(i) In the event that either party shall be prevented from completing the performance of their respective obligations hereunder by an act of God or event or incident related to COVID-19, then that party shall be excused from any further performance of their obligations and undertakings hereunder without any penalties being assessed. The Licensee will take all precautionary measures to ensure the safety of all individuals

(employees, volunteers, etc.) involved, which include: facial covering, social distancing and all other requirements as outlined by the current Emergency Management Order of Cameron County.

SIGNED on this the 20th day of May 2025.


Eddie Treviño, Jr., County Judge

Daniella Lopez Valdez, Board President

Dr. Jesus H. Chavez, Superintendent

Attested By:


Sylvia Garza-Perez, County Clerk



Minerva M. Peña, Board Secretary

Cameron County Commissioners' Court Agenda Request Form

No. 2-FFDate: May 14, 2025Meeting Date Request: May 20, 2025Deadline for Action: May 20, 2025Contact Person: Joe E. VegaDepartment: Parks & RecreationPhone: (956) 761-3700Fax: (956) 761-5317Department Head Name: Joe E. VegaSignature: 


Caption: Consideration and authorization to execute a License Agreement (Contract No. 2025C05230) between the Brownsville Independent School District Adult Continuing Education and Cameron County (Parks and Recreation) to continue providing adult continuing education classes at El Centro Cultural – Cameron Park.

(CONSENT)

Background: (Briefly summarize your request, if needed use separate sheet(s) or attach supporting documentation).

Please see attached License Agreement.

**PLEASE FILL IN ALL BLANKS WITH REQUIRED INITIALS AND FISCAL DATA INFORMATION
OR PLACE N/A IF IS NOT APPLICABLE:**

County Judge N/A Auditor N/A Budget Legal  Human Resources N/A Purchasing N/A
1295 Form N/A

Fiscal Data:Dept. Name: N/A Fund No. N/AFunds Available: Yes No **Funds From:**Department: Yes N/A No N/A Amt. Expended: \$ N/AGeneral: Yes No Impact on future budget: Yes No Grant: Yes No **Comments:**

Action taken by Commissioners' Court

Approved Tabled Denied Motion made by

County Judge's Office
Received By:
Melissa Flores
05/18/2025 - 9:07am

Exhibit A
El Centro Cultural-Cameron Park
2100 Gregory Avenue, Brownsville, Texas 78526





Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

Exhibit B

To: Mr. Joe E. Vega
Parks Deputy Director
Cameron County Parks and Recreation

From: Reyes R. Rivera
Director for ACE
Brownsville Independent School District

Date: April 30, 2025

RE: Cameron County Facility Usage Request

We are kindly requesting your assistance to continue our partnership that provides adult basic education services at Cameron Park Centro Cultural and the Bob Clark Social Service Center. The adult basic education services consist of English as a Second Language (ESL), English Literacy Civics (civic awareness education) and Adult Basic Education/GED Preparation (ABE/GED) for adult learners at no fee for program participants. These facilities have been made available to our program for several years and have proven instrumental in providing much needed classroom space. Additionally, they allow our program to meet our goal of making class sites accessible to program participants. As we prepare for the start of the new school year, we would like to secure approval to utilize the building starting, July 1, 2025 through August 31, 2026 to continue our collaborative endeavor in educating those most in need within our community.

Let me thank you in advance for your assistance. Should you need additional information please contact our office at (956) 548-8175.

Contract No. 2025C05231

**THE STATE OF TEXAS §
PRESENTS § KNOW ALL PERSONS BY THESE
COUNTY OF CAMERON §**

THAT, THIS LICENSE made on this day and entered into by and between the County of Cameron, by and through its County Judge, hereinafter called the "COUNTY", and Brownsville Independent School District Adult Continuing Education hereinafter called the "LICENSEE" represented by Reyes R. Rivera, Administrator.

WITNESSETH:

I.

TERM OF LICENSE

The Licensee shall use the property to provide adult basic education services for the community beginning July 1, 2025 and ending August 31, 2026.

II.

PROPERTY INVOLVED IN LICENSE

The subject property in this license is described as follows, to wit: El Centro Cultural – Cameron Park more specifically described in Exhibit "A", attached hereto.

III.

USE OF THE PROPERTY

(a) The purpose of this license is to permit the LICENSEE to provide adult basic education services that consist of English as a Second Language (ESL), English Literacy Civics (civic awareness education) and Adult Basic Education/GED Preparation (ABE/GED) for adult learners at no fee for program participants for the residents of the

Cameron Park area. See Exhibit "B", which is attached hereto and incorporated by reference as if fully set forth herein.

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(c) The LICENSEE shall not alter or interfere with any existing structures, fences or facilities and will conserve the natural habitat of the area. All trash shall be removed from the property. Explosives, pyrotechnic devices of any kind, firearms, and campfires are prohibited in order to avoid the risk of fire damage.

IV.

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V.

INDEMNIFICATION

This agreement is made upon the express condition that the COUNTY shall be free from all liabilities and claims for damages and/or suits for or by reason of any injury or injuries to any person or persons or property of any kind whatsoever, whether the person or property of LICENSEE, its agents or employees, or third persons, but only to the extent caused by, arising out of, or relating to the work of LICENSEE while in or upon said

property or any part thereof during the term of this agreement occasioned by any occupancy or use of said premises or any activity carried on by LICENSEE. LICENSEE hereby covenants and agrees, as permitted by law, to indemnify and save harmless the COUNTY from all liabilities, charges, expenses (including counsel fees) and costs on account of or by reason of any such injuries, liabilities, claims, suits or losses caused by, arising out of, or relating to the work of LICENSEE, however occurring or damages growing out of same.

VI.

INSURANCE

During the term of this License Agreement, LICENSEE shall procure and keep in force the following insurance: (A) work injury plan for the benefit all of its employees and volunteers and (B) general liability and property damage insurance, with limits, ONE HUNDRED THOUSAND AND NO/100THS DOLLARS (\$100,000.00) for each injury and THREE HUNDRED THOUSAND AND NO/100THS DOLLARS (\$300,000.00) for each occurrence, and as to property damage THREE HUNDRED THOUSAND AND NO/100THS DOLLARS (\$300,000.00). Licensee shall give the COUNTY at least thirty (30) day's notice of any material change in or cancellation or non-renewal of such policies; furthermore, LICENSEE shall provide the COUNTY, through the County Park Director or Deputy Parks Director with either copies of these policies, or alternatively, Certificates of Insurance, to confirm such coverage. Note that the agreement requests if the LICENSEE is a governmental agency and self-insured, then it may submit a letter stating that it is self-insured and the terms of this paragraph will not apply.

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VII.

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TO LICENSEE:

**Reyes R. Rivera, Administrator
BISD Adult Continuing Education
708 Palm Blvd.
Brownsville, Texas 78520**

TO COUNTY:

**Eddie Treviño, Jr.
County Judge
Cameron County Courthouse
1100 East Monroe
Brownsville, Texas 78520**

VIII.

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(a) This document embraces the entire agreement between the parties hereto and no statement, remark, agreement, or understanding, oral or written, not contained herein shall be recognized or enforced. This LICENSE may be modified only by written

addendum hereto signed by all the parties.

(b) For the purpose of this LICENSE, the singular number shall include the plural, and masculine shall include the feminine and vice versa, whenever the context so admits.

(c) The caption and headings in the LICENSE are inserted solely for convenience of references, and are not a part of not intended to govern, limit and/or aid in the construction of any provision hereof.

(d) As this license is granted gratuitously, LICENSEE consents that this document shall be construed in favor of the COUNTY.

(e) This LICENSE is governed by the laws of the State of Texas and construed there under and is performable in Cameron County, Texas.

(f) If any section, paragraph, sentence or phrase hereof is held to be illegal or unenforceable by a Court of competent jurisdiction, such illegality or unenforceability shall not affect the remainder of this LICENSE.

(g) COUNTY agrees during the term of this license and any extensions hereunder to allow reasonable ingress and egress to the property.

(h) Nothing in this License Agreement shall be construed or interpreted as a waiver or relinquishment of governmental, sovereign, or statutory immunity that the parties may be entitled to law.

(i) In the event that either party shall be prevented from completing the performance of their respective obligations hereunder by an act of God or event or incident related to COVID-19, then that party shall be excused from any further performance of their obligations and undertakings hereunder without any penalties being assessed. The Licensee will take all precautionary measures to ensure the safety of all individuals

(employees, volunteers, etc.) involved, which include: facial covering, social distancing and all other requirements as outlined by the current Emergency Management Order of Cameron County.

SIGNED on this the 20th day of May 2025.



Eddie Treviño, Jr., County Judge

Daniella Lopez Valdez, Board President

Dr. Jesus H. Chavez, Superintendent

Attested By:



Sylvia Garza-Perez, County Clerk



Minerva M. Peña, Board Secretary



Dr. Jesus H. Chavez
Superintendent

Royce R. Rivera
Director



BISD Adult Continuing Education

LETTER of AGREEMENT 2025-2026

HARLINGEN CISD (COLLABORATING PARTNER)

This Letter of Agreement is entered to establish specific procedures for delivery of basic education skills to educationally disadvantaged adults in the Cameron County area.

In order to facilitate the coordination of the BISD Adult Continuing Education Consortium for Cameron County, the following are the requested duties and responsibilities of both parties:

Harlingen CISD-Collaborating Partner
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Secure and provide facilities.
Assist with recruitment and retention (Performance Measures).
Attend adult continuing education program planning meetings.
Assist to eliminate barriers for effective and continued collaboration.
2.0 FIXED ASSETS:
Will take precautionary measures to secure fixed assets (computers) if placed on site.
Will immediately report missing computers to ACE and file a police report.
Will work with site instructor to inventory fixed assets before and after each semester.
3.0 PERSONNEL:
Will provide the name of personnel who will be the liaison to BISD ACE.

BISD Adult Continuing Education
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Provide information on Performance Measures.
Provide recruitment and registration information.
2.0 INSTRUCTIONAL DESIGN:
Provide assessment profile (TABE/BEST).
Provide on-going program training.
Provide BISD Calendar.
3.0 PERSONNEL:
Provide an instructor for site (<i>subject to funding and availability</i>).
Secure and issue paycheck through BISD ACE.
Visit sites to observe instructor and/or speak with liaison
4.0 TEAMS:
Provide staff development to data entry personnel on the usage of the TEAMS database.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

Brownsville ISD Adult Continuing Education Consortium for Cameron County will comply with the TAC §805.42. Program Delivery System as outlined in the RFP (f) An AEL grant recipient, awarded AEL funds by the Agency, shall be responsible for performing all services and activities required to fully comply with contract performance requirements and all contract terms and conditions. Responsibilities include, but are not limited, to the following:

1.1 Communication.

(A) The AEL grant recipient shall serve as the point of contact with the Agency.

(B) For an AEL consortium, on behalf of AEL consortium members, the AEL grant recipient shall:

(i) transmit questions and grant-related needs for AEL consortium members to the Agency; and

(ii) carry out the programmatic functions of an AEL grant by communicating regularly with members of the AEL consortium and by sharing information, policy or procedural changes, and technical assistance provided by the Agency to oversee the grant.

