



## Memorandum of Understanding Program Agreement

JOVEN’s mission is to develop character and resiliency in children by providing them with innovative and exciting programs, as well as structured alternative activities that are designed to help them succeed.

JOVEN and South San Antonio Independent School District agree to the following:

1. **Purpose of Agreement:** This collaboration is between JOVEN and South San Antonio Independent School District to coordinate efforts to appropriately address the needs of the target population in the community by establishing Prevention and Counseling Services.
2. **(A) Plan of Service:** JOVEN will provide curriculum and instruction to the group’s targeted youth population. Additionally, JOVEN staff will provide psycho-educational curriculum based groups focused upon victim’s issues, such as self-esteem, anger management, substance abuse, coping skills, self-protection, and how to avoid becoming a second time victim. JOVEN will provide counseling services to include individual counseling, family counseling, peer-to-peer groups, and psycho-educational based groups identified as primary and/or secondary victims of crime. The group program will be conducted for a period determined by the specific curriculum. After the initial program cycle has been completed, JOVEN staff and school staff will determine the need of continuing the group program for further support and/or services.
2. **(B) Plan of Service:** Specifically, for the “Prevention Teen Pregnancy Program,” JOVEN will use an evidence-base curriculum. Per curriculum fidelity, JOVEN may engage the children to actively participate in 20 hours of service-learning to focus on character building and teen development. JOVEN will conduct in-school groups on campus. JOVEN will provide