

## INTERAGENCY COOPERATION CONTRACT

This Interagency Cooperation Contract ("Contract") is entered into effective June 1 – July 31, 2009 ("Effective Date"), by and between the State agencies shown below as Contracting Agencies, pursuant to authority granted in and in compliance with the *Interagency Cooperation Act, Chapter 771, Texas Government Code*.

### I. CONTRACTING AGENCIES:

Receiving Agency: Ector County ISD, an agency of the State of Texas

Performing Agency: The University of Texas of The Permian Basin, an agency of the State of Texas

### II. PURPOSE:

The purpose of this Contract is for Receiving Agency to obtain the services of Performing Agency to provide services for the Summer Bridge program. The program will prepare students for success in college through an interactive program of college readiness and will provide opportunities for ECISD students to take a summer class.

### III. STATEMENT OF SERVICES TO BE PERFORMED:

Performing Agency will perform the following services:

1. Study Skills, and comprehension
2. Study Sessions for THEA, Placement exams
3. College survival skills

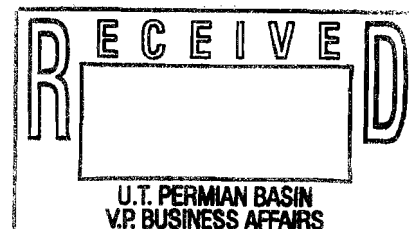
### IV. WARRANTIES:

Receiving Agency warrants that (1) it has the authority to contract for the services under authority granted in Chapter 779, *Texas Government Code*, and Chapter 771, *Texas Government Code*; and (2) the representative signing this Contract on its behalf is authorized by its governing body to sign this Contract.

Performing Agency warrants that (1) it has authority to perform the services under authority granted in Section 791.011, *Texas Government Code* and Chapter 771, *Texas Government Code*; and (2) the representative signing this Contract on its behalf is authorized by its governing body to sign this Contract.

### V. BASIS FOR CALCULATING REIMBURSABLE COSTS:

ECISD Costs: Program Director	\$1,500
Instructors	\$1,000
Lunches	\$5,250
Testing and Supplies	\$2,500
TOTAL	\$10,250



**VI. CONTRACT AMOUNT:**

The total amount of this Contract shall not exceed: \$ 10,250.00.

**VII. PAYMENT FOR SERVICES:**

Performing Agency will invoice Receiving Agency for services upon complete performance of the services.

In accordance with Chapter 771, *Texas Government Code*, Receiving Agency shall reimburse Performing Agency for services satisfactorily performed from appropriation items or accounts of the Receiving Agency from which like expenditures would normally be paid, based upon vouchers drawn by the Receiving Agency payable to Performing Agency.

**XIII. TERM OF CONTRACT:**

This Contract will begin on the Effective Date and will expire on July 31, 2009.

**IX. TERMINATION:**

In the event of a material failure by a Contracting Agency to perform its duties and obligations in accordance with the terms of this Contract, the other agency may terminate this Contract upon thirty ( 30 ) days' advance written notice of termination setting forth the nature of the material failure; provided that, the material failure is through no fault of the terminating agency. The termination will not be effective if the material failure is fully cured prior to the end of the 30-day period.

If to Receiving Agency: Ector County ISD (Summer Bridge Program)  
802 N. Sam Houston  
Odessa , TX 79761  
Attention: Hector Mendez

If to Performing Agency: The University of Texas of The Permian Basin  
4901 E. University Blvd.  
Odessa, TX 79762  
Attention: Susan Lara

**XI. OTHER PROVISIONS, IF ANY:**

**Certification.** The Contracting Agencies certify that, (1) the services specified above are necessary and essential for activities that are properly within the statutory functions and programs of the affected State agencies, (2) the proposed arrangements serve the interest of efficient and economical administration of the State of Texas, and (3) the

services, supplies or materials contracted for are not required by Section 21, Article 16 of the *Texas Constitution* to be supplied under contract given to the lowest responsible bidder.

Duly authorized representatives of the Contracting Agencies have executed and delivered this Contract to be effective as of the Effective Date.

