



Brownsville Independent School District

Agenda Category: General Function
Contracts/MOU Board of Education Meeting: 03/07/23

Item Title: 1003 ESF-Focused Grant Revised X Action
Contract for Targeted Campus Feeder Information
Pattern Campus: Russell Elementary Discussion

BACKGROUND:

Brownsville ISD was awarded \$1,528,083 in funds through the 2021-2023 Title I, ESF-Focused Support Grant as of July 8, 2021. This grant provides funding primarily to obtain contracted services with TEA approved Vetted Improvement Providers (VIP) for campuses in TEA Federal Accountability and additional funds for campuses in the identified campuses' feeder school patterns.


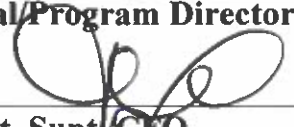


BISD Targeted/Additional Targeted School and feeder pattern campuses were approved in the grant to use two vendors: Instruction Partners and E3 Alliance. This agenda item is to approve an increase in the cost of the contract and Scope of Work by E3 Alliance for Russell Elementary School that is a feeder school for Stell Middle School. The second-year contract services will be increased up to \$41,000 through August 31, 2023.

FISCAL IMPLICATIONS:

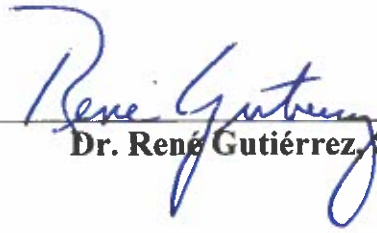
Grant funding for a maximum for second year: \$41,000

RECOMMENDATION:

Request approval to increase year two of contract with E3Alliance for services for Russell Elementary School up to \$41,000 for this Vetted Improvement Provider contingent upon availability of grant funding.


Dr. Roni Louise Rentfro
Submitted by: Principal/Program Director

Alma Cardenas-Rubio
Recommended by: Asst. Supt./CFO

Miguel Salinas
Reviewed by: Staff Attorney

Dr. Anysia R. Treviño
Approved by: Deputy Superintendent

Approved for Submission to Board of Education:


Dr. René Gutiérrez Superintendent

Statement of Work: Contracted Services for the Effective Schools Framework (ESF)-Focused Support Grant for Russell Elementary School and Brownsville ISD.

This Statement of Work provided by E3 Alliance for acceptance by **Russell Elementary School and Brownsville ISD** is in effect September 1, 2022 through August 31, 2023 to provide contracted services related to the ESF-Focused Support Grant from the Texas Education Agency for the 2022-23 school year.

Fee Summary and Payment Schedule

Multiple E3 Alliance workshops, coaching visits, and other support (see table below) beginning on September 1, 2022 and ending August 31, 2023 will be provided for **Russell Elementary School and Brownsville ISD** staff for a price of \$41,000 (2022-2023) and, with Brownsville ISD Board Approval following the payment schedule below. Should any work or deliverables be substantively changed from the outline of this document, the project budget will be reviewed by both parties before proceeding. E3 Alliance requests payments be made electronically. E3 Alliance's W-9 and electronic payment information will be provided.

**ESF-Focused Support Grant Contracted Services
Payment Schedule**

Invoice Date	Amount
September 10, 2022	\$13,750
May 10, 2023	\$27,250

Updated Partnership Scope of Work and Fees	
Year 2 School Year 2022-2023	
ESF-Focused Support Grant Services (see chart below)	\$27,500
3 additional In-Person Coaching visits w/ Russell Elementary	\$13,500
Total	\$41,000

E3 Alliance Responsibilities and Deliverables

E3 Alliance will be responsible for supporting the campus by providing professional development, facilitation of school teams, and coaching aligned to the identified ESF priority levers the school identified. The following is the scope outlined in the table based on the option selected for the ESF-Focused Support Grant.

Support Scope	\$27,500/ year
In-person Coaching Visits	4 per year
<i>One-on-one or group coaching for campus leaders and/or teachers to support focus areas</i>	
Professional Learning Session(s)	1 per year
<i>Campus determines topic and audience, includes time for immediate application</i>	
Virtual Coaching Sessions	3 per year
<i>One-on-one or group coaching sessions to monitor implementation and problem solve</i>	
Professional Learning Sessions Aligned to ESF Success Criteria for Focus Lever	at a minimum 8
<i>Access to a series of virtual deep-dives into ESF Essential Action Success Criteria offered through the year</i>	

