

# Board of Trustees

## Executive Summary of Board Agenda Item

Meeting Date: \_\_\_\_\_

Subject/Title for Agenda Posting: Approval of the sponsorship agreement between Superior HealthPlan and Canutillo ISD.

Justification Statement: Superior HealthPlan will give Canutillo ISD a \$5000.00 sponsorship to purchase hygiene items for the Student Support Service Community Hygiene Closet. This monetary grant helps families choose items that meet their needs.

Purpose of Agenda Item:  Information  Discussion  Action  
Item Type:  Curriculum & Instruction  Human Resources  Business Services

Staff Responsible: Dr. Monica Reyes, Executive Director Student Support Services

Signature of Requester(s)

*[Handwritten Signature]*

Signature of Presenter(s)

1/24/2025

Business Services Approval (Initials)

Date

### Agenda Summary:

Canutillo ISD has had an ongoing relationship with Superior HealthPlan for approximately eight years. This sponsorship agreement will continue a Hygiene Closet at Lone Star Building from March 2025 to October 2025 or until funds have been exhausted. The Hygiene closet will be open monthly for a distribution for families to choose five items and receive health information from Superior HealthPlan and other community agencies. District services are also disseminated during the distribution time. From surveys of pervious hygiene closets, specific items to be purchased are those identified as high demand items.

RECOMMENDATION: Administration recommends that the Board of Trustees approves the sponsorship agreement with Superior HealthPlan and Canutillo ISD.

PRIOR BOARD ACTION: Yes      AWARDED: Yes      AWARDED AMOUNT: \$ 5000.00

AMOUNT(S): \$5000.00 donation

ACCOUNT NO(S): 499.61.6499.25.920.99

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)  
Grant

REQUESTING DEPARTMENT: Student Support Services Department

CONSEQUENCES OF NON-APPROVAL: Without the approval of the sponsorship agreement, families will not be able to receive monthly hygiene items to meet their needs with no cost to their household budget.

IMPLEMENTATION TIMELINE: School Year 2025

ATTACHMENT(S): Memorandum of Sponsorship Agreement





### **Superior HealthPlan Sponsorship Agreement**

- For a \$5,000 sponsorship, payable to Canutillo ISD (Student Support Services), the following would be agreed upon between Superior HealthPlan and Canutillo ISD (Student Support Services), to fund a Hygiene Closet from March 2025 through October 2025 or until funds have been exhausted.
  
- The hygiene closet will be located at the Lone Star Building 7000 Fifth Street Canutillo, Texas 79835.
  
- Funds must be used to purchase at minimum:
  - shampoo, body wash, deodorant, toilet paper, paper towels, laundry detergent, household cleaning spray, feminine hygiene products, toothpaste and toothbrush, household spray for insects, adult briefs, wipes, and bed pads for incontinence.
  - After these items have been purchased funds can be used for other items identified as a need for your community.
  - The goal of the closet is for families to be able to choose items needed to meet their needs. Please do not use funds to create generic hygiene bags to distribute monthly.
  
- Superior HealthPlan will provide a marketing banner to the organization stating Superior HealthPlan is the hygiene closet sponsor.
  
- Canutillo ISD (Student Support Services) agrees to be listed as a resource on [www.findhelp.org](http://www.findhelp.org), which means the closet would not only be for your clients but anyone in need in the community. Superior HealthPlan will refer members in

need to this closet.

- Clients may utilize the closet in any of the following ways:
  - The community may come to the closet every 4<sup>th</sup> Tuesday of the month from 3-5 pm to get items they need at the Superior HealthPlan Hygiene Day.
  - Superior HealthPlan will create referrals through [www.findhelp.org](http://www.findhelp.org) to the hygiene closet to support our members in emergency situations.
  - Your organization may access the closet to meet the needs of a client in an emergency outside of the scheduled set days and times, but the closet cannot be open to the public on non-Superior hygiene days.
  
- There will be an end of term report for outcomes from the funding. Your organization is responsible for tracking the following each month and submitting the information in your final report that is **due by November 15, 2025**.

	March	April	May	June	July	August	September	October
<b>Households Served</b>								
<b>Representing How Many Individuals</b>								
<b>Total Items Given</b>								

- Superior HealthPlan will be listed as sole sponsor of the Superior HealthPlan Hygiene Closet to include logo on all flyers, brochures and marketing materials distributed by your organization.
  
- Superior’s Community Relations Coordinator will attend (as available) the hygiene closet each month. Individuals attending the hygiene closet will be invited to visit the Superior HealthPlan table and get information on the Plan. Superior may also invite additional community partners to set up to provide participants resources as space allows.
  
- **The Recipient agrees to a monthly social media post advertising the closet and tagging @SuperiorHealthPlan.**

It is specifically understood and agreed that nothing contained in this Agreement will be construed as an express or implied waiver by Canutillo ISD of its governmental immunity or of its state governmental immunity.

Nothing in this Agreement is intended to or shall be construed to constitute or establish an agency, employer/employee, partnership, franchise, or fiduciary relationship between the Parties and neither Party shall have the right or authority or shall hold itself out to have the right or authority to bind the other Party, nor shall either Party be responsible for the acts or omissions of the other, except as provided specifically to the contrary herein.

**Once this agreement is signed, these terms must be met timely. Attached you will find the financial documents necessary for the execution of this agreement. Agency is required to submit all necessary documents by March 3, 2025 once agreement is approved by Canutillo ISD Board of Trustees.**

Thank you for your time and consideration and we look forward to this partnership.

Superior HealthPlan

Name: Debra Danziger, VP Plan Communications

Date: 1/17/2025

Signature: Debra Danziger

Canutillo ISD (Student Support Services)

Name: Dr. Pedro Galaviz, Superintendent

Signature: \_\_\_\_\_

Date: \_\_\_\_\_