



Brownsville Independent School District

Agenda Category: General Function
Contracts/MOU Board of Education Meeting: 9/2/2025

Item Title: Partnership Agreement with Workforce
Solutions Cameron and Brownsville ISD X Action
Information
Discussion

BACKGROUND:

The Career & Technical Education (CTE) Department is requesting the approval of a Partnership Agreement with Workforce Solutions Cameron for the implementation and provision of a Workforce Readiness Outreach Specialists Program that provides Labor Market and Career Information on a coordinated basis within the Educational Partner's identified campus or campuses and a service delivery strategy that includes the provision of labor market and career information services.

Workforce Solutions Cameron offers labor market and career information services such as employment and training information regarding in-demand industry sectors or occupations available in Cameron County. WFS Cameron also provides youth with employability skills, labor market data, career exploration services, career counseling, and career awareness tools and activities. The agreement shall commence on August 1, 2025, and shall remain in full force through May 31, 2027, or until it is canceled by the parties in accordance with the terms set forth in the agreement.

FISCAL IMPLICATIONS:

No cost associated with this agreement.

RECOMMENDATION:

Recommend approval to enter into an agreement with Workforce Solutions Cameron for the implementation and provision of a Workforce Readiness Outreach Specialists Program.

Adrian Dorsett a Dorsett
Submitted by: Program Director

Approved for Submission to Board of Education:

Recommended by: Asst. Supt./CFO

Miguel Salinas Miguel Salinas
Reviewed by: Staff Attorney

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

Beatriz Hernandez Beatriz Hernandez
Approved by: Chief Academic Officer

When Necessary, Additional Background May Follow This.



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Anna Munivez Workforce Readiness Outreach Specialist

About Us



Follow us on:

For additional information, contact



Our Mission:

"Workforce Solutions Cameron is the local workforce partnership organization devoted to promoting and supporting a workforce structure that provides employers and individuals of Cameron County the opportunity to achieve and economic prosperity"

Our Vision:

"Workforce Solutions Cameron is the premier, proven provider of high quality workforce resources for Cameron County."

Services we offer

Presentations Information

- High-Growth, High Demand Occupations
- Career Pathways Education and Career Connections
- Internships
- Resume Writing
- Interviewing Skills
- Stress Coping Techniques for Students
- Self-Advocacy
- Work Readiness
- Career Guidance
- Understanding and Using Labor Market Data
- How to navigate TWC data
- Exploring post-secondary options
- Direct employment opportunities
- Opportunities and Training in Middle-Skilled jobs
- Pre-Apprenticeship Registered
- Apprenticeship Programs (RAPs)

Resources and Tools

How to navigate TWC and The Department of Labor tools

- Labor Market Information for Students, Counselors, and Teachers
- Texas Reality Check
- Texas Career Check
- Texas Consumer Resources for Education and Workforce Statistics
- Texas Internship Challenge
- State Training Inventory
- Jobs Y' All
- MyTxCareer
- LMCI products and Publications
- Resources for Parents
- Workforce and Education Reports
- Career and Technical Education Downloads for Teachers and Counselors
- Career One Stop
- Texas On Course
- O*Net On line
- Careers in the Military Work in Texas

Equal opportunity employer/program Auxiliary aids and services available upon request to individuals with disabilities Relay TEXAS: 1-800-735-2989 (TTY) / 711 (Voice)



Partnership Agreement

Workforce Readiness Outreach Specialist Program



Workforce Solutions Cameron (hereinafter *the Board*) located at 700 Ruben Torres Blvd; 3rd Floor in Brownsville, Texas, and **Brownsville Independent School District** (hereinafter referred to as *Educational Partner*), located at 1900 E. Price Road #307, Brownsville, Texas, enter into this **Partnership Agreement** (hereinafter Agreement) willingly and by mutual agreement. This Agreement sets forth the terms for cooperation and partnership between both parties and together with the documents attached, if any, and/or incorporated by specific reference, constitutes the entire agreement.

I. Introduction:

The Board offers labor market and career information services such as employment and training information regarding in-demand industry sectors or occupations available in Cameron County. WFS Cameron also provides youth with employability skills, labor market data, career exploration services, career counseling, and career awareness tools and activities. Career awareness activities provide information on a variety of careers and occupations, skills and educational requirements, working conditions, training prerequisites, and job opportunities across a wide range of industry sectors.

This **Partnership Agreement** establishes with **Brownsville Independent School District** the terms for the implementation and provision of a **Workforce Readiness Outreach Specialists Program** that provides Labor Market and Career Information on a coordinated basis within the Educational Partner's identified campus or campuses and a service delivery strategy that includes the provision of LMCI services.

II. Purpose:

The purpose of this agreement is to establish clear unambiguous communication and collaboration between the Board and the Educational Partner to set forth the relative responsibilities of the parties insofar as they relate to the planning and implementation of individual and mutual duties, obligations, and responsibilities regarding the Workforce Readiness Outreach Program in the District.

III. Duration of Agreement:

The agreement shall commence on August 1, 2025, and shall remain in full force through May 31, 2027, or until it is canceled by the parties in accordance with the terms set forth in Section XIII.