District & Campus Responsibilities

- Identify a primary Point of Contact (POC) at the district and/or campus for all logistics and planning.
- Identify a Financial POC at the district and/or campus to work through for all invoicing and payments.
- Collaborate, calendar and finalize schedule of professional learning sessions, coaching sessions and other supports with E3 Alliance.
- Campus leaders and Principal Supervisor identify participants to attend the workshops, coaching sessions and other supports and ensure participation. Provide a list of participants with emails to E3 Alliance.
- Collect and share data and artifacts critical to monitoring progress including campus assessments (Common Assessments, Benchmarks, Reading and Math Screeners, STAAR scores). As well, other data might be shared depending on the campus improvement plan, including but not limited to surveys, attendance data, discipline data, classroom observation data, PLC agendas, and Faculty meeting agendas and outcomes/decisions.
- If applicable, provide a district location/facility for professional learning and coaching sessions with A/V capabilities, table supply boxes and table seating for all workshop participants.
- Provide Continuing Education/Professional Learning credit to participating school and district personnel.
- In follow up meetings with schools throughout the school year, monitor and support action plans developed in order to support the focused campus improvement efforts.
- Notify E3 Alliance implementation team of significant personnel changes (Principals, Assistant Principals, Instructional Coaches, Principal's Supervisor and other key staff related to improvement efforts) and participate in planning for sustainability of improvement efforts taking into account such staff changes.
- Complete post-professional learning session surveys when applicable. Also, allow staff to provide quotes, testimonials, and pictures/video reflecting on ESF work, following district policies for student privacy.

Protection of Sensitive Data

E3 Alliance acknowledges and agrees that if confidential information is so identified and disclosed by the district, E3 shall hold all such confidential information in the strictest confidence as a fiduciary and shall not sell, transfer, publish, disclose, display or otherwise make available to any third person such confidential information or any portion thereof without the express written consent of the district. Each party shall each use their best efforts to protect the confidentiality of all such information consistent with the manner in which they protect their most confidential business information.

E3 Alliance further agrees to abide by all requirements of the Family educational rights and Privacy Act (FERPA; specifically, protections under Federal Law 20 USC, Section 1232g and implementing federal regulations found in 34 CFR, part 99 and State Law). Under such regulations, E3 will maintain confidentiality of applicable data, whether or not it is marked as such, and will not permit access of such data to persons not authorized, and will report any known instances of missing data or data that has been inappropriately shared. District will ensure that all FERPA-protected data to be provided by the district to E3 Alliance will be provided in a secure format per E3 instructions.

Other Terms and Conditions

1. E3 Alliance has commercial general liability, automobile liability, and umbrella liability insurance coverage.
2. E3 Alliance screens and performs background checks on employees and contractors that operate on school campuses and may come into contact with students.
3. All reports and work products related to the project and related processes, statistical methods and inventions, including all Intellectual Property Rights therein, remain owned by E3 Alliance. E3 hereby assigns to the District full rights to use delivered work products associated with this project for use in supporting student performance improvement.

Acceptance of this Statement of Work:

By:

Dr. René Gutiérrez
Superintendent
Brownsville ISD

By:



Susan Dawson
President and Executive Director
E3 Alliance

Isela Vieyra

From: Priscilla Lozano <plozano@808West.com>
Sent: Monday, February 20, 2023 9:43 AM
To: Isela Vieyra
Cc: Miguel Salinas; Lea Ohrstrom; Minerva Almanza
Subject: Re: MOU for 1003 ESF-Focused Grant Revised Contract for Targeted Campus Feeder Pattern

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.

Good morning,

The above referenced MOU is approved as to form.

Sincerely,

Priscilla

From: Isela Vieyra <jivieyra@bisd.us>
Sent: Friday, February 17, 2023 3:56 PM
To: Priscilla Lozano <plozano@808West.com>
Cc: Miguel Salinas <miguelsalinas@bisd.us>; Kevin O'Hanlon <kohanlon@808West.com>; Lea Ohrstrom <lohrstrom@808West.com>; Minerva Almanza <malmanza1@bisd.us>
Subject: MOU for 1003 ESF-Focused Grant Revised Contract for Targeted Campus Feeder Pattern

Good afternoon Ms. Lozano,

Please see the attached MOU/ Contract for your review and approval.

Thank you.

Respectfully,

Isela Vieyra Rios | Legal Assistant to Miguel Salinas | Staff Attorney | Phone: 956.698.6379
Brownsville Independent School District | 1900 East Price Road | Brownsville, TX 78521

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Isela Vieyra

From: Isela Vieyra
Sent: Friday, February 17, 2023 3:57 PM
To: 'Priscilla Lozano'
Cc: Miguel Salinas; Kevin O'Hanlon; 'Lea Ohrstrom'; Minerva Almanza
Subject: MOU for 1003 ESF-Focused Grant Revised Contract for Targeted Campus Feeder Pattern
Attachments: 1003 ESF-Focused Grant Revised Contract for Targeted Campus Feeder Pattern.pdf

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