



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: December 14, 2022

Agenda Section: Consent

Agenda Item Title: Service agreement between Family Service of San Antonio, Inc. and SSAISD

From: Millie Marcha, Chief Academic Officer

Additional Presenters if Applicable: Charlie Gallardo, Director of Guidance and Counseling

Description: This is an agreement between SSAISD and Family Service Association of San Antonio, Inc. SSAISD will utilize the American Rescue Plan Act Grant, provided by Bexar County to contract with the Family Service Association of San Antonio, Inc. They will provide a full-time mental health clinician to provide the following services: individual counseling, group counseling, family counseling, and substance abuse counseling.

Recommendation: Approve the agreement between Family Service Association of San Antonio, Inc. and

Purchasing Personnel and Approval Date:

Funding Budget Code and Amount: \$58,000



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LETTER OF AGREEMENT

January 1, 2023-December 31, 2023

This letter of agreement is entered into between Family Service Association of San Antonio, Inc., (Family Service), and South San Antonio Independent School District for the purpose of supporting the provision of behavioral health/mental health services delivered to underserved school-aged children and their families in a collaborative effort to foster resiliency, increase academic achievement and student attendance, and prepare youth for post-secondary transition.

Family Service and community partners are working to address the social determinants of health (SDOH) with a trauma informed lens that affect individuals and families served. SDOH are conditions in environments where people are born, live, learn, work, play, and age that affect a wide range of health and quality of life outcomes and risks, including: poverty, educational barriers, work challenges, economic stability, family conflict, post-traumatic stress disorder, substance abuse, behavioral and mental health disorders, adverse childhood experiences, aging factors, etc.

Through a collaborative agreement, Family Service will provide their expertise and management of an ongoing, follow-up strategy to ensure the success of each child served by the agency within the South San Antonio Independent School District between January 1, 2023 and December 31, 2023.

Family Service will deliver the following services:

- Behavioral Health –
Family Service will provide counseling (individual, group, family, and substance abuse) and Early childhood classroom observation training based services. Including utilizing potential counseling space at the South San ISD Care Zone.
 1. Provide services, averaging six sessions per client referred, made available at South San Independent School District location utilizing licensed staff who receive appropriate supervision. Additional sessions for a specific student may be requested by South San personnel in writing.
 2. Respond to referrals made by South San Independent School District location staff within 72 hours of referral receipt via phone call or visit. Face to Face contact with referred client will be made within 10 working days of referral received by Family Service staff.
 3. Provide a sign-in log at South San Independent School District locations showing all visits, hours, amount of time and dates to remain South San Independent School District location with copy provided to Family Service.
 4. Designate a point of contact (Behavioral Health or Early Childhood Well Being Manager) for coordination of services and schedules. Currently: email SouthSan @family-service.org.
 5. Notify South San Independent School District location of any concerns, needed changes, or updates to this contract in a timely manner.
 6. Submit an invoice providing total amount billed, dates of service and times of service to South San Independent School District location by the 10th working day of the following month for services provided for the previous month.
 7. Review (staff) cases with South San Independent School District location clinical supervisor as needed/requested of cases referred, when appropriate authorization is provided by client.

To deliver these services, Family Service will provide:

1. Administrative oversight and financial management;
2. Planning, implementation, and oversight of service continuum;
3. Coordination with district staff on identifying participants per service for maximizing outcomes and minimizing duplication of services.
4. Providing parents and/or guardians with information and obtaining consent;
5. Track and review outcomes for future development and growth opportunities, and
6. Assistance in delivering in-service trainings for teachers and administration.
7. Develop and implement communication and support systems around youth identification, need and progress among service providers, school and parents.



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South San Antonio Independent School District agrees to support and assist in the following:

1. Provide critical student data (grades, attendance, behavior) for evaluation purposes;
2. Assist in identifying students/families that are in need of services;
3. Assist with informing parents/guardians of services and obtaining consent;
4. Submit counseling referrals to Family Service designated Manager with confidentiality ensured via password protected email documents;
5. Share appropriate pertinent information with Family Service staff to facilitate the referral and services as authorized by referred client;
6. Provide space and equipment for all programming, including counseling space at the Care Zone or on designated school campus’ as identified by the district, parent rooms and potential evenings, on school site(s);
7. Assist in arranging in-services for teachers, as needed;
8. Develop and implement communication and support systems around youth identification, need and progress among service providers, and school and parents.

Other conditions:

1. Specific details regarding implementation will be negotiated at the time of funding confirmation;
2. Family Service will provide an opportunity for join-interviewing for clinical staff for the District.
- 3.

Mary Garr
President/Chief Executive Officer
Family Service Association of San Antonio, Inc.

Henry Yzaguirre
Superintendent of Schools
South San Antonio Independent School District



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Direct Service and Co-Investment costs, to support actual costs, for one 1 Full Time Bi-Lingual Counselor assigned for services to the District.

BEHAVIORAL HEALTH – South San Schools identified by school district

Budget Categories		SSAISD Budget Requirements
A.	Full Time Bi-Lingual Clinician Costs with Benefits	\$77,330
B.	Authorization	Up to 6 sessions
C.	Type of service	Student/Family Counseling Services in coordination with the Care Zone SSAISD team.
D.	South San paying 75% of FTE Bi-Lingual Clinician working 100% in South San ISD.	\$58,000.00
E.	Family Service Paying 25% of FTE Bi-Lingual Clinician working 100% in South San ISD.	\$19,330.00
Total Budget to be paid by District Budget		\$58,000.00