1.2 Monitoring. The AEL Grant Recipient Shall:

(A) monitor programmatic and fiscal progress against goals and project deliverables; and

(B) timely notify the Agency of problems related to achievement of programmatic and fiscal goals of the grant in accordance with appropriate systems to receive and compile outcome measures and fiscal reports.

1.3 Technical Assistance. The AEL grant recipient shall carry out the programmatic and reporting functions of an AEL grant by providing or requesting technical assistance for its program or in an AEL consortium for AEL consortium members, related to the design, implementation, and internal evaluation of their AEL services or support services.

1.4 Professional Development. The AEL grant recipient shall plan and coordinate the provision of necessary professional development opportunities for its program, or in an AEL consortium to the AEL consortium members.

1.5 Reporting. The AEL Grant Recipient Shall:

(A) collect and compile all fiscal and programmatic information regarding the activities, expenses, and performance outputs and outcomes of the AEL grant; and

(B) submit this information to the Agency.

1.6 Workforce Area Coverage.

(A) The AEL grant recipient shall ensure that services are provided to the portion of the workforce area designated in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.

(B) For an AEL consortium, the AEL grant recipient shall ensure that services are provided to the portion of the workforce area, as designated for the consortium in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

- (i) If a consortium member fails to perform in accordance with the AEL consortium's coordinated service delivery plan, the AEL grant recipient shall provide technical assistance, as appropriate;
- (ii) If a consortium member withdraws from a consortium, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The AEL grant recipient shall coordinate with remaining consortium members to develop an alternative proposal for service delivery and submit it to the Agency for approval;
- (iii) If an AEL lead organization of a consortium withdraws from a consortium or from its role as the lead organization of the consortium, the AEL grant recipient must ensure that a letter of intent to withdraw is provided to the Agency contract manager. The AEL grant recipient must coordinate with remaining consortium members to identify an alternative lead organization of the consortium and submit it to the Agency for approval; and
- (iv) If, in a workforce area with multiple consortiums that cover the entire workforce area, one or more consortiums withdraws, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The Agency will coordinate with the remaining consortiums to develop an alternative proposal for service delivery for the entire workforce area.
- (g) For an AEL consortium, the Agency reserves the right to reevaluate an AEL grant in light of any change in the AEL consortium membership based on the consortium's continued ability to meet the terms of the original grant award as demonstrated through an alternative proposal. The Agency's reevaluation may include termination of all awards under the AEL consortium if deemed appropriate.
- (1) If an AEL consortium or AEL consortium member withdraws, the funds and activities committed to in the application shall not be shifted to another AEL consortium, AEL consortium member, or a new institution without written Agency approval.
- (2) The AEL grant recipient shall contact the Agency's grant contract manager to discuss options for replacement grants within the AEL consortium.
- Both parties agree and will secure educational activities that will be to the best interest of every participant and success of the program. Both parties will secure that performance measures and IPQ's (Indicators of Program Quality) of adult education are implemented and executed throughout the program duration.
- Either party throughout the fiscal year may dissolve this Letter of Agreement within one weeks' notice.

Harlingen CISD acknowledges that as a collaborating partner under agreement with Brownsville Independent School District that Adult Continuing Education has a legitimate educational interest in student data and information contained in educational records provided to them in the execution of providing services to the District. Adult Continuing Education agrees to keep confidential all records obtained by them and to comply with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Disclosure to third parties by Harlingen CISD shall be in strict compliance with all FERPA requirements or by obtaining the written consent of the parent(s) and/or legal guardian of the student(s). BISD's ACE Program runs from July 1, 2025 to June 30, 2026.



Dr. Jesus H. Chavez
Superintendent

Royce R. Rivera
Director



BISD Adult Continuing Education



Brownsville Independent School District

708 Palm Blvd. Brownsville, Texas 78520 (956) 548-8175 Fax: (956) 714-6235

Dr. Jesus H. Chavez
Superintendent

Dr. Veronica Kortan
Superintendent

Dr. Jesus H. Chavez
Superintendent

Date

Date

Brownsville Independent School District Adult Continuing Education Department 708 Palm Blvd. Brownsville, Texas 78520
Phone (956) 548-8175, Fax (956) 714-6235

BISD does not discriminate on the basis of race, color, national origin, sex, religion, age, disability or genetic information in employment or provision of services, programs or activities.
BISD no discrimina a base de raza, color, origen nacional, sexo, religión, edad, discapacidad o información genética en el empleo o en la provisión de servicios, programas o actividades.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

LETTER of AGREEMENT 2025-2026

HARLINGEN HOUSING AUTHORITY (COLLABORATING PARTNER)

This **Letter of Agreement** is entered to establish specific procedures for delivery of basic education skills to educationally disadvantaged adults in the **Cameron County** area.

In order to facilitate the coordination of the BISD Adult Continuing Education Consortium for Cameron County, the following are the requested duties and responsibilities of both parties:

Harlingen Housing Authority-Collaborating Partner
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Secure and provide facilities.
Assist with recruitment and retention (Performance Measures).
Attend adult continuing education program planning meetings.
Assist to eliminate barriers for effective and continued collaboration.
2.0 FIXED ASSETS:
Will take precautionary measures to secure fixed assets (computers) if placed on site.
Will immediately report missing computers to ACE and file a police report.
Will work with site instructor to inventory fixed assets before and after each semester.
3.0 PERSONNEL:
Will provide the name of personnel who will be the liaison to BISD ACE.

BISD Adult Continuing Education
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Provide information on Performance Measures.
Provide recruitment and registration information.
2.0 INSTRUCTIONAL DESIGN:
Provide assessment profile (TABE/BEST).
Provide on-going program training.
Provide BISD Calendar.
3.0 PERSONNEL:
Provide an instructor for site (<i>subject to funding and availability</i>).
Secure and issue paycheck through BISD ACE.
Visit sites to observe instructor and/or speak with liaison
4.0 TEAMS:
Provide staff development to data entry personnel on the usage of the TEAMS database.

Brownsville Independent School District Adult Continuing Education Department 708 Palm Blvd. Brownsville, Texas 78520

Phone: (956) 548-8175, Fax: (956) 714-6235

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

Brownsville ISD Adult Continuing Education Consortium for Cameron County will comply with the TAC §805.42. Program Delivery System as outlined in the RFP (f) An AEL grant recipient, awarded AEL funds by the Agency, shall be responsible for performing all services and activities required to fully comply with contract performance requirements and all contract terms and conditions. Responsibilities include, but are not limited, to the following:

1.1 Communication.

(A) The AEL grant recipient shall serve as the point of contact with the Agency.

(B) For an AEL consortium, on behalf of AEL consortium members, the AEL grant recipient shall:

(i) transmit questions and grant-related needs for AEL consortium members to the Agency; and

(ii) carry out the programmatic functions of an AEL grant by communicating regularly with members of the AEL consortium and by sharing information, policy or procedural changes, and technical assistance provided by the Agency to oversee the grant.

1.2 Monitoring. The AEL Grant Recipient Shall:

(A) monitor programmatic and fiscal progress against goals and project deliverables; and

(B) timely notify the Agency of problems related to achievement of programmatic and fiscal goals of the grant in accordance with appropriate systems to receive and compile outcome measures and fiscal reports.

1.3 Technical Assistance. The AEL grant recipient shall carry out the programmatic and reporting functions of an AEL grant by providing or requesting technical assistance for its program, or in an AEL consortium for AEL consortium members, related to the design, implementation, and internal evaluation of their AEL services or support services.

1.4 Professional development. The AEL grant recipient shall plan and coordinate the provision of necessary professional development opportunities for its program, or in an AEL consortium to the AEL consortium members.

1.5 Reporting. The AEL Grant Recipient Shall:

(A) collect and compile all fiscal and programmatic information regarding the activities, expenses, and performance outputs and outcomes of the AEL grant; and

(B) submit this information to the Agency.

1.6 Workforce Area Coverage.

(A) The AEL grant recipient shall ensure that services are provided to the portion of the workforce area designated in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.

(B) For an AEL consortium, the AEL grant recipient shall ensure that services are provided to the portion of the workforce area, as designated for the consortium in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
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BISD Adult Continuing Education

- (i) If a consortium member fails to perform in accordance with the AEL consortium's coordinated service delivery plan, the AEL grant recipient shall provide technical assistance, as appropriate;
 - (ii) If a consortium member withdraws from a consortium, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The AEL grant recipient shall coordinate with remaining consortium members to develop an alternative proposal for service delivery and submit it to the Agency for approval;
 - (iii) If an AEL lead organization of a consortium withdraws from a consortium or from its role as the lead organization of the consortium, the AEL grant recipient must ensure that a letter of intent to withdraw is provided to the Agency contract manager. The AEL grant recipient must coordinate with remaining consortium members to identify an alternative lead organization of the consortium and submit it to the Agency for approval; and
 - (iv) If, in a workforce area with multiple consortiums that cover the entire workforce area, one or more consortiums withdraws, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The Agency will coordinate with the remaining consortiums to develop an alternative proposal for service delivery for the entire workforce area.
 - (g) For an AEL consortium, the Agency reserves the right to reevaluate an AEL grant in light of any change in the AEL consortium membership based on the consortium's continued ability to meet the terms of the original grant award as demonstrated through an alternative proposal. The Agency's reevaluation may include termination of all awards under the AEL consortium if deemed appropriate.
 - (1) If an AEL consortium or AEL consortium member withdraws, the funds and activities committed to in the application shall not be shifted to another AEL consortium, AEL consortium member, or a new institution without written Agency approval.
 - (2) The AEL grant recipient shall contact the Agency's grant contract manager to discuss options for replacement grants within the AEL consortium.
- Both parties agree and will secure educational activities that will be to the best interest of every participant and success of the program. Both parties will secure that performance measures and IPQ's (Indicators of Program Quality) of adult education are implemented and executed throughout the program duration.

Either party throughout the fiscal year may dissolve this Letter of Agreement within one weeks' notice.

Harlingen Housing Authority acknowledges that as a collaborating partner under agreement with Brownsville Independent School District that Adult Continuing Education has a legitimate educational interest in student data and information contained in educational records provided to them in the execution of providing services to the District. Adult Continuing Education agrees to keep confidential all records obtained by them and to comply with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Disclosure to third parties by Harlingen Housing Authority shall be in strict compliance with all FERPA requirements or by obtaining the written consent of the parent(s) and/or legal guardian of the student(s). BISD's ACE Program runs from July 1, 2025 to June 30, 2026.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education



Brownsville Independent School District

708 Palm Blvd. Brownsville, Texas 78520 (956) 548-8175 Fax: (956) 714-6235

Dr. Jesus H. Chavez
Superintendent

Hilda Benavides, CEO
Hilda Benavides, ~~Executive Director~~, CEO
Harlingen Housing Authority

Dr. Jesus H. Chavez
Superintendent

5-14-2018

Date

Date

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

**LETTER of AGREEMENT
2025-2026
LA FERIA ISD
(COLLABORATING PARTNER)**

This **Letter of Agreement** is entered to establish specific procedures for delivery of basic education skills to educationally disadvantaged adults in the **Cameron County** area.

