

## 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 **Ector County Independent School District (Ector County ISD)**, 802 N. Sam Houston, Odessa, Texas 79761, hereinafter referred to as the client.

### **Purpose of Collaboration**

IDRA and Ector County ISD agree to collaborate in the planning and implementation of the IDRA Coca-Cola Valued Youth Program in Odessa High School. The Coca-Cola Valued Youth Program has as its major goal the reduction of dropout rates.

### **Period of Agreement**

This agreement shall commence on September 1, 2019 and terminate on June 30, 2020.

### **Amount of Payment**

Ector County ISD agrees to pay IDRA \$20,000, which includes travel and per diem, for the implementation of the Coca-Cola Valued Youth 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 the participating secondary school; and
  - Ongoing monitoring of program, observations, case studies, and faculty orientations at the sending secondary school and receiving elementary schools;
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 Coca-Cola Valued Youth Program 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;
8. Provide an end-of-program evaluation report; and
9. Maintain the confidentiality of all data provided by the district for the Coca-Cola Valued Youth Program evaluation.

Ector County ISD agrees to:

1. Schedule and participate in staff training and technical assistance provided by IDRA; at different phases of the Coca-Cola Valued Youth Program, 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 Coca-Cola Valued Youth Program evaluation and research;
5. Pay student stipends for four hours weekly and provide transportation for students as needed by the Coca-Cola Valued Youth Program;
6. Abide by Ector County ISD's existing regulations regarding child safety, including maintaining adult supervision of all students at all times; and
7. Identify a parent liaison/trainer who will conduct outreach and training of the Coca-Cola Valued Youth Program students' parents.

### **Program Execution**

#### **Program Administrator**

Ms. Carla Byrne, Director, Career & Technical Education, or an appointee, will serve as Ector County ISD's program administrator. In that capacity, she will select the elementary schools and personnel to participate in the Coca-Cola Valued Youth Program 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 secondary school 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 high school, will form part of a course offered as elective credit. The 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, Ector County ISD will identify up to 75 students to participate in the Coca-Cola Valued Youth Program, according to the following pupil characteristics:

- (1) has a high propensity to drop out of school;
- (2) has been retained in grade at least once;
- (3) reads two or more years below grade level;
- (4) is not active in extra-curricular activities;
- (5) has higher absenteeism than the district average;
- (6) has higher disciplinary referrals than the district average; and/or
- (7) 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 Coca-Cola Valued Youth Program and learning about the role they can play in their child's program. A minimum of three parent meetings per year will be conducted on such topics as:

- The Key Elements of the Coca-Cola Valued Youth Program;
- 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**

**Ector County ISD**

By Celina Moreno  
 Celina Moreno, J.D.  
 President & CEO  
4-15-19  
 Date

By \_\_\_\_\_  
 Mr. Albert Valencia  
 Director of Purchasing  
 \_\_\_\_\_  
 Date

**Ector County ISD**

By \_\_\_\_\_  
 Ms. Carla Byrne  
 Director, Career & Technical Education  
 \_\_\_\_\_  
 Date