IV. Terms and Conditions – Legal Authority:

Texas Labor Code §302.021 and §302.062 sets forth the job training, employment, and employment-related educational programs and functions consolidated under TWC's authority.

Texas Government Code §2308.304 and §2308.312 defines Boards' responsibility to develop, implement, and modify a plan for convening all relevant programs, identified as Board required-partner programs.

V. Responsibilities of the Parties under Agreement:

In consideration of the mutual aims and desires of the parties to this Agreement, and in recognition of the public benefits to be derived from effective implementation of the programs involved, the parties agree that their responsibilities under this agreement shall be as follows:

A Point of Contact will be assigned for the Educational Partner, the Board, and for each campus where the Workforce Readiness Outreach Specialist will be providing services:

- A. Create a process that the Workforce Readiness Outreach Specialist and the Educational Partner will use to amend the on-site schedule for the Workforce Readiness Outreach Specialists;
- B. Assure that the Workforce Readiness Outreach Specialist adheres to Educational Partner's policies and procedures;
- C. Assure that the Workforce Readiness Outreach Specialist will serve solely in the role listed in this AGREEMENT and will not serve in other roles assigned to district personnel, such as substitute teacher or testing facilitator;
- D. Provide information on how the Workforce Readiness Outreach Specialists may outreach students, including distributing flyers, handouts, and announcements and outreach to parents;
- E. Temporary office space will be provided for the Workforce Readiness Outreach Specialist while providing services to the Educational Partner; and
- F. Collect feedback on program efficacy from students, parents, and Educational Partner staff.

Board must ensure the Workforce Readiness Outreach Specialist:

- A. Provides information on opportunities and training requirements for in-demand industry sectors and making well-informed post-secondary decisions using TWC resources and other existing tools
- B. Works in coordination with school counselors and administrators;
- C. Provides classroom presentations, virtually or on-site, to provide career information, career awareness, career readiness, and career resources to students in grades 6–12, their parents or guardians, and district staff;
- D. Maximizes availability to students through a published schedule to the Educational Partner and campus administrators that includes on-site office hours for each location and structured meeting times for students;

- E. Consults with appropriate representatives of the Educational Partner to conduct an orientation for school staff at each participating school to explain the Workforce Readiness Outreach Specialist's role and the resources to be provided;
- F. Organizes training workshops on using TWC resources, such as the LMI website, for employment and education;
- G. Coordinates with Educational Partner to ensure that needed background checks are conducted before employees work in the school;
- H. Exposes individuals to a variety of career pathways, including pre-apprenticeship and RAPs, technical and/or community colleges, and employment, through presentations, TWC tools, job fairs, and site visits;
- I. Coordinates with local and state workforce services, employers, and educational institutions to build pathways into pre-apprenticeship and RAPs and encourage local employers to offer pre-apprenticeship and RAPs;
- J. Provides career support workshops for students, parents, and guardians;
- K. Fosters employer-ISD collaboration and encourages employers to provide internship opportunities and serve as mentors;
- L. Encourages partnerships between ISDs and technical and/or community colleges;
- M. Collaborates on annual workshops with subject matter experts within TWC, local business and industry leaders, chambers of commerce, and technical and/or community colleges to build a network of partnerships among local organizations and supports local delivery of integrated career and education services; and
- N. Organizes job exploration and career fairs.

VI. Data Sharing Agreement Between [Brownsville Independent School District] & [Workforce Solutions Cameron]

1. Purpose

This agreement establishes guidelines for sharing data between [Brownsville Independent School District] and [Workforce Solutions Cameron] to support student career guidance, career- readiness preparation services, and workforce development, and employment opportunities.

2. Parties Involved

- **School District:** [Brownsville Independent School District, located at 1900 E. Price Road #307, Brownsville Tx 78520]
- **Workforce Organization:** [Workforce Solutions Cameron, located at 700 Ruben Torres Blvd; 3rd Floor in Brownsville, Texas]

3. Data Types Shared

The following data types may be shared, ensuring compliance with all relevant privacy laws:

- Available **Programs of Study** within the district that are active and non-active.
- **Industry-Based Certification (IBC) Data**, including certifications attempted and earned for each program
- Student demographic information (age, grade level, etc.)
- Academic performance and career readiness indicators
- Internship and apprenticeship participation data
- Workforce skills assessments and employer feedback

4. Data Usage

Data will be used for:

- Career readiness tracking
- Workforce development analysis
- Program improvement and resource allocation
- Identifying student employment and internship opportunities

5. Data Privacy & Security

Both parties agree to:

- Maintain strict confidentiality and comply with **FERPA, GDPR**, and other applicable regulations
- Utilize secure data transfer protocols and encryption
- Restrict access to authorized personnel only

6. Consent & Compliance

- Student data will only be shared with parental or guardian consent where required.
- Workforce data shared must align with legal and ethical standards.

7. Agreement Duration

This agreement is valid from **[August 1, 2025] to [May 31, 2027]**, subject to renewal or amendments.

8. Termination Clause

Either party may terminate this agreement with **[Notice Period]** written notice, ensuring proper data disposal.

