



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: April 21, 2021

Purpose: Presentation/Report Recognition Discussion/ Possible Action

Closed/Executive Session Work Session Discussion Only Consent

From: Theresa Servellon, Chief Academic Officer

Item Title: Memo of Understanding between South San Antonio ISD Head Start and Family Service of San Antonio, Inc. for an Early Childhood Well Being Program (ECWB).

Description: Early Childhood Well Being Program will provide parenting support classes, work with staff to plan classroom visits and provide provision of services on behavior/classroom management. Consultation and follow-up will be available for any referred child. Services will be provided for the qualifying child for the purpose of supporting parents and staff to meet the child’s mental health needs.

Historical Data: The Head Start program has utilized Family Service once the Care Zone has been established.

Recommendation: Approve the Memo of Understanding between South San Antonio ISD Head Start and Family Service of San Antonio, Inc. for an Early Childhood Well Being Program (ECWB).

District Goal/Strategy:

Strategy 4: We will build partnerships with businesses and the community to promote parental involvement, support opportunities for student success and increase student attendance and enrollment.

Funding Budget Code and Amount: 205 E 61 6299 80 816 2 36 0 03 \$30,549
205 E 61 6299 80 816 2 36 2 03 \$1,924

APPROVED BY:

SIGNATURE

DATE

Chief Officer:

CFO Funding Approval:

Superintendent:

**Memorandum of Agreement Regarding Services provided by
Family Service of San Antonio, Inc.'s Early Childhood Well Being Program to
South San ISD Head Start Programs**

This agreement is entered into by and between South San ISD Head Start and Family Service's Early Childhood Well-Being Program at South San ISD, hereinafter referred to ECWB.

WITNESSETH:

WHEREAS, ECWB agrees to deliver services for Organization and the agreement;

NOW, THEREFORE, the parties do agree as follows:

ARTICLE 1: SCOPE OF PROJECT

ECWB will provide, oversee, administer, and carry out all activities and services outlined in the service description attached (APPENDIX A) in a manner satisfactory to Organization so long as the Early Childhood Well-Being ECWB, hereinafter referred to as ECWB, is funded and South San ISD is receiving Head Start funding. Activities and schedules will be reviewed and approved by Organization for implementation.

ARTICLE 2: KEY PERSONNEL

All ECWB work under this agreement will be performed under the general guidance and technical direction of the ECWB Director in coordination with the Head Start Director, with activities performed by licensed ECWB staff and can include supervised graduate interns supporting those services. ECWB and the agency's leadership team will provide ongoing guidance and supervision for the ECWB Director and his staff. Any other changes or amendments to this agreement will be in writing and signed into agreement by both parties.

ARTICLE 3: DELIVERY OF PERFORMANCE SCHEDULE

ECWB shall perform the services offered under this agreement listed in Appendix A which also lists responsibilities for Organization and ECWB. The period of performance under this agreement is specified as August 1, 2021 through July 31, 2022 at an average of 20 hours per week of service for the months of August through May and 15 hours per week for the months of June - July, or ending at any time that funding for Head Start or ECWB is terminated. Subject to continued support from Organization, this agreement may be amended to provide for ECWB's collaboration for an additional period of time. Both parties must mutually agree upon any subsequent time extension, supplement, addition, continuation, or renewal in writing.

ARTICLE 4: FISCAL ADMINISTRATION

Payment for Services

Payments will be invoiced on a monthly basis by ECWB by the 5th work day of each month following the provision of services for the months of August thru July of each school year utilizing the line item budget provided below. Reimbursement will be invoiced for the minimum of 20 hours of service to include all activities related to child mental wellness services including classroom consultation, teacher consultation, individual student intervention, parent/family

consultation, school meetings related to the referred students, and related services and travel time. Details for all activity will be provided with each invoice delineating student name, campus, teacher, parent, dates, times and service provider. Invoice for reimbursement will be in the amount of \$2,952.09 per month for 11 months or a total annual amount not to exceed \$32,473.

\$ 47,750	Annual fulltime Salary
\$ 15,996	Fringe Benefits
\$ 1,200	Mileage Reimbursement
\$ 64,946	Total Cost
\$ 32,473	50%

ARTICLE 5: LIABILITY

ECWB and Organization mutually agree that each party to this agreement is and will be acting as an independent entity in the performance of this work, and that each shall be solely responsible for the official acts or omissions of its employees or its agents in connection with the performance of this work and will not hold the other party responsible for personal injury, death, property damage, or other losses arising out of the official actions or omissions of those employees or agents. This provision is not intended to waive immunities or limits of liability to which Organization is entitled.

ARTICLE 6: ASSIGNMENT

Neither party shall assign or transfer any interest in this agreement without the prior written approval of the other party.

ARTICLE 7: TERMINATION OF AGREEMENT

- A. This agreement may be terminated prior to the expiration of the period of performance by mutual written agreement of Organization and ECWB. Written notice of agreement termination must be given with a 15-day notice.
- B. Notwithstanding section (A) above, Organization may terminate this agreement by giving fifteen days written notice to ECWB.

ARTICLE 8: REMEDIES

Violation of breach of agreement terms by Organization or ECWB shall be grounds for termination of the agreement. This agreement shall be considered as specifying the exclusive remedy for any default, but all remedies existing at law and in equity may be availed of by either party and shall be cumulative.

IN WITNESS WHEREOF, the parties hereto have executed the *Memorandum of Understanding*.

Family Service Association of San Antonio, Inc.-Early Childhood Wellbeing Program

Mary E. Garr
President/CEO

Date: _____

Organization – South San ISD Head Start Program

Dr. Marc Puig-Superintendent of Schools

Date: _____