In order to facilitate the coordination of the BISD Adult Continuing Education Consortium for Cameron County, the following are the requested duties and responsibilities of both parties:

La Feria ISD-Collaborating Partner
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Secure and provide facilities. Assist with recruitment and retention (Performance Measures). Attend adult continuing education program planning meetings. Assist to eliminate barriers for effective and continued collaboration.
2.0 FIXED ASSETS:
Will take precautionary measures to secure fixed assets (computers) if placed on site. Will immediately report missing computers to ACE and file a police report. Will work with site instructor to inventory fixed assets before and after each semester.
3.0 PERSONNEL:
Will provide the name of personnel who will be the liaison to BISD ACE.

BISD Adult Continuing Education
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Provide information on Performance Measures. Provide recruitment and registration information.
2.0 INSTRUCTIONAL DESIGN:
Provide assessment profile (TABE/BEST). Provide on-going program training. Provide BISD Calendar.
3.0 PERSONNEL:
Provide an instructor for site (<i>subject to funding and availability</i>). Secure and issue paycheck through BISD ACE. Visit sites to observe instructor and/or speak with liaison
4.0 TEAMS:
Provide staff development to data entry personnel on the usage of the TEAMS database.

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

Brownsville ISD Adult Continuing Education Consortium for Cameron County will comply with the TAC §805.42. Program Delivery System as outlined in the RFP (f) An AEL grant recipient, awarded AEL funds by the Agency, shall be responsible for performing all services and activities required to fully comply with contract performance requirements and all contract terms and conditions. Responsibilities include, but are not limited, to the following:

1.1 Communication.

(A) The AEL grant recipient shall serve as the point of contact with the Agency.

(B) For an AEL consortium, on behalf of AEL consortium members, the AEL grant recipient shall:

(i) transmit questions and grant-related needs for AEL consortium members to the Agency; and

(ii) carry out the programmatic functions of an AEL grant by communicating regularly with members of the AEL consortium and by sharing information, policy or procedural changes, and technical assistance provided by the Agency to oversee the grant.

1.2 Monitoring. The AEL Grant Recipient Shall:

(A) monitor programmatic and fiscal progress against goals and project deliverables; and

(B) timely notify the Agency of problems related to achievement of programmatic and fiscal goals of the grant in accordance with appropriate systems to receive and compile outcome measures and fiscal reports.

1.3 Technical Assistance. The AEL grant recipient shall carry out the programmatic and reporting functions of an AEL grant by providing or requesting technical assistance for its program, or in an AEL consortium for AEL consortium members, related to the design, implementation, and internal evaluation of their AEL services or support services.

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1.5 Reporting. The AEL Grant Recipient Shall:

(A) collect and compile all fiscal and programmatic information regarding the activities, expenses, and performance outputs and outcomes of the AEL grant; and

(B) submit this information to the Agency.

1.6 Workforce Area Coverage.

(A) The AEL grant recipient shall ensure that services are provided to the portion of the workforce area designated in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.

(B) For an AEL consortium, the AEL grant recipient shall ensure that services are provided to the portion of the workforce area, as designated for the consortium in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

- (i) If a consortium member fails to perform in accordance with the AEL consortium's coordinated service delivery plan, the AEL grant recipient shall provide technical assistance, as appropriate;
- (ii) If a consortium member withdraws from a consortium, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The AEL grant recipient shall coordinate with remaining consortium members to develop an alternative proposal for service delivery and submit it to the Agency for approval;
- (iii) If an AEL lead organization of a consortium withdraws from a consortium or from its role as the lead organization of the consortium, the AEL grant recipient must ensure that a letter of intent to withdraw is provided to the Agency contract manager. The AEL grant recipient must coordinate with remaining consortium members to identify an alternative lead organization of the consortium and submit it to the Agency for approval; and
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- (2) The AEL grant recipient shall contact the Agency's grant contract manager to discuss options for replacement grants within the AEL consortium.

Both parties agree and will secure educational activities that will be to the best interest of every participant and success of the program. Both parties will secure that performance measures and IPQ's (Indicators of Program Quality) of adult education are implemented and executed throughout the program duration.

Either party throughout the fiscal year may dissolve this Letter of Agreement within one weeks' notice.

La Feria ISD acknowledges that as a collaborating partner under agreement with Brownsville Independent School District that Adult Continuing Education has a legitimate educational interest in student data and information contained in educational records provided to them in the execution of providing services to the District. Adult Continuing Education agrees to keep confidential all records obtained by them and to comply with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Disclosure to third parties by La Feria ISD shall be in strict compliance with all FERPA requirements or by obtaining the written consent of the parent(s) and/or legal guardian of the student(s). BISD's ACE Program runs from July 1, 2025 to June 30, 2026.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education



Brownsville Independent School District

708 Palm Blvd. Brownsville, Texas 78520 (956) 548-8175 Fax: (956) 714-6235

Dr. Jesus H. Chavez
Superintendent

Cindy Torres, Superintendent
La Feria ISD

Dr. Jesus H. Chavez
Superintendent

4-30-2025

Date

Date



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

LETTER of AGREEMENT 2025-2026

POINT ISABEL ISD (LOCAL EDUCATION AGENCY) COLLABORATING PARTNER

This **Letter of Agreement** is entered to establish specific procedures for delivery of basic education skills to educationally disadvantaged adults in the **Cameron County** area.

In order to facilitate the coordination of the BISD Adult Continuing Education Consortium for Cameron County, the following are the requested duties and responsibilities of both parties:

Point Isabel ISD-Collaborating Partner
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Secure and provide facilities. Assist with recruitment and retention (Performance Measures). Attend adult continuing education program planning meetings. Assist to eliminate barriers for effective and continued collaboration.
2.0 FIXED ASSETS:
Will take precautionary measures to secure fixed assets (computers) if placed on site. Will immediately report missing computers to ACE and file a police report. Will work with site instructor to inventory fixed assets before and after each semester.
3.0 PERSONNEL:
Will provide the name of personnel who will be the liaison to BISD ACE.

BISD Adult Continuing Education
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Provide information on Performance Measures. Provide recruitment and registration information.
2.0 INSTRUCTIONAL DESIGN:
Provide assessment profile (TABE/BEST). Provide on-going program training. Provide BISD Calendar.
3.0 PERSONNEL:
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4.0 TEAMS:
Provide staff development to data entry personnel on the usage of the TEAMS database.

Brownsville Independent School District Adult Continuing Education Department 708 Palm Blvd. Brownsville, Texas 78520

Phone: (956) 548-8175, Fax: (956) 714-6235

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

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(A) collect and compile all fiscal and programmatic information regarding the activities, expenses, and performance outputs and outcomes of the AEL grant; and

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

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- (g) For an AEL consortium, the Agency reserves the right to reevaluate an AEL grant in light of any change in the AEL consortium membership based on the consortium's continued ability to meet the terms of the original grant award as demonstrated through an alternative proposal. The Agency's reevaluation may include termination of all awards under the AEL consortium if deemed appropriate.
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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education



Brownsville Independent School District

708 Palm Blvd. Brownsville, Texas 78520 (956) 548-8175 Fax: (956) 714-6235

Dr. Jesus H. Chavez
Superintendent

Theresa Ann Capistran, Superintendent
Point Isabel ISD

Dr. Jesus H. Chavez
Superintendent

Date

Date



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

**LETTER of AGREEMENT
2025-2026
SAN BENITO CISD
(COLLABORATING PARTNER)**

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San Benito CISD-Collaborating Partner
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BISD Adult Continuing Education
RESPONSIBILITIES:
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Dr. Jesus H. Chavez
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Reyes R. Rivera
Director



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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

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- (2) The AEL grant recipient shall contact the Agency's grant contract manager to discuss options for replacement grants within the AEL consortium.

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Either party throughout the fiscal year may dissolve this Letter of Agreement within one weeks' notice.

San Benito CISD acknowledges that as a collaborating partner under agreement with Brownsville Independent School District that Adult Continuing Education has a legitimate educational interest in student data and information contained in educational records provided to them in the execution of providing services to the District. Adult Continuing Education agrees to keep confidential all records obtained by them and to comply with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Disclosure to third parties by San Benito CISD shall be in strict compliance with all FERPA requirements or by obtaining the written consent of the parent(s) and/or legal guardian of the student(s). BISD's ACE Program runs from July 1, 2025 to June 30, 2026.

Brownsville Independent School District Adult Continuing Education Department 708 Palm Blvd Brownsville, Texas 78520
Phone (956) 548-8175, Fax (956) 714-6235

BISD does not discriminate on the basis of race, color, national origin, sex, religion, age, disability or genetic information in employment or provision of services, programs or activities.
BISD no discrimina a base de raza, color, origen nacional, sexo, religión, edad, discapacidad o información genética en el empleo o en la provisión de servicios, programas o actividades



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director




BISD Adult Continuing Education



Brownsville Independent School District

708 Palm Blvd. Brownsville, Texas 78520 (956) 548-8175 Fax: (956) 714-6235

Dr. Jesus H. Chavez
Superintendent


Alfredo Perez, Superintendent
San Benito CISD

Dr. Jesus H. Chavez
Superintendent

MAY 15 2025
Date

Date

Brownsville Independent School District Adult Continuing Education Department 708 Palm Blvd Brownsville, Texas 78520

Phone: (956) 548-8175, Fax: (956) 714-6235

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

LETTER of AGREEMENT 2025-2026

SAN BENITO HOUSING AUTHORITY (COLLABORATING PARTNER)

This Letter of Agreement is entered to establish specific procedures for delivery of basic education skills to educationally disadvantaged adults in the Cameron County area.

In order to facilitate the coordination of the BISD Adult Continuing Education Consortium for Cameron County, the following are the requested duties and responsibilities of both parties:

San Benito Authority-Collaborating Partner
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Secure and provide facilities.
Assist with recruitment and retention (Performance Measures).
Attend adult continuing education program planning meetings.
Assist to eliminate barriers for effective and continued collaboration.
2.0 FIXED ASSETS:
Will take precautionary measures to secure fixed assets (computers) if placed on site.
Will immediately report missing computers to ACE and file a police report.
Will work with site instructor to inventory fixed assets before and after each semester.
3.0 PERSONNEL:
Will provide the name of personnel who will be the liaison to BISD ACE.

BISD Adult Continuing Education
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Provide information on Performance Measures.
Provide recruitment and registration information.
2.0 INSTRUCTIONAL DESIGN:
Provide assessment profile (TABE/BEST).
Provide on-going program training.
Provide BISD Calendar.
3.0 PERSONNEL:
Provide an instructor for site (<i>subject to funding and availability</i>).
Secure and issue paycheck through BISD ACE.
Visit sites to observe instructor and/or speak with liaison
4.0 TEAMS:
Provide staff development to data entry personnel on the usage of the TEAMS database.