**RECEIVING AGENCY**

Ector County ISD

By: *Nesta Mendez*  
(Authorized Signature)

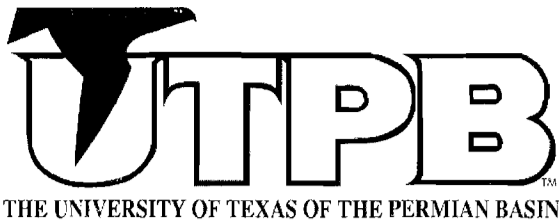
**PERFORMING AGENCY**

The University of Texas of The Permian Basin

By: *A. Forrest*  
(Authorized Signature)

\_\_\_\_\_  
Superintendent  
Date: *1/15/09*

\_\_\_\_\_  
Vice President for Business Affairs  
Date: *12-19-08*



THE UNIVERSITY OF TEXAS OF THE PERMIAN BASIN

---

Office of Student Services

Hector Mendez, Superintendent  
ECISD  
Odessa, TX

12-19-08 10:20 AM

December 12, 2008

Dear Mr. Mendez:

We are moving forward on a third year for our summer bridge program. I hope you will want to participate again. We have been working with Diane Mata on planning the Bridge. We would like to get the word out as quickly as possible. We believe that MISD may want to join us and share costs. Please let us know what you think. This year ECISD's cost would be \$10,250.

I believe we have prepared a good agenda for the bridge program and I look forward to your further suggestions and ideas.

Thanks for your cooperation.

Sincerely,

Susan Lara, Ed.D.  
Vice President for Student Services

**Proposal for “Bridge to Success!”  
For High School Students  
The University of Texas of the Permian Basin in Collaboration  
With The Ector County I.S.D.**

Dates: June 1-5 for (Seniors 09, 10 and 11)  
June 8-12 for incoming freshmen and sophomores (AVID and others)  
June 15-19 for incoming freshmen and sophomores (AVID and others)

Time: 9:00-4:00 p.m. Monday -Friday

Targeted Audience: Students who are recruited and selected by the district to participate.

Method of Selection: ECISD and MISD will take applications from students and will select up to 100 (50 from each district) to participate each week.

Purpose of the Program: The program will prepare students for success in college through an interactive program of college readiness. This should empower students to take charge of their own educational goals. Those who been accepted to UTPB could begin a college class on June 2 with regular college classes.

Program Description: Students will participate in a variety of activities designed to prepare the student academically, socially, financially and emotionally for college. Additionally, students will be given the opportunity to enroll in a college course for dual credit. Students who wish to enroll in college courses will have to apply for admissions prior to the program and will have to meet the Texas Success Initiative (THEA or equivalent) prior to enrolling in the course.

# Tentative Schedule:

## Week One High School Students (Class of 09, 10 11)

### Monday

Morning Take a college course (8:00-10:30 or 10:45-1:00) & Supplemental Inst.  
(LUNCH With Admissions Staff)

- 1:00 p.m. Welcome and Orientation
- 1:30 p.m. Campus Tour
- 2:15 p.m. Module 1 College Survival (Building a college survival portfolio)
- 2:45 p.m. Scavenger Hunt
- 3:15 p.m. Time Management Seminar
- 4:00 p.m. Dismissal

### Tuesday

MORNING: College Course & Supplemental Instruction  
(LUNCH With Financial Aid Staff)

- 1:00 p.m. Module 2 College Survival Skills (The costs of college)
- 2:00 p.m. Financial Aid & Scholarship Search (Computer Lab)
- 3:00 p.m. Tour of Campus Housing
- 3:30 p.m. Student Activity in Housing Area

### Wednesday

MORNING: College Course & Supplemental Instruction  
(LUNCH With Faculty Members and Deans)

- 1:00 p.m. Module 3 Understanding the College System
- 2:00 p.m. Study Skills Comprehending Your Textbooks
- 3:00 p.m. Academic Skills and Scheduling of Freshmen year of college
- 3:30 p.m. High School Vs. College
- 4:00 p.m. Dismissal

### Thursday

MORNING: College Course & Supplemental Instruction  
(LUNCH With Career Professionals)

- 1:00 p.m. Career Assessments
- 2:00 p.m. Discover Program
- 3:00 p.m. Module 4 (Choosing a career and major and understanding degree plans)
- 3:30 p.m. Play the College Game (Simulated College Life activity)
- 4:00 p.m. Dismissal

### Friday

MORNING: College Course & Supplemental Instruction  
(Awards Luncheon with Parents, UTPB and ECISD personnel)

- 1:00 p.m. Honors Program at UTPB
- 1:30 p.m. Planning your personal finances
- 2:00 p.m. Study Skills for College Success
- 3:00 p.m. Students will attend a play

## Weeks Two and Three (9<sup>th</sup> and 10<sup>th</sup> Grades)

### Monday

- 9:00 a.m. Welcome and Orientation
- 10:00 a.m. Campus Tour
- 11:00 a.m. Placement Exams (Math)
- 12:30 p.m. *Lunch with Admissions Staff (Bar-b-q in the Courtyard)*
- 1:00 p.m. Scavenger Hunt
- 1:30 p.m. Time Management Seminar
- 2:30 p.m. THEA Preparation Math
- 4:00 p.m. Dismissal

### Tuesday

- 9:00 a.m. Module Two College Survival Skills
- 10:00 am. Placement Exam Reading
- 10:30 a.m. THEA/SAT Preparation Math
- 12:00 p.m. *Lunch with Financial Aid Staff*
- 12:30 p.m. THEA/SAT Preparation Math
- 2:30 p.m. Tour of Campus Housing
- 3:00 p.m. Student Activity in Housing Area

### Wednesday

- 9:00 a.m. THEA/SAT Preparation Math
- 10:00 a.m. Module 2 Understanding the College System
- 11:00 a.m. Study Skills Comprehending Your Textbooks
- 12:00 p.m. *Lunch with Faculty Members and Deans)*
- 12:30 p.m. Discussion of Admissions and Academics
- 1:30 p.m. Visit a College Class
- 2:30 p.m. THEA/SAT Preparation math
- 4:00 p.m. Dismissal

### Thursday

- 9:00 a.m. Career Assessments
- 10:30 a.m. THEA/SAT Math Preparation
- 12:00 p.m. *Luncheon with Career Professionals*
- 1:30 p.m. Module 3 (Choosing a career and major and understanding degree plans)
- 2:30 p.m. Play the College Game (Simulated College Life activity)
- 4:00 p.m. Dismissal

### Friday

- 9:00 a.m. THEA/SAT Math Preparation
- 10:30 a.m. Study Skills for College Success
- 12:00 p.m. *Awards Luncheon with Parents and ECISD personnel*
- 1:30 p.m. Students will attend a play

Each student should plan to attend each day of the bridge program. Students will need to provide their own transportation to and from the university. We will provide lunch for students in the program. Students will be given the opportunity to take the THEA test and other exams needed before during and after completing the entire bridge program. The timing of the exams would depend on whether or not the student wishes to enroll in a college course.

Each high school student who attends the entire bridge program will receive a certificate of completion and a \$500 book scholarship to be used at UTPB for the freshmen year of college. This will be awarded at the awards luncheon. Other awards for activities throughout the week will be presented for the younger students as well. UTPB faculty and staff will conduct the workshops. Guests will include career professionals and ECISD representatives. Summer Bridge Students (juniors and seniors only) who wish to take a college course at UTPB would be offered a partial scholarship. Students who have family income of less than \$25,000 may be offered a full scholarship for one course.

**Budget:**

**ECISD/MISD**

Program Director:	\$ 3,000
Math & Science Teachers	\$ 2,000
Student lunches	\$10,500 (100@\$7 for 5 days)
Supplies and Materials	\$ 3,000
Testing	\$ 2,000
 Total	 \$20,500

**UTPB**

Staff In-Kind Contribution	\$ 8,000 (Time spent with program)
Book Scholarships	\$ 50,000 (100@\$500)
Summer Course Scholarship for juniors & seniors	\$ 35,000 (100@\$350)
 Total	 \$ 93,000

**Grand Total**

ECISD and MISD	\$ 20,500	(\$10,250 each)
UTPB	\$ 93,000	
<hr/> TOTAL	<hr/> \$113,500	



**Parent and Student Information**  
**Summer Bridge Program**  
**The University of Texas of the Permian Basin**  
**May 2009**