VII. Allocation of Costs:

The Board and the Educational Partner assume full responsibility for their respective costs associated with their performance under the terms of this Agreement. Under the terms of this agreement, neither party is obligated to make payments of any kind to either party.

VIII. Subcontracts:

All subcontracts or other agreements entered into by and between the Board and Educational Partner to fulfill the purpose of this Agreement must require the subcontractors or other parties to fulfill the requirements described in Section III of this Agreement.

IX. Reasonable Accommodation:

The Board and Educational Partner are committed to ensure reasonable accommodations are made with all customers, upon request, in compliance with the Americans with Disability Act of 2008 and its Amendments.

X. Liability:

a. The Board agrees to indemnify, defend, and hold the Educational Partner, its agents, officers, members, employees, and volunteers harmless for, from, and against any and all claims, damages, losses, causes of action and demands, or other liability including, without limitation, reasonable attorneys' fees and costs, arising from negligence and/or misconduct of Board staff in the performance of this Agreement, except where caused by the sole negligence or willful misconduct of the Educational Partner.

b. The Board agrees to assume responsibility for any and all claims and liability for injury to persons or property arising out of, or caused by, the negligence of its agents, employees, or officers in the performance of the duties and obligations contemplated in this Agreement.

c. The Board shall provide its usual Worker's Compensation Insurance or coverage of its employees. Said insurance policies shall provide that they are not cancellable and/or modifiable on less than thirty (30) days prior written notice to the District.

XI. Non-Discrimination and Equal Opportunity:

Each party shall be separately responsible for compliance with all anti-discrimination laws which may be applicable to their respective activities under this Agreement. Neither party shall discriminate against any student on the basis of race, national origin, color, religious belief, sex, age, marital status, affectional or associational preference or disability.

All Parties to this AGREEMENT certify that they prohibit, and will continue to prohibit, discrimination, and they certify that no person, otherwise qualified, is denied employment, services, or other benefits on the basis of: (i) political or religious opinion or affiliation, marital status, sexual orientation, gender, gender identification and/or expression, race, color, creed, or national origin; (ii) sex or age, except when age or sex constitutes a bona fide occupational qualification; or (iii) the physical or mental disability of a qualified individual with a disability.

The Parties specifically agree that they will comply with Section 188 of the WIOA Nondiscrimination and Equal Opportunity Regulations (29 CFR Part 38; Final Rule December 2, 2016), the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), the Non-traditional Employment for Women Act of 1991, Titles VI and VII and of the Civil Rights of 1964, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Age Discrimination Act of 1967, as amended, title IX of the Education amendments of 1972, as amended, and with all applicable requirements imposed by or pursuant to regulations implementing those laws, including, but not limited to 29 CFR §37.5 and 29 CFR §38.35.

XII. Confidentiality:

All parties expressly agree to abide by all applicable Federal, State, and local laws and regulations regarding confidential information, including PII from educational records, such as, but not limited to 20 CFR Part 603.45, CFR Section 205.50, 20 USC 1232g and 34 CFR Part 99, and 34 CFR §361.38, as well as any applicable State and local laws and regulations. In addition, in carrying out their respective responsibilities, each Party shall respect and abide by the confidentiality policies and legal requirements of all the other Parties.

XIII. Grievance Procedure:

The Board along with the Educational Partner, agrees to establish and maintain a procedure for grievance and complaints as outlined under WIOA. The process for handling grievances and complaints is applicable to customers and partners. These procedures will allow a customer or entity filing the complaint to exhaust every administrative level in receiving a fair and complete hearing and resolution of their grievance. The Board along with the Educational Partner, agrees to communicate only and directly to resolve any problems or disputes related to the provision of services in a cooperative manner and at the lowest level of intervention possible.

If the parties cannot reach consensus on issues regarding this Partnership, a third party will be used to mediate.

XIV. Amendment or Cancellation of Agreement:

This Agreement may be amended at any time in writing and by mutual consent of the parties. This Agreement may be canceled or terminated for any reason by either party upon thirty (30) days' written notice except where the cancellation is for cause, i.e., a material and significant breach of any of the provisions of this Agreement. Further, in the event of any breach, violation of law, or regulations, or the occurrence or existence of any condition, practice, procedures, action, inaction, or omission of, by or involving Board staff which in the reasonable opinion of the Educational Partner constitutes either a threat to the health, safety, and/or welfare of any student or the Educational Partner employee, or a violation of any law, regulation, requirement, license, eligibility, or material agreement governing the Educational Partner's operations, then the Educational Partner shall have the right to summarily and immediately terminate this Agreement upon written notice to the Board delivered to the address set forth herein.

Approved:

The undersigned parties bind themselves to the faithful performance of this Agreement. It is mutually understood that this Agreement shall not become effective until approved by all parties involved.

Workforce Solutions Cameron, by its authorized signatory:

_____ Date: _____
Mr. Rafael Vela
Chief Executive Officer

Brownsville Independent School District, by its authorized signatory:

_____ Date: _____
Jesus H. Chavez Ed. D
Superintendent