Brownsville Independent School District Adult Continuing Education Department 708 Palm Blvd. Brownsville, Texas 78520
Phone: (956) 548-8175, Fax: (956) 548-7904

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

Brownsville ISD Adult Continuing Education Consortium for Cameron County will comply with the TAC §805.42. Program Delivery System as outlined in the RFP (f) An AEL grant recipient, awarded AEL funds by the Agency, shall be responsible for performing all services and activities required to fully comply with contract performance requirements and all contract terms and conditions. Responsibilities include, but are not limited, to the following:

1.1 Communication.

(A) The AEL grant recipient shall serve as the point of contact with the Agency.

(B) For an AEL consortium, on behalf of AEL consortium members, the AEL grant recipient shall:

(i) transmit questions and grant-related needs for AEL consortium members to the Agency; and

(ii) carry out the programmatic functions of an AEL grant by communicating regularly with members of the AEL consortium and by sharing information, policy or procedural changes, and technical assistance provided by the Agency to oversee the grant.

1.2 Monitoring. The AEL Grant Recipient Shall:

(A) monitor programmatic and fiscal progress against goals and project deliverables; and

(B) timely notify the Agency of problems related to achievement of programmatic and fiscal goals of the grant in accordance with appropriate systems to receive and compile outcome measures and fiscal reports.

1.3 Technical Assistance. The AEL grant recipient shall carry out the programmatic and reporting functions of an AEL grant by providing or requesting technical assistance for its program, or in an AEL consortium for AEL consortium members, related to the design, implementation, and internal evaluation of their AEL services or support services.

1.4 Professional Development. The AEL grant recipient shall plan and coordinate the provision of necessary professional development opportunities for its program, or in an AEL consortium to the AEL consortium members.

1.5 Reporting. The AEL Grant Recipient Shall:

(A) collect and compile all fiscal and programmatic information regarding the activities, expenses, and performance outputs and outcomes of the AEL grant; and

(B) submit this information to the Agency.

1.6 Workforce Area Coverage.

(A) The AEL grant recipient shall ensure that services are provided to the portion of the workforce area designated in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.

(B) For an AEL consortium, the AEL grant recipient shall ensure that services are provided to the portion of the workforce area, as designated for the consortium in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

- (i) If a consortium member fails to perform in accordance with the AEL consortium's coordinated service delivery plan, the AEL grant recipient shall provide technical assistance, as appropriate;
- (ii) If a consortium member withdraws from a consortium, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The AEL grant recipient shall coordinate with remaining consortium members to develop an alternative proposal for service delivery and submit it to the Agency for approval;
- (iii) If an AEL lead organization of a consortium withdraws from a consortium or from its role as the lead organization of the consortium, the AEL grant recipient must ensure that a letter of intent to withdraw is provided to the Agency contract manager. The AEL grant recipient must coordinate with remaining consortium members to identify an alternative lead organization of the consortium and submit it to the Agency for approval; and
- (iv) If, in a workforce area with multiple consortiums that cover the entire workforce area, one or more consortiums withdraws, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The Agency will coordinate with the remaining consortiums to develop an alternative proposal for service delivery for the entire workforce area.
- (g) For an AEL consortium, the Agency reserves the right to reevaluate an AEL grant in light of any change in the AEL consortium membership based on the consortium's continued ability to meet the terms of the original grant award as demonstrated through an alternative proposal. The Agency's reevaluation may include termination of all awards under the AEL consortium if deemed appropriate.
- (1) If an AEL consortium or AEL consortium member withdraws, the funds and activities committed to in the application shall not be shifted to another AEL consortium, AEL consortium member, or a new institution without written Agency approval.
- (2) The AEL grant recipient shall contact the Agency's grant contract manager to discuss options for replacement grants within the AEL consortium.

Both parties agree and will secure educational activities that will be to the best interest of every participant and success of the program. Both parties will secure that performance measures and IPQ's (Indicators of Program Quality) of adult education are implemented and executed throughout the program duration.

Either party throughout the fiscal year may dissolve this Letter of Agreement within one weeks' notice.

San Benito Housing Authority acknowledges that as a collaborating partner under agreement with Brownsville Independent School District that Adult Continuing Education has a legitimate educational interest in student data and information contained in educational records provided to them in the execution of providing services to the District. Adult Continuing Education agrees to keep confidential all records obtained by them and to comply with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Disclosure to third parties by San Benito Housing Authority shall be in strict compliance with all FERPA requirements or by obtaining the written consent of the parent(s) and/or legal guardian of the student(s). BISD's ACE Program runs from July 1, 2025 to June 30, 2026.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education



Brownsville Independent School District

708 Palm Blvd. Brownsville, Texas 78520 (956) 548-8175 Fax: (956) 714-6235

Dr. Jesus H. Chavez
Superintendent

Alma Cardenas, Property Manager
San Benito Housing Authority

Dr. Jesus H. Chavez
Superintendent

6/11/2025

Date

Date



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

LETTER of AGREEMENT 2025-2026

SPACE EXPLORATION TECHNOLOGIES CORPORATION

This **Letter of Agreement** is entered to establish specific procedures for delivery of basic education skills to educationally disadvantaged adults in the **Cameron County** area.

Space Exploration Technologies Corp. ("SpaceX"), Brownsville ISD Adult Continuing Education Consortium for Cameron County, and the Texas Workforce Commission (the "Agency") expressly agree and acknowledge that SpaceX has no interest or involvement whatsoever with the grant that is the subject of this Letter of Agreement, including but not limited to, receipt, transfer, or award, of the grant

In order to facilitate the coordination of the BISD Adult Continuing Education Consortium for Cameron County, the following are the requested duties and responsibilities of both parties:

SPACEX -Collaborating Partner
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Secure and provide facilities. Make reasonable efforts to ensure the attendance of at least 20 students per class. Make reasonable efforts to attend adult continuing education program planning meetings related to Space X classes. Assist to eliminate barriers for effective and continued collaboration.
2.0 FIXED ASSETS:
Will take precautionary measures to secure fixed assets (computers) if placed on site. Will immediately report missing computers to ACE upon SpaceX's actual knowledge of such missing computer. Will work with site instructor to inventory fixed assets before and after each semester.
3.0 PERSONNEL:
Will provide the name of personnel who will be the liaison to BISD ACE.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

BISD Adult Continuing Education
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Provide information on Performance Measures.
Provide recruitment and registration information.
2.0 INSTRUCTIONAL DESIGN:
Provide assessment profile (TABE/BEST).
Provide on-going program training.
Provide BISD Calendar.
3.0 PERSONNEL:
Provide an instructor for site (<i>subject to funding and availability</i>).
Secure and issue paycheck through BISD ACE.
Visit sites to observe instructor and/or speak with liaison, provided prior written notice is provided to SpaceX.
SpaceX will determine under which terms, in its sole discretion, who may enter a SpaceX site or facility.
4.0 TEAMS:
Provide staff development to data entry personnel on the usage of the TEAMS database.

Brownsville ISD Adult Continuing Education Consortium for Cameron County will comply with the TAC §805.42. Program Delivery System as outlined in the RFP (f) An AEL grant recipient, awarded AEL funds by the Agency, shall be responsible for performing all services and activities required to fully comply with contract performance requirements and all contract terms and conditions. Responsibilities include, but are not limited, to the following:

1.1 Communication.

- (A) The AEL grant recipient shall serve as the point of contact with the Agency.
- (B) For an AEL consortium, on behalf of AEL consortium members, the AEL grant recipient shall:
 - (i) transmit questions and grant-related needs for AEL consortium members to the Agency; and
 - (ii) carry out the programmatic functions of an AEL grant by communicating regularly with members of the AEL consortium and by sharing information, policy or procedural changes, and technical assistance provided by the Agency to oversee the grant.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

1.2 Monitoring. The AEL grant recipient shall:

- (A) monitor programmatic and fiscal progress against goals and project deliverables; and
- (B) timely notify the Agency of problems related to achievement of programmatic and fiscal goals of the grant in accordance with appropriate systems to receive and compile outcome measures and fiscal reports.

1.3 Technical assistance. The AEL grant recipient shall carry out the programmatic and reporting functions of an AEL grant by providing or requesting technical assistance for its program or in an AEL consortium for AEL consortium members, related to the design, implementation, and internal evaluation of their AEL services or support services.

1.4 Professional development. The AEL grant recipient shall plan and coordinate the provision of necessary professional development opportunities for its program, or in an AEL consortium to the AEL consortium members.

1.5 Reporting. The AEL grant recipient shall:

- (A) collect and compile all fiscal and programmatic information regarding the activities, expenses, and performance outputs and outcomes of the AEL grant; and
- (B) submit this information to the Agency.

1.6 Workforce area Coverage:

(A) The AEL grant recipient shall ensure that services are provided to the portion of the workforce area designated in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.

(B) For an AEL consortium, the AEL grant recipient shall ensure that services are provided to the portion of the workforce area, as designated for the consortium in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.

(i) If a consortium member fails to perform in accordance with the AEL consortium's coordinated service delivery plan, the AEL grant recipient shall provide technical assistance, as appropriate;

(ii) If a consortium member withdraws from a consortium, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The AEL grant recipient shall coordinate with remaining consortium members to develop an alternative proposal for service delivery and submit it to the Agency for approval;



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

(iii) If an AEL lead organization of a consortium withdraws from a consortium or from its role as the lead organization of the consortium, the AEL grant recipient must ensure that a letter of intent to withdraw is provided to the Agency contract manager. The AEL grant recipient must coordinate with remaining consortium members to identify an alternative lead organization of the consortium and submit it to the Agency for approval; and

(iv) If, in a workforce area with multiple consortiums that cover the entire workforce area, one or more consortiums withdraws, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The Agency will coordinate with the remaining consortiums to develop an alternative proposal for service delivery for the entire workforce area.

(g) For an AEL consortium, the Agency reserves the right to reevaluate an AEL grant in light of any change in the AEL consortium membership based on the consortium's continued ability to meet the terms of the original grant award as demonstrated through an alternative proposal. The Agency's reevaluation may include termination of all awards under the AEL consortium if deemed appropriate.

(1) If an AEL consortium or AEL consortium member withdraws, the funds and activities committed to in the application shall not be shifted to another AEL consortium, AEL consortium member, or a new institution without written Agency approval.

(2) The AEL grant recipient shall contact the Agency's grant contract manager to discuss options for replacement grants within the AEL consortium.

Both parties agree and will secure educational activities that will be to the best interest of every participant and success of the program. Both parties will secure that performance measures and IPQ's (Indicators of Program Quality) of adult education are implemented and executed throughout the program duration.

Either party throughout the fiscal year may dissolve this Letter of Agreement within one weeks' notice.

SpaceX acknowledges that as a collaborating partner under agreement with Brownsville Independent School District that Adult Continuing Education has a legitimate educational interest in student data and information contained in educational records provided to them in the execution of providing services to the District. Adult Continuing Education agrees to keep confidential all records obtained by them and to comply with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Disclosure to third parties by SpaceX shall be in strict compliance with all FERPA requirements or by obtaining the written consent of the parent(s) and/or legal guardian of the student(s). BISD's ACE Program runs from July 1, 2025 to June 30, 2026.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education



Brownsville Independent School District

708 Palm Blvd. Brownsville, Texas 78520 (956) 548-8175 Fax: (956) 714-6235

Dr. Jesus H. Chavez
Superintendent

Kimberly Chacon
Lead Human Resources Business Partner
Space Exploration Technologies
Corporation

Dr. Jesus H. Chavez
Superintendent

5/23/25

Date

Date

**Memorandum of Understanding
Between
Valley Initiative for Development and Advancement (VIDA)
And
Brownsville Independent School District Adult Education**

Valley Initiative for Development and Advancement (VIDA) and Brownsville Independent School District Adult Education have joined a collaboration to create the "Careers Out of Poverty" initiative. This collaboration aims to provide career training in high-demand occupations and help individuals achieve self-sufficiency.

Partner organizations will:

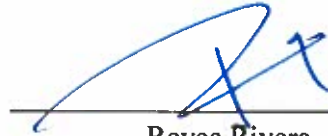
- 1) Share outreach networks in effort to maximize training opportunities for Brownsville residents.
- 2) Design and implement a referral system between the two organizations for student recruitment and outreach.
- 3) Work to leverage funding between the two organizations in an effort to expand training opportunities for low-income Brownsville residents.
- 4) Join efforts on grant opportunities to increase training funding for low-income Brownsville residents.
- 5) Partner with local industry to identify high demand career pathways aligned to regional workforce needs.
- 6) Develop and implement a 5-year innovative strategic plan that provides targeted goals and outcomes for the "Careers Out of Poverty" initiative.
- 7) Meet regularly to evaluate partnership effectiveness, make recommendations in an effort to meet mutual goals.

The term of the MOU is six years from the date of signature by both parties. Either party may terminate without cause or penalty by providing fifteen days written notice to each other.

The above has been agreed upon and witnessed through the signatures of the following:



Felida Villarreal, CPA
President & CEO, VIDA



Reyes Rivera, Director
Brownsville ISD Adult Education

5/1/25
Date

5/1/25
Date

Dr. Jesus H. Chavez
Superintendent

Date



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

**LETTER of AGREEMENT
2025-2026
BROWNSVILLE HOUSING AUTHORITY
(COLLABORATING PARTNER)**

This **Letter of Agreement** is entered to establish specific procedures for delivery of basic education skills to educationally disadvantaged adults in the **Cameron County** area.

In order to facilitate the coordination of the BISD Adult Continuing Education Consortium for Cameron County, the following are the requested duties and responsibilities of both parties:

Brownsville Housing Authority-Collaborating Partner
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Secure and provide facilities. Assist with recruitment and retention (Performance Measures). Attend adult continuing education program planning meetings. Assist to eliminate barriers for effective and continued collaboration.
2.0 FIXED ASSETS:
Will take precautionary measures to secure fixed assets (computers) if placed on site. Will immediately report missing computers to ACE and file a police report. Will work with site instructor to inventory fixed assets before and after each semester.
3.0 PERSONNEL:
Will provide the name of personnel who will be the liaison to BISD ACE.

BISD Adult Continuing Education
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Provide information on Performance Measures. Provide recruitment and registration information.
2.0 INSTRUCTIONAL DESIGN:
Provide assessment profile (TABE/BEST). Provide on-going program training. Provide BISD Calendar.
3.0 PERSONNEL:
Provide an instructor for site (<i>subject to funding and availability</i>). Secure and issue paycheck through BISD ACE. Visit sites to observe instructor and/or speak with liaison. AEL site teacher will insure the classroom is left in the condition, which it was found and ready for instruction each day.
4.0 TEAMS:
Provide staff development to data entry personnel on the usage of the TEAMS database.

Brownsville Independent School District Adult Continuing Education Department 708 Palm Blvd. Brownsville, Texas 78520
Phone: (956) 548-8175, Fax: (956) 714-6235

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

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(ii) carry out the programmatic functions of an AEL grant by communicating regularly with members of the AEL consortium and by sharing information, policy or procedural changes, and technical assistance provided by the Agency to oversee the grant.

1.2 Monitoring. The AEL Grant Recipient Shall:

(A) monitor programmatic and fiscal progress against goals and project deliverables; and

(B) timely notify the Agency of problems related to achievement of programmatic and fiscal goals of the grant in accordance with appropriate systems to receive and compile outcome measures and fiscal reports.

1.3 Technical Assistance. The AEL grant recipient shall carry out the programmatic and reporting functions of an AEL grant by providing or requesting technical assistance for its program, or in an AEL consortium for AEL consortium members, related to the design, implementation, and internal evaluation of their AEL services or support services.

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1.6 Workforce Area Coverage.

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(B) For an AEL consortium, the AEL grant recipient shall ensure that services are provided to the portion of the workforce area, as designated for the consortium in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

- (i) If a consortium member fails to perform in accordance with the AEL consortium's coordinated service delivery plan, the AEL grant recipient shall provide technical assistance, as appropriate;
- (ii) If a consortium member withdraws from a consortium, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The AEL grant recipient shall coordinate with remaining consortium members to develop an alternative proposal for service delivery and submit it to the Agency for approval;
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- (iv) If, in a workforce area with multiple consortiums that cover the entire workforce area, one or more consortiums withdraws, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The Agency will coordinate with the remaining consortiums to develop an alternative proposal for service delivery for the entire workforce area.
- (g) For an AEL consortium, the Agency reserves the right to reevaluate an AEL grant in light of any change in the AEL consortium membership based on the consortium's continued ability to meet the terms of the original grant award as demonstrated through an alternative proposal. The Agency's reevaluation may include termination of all awards under the AEL consortium if deemed appropriate.
- (1) If an AEL consortium or AEL consortium member withdraws, the funds and activities committed to in the application shall not be shifted to another AEL consortium, AEL consortium member, or a new institution without written Agency approval.
- (2) The AEL grant recipient shall contact the Agency's grant contract manager to discuss options for replacement grants within the AEL consortium.

Both parties agree and will secure educational activities that will be to the best interest of every participant and success of the program. Both parties will secure that performance measures and IPQ's (Indicators of Program Quality) of adult education are implemented and executed throughout the program duration.

Either party throughout the fiscal year may dissolve this Letter of Agreement within one weeks' notice.

Brownsville Housing Authority acknowledges that as a collaborating partner under agreement with Brownsville Independent School District that Adult Continuing Education has a legitimate educational interest in student data and information contained in educational records provided to them in the execution of providing services to the District. Adult Continuing Education agrees to keep confidential all records obtained by them and to comply with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Disclosure to third parties by Brownsville Housing Authority shall be in strict compliance with all FERPA requirements or by obtaining the written consent of the parent(s) and/or legal guardian of the student(s). BISD's ACE Program runs from July 1, 2025 to June 30, 2026.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education



Brownsville Independent School District

708 Palm Blvd. Brownsville, Texas 78520 (956) 548-8175 Fax: (956) 714-6235

Dr. Jesus H. Chavez
Superintendent

Carla Mancha,
Chief Executive Officer
Brownsville Housing Authority

Dr. Jesus H. Chavez
Superintendent

Date

Date



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

ADDENDUM TO LETTER OF AGREEMENT 2024-2025 BROWNSVILLE HOUSING AUTHORITY

To the extent permitted by law, the parties release one another from and agrees to indemnify, defend and hold one another, and their respective commissioners, officers, employees, and agents harmless from and against any and all claims, damages, losses, liabilities, suits, actions, decrees, judgements, attorney's fees, court costs, and other expenses of any kind or character for defending the claims and demands, which are caused by, and arise out of or are related to any participation by any commissioners, officers, employees, agents, and residents of respective parties.

Carla Mancha,
Chief Executive Officer
Brownsville Housing Authority

Dr. Jesus H. Chavez
Superintendent

10-30-25

Date

Date



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

Program Eligibility Criteria 2024-2025 (Brownsville Housing Authority)

Program Overview:

- ❖ ACE department offers: ESL (English as a Second Language) classes and HSE classes; Classes are offered in the morning from 8:30 – 11:30 a.m.; afternoon from 12:30 – 3:30 p.m., and evening from 6:00 – 8:00 p.m. dependent on availability for Linda Vista and Buena Vida sites.
- ❖ Classes are free and we only ask students for their commitment.
- ❖ Classes are held throughout the City of Brownsville and Cameron County.
- ❖ Our funding is provided thru State & Federal Regular Adult Education, TANF, and EL Civics

Requirements:

- ❖ 16 year old will be allowed to register if student provides an official Court Order Letter
- ❖ 16, 17, & 18 year old, parent or guardian with current picture identification must be present to sign documentation and provide a birth certificate of the candidate
- ❖ 17-18 year olds must bring a Withdrawal Letter from the last school they attended
- ❖ Anyone registering for classes must provide the following:
 - a. Current State/Government Issues Picture ID – DPS ID Card, Driver's License, VISA/Passport, Matricula Consular
 - b. Proof of address (if picture ID does not have current address)
 - c. Social Security Card (if applicable)
 - d. Federal Assistance (if applicable) – Must provide proof of any assistance the candidate is receiving, (e.g., food stamps, housing, Medicaid, etc.) with an effective date prior to 12 months

Program Expectations:

- ❖ Every student will attend an orientation session
- ❖ Every student will be properly registered
- ❖ Every student will be Pre-Tested in order to be placed in the proper level
- ❖ Every student will be expected to attend classes regularly and be on time
- ❖ Student must call if they are to be absent and must present a written excuse for their absence
- ❖ Students are expected to attend a minimum of 40 clock hours for GED and 60 clock hours for ESL in order to be Post-Tested (Progress Test)

Program Policy and Procedures:

- ❖ 16, 17, and 18 year olds may not leave the campus without permission
- ❖ Every student must sign in and sign out from every classroom
- ❖ ACE is BISD property – strictly enforced “No Smoking” Policy
- ❖ Random inspection visit from our BISD Police and K-9 Unit of our parking lot and classrooms. These visits are unannounced.
- ❖ Students will respect teachers and all other students.
- ❖ Students will not wear a hat, cap, or sunglasses in the classroom.
- ❖ Students will dress appropriately.
- ❖ Student behavior should be at its best.

Brownsville Independent School District Adult Continuing Education Department 708 Palm Blvd. Brownsville, Texas 78520
Phone: (956) 548-8175, Fax: (956) 714-6235

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

- ❖ Safety should always be in every student's mind.

Registration:

- ❖ Every student will have a Student Registration Folder (SRF)
- ❖ Every student will fill out the Registration Form in ink.
- ❖ Students will be asked if special accommodations are needed.
- ❖ Registration forms will be checked, all documentation will be confirmed, and the person registering the student will make copies.
- ❖ All students will allow the Administrator and teachers to access their Student Registration Folder to view their assessment and HSE scores.