**Requirements:**

1. Students will be at UTPB from 9:00 a.m. until 4:00 p.m. each day Monday through Friday for a five day period. Those who graduated in the class of 2009 and seniors of 2010 and 2011 will participate from June 1-5 and finally, entering freshman and sophomores will participate from June 8-12 or June 15-19.
2. Transportation to and from UTPB will not be provided, so families of those students who participate will have to make arrangements for transportation to and from the University. The *Easy Rider* has frequent stops at UTPB for those who need transportation.
3. Dress is casual, but reasonable. Jeans and shorts are ok, but no short shorts, etc. On the last day a banquet will be held for students and their parents, so dressier clothes will be needed on Friday.
4. Students must exhibit professional, respectful behavior at all times. Inappropriate behavior will be cause for dismissal from the program.
5. Everyone will stay on campus for lunch, which will be provided. There is only a 30 minute time period allocated for lunch, so there is not time to leave during lunch.
6. Students will be expected to participate in all activities for all five days of the project in order to earn a certificate and a scholarship.
7. In case of an emergency, call (432)552-2600 or (432)552-2605 and we will contact your student immediately. Our office is in room 4274 of the Mesa Building.
8. Mark your calendars for the banquet (June 5 for class of 09, 10 and 11 and the Friday of the week attended for others). We want parents to join us for this festive occasion.
9. We will need emergency contact information from each student and permission for medical treatment.

I have read the requirements for the mini-bridge program and I agree to all of the rules of the program and I agree to abide by the guidelines.

---

Parent Signature

---

Student Signature

**Emergency Medical Treatment  
Parent and Student Information  
Summer Bridge Program  
The University of Texas of the Permian Basin  
May 2009**

In case of a medical emergency, I authorize the Summer Bridge Program at UTPB to take my child \_\_\_\_\_ to \_\_\_\_\_ Hospital for treatment.

His/her regular doctor is \_\_\_\_\_ . I can be reached at the

following numbers: Work \_\_\_\_\_ Home \_\_\_\_\_

Cell \_\_\_\_\_ Other \_\_\_\_\_ . If I cannot be reached, please contact

\_\_\_\_\_ at \_\_\_\_\_ for any  
(Phone Number)

emergency that may arise.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

## **Purpose of the Summer Mini-Bridge Program**

**The University of Texas of the Permian Basin  
May 2009**

The purpose of the mini-bridge program is to provide a pathway to college for high school students. ECISD, MISD and UTPB are concerned that more Odessa students need to attend colleges and universities in order to help them prepare for the future. The bridge program will provide an on campus experience for students who have recently completed high school and for those who will be high school seniors next year. The program will give students an idea of what colleges and universities are like and what it is like to be a college student. They will be provided information on financial planning, including scholarship searches, applying for financial aid and managing job responsibilities with college classes. Students will learn college study skills and they will even visit a college class! In addition, students will participate in career planning and planning for a college major. They will find out about admissions, financial aid and other important offices on a college campus. With this knowledge, they will learn how to “play the college game” and survive in college.

All of the experiences are designed to help the student who is interested in attending college learn more about how to plan for college. The program is offered free of charge to MISD and ECISD students and graduates and all expenses are paid by MISD, ECISD and UTPB. Students are asked to complete the entire program for the five day period. Those who do not miss any sessions will be offered a \$500 scholarship to attend UTPB. Parents will be asked to attend a banquet on Friday with their child. Parents are invited to visit the UTPB campus any time and may seek information from our admissions office (432)552-2600.

**Application for 2009 Summer Bridge Program  
The University of Texas of the Permian Basin**

Name \_\_\_\_\_ School \_\_\_\_\_

District (Please circle one) ECISD or MISD

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Class of 09 10 11 or entering freshman or sophomore (Please circle one)

Name of Parent or Guardian \_\_\_\_\_

Current G.P.A. \_\_\_\_\_ Class Rank \_\_\_\_\_ of \_\_\_\_\_

**Please give a statement of why you would like to participate in the summer bridge program:**

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_

**I give permission for my son/daughter to participate in the summer bridge program.**  
(Parent signature necessary if student is under 18)

Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

**Please attach a letter of recommendation from a high school teacher, counselor or principal.**