



# SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

## Agenda Item Summary

Meeting Date: August 16, 2023

Agenda Section: Consent

Agenda Item Title: Approve the service agreement between Intercultural Development Research Association (IDRA) and SSAISD.

From: Millicent Marcha, Chief Academic Officer

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

Description: Intercultural Development Research Association will implement the Valued Youth Partnership program at Dwight MS, Shepard MS, Zamora MS, and West Campus HS. The IDRA VYP program has as its major goal the reduction of dropout rates. Tutoring will take place for one school period a day, four days a week. Students will receive stipends from SSAISD for the four hours of tutoring.

Historical Data: The same service agreement was approved last year at the June 15, 2023 board meeting.

Recommendation: Approve the service agreement between Intercultural Development Research Association (IDRA) and SSAISD.

Purchasing Director and Approval Date:

Funding Budget Code and Amount:

## CONTRACT

This contract is entered into between the **Intercultural Development Research Association** (hereinafter referred to as IDRA), 5815 Callaghan, Suite 101, San Antonio, Texas 78228 and **South San Antonio Independent School District (South San ISD)**, 1450 Gillette Blvd., San Antonio, TX 78224, hereinafter referred to as the client.

### **Purpose of Collaboration**

IDRA and South San ISD agree to collaborate in planning and implementing the IDRA Valued Youth Partnership program in up to four middle schools. The IDRA Valued Youth Partnership program has as its major goal the reduction of dropout rates.

### **Period of Agreement**

This agreement shall commence on September 1, 2023 and terminate on August 31, 2024.

### **Amount of Payment**

South San ISD agrees to pay IDRA \$10,000, which includes travel, for the implementation of the IDRA Valued Youth Partnership program.

### **Terms of Payment**

Payment for the services described herein in the amount specified above is due within thirty (30) days of receipt of invoice.

This agreement represents the entire agreement between the parties and supersedes all prior oral and written proposals and communications.

### **Roles and Responsibilities**

IDRA agrees to:

1. Provide training and technical assistance, which will include:
  - Facilitation of three implementation team meetings;
  - A leadership day to include students from all participating secondary schools; and
  - Ongoing program monitoring, observations, case studies, and faculty orientations.
2. Provide program materials: tutor workbooks, teacher guides, tutor t-shirts, end-of-year certificates, and other materials associated with training and technical assistance for the program.
3. Request input from district regarding level of need of participants.
4. Plan and develop the sessions for the program implementation.
5. Conduct an annual, nationwide IDRA Valued Youth Partnership Essay Contest to stimulate student self-reflection, help students improve their writing skills and facilitate student voices to be heard, as part of the program's asset-based approaches.
6. Bill client for amount of contract.
7. Provide supportive documentation about all billing, which will be kept at IDRA Business Office.

South San ISD agrees to:

1. Schedule and participate in staff training and technical assistance provided by IDRA; at different phases of the program implementation, sessions will include some or all the implementation team members (program administrator, principals, teacher coordinators, a representative of the receiving elementary teachers, family liaison and evaluation liaison).
2. Provide IDRA staff with date, time and place of session and number of participants.
3. Cooperate with IDRA by providing information on level of need of participants and any prior training.
4. Provide for the collection of data, such as program participants' status, achievement scores and grades, absences and disciplinary action referrals for the program evaluation.
5. Pay student stipends for four hours weekly and provide transportation for students as needed by the IDRA Valued Youth Partnership program.
6. Abide by South San ISD's existing regulations regarding child safety, including always maintaining adult supervision of all students.
7. Identify a parent liaison/trainer who will conduct outreach and training of the IDRA Valued Youth Partnership program students' parents.

### **Program Execution**

#### **Program Administrator**

Henry Yzaguirre, Superintendent, or an appointee will serve as South San Antonio ISD's program administrator. In that capacity, the program administrator will select the campuses and personnel to participate in the IDRA Valued Youth Partnership and provide the leadership and supervision necessary to the success of the program.

#### **Program Design**

Students who are considered to be in at-risk situations at the participating middle schools will serve as tutors at the selected receiving elementary schools. Tutoring will take place for one school period a day, four days a week. Tutoring sessions, together with a fifth-day class in the secondary school, will form part of a course offered as elective credit. Each participant secondary school will schedule role models to interact with student tutors at least five times a year. Student tutors, either by themselves or with their tutees, will take a minimum of three field trips to local sites of cultural, economic or academic importance.

#### **Student Identification**

Early in the school year, South San ISD will identify up to 55 students to participate in the IDRA Valued Youth Partnership program, according to the following pupil characteristics:

- has a high propensity to drop out of school;
- has been retained in grade at least once;
- reads two or more years below grade level;
- is not active in extra-curricular activities;
- has higher absenteeism than the district average;
- has higher disciplinary referrals than the district average; and/or
- has no specific, set goals for a future career or post-secondary training.

**Parent Involvement**

Parents of student tutors will be involved in reviewing the IDRA Valued Youth Partnership and learning about the role they can play in this program to support their children. A minimum of three parent meetings per year will be conducted on such topics as:

- The Key Elements of the IDRA Valued Youth Partnership;
- Supporting Your Child's Path to College; and
- Questions and Answers About School.

**Amending the Contract**

1. This agreement is given and accepted upon the expressed condition that it cannot, in any manner, be changed, altered, varied, or modified unless such modification, change, or alteration shall be in writing and executed by both parties.
2. This contract may be amended by mutual written agreement of both parties and terminated by either party with a (30) days written notice prior to cancellation.

**Intercultural Development  
Research Association**

Celina Moreno, J.D.  
President & CEO

Date

**South San Antonio ISD**

Henry Yzaguirre  
Superintendent

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Date