



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: December 15, 2025

A handwritten signature in black ink, appearing to be 'J. Gutierrez', is written over the meeting date.

Agenda Section: Consent Agenda

Agenda Item Title: Shared Services Agreement for the Title I, Part C Non-Public Cooperative for the 2025-2026 School Year

From/Presenters: Dr. Jennifer Gutierrez, Deputy Superintendent

Additional Presenters if Applicable: Elizabeth Martinez, Director of Federal and State Programs

Description: South San Antonio ISD and Education Service Center-Region 20 will partner in a shared services agreement to provide consultation and services with appropriate private schools in compliance with ESEA/ESSA federal requirements for non-public Title I, Part A services.

Historical Data: SSAISD has partnered with the ESC-Region 20 since the 2020-2021 SY

Recommendation: Approve Contract between SSAISD and ESC-20 Service Center

Purchasing Director and Approval Date: Victoria Cantu, Director of Procurement, November 20, 2025

Funding Budget Code: 211 E 21 6239 00 812 6 30 000 Amount: \$43,924.57

Goal 4: SSAISD will collaborate with parents and the (school) community to ensure all students receive a high quality education.



November 13, 2025

Dr. Saul Hinojosa
South San Independent School District
1450 Gillette Blvd.
San Antonio, TX 78224

Dear Dr. Hinojosa:

Attached you will find the Shared Services Arrangement for the Title I, Non-Public Cooperative for the 2025-2026 school year. Please sign and return by email to james.montano@esc20.net.

The South San Independent School District commitment for the 2025-2026 school year for Title IA, Non-Public services is:

2025-2026 PNP Allocation for SSA Student Services, Parent Involvement	Direct Administrative Cost	Indirect Administrative Cost @ .07689	Total Commitment
\$35,845.92	\$5,115.00	\$2,963.65	\$43,924.57

Please note, the total commitment does not reflect TEA Final Allocations to be released in February. If you have any questions, please contact **Mr. James Montano** at james.montano@esc20.net or **210-370-5343**.

Sincerely,


Jeff Goldhorn (Nov 19, 2025 15:06:19 CST)

Jeff Goldhorn, Ph.D.
Executive Director

JG/JM/tb

Enclosures

Education Service Center, Region 20
2025-2026 Title I, Non-Public Cooperative/Shared Services Agreement

As a member of the Title I Non-Public School SSA, member districts and the Education Service Center, Region 20, enter a Shared Services Arrangement – in consultation with appropriate private schools - to provide educational services in compliance with the ESEA/ESSA federal requirements for non-public Title I, Part A services. The intent of the program is direct services to eligible private school children who are in greatest educational need and who reside in participating public school attendance areas. ESC- Region 20 will serve as the fiscal agent for the equitable services allocations of all participating private schools.

ESC-20 will:

- Facilitate the primary consultation in the summer with those private schools that have chosen to participate with the SSA and pool allocations across districts and across private schools.
- Represent the participating school districts by interacting with the designated contact persons in the non-public schools regarding identification and verification of eligible Title IA students from all participating SSA districts.
- Regularly consult with the private schools regarding program design, delivery, budget, evaluation and reporting of Title I, Part A services.
- Establish and maintain communications with non-public campus leadership during on-site visits and follow-up contact.
- Supervise instruction provided through the SSA to ensure that identified Title IA students receive specified services that result in academic gain.
- Use allocated funds to purchase equipment, materials, and support services identified through consultation with non-public schools and participating districts for use in the instructional program.
- Ensure that all equipment and materials purchased with Title I funds be clearly marked "Property of Title I Non-Public School Cooperative/SSA".
- Work with participating districts to distribute or remove obsolete equipment and instructional materials that belong to the SSA according to ESSA and ESC-20 guidelines.
- Report quarterly, or as needed, to the district SSA members on progress of the program.
- Collect data and prepare evaluation reports for SSA districts in a timely manner.
- Maintain documentation of project activities to ensure compliance with ESSA federal regulations, guidelines, and procedures.
- Provide professional development opportunities, as determined through consultation, to classroom teachers of participating students to support students' academic needs, as funds allow.
- Provide parental involvement activities, as determined through consultation, for parents of participating students to support students' academic needs.
- Provide academic eligibility criteria and certify residency of students.
- ESC-Region 20, as the fiscal agent, will maintain appropriate policies and procedures within their Administrative Procedures Manual and provide documentation as necessary.

The LEA will:

- Designate a contact person to participate in the specifications of Title IA program delivery and procedures for the SSA.
- Facilitate consultation with those private schools located in their region, related to program model (school-by-school allocation or pooling as an SSA) and third-party contractor options.
- Communicate with ESC-Region 20 a list of private schools who have chosen to join the SSA and pool their allocation across districts and across PNPs.
- Provide guidelines for low-income data collection.
- Review program data to make recommendations to improve program effectiveness.
- Determine Title IA equitable funding for services to non-public school students according to ESSA guidelines.

Notes:

- SSA membership is renewed automatically each school year unless the member district communicates by June 1 to the ESC-Region 20 that they will not be participating for the next school year. If the SSA program does not find eligible district students to receive services, the LEA agrees to pay any administrative costs associated with the program and ESC-Region 20 will not bill for student services.
- If a member district chooses to opt out of the SSA the next year, unspent funds from the previous year remain with the SSA.
- If the SSA is terminated, assets acquired using Title I, Non-Public cooperative/SSA funds will be distributed, as appropriate, among member districts.
- Any unspent funds will be carried over into the next fiscal year for private school student/staff services.

Education Service Center, Region 20
2025-2026 Title I, Non-Public Cooperative/Shared Services Agreement


- A member district will be held accountable for any refund liability resulting from on-site monitoring/audit of years in which the district did not participate in the cooperative/SSA.
- SSA Agreements and the first invoice will be emailed in November. A second invoice will be sent in March of each year, once final amounts have been calculated in the eGrants system, ESSA Consolidated Application, PS3099, for any adjustments related to final entitlements.
- Equitable services for private schools who have chosen not to participate with the SSA will be managed by the LEA.

The South San Independent School District commitment for the 2025-2026 school year for Title I, Part A, Non-Public services is:

2025-2026 PNP Allocation for SSA Student Services, Parent Involvement	Direct Administrative Cost	Indirect Administrative Cost @ .07689	Total Commitment
\$35,845.92	\$5,115.00	\$2,963.65	\$43,924.57

Commitment: We, the undersigned, do hereby express our understanding of an agreement with the provisions of this document and acknowledge that all agreed upon services and products are contingent upon receipt of grant award.

District Authorized Official Date


Jeff Goldhorn (Nov 19, 2025 15:06:19 CST)

11/19/2025

Jeff Goldhorn, Ph.D. Date
Executive Director
Education Service Center, Region 20

Changes per final amounts to be adjusted and initialed by program contacts for both LEA and ESC.

2025-2026 PNP Allocation for SSA Student Services, Parent Involvement	Direct Administrative Cost	Indirect Administrative Cost @ .07689	Total Commitment