Each SRF (Student Record File) should have the following records:

- ❖ Class Schedule
- ❖ Teacher Verification Form – Verifying that all information provided is complete and includes necessary copies, documentation, and signatures
- ❖ Student Registration Form—Student Personal Information
- ❖ Copy of Social Security
- ❖ Copy of Student ID (Driver's License, VISA, Passport, Matricula, etc.)
- ❖ Copy of Proof that student is receiving Federal Assistance (food stamps, medicaid, housing, etc.)
- ❖ Individual Training, Education, and Career Plan (ITEC) (by the end of that PY)
- ❖ Release Authorization Form for School Records
- ❖ Student Commitment
- ❖ Student handbook signature page
- ❖ Locator Test & Baseline Scores: TABE (HSE students)
- ❖ Best Plus and Literacy Scores (ESL students)
- ❖ Progress Test Scores for TABE or Best Plus
- ❖ Photograph/Media Consent & Release form
- ❖ Emergency card
- ❖ If a student is a Minor or Court Order the following additional information is needed:
 - Birth certificate
 - Student Release form
 - Parental Consent form
 - Copy of Court Order
 - Copy of Withdrawal from School last attended
 - 16, 17, & 18 Year Old Student Code of conduct & Student Directory Information with parent signature & copy of parent ID

Program Eligibility:

- ❖ If the student is receiving Federal assistance—TANF (Temporary Assistance for Needy Families) student must provide proof of such assistance and it must have an effective date prior to 12 months.
- ❖ Name of participant must be stated on letter of approval with benefits.

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

LETTER of AGREEMENT

2025-2026

PASEO POINTE APARTMENT HOMES COLLABORATING PARTNER

This **Letter of Agreement** is entered to establish specific procedures for delivery of basic education skills to educationally disadvantaged adults in the **Cameron County** area.

In order to facilitate the coordination of the BISD Adult Continuing Education Consortium for Cameron County, the following are the requested duties and responsibilities of both parties:

Paseo Pointe Apartment Homes-Collaborating Partner
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Secure and provide facilities. Assist with recruitment and retention (Performance Measures). Attend adult continuing education program planning meetings. Assist to eliminate barriers for effective and continued collaboration.
2.0 FIXED ASSETS:
Will take precautionary measures to secure fixed assets (computers) if placed on site. Will immediately report missing computers to ACE and file a police report. Will work with site instructor to inventory fixed assets before and after each semester.
3.0 PERSONNEL:
Will provide the name of personnel who will be the liaison to BISD ACE.

BISD Adult Continuing Education
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Provide information on Performance Measures. Provide recruitment and registration information.
2.0 INSTRUCTIONAL DESIGN:
Provide assessment profile (TABE/BEST). Provide on-going program training. Provide BISD Calendar.
3.0 PERSONNEL:
Provide an instructor for site (subject to funding and availability). Secure and issue paycheck through BISD ACE. Visit sites to observe instructor and/or speak with liaison
4.0 TEAMS:
Provide staff development to data entry personnel on the usage of the TEAMS database.

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

Brownsville ISD Adult Continuing Education Consortium for Cameron County will comply with the TAC §805.42. Program Delivery System as outlined in the RFP (f) An AEL grant recipient, awarded AEL funds by the Agency, shall be responsible for performing all services and activities required to fully comply with contract performance requirements and all contract terms and conditions. Responsibilities include, but are not limited, to the following:

1.1 Communication.

(A) The AEL grant recipient shall serve as the point of contact with the Agency.

(B) For an AEL consortium, on behalf of AEL consortium members, the AEL grant recipient shall:

(i) transmit questions and grant-related needs for AEL consortium members to the Agency; and

(ii) carry out the programmatic functions of an AEL grant by communicating regularly with members of the AEL consortium and by sharing information, policy or procedural changes, and technical assistance provided by the Agency to oversee the grant.

1.2 Monitoring. The AEL Grant Recipient Shall:

(A) monitor programmatic and fiscal progress against goals and project deliverables; and

(B) timely notify the Agency of problems related to achievement of programmatic and fiscal goals of the grant in accordance with appropriate systems to receive and compile outcome measures and fiscal reports.

1.3 Technical Assistance. The AEL grant recipient shall carry out the programmatic and reporting functions of an AEL grant by providing or requesting technical assistance for its program, or in an AEL consortium for AEL consortium members, related to the design, implementation, and internal evaluation of their AEL services or support services.

1.4 Professional Development. The AEL grant recipient shall plan and coordinate the provision of necessary professional development opportunities for its program, or in an AEL consortium to the AEL consortium members.

1.5 Reporting. The AEL Grant Recipient Shall:

(A) collect and compile all fiscal and programmatic information regarding the activities, expenses, and performance outputs and outcomes of the AEL grant; and

(B) submit this information to the Agency.

1.6 Workforce Area Coverage.

(A) The AEL grant recipient shall ensure that services are provided to the portion of the workforce area designated in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.

(B) For an AEL consortium, the AEL grant recipient shall ensure that services are provided to the portion of the workforce area, as designated for the consortium in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

(i) If a consortium member fails to perform in accordance with the AEL consortium's coordinated service delivery plan, the AEL grant recipient shall provide technical assistance, as appropriate;

(ii) If a consortium member withdraws from a consortium, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The AEL grant recipient shall coordinate with remaining consortium members to develop an alternative proposal for service delivery and submit it to the Agency for approval;

(iii) If an AEL lead organization of a consortium withdraws from a consortium or from its role as the lead organization of the consortium, the AEL grant recipient must ensure that a letter of intent to withdraw is provided to the Agency contract manager. The AEL grant recipient must coordinate with remaining consortium members to identify an alternative lead organization of the consortium and submit it to the Agency for approval; and

(iv) If, in a workforce area with multiple consortiums that cover the entire workforce area, one or more consortiums withdraws, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The Agency will coordinate with the remaining consortiums to develop an alternative proposal for service delivery for the entire workforce area.

(g) For an AEL consortium, the Agency reserves the right to reevaluate an AEL grant in light of any change in the AEL consortium membership based on the consortium's continued ability to meet the terms of the original grant award as demonstrated through an alternative proposal. The Agency's reevaluation may include termination of all awards under the AEL consortium if deemed appropriate.

(1) If an AEL consortium or AEL consortium member withdraws, the funds and activities committed to in the application shall not be shifted to another AEL consortium, AEL consortium member, or a new institution without written Agency approval.

(2) The AEL grant recipient shall contact the Agency's grant contract manager to discuss options for replacement grants within the AEL consortium.

Both parties agree and will secure educational activities that will be to the best interest of every participant and success of the program. Both parties will secure that performance measures and IPQ's (Indicators of Program Quality) of adult education are implemented and executed throughout the program duration.

Either party throughout the fiscal year may dissolve this Letter of Agreement within one weeks' notice.

Paseo Pointe Apartment Homes acknowledges that as a collaborating partner under agreement with Brownsville Independent School District that Adult Continuing Education has a legitimate educational interest in student data and information contained in educational records provided to them in the execution of providing services to the District. Adult Continuing Education agrees to keep confidential all records obtained by them and to comply with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Disclosure to third parties by Texas Paseo Pointe Apartment Homes shall be in strict compliance with all FERPA requirements or by obtaining the written consent of the parent(s) and/or legal guardian of the student(s). BISD's ACE Program runs from July 1, 2025 to June 30, 2026.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education



Brownsville Independent School District

708 Palm Blvd. Brownsville, Texas 78520 (956) 548-8175 Fax: (956) 714-6235

Dr. Jesus H. Chavez
Superintendent

Myasia Mallet

Myasia Mallet
Resident Services Coordinator

04/29/2025

Date

Dr. Jesus H. Chavez
Superintendent

Date

Brownsville Independent School District Adult Continuing Education Department 708 Palm Blvd. Brownsville, Texas 78520
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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

LETTER of AGREEMENT 2025-2026

**Housing and Community Services, Inc. dba Prospera Housing Community Services
Brownsville-Cunningham Manor Housing & Community Service Inc.,
Harlingen-Harrison Manor Apartments & Robin Hood Apartments
(COLLABORATING PARTNER)**

This **Letter of Agreement** is entered to establish specific procedures for delivery of basic education skills to educationally disadvantaged adults in the **Cameron County** area.

In order to facilitate the coordination of the BISD Adult Continuing Education Consortium for Cameron County, the following are the requested duties and responsibilities of both parties:

Housing and Community Services, Inc. dba Prospera Housing Community Services - Collaborating Partner
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Secure and provide facilities. Assist with recruitment and retention (Performance Measures). Attend adult continuing education program planning meetings. Assist to eliminate barriers for effective and continued collaboration.
2.0 FIXED ASSETS:
Will take precautionary measures to secure fixed assets (computers) if placed on site. Will immediately report missing computers to ACE and file a police report. Will work with site instructor to inventory fixed assets before and after each semester.
3.0 PERSONNEL:
Will provide the name of personnel who will be the liaison to BISD ACE.

BISD Adult Continuing Education
RESPONSIBILITIES:
1.0 PROGRAM PLANNING:
Provide information on Performance Measures. Provide recruitment and registration information.
2.0 INSTRUCTIONAL DESIGN:
Provide assessment profile (TABE/BEST). Provide on-going program training. Provide BISD Calendar.
3.0 PERSONNEL:
Provide an instructor for site (<i>subject to funding and availability</i>). Secure and issue paycheck through BISD ACE. Visit sites to observe instructor and/or speak with liaison
4.0 TEAMS:
Provide staff development to data entry personnel on the usage of the TEAMS database.

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

Brownsville ISD Adult Continuing Education Consortium for Cameron County will comply with the TAC §805.42. Program Delivery System as outlined in the RFP (f) An AEL grant recipient, awarded AEL funds by the Agency, shall be responsible for performing all services and activities required to fully comply with contract performance requirements and all contract terms and conditions. Responsibilities include, but are not limited, to the following:

1.1 Communication.

(A) The AEL grant recipient shall serve as the point of contact with the Agency.

(B) For an AEL consortium, on behalf of AEL consortium members, the AEL grant recipient shall:

(i) transmit questions and grant-related needs for AEL consortium members to the Agency; and

(ii) carry out the programmatic functions of an AEL grant by communicating regularly with members of the AEL consortium and by sharing information, policy or procedural changes, and technical assistance provided by the Agency to oversee the grant.

1.2 Monitoring. The AEL Grant Recipient Shall:

(A) monitor programmatic and fiscal progress against goals and project deliverables; and

(B) timely notify the Agency of problems related to achievement of programmatic and fiscal goals of the grant in accordance with appropriate systems to receive and compile outcome measures and fiscal reports.

1.3 Technical Assistance. The AEL grant recipient shall carry out the programmatic and reporting functions of an AEL grant by providing or requesting technical assistance for its program, or in an AEL consortium for AEL consortium members, related to the design, implementation, and internal evaluation of their AEL services or support services.

1.4 Professional Development. The AEL grant recipient shall plan and coordinate the provision of necessary professional development opportunities for its program, or in an AEL consortium to the AEL consortium members.

1.5 Reporting. The AEL Grant Recipient Shall:

(A) collect and compile all fiscal and programmatic information regarding the activities, expenses, and performance outputs and outcomes of the AEL grant; and

(B) submit this information to the Agency.

1.6 Workforce Area Coverage.

(A) The AEL grant recipient shall ensure that services are provided to the portion of the workforce area designated in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.

(B) For an AEL consortium, the AEL grant recipient shall ensure that services are provided to the portion of the workforce area, as designated for the consortium in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

- (i) If a consortium member fails to perform in accordance with the AEL consortium's coordinated service delivery plan, the AEL grant recipient shall provide technical assistance, as appropriate;
- (ii) If a consortium member withdraws from a consortium, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The AEL grant recipient shall coordinate with remaining consortium members to develop an alternative proposal for service delivery and submit it to the Agency for approval;
- (iii) If an AEL lead organization of a consortium withdraws from a consortium or from its role as the lead organization of the consortium, the AEL grant recipient must ensure that a letter of intent to withdraw is provided to the Agency contract manager. The AEL grant recipient must coordinate with remaining consortium members to identify an alternative lead organization of the consortium and submit it to the Agency for approval; and
- (iv) If, in a workforce area with multiple consortiums that cover the entire workforce area, one or more consortiums withdraws, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The Agency will coordinate with the remaining consortiums to develop an alternative proposal for service delivery for the entire workforce area.
- (g) For an AEL consortium, the Agency reserves the right to reevaluate an AEL grant in light of any change in the AEL consortium membership based on the consortium's continued ability to meet the terms of the original grant award as demonstrated through an alternative proposal. The Agency's reevaluation may include termination of all awards under the AEL consortium if deemed appropriate.
- (1) If an AEL consortium or AEL consortium member withdraws, the funds and activities committed to in the application shall not be shifted to another AEL consortium, AEL consortium member, or a new institution without written Agency approval.
- (2) The AEL grant recipient shall contact the Agency's grant contract manager to discuss options for replacement grants within the AEL consortium.

Both parties agree and will secure educational activities that will be to the best interest of every participant and success of the program. Both parties will secure that performance measures and IPQ's (Indicators of Program Quality) of adult education are implemented and executed throughout the program duration.

Either party throughout the fiscal year may dissolve this Letter of Agreement within one weeks' notice.

Housing and Community Services, Inc. dba Prospera Housing Community Services acknowledges that as a collaborating partner under agreement with Brownsville Independent School District that Adult Continuing Education has a legitimate educational interest in student data and information contained in educational records provided to them in the execution of providing services to the District. Adult Continuing Education agrees to keep confidential all records obtained by them and to comply with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Disclosure to third parties by Housing and Community Services, Inc. dba Prospera Housing Community Services shall be in strict compliance with all FERPA requirements or by obtaining the written consent of the parent(s) and/or legal guardian of the student(s). BISD's ACE Program runs from July 1, 2025 to June 30, 2026.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education



Brownsville Independent School District

708 Palm Blvd. Brownsville, Texas 78520 (956) 548-8175 Fax: (956) 714-6235

Dr. Jesus H. Chavez
Superintendent

Shawn D. Irwin

Shawn Irwin
Vice President of Resident Services

Dr. Jesus H. Chavez
Superintendent

6.19.2025

Date

Date

Brownsville Independent School District Adult Continuing Education Department 708 Palm Blvd. Brownsville, Texas 78520

Phone: (956) 548-8175, Fax: (956) 714-6235

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

**LETTER of AGREEMENT
2025-2026
RICH PRODUCTS
(COLLABORATING PARTNER)**

This **Letter of Agreement** is entered to establish specific procedures for delivery of basic education skills to educationally disadvantaged youth and adults in the **Cameron County** area.

In order to facilitate the coordination of the BISD Adult Education Co-Op, the following are the requested duties and responsibilities of both parties.

Rich Products-Collaborating Partner
RESPONSIBILITIES:
PROGRAM PLANNING:
<ul style="list-style-type: none">• Identify opportunities for cooperation and to eliminate barriers to effective and continued collaboration• Inform the community about career training opportunities available through Rich Products• Provide presentations to BISD Adult Continuing Education students• Provide BISD Adult Continuing Education students guided tours of Rich Products

BISD Adult Education
RESPONSIBILITIES:
PROGRAM PLANNING:
<ul style="list-style-type: none">• Provide recruitment information• Provide registration dates and fliers

Brownsville ISD Adult Continuing Education Consortium for Cameron County will comply with the TAC §805.42. Program Delivery System as outlined in the RFP (f) An AEL grant recipient, awarded AEL funds by the Agency, shall be responsible for performing all services and activities required to fully comply with contract performance requirements and all contract terms and conditions. Responsibilities include, but are not limited, to the following:

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Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

1.1 Communication.

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- (B) For an AEL consortium, on behalf of AEL consortium members, the AEL grant recipient shall:
 - (i) transmit questions and grant-related needs for AEL consortium members to the Agency; and
 - (ii) carry out the programmatic functions of an AEL grant by communicating regularly with members of the AEL consortium and by sharing information, policy or procedural changes, and technical assistance provided by the Agency to oversee the grant.

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- (A) monitor programmatic and fiscal progress against goals and project deliverables; and
- (B) timely notify the Agency of problems related to achievement of programmatic and fiscal goals of the grant in accordance with appropriate systems to receive and compile outcome measures and fiscal reports.

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1.5 Reporting. The AEL Grant Recipient Shall:

- (A) collect and compile all fiscal and programmatic information regarding the activities, expenses, and performance outputs and outcomes of the AEL grant; and
- (B) submit this information to the Agency.

1.6 Workforce Area Coverage.

- (A) The AEL grant recipient shall ensure that services are provided to the portion of the workforce area designated in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.
- (B) For an AEL consortium, the AEL grant recipient shall ensure that services are provided to the portion of the workforce area, as designated for the consortium in the AEL grant application, whether through in-person services or distance learning, or a combination of methods.
- (i) If a consortium member fails to perform in accordance with the AEL consortium's coordinated service delivery plan, the AEL grant recipient shall provide technical assistance, as appropriate;



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education

(ii) If a consortium member withdraws from a consortium, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The AEL grant recipient shall coordinate with remaining consortium members to develop an alternative proposal for service delivery and submit it to the Agency for approval;

(iii) If an AEL lead organization of a consortium withdraws from a consortium or from its role as the lead organization of the consortium, the AEL grant recipient must ensure that a letter of intent to withdraw is provided to the Agency contract manager. The AEL grant recipient must coordinate with remaining consortium members to identify an alternative lead organization of the consortium and submit it to the Agency for approval; and

(iv) If, in a workforce area with multiple consortiums that cover the entire workforce area, one or more consortiums withdraws, the AEL grant recipient shall ensure that a letter of intent to withdraw is provided to the Agency's grant contract manager. The Agency will coordinate with the remaining consortiums to develop an alternative proposal for service delivery for the entire workforce area.

(g) For an AEL consortium, the Agency reserves the right to reevaluate an AEL grant in light of any change in the AEL consortium membership based on the consortium's continued ability to meet the terms of the original grant award as demonstrated through an alternative proposal. The Agency's reevaluation may include termination of all awards under the AEL consortium if deemed appropriate.

(1) If an AEL consortium or AEL consortium member withdraws, the funds and activities committed to in the application shall not be shifted to another AEL consortium, AEL consortium member, or a new institution without written Agency approval.

(2) The AEL grant recipient shall contact the Agency's grant contract manager to discuss options for replacement grants within the AEL consortium.

Both parties agree and will secure educational activities that will be to the best interest of every participant and success of the program. Both parties will secure that performance measures and IPQ's (Indicators of Program Quality) of adult education are implemented and executed throughout the program duration.

Either party throughout the fiscal year may dissolve this Letter of Agreement within one weeks' notice.

Rich Products acknowledges that as a collaborating partner under agreement with Brownsville Independent School District that Adult Continuing Education has a legitimate educational interest in student data and information contained in educational records provided to them in the execution of providing services to the District.

Adult Continuing Education agrees to keep confidential all records obtained by them and to comply with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Disclosure to third parties by Rich Products Center shall be in strict compliance with all FERPA requirements or by obtaining the written consent of the parent(s) and/or legal guardian of the student(s). BISD's ACE Program runs from July 1, 2024 to June 30, 2025.



Dr. Jesus H. Chavez
Superintendent

Reyes R. Rivera
Director



BISD Adult Continuing Education



Brownsville Independent School District

708 Palm Blvd. Brownsville, Texas 78520 (956) 548-8175 Fax: (956) 714-6235

Dr. Jesus H. Chavez
Superintendent

Jessica White, H.R. Manager
Rich Products

4/22/25
Date

Dr. Jesus H. Chavez
Superintendent

Date



Brownsville Independent School District

Agenda Category: General Function
Contracts/MOU Board of Education Meeting: 08/06/24

Item Title: 2024-2025 Letters of Agreement for
BISD Adult Continuing Education
Consortium for Cameron County

X Action
Information
Discussion

BACKGROUND:

The Brownsville Independent School District's Adult Continuing Education Consortium for Cameron County is funded through state and federal monies to provide ABE/ASE (Adult Basic Education/Adult Secondary Education), HSE (High School Equivalency), ESL (English as a Second Language) classes and certification for in demand occupations throughout the Cameron County area. These programs deliver educational skills to educationally disadvantaged youth and adults throughout Cameron County. 2024-2025 partnerships will include: AARP, Cameron Parks and Recreation – Bob Clack Social Service Center and El Centro Cultural Cameron County, Harlingen Housing Authority, ORC Industries, Port of Brownsville, Prospera Housing Community Services, San Benito CISD, Santa Rosa ISD, Templo Bethel A-D, and Valley Baptist Medical Center.

FISCAL IMPLICATIONS:

In-Kind facilities are provided at no cost to the district.

RECOMMENDATION:

Recommend approval to enter into Agreement with Cameron County Community Service Centers and School Districts to provide Adult Basic Education/Adult Secondary Education, High School Equivalency, English as Second Language and, certification for in demand occupations classes for the 2024-2025 school year at no cost to the district.

Approved for Submission to Board of Education:

Reyes R. Rivera
Submitted by: Principal/Program Director

Jesus H Chavez
Dr. Jesus H. Chavez, Superintendent

Recommended by: Asst. Supt./Exec. Dir.

Miguel Salinas
Reviewed by: Staff Attorney

Dr. Nellie Cantu
Approved by: Chief Officer

When Necessary, Additional Background May Follow This.



Brownsville Independent School District

Agenda Category: General Function
Contracts/MOU Board of Education Meeting: 09/03/24

Item Title: 2024-2025 Letters of Agreement for
BISD Adult Continuing Education
Consortium for Cameron County

X Action
Information
Discussion

BACKGROUND:

The Brownsville Independent School District's Adult Continuing Education Consortium for Cameron County is funded through state and federal monies to provide ABE/ASE (Adult Basic Education/Adult Secondary Education), HSE (High School Equivalency), ESL (English as a Second Language) classes and certification for in demand occupations throughout the Cameron County area. These programs deliver educational skills to educationally disadvantaged youth and adults throughout Cameron County. 2024-2025 partnerships will include: Santa Maria ISD, Texas Southmost College and, Valley Initiative for Development and Advancement (VIDA).

FISCAL IMPLICATIONS:

In-Kind facilities are provided at no cost to the district.

RECOMMENDATION:

Recommend approval to enter into Agreement with Cameron County Community Service Centers and School Districts to provide Adult Basic Education/Adult Secondary Education, High School Equivalency, English as Second Language and, certification for in demand occupations classes for the 2024-2025 school year at no cost to the district.

Reyes R. Rivera
Submitted by: Principal/Program Director

Approved for Submission to Board of Education:

Recommended by: Asst. Supt./Exec. Dir.

Miguel Salinas

Reviewed by: Staff Attorney

Dr. Nellie Cantu

Approved by: Chief Officer

8/21/24

Dr. Jesus H. Chavez
Dr. Jesus H. Chavez, Superintendent

When Necessary, Additional Background May Follow This.



Brownsville Independent School District

Agenda Category: General Function
Contracts/MOU Board of Education Meeting: 10/01/24

Item Title: 2024-2025 Letter of Agreement for
BISD Adult Continuing Education X Action
Consortium for Cameron County Information
Discussion

BACKGROUND:

The Brownsville Independent School District's Adult Continuing Education Consortium for Cameron County is funded through state and federal monies to provide ABE/ASE (Adult Basic Education/Adult Secondary Education), HSE (High School Equivalency), ESL (English as a Second Language) classes and certification for in demand occupations throughout the Cameron County area. These programs deliver educational skills to educationally disadvantaged youth and adults throughout Cameron County. 2024-2025 partnerships will include:

City of Brownsville (COB), City of Brownsville Organizational Development & H.R., and Point Isabel ISD.

FISCAL IMPLICATIONS:

In-Kind facilities are provided at no cost to the district.

RECOMMENDATION:

Recommend approval to enter into Agreement with Cameron County Community Service Centers and School Districts to provide Adult Basic Education/Adult Secondary Education, High School Equivalency, English as Second Language and, certification for in demand occupations classes for the 2024-2025 school year at no cost to the district.

Reyes R. Rivera
Submitted by: Principal/Program Director

Approved for Submission to Board of Education:

Recommended by: Asst. Supt./Exec. Dir.,

Miguel Salinas

Reviewed by: Staff Attorney

Dr. Nellie Cantu

Approved by: Chief Officer

Dr. Jesus H. Chavez, Superintendent

When Necessary, Additional Background May Follow This.



Brownsville Independent School District

Agenda Category: General Function
Contracts/MOU Board of Education Meeting: 08/06/24

Item Title: 2024-2025 Letters of Agreement for
BISD Adult Continuing Education
Consortium for Cameron County

X Action
Information
Discussion

BACKGROUND:

The Brownsville Independent School District's Adult Continuing Education Consortium for Cameron County is funded through state and federal monies to provide ABE/ASE (Adult Basic Education/Adult Secondary Education), HSE (High School Equivalency), ESL (English as a Second Language) classes and certification for in demand occupations throughout the Cameron County area. These programs deliver educational skills to educationally disadvantaged youth and adults throughout Cameron County. 2024-2025 partnerships will include: Brownsville Housing Authority, Ozanam Educational Center, Proyecto Juan Diego, Rich Products, San Benito Hosing Authority, San Pedro Catholic Church, SPACEX, Sunset Haven Apartments, Valley Regional Medical Center, Workforce Solutions Cameron and the following school districts: Harlingen CISD, La Feria ISD, Los Fresnos CISD, and Brownsville ISD Collaborating Partners: Career and Technical Education, Guidance and Counseling, Homeless Youth Project, Lincoln Park and Parent and Family Engagement.

FISCAL IMPLICATIONS:

In-Kind facilities are provided at no cost to the district. Texas Workforce Commission Grant Award:
TOTAL GRANT AWARD - \$1,545,905.00

RECOMMENDATION:

Recommend approval to enter into Agreement with Cameron County Community Service Centers and School Districts to provide Adult Basic Education/Adult Secondary Education, High School Equivalency, English as Second Language and certification for in demand occupations classes for the 2024-2025 school year at no cost to the district.

Approved for Submission to Board of Education:

Reyes R. Rivera
Submitted by: Principal/Program Director

Alejandro Cespedes
Recommended by: Asst. Supt./CFO

Miguel Salinas
Reviewed by: Staff Attorney

Dr. Nellie Cantu
Approved by: Chief Operations Officer

Dr. Jesus H. Chavez
Dr. Jesus H. Chavez, Superintendent

6/20/24

When Necessary, Additional Background May Follow This.



Brownsville Independent School District

COPY

Agenda Category: General Function
Contracts/MOU

Board of Education Meeting: 08/06/24

Item Title: 2024-2025 Letters of Agreement for
BISD Adult Continuing Education
Consortium for Cameron County

X Action
Information
Discussion

BACKGROUND:

The Brownsville Independent School District's Adult Continuing Education Consortium for Cameron County is funded through state and federal monies to provide ABE/ASE (Adult Basic Education/Adult Secondary Education), HSE (High School Equivalency), ESL (English as a Second Language) classes and certification for in demand occupations throughout the Cameron County area. These programs deliver educational skills to educationally disadvantaged youth and adults throughout Cameron County. 2024-2025 partnerships will include: AARP, Cameron Parks and Recreation – Bob Clack Social Service Center and El Centro Cultural Cameron County, Harlingen Housing Authority, ORC Industries, Port of Brownsville, Prospera Housing Community Services, San Benito CISD, Santa Rosa ISD, Templo Bethel A-D, and Valley Baptist Medical Center.

FISCAL IMPLICATIONS:

In-Kind facilities are provided at no cost to the district.

RECOMMENDATION:

Recommend approval to enter into Agreement with Cameron County Community Service Centers and School Districts to provide Adult Basic Education/Adult Secondary Education, High School Equivalency, English as Second Language and, certification for in demand occupations classes for the 2024-2025 school year at no cost to the district.

Approved for Submission to Board of Education:

Reyes R. Rivera
Submitted by: Principal/Program Director

Recommended by: Asst. Supt./Exec. Dir.

Miguel Salinas
Reviewed by: Staff Attorney

Dr. Nellie Cantu
Approved by: Chief Officer

Jesus H. Chavez
Dr. Jesus H. Chavez, Superintendent

When Necessary, Additional Background May Follow This.



Brownsville Independent School District

COPY

Agenda Category: General Function
Contracts/MOU

Board of Education Meeting: 08/06/24

Item Title: 2024-2025 Letters of Agreement for
BISD Adult Continuing Education
Consortium for Cameron County

X Action
Information
Discussion

BACKGROUND:

The Brownsville Independent School District's Adult Continuing Education Consortium for Cameron County is funded through state and federal monies to provide ABE/ASE (Adult Basic Education/Adult Secondary Education), HSE (High School Equivalency), ESL (English as a Second Language) classes and certification for in demand occupations throughout the Cameron County area. These programs deliver educational skills to educationally disadvantaged youth and adults throughout Cameron County. 2024-2025 partnerships will include: Brownsville Housing Authority, Ozanam Educational Center, Proyecto Juan Diego, Rich Products, San Benito Hosing Authority, San Pedro Catholic Church, SPACEEX, Sunset Haven Apartments, Valley Regional Medical Center, Workforce Solutions Cameron and the following school districts: Harlingen CISD, La Feria ISD, Los Fresnos CISD, and, Brownsville ISD Collaborating Partners: Career and Technical Education, Guidance and Counseling, Homeless Youth Project, Lincoln Park and, Parent and Family Engagement.

FISCAL IMPLICATIONS:

In-Kind facilities are provided at no cost to the district. Texas Workforce Commission Grant Award:

TOTAL GRANT AWARD - \$1,545,905.00

RECOMMENDATION:

Recommend approval to enter into Agreement with Cameron County Community Service Centers and School Districts to provide Adult Basic Education/Adult Secondary Education, High School Equivalency, English as Second Language and, certification for in demand occupations classes for the 2024-2025 school year at no cost to the district.

Approved for Submission to Board of Education:

Reyes R. Rivera

Submitted by: Principal/Program Director

Alejandro Cespedes

Recommended by: Asst. Supt./CFO

Miguel Salinas

Reviewed by: Staff Attorney

Dr. Nellie Cantu

Approved by: Chief Operations Officer

Dr. Jesus H. Chavez

Dr. Jesus H. Chavez, Superintendent

6/20/24

When Necessary, Additional Background May Follow This.



Brownsville Independent School District

COPY

Agenda Category: General Function
Contracts/MOU

Board of Education Meeting: 08/01/2023

Item Title: 2023-2024 Letters of Agreement for
BISD Adult Continuing Education
Consortium for Cameron County

X Action
Information
Discussion

BACKGROUND:

The Brownsville Independent School District's Adult Continuing Education Consortium for Cameron County is funded through state and federal monies to provide ABE/ASE (Adult Basic Education/Adult Secondary Education), HSE (High School Equivalency), ESL (English as a Second Language) classes and certification for in demand occupations throughout the Cameron County area. These programs deliver educational skills to educationally disadvantaged youth and adults throughout Cameron County. 2023-2024 partnerships will include: AARP (American Association of Retired Persons), AbundantLife Church, Alta Vista Rehabilitation and Healthcare, Brownsville Community Health Center-New Horizon Medical Center, Brownsville Housing Authority, Cameron County Department of Health and Human Services-Father O'Brien Community Clinic, Cameron County Parks and Recreation, Cameron-Willacy Counties Court Residential Treatment Center, Hacienda del Sol Apartments, Harlingen Housing Authority, ORC Industries Inc., Ozanam Educational Center, Port of Brownsville, Paseo Pointe Apartment Homes, Prospera Housing Community Services, Proyecto Juan Diego, Rich Products, San Pedro Catholic Church, Studentnest Foundation for MACC, Sunset Haven Apartments, Valley Regional Medical Center, Workforce Solutions Cameron and the following school districts: Harlingen CISD, La Feria ISD, Los Fresnos CISD, Point Isabel ISD, San Benito CISD, Santa Maria ISD, Santa Rosa ISD and, Brownsville ISD Collaborating Partners: Career and Technical Education, Guidance and Counseling, Homeless Youth Project, Lincoln Park and, Parental and Family Engagement.

FISCAL IMPLICATIONS:

In-Kind facilities are provided at no cost to the district. Texas Workforce Commission Grant Award:

TOTAL GRANT AWARD - \$1,720,271

RECOMMENDATION:

Recommend approval to enter into Agreement with Cameron County Community Service Centers and School Districts to provide Adult Basic Education/Adult Secondary Education, High School Equivalency, English as Second Language and, certification for in demand occupations classes for the 2023-2024 school year at no cost to the district.

Approved for Submission to Board of Education:

Submitted by: Principal/Program Director

ALEJANDRO CESPEDES, Alex Céspedes 7/19/2023

Recommended by: Asst. Supt./CFO

Miguel Salinas

Reviewed by: Staff Attorney

Dr. Nellie Cantu

Approved by: Deputy Superintendent

Dr. René Gutiérrez, Superintendent

7/19/23

When Necessary, Additional Background May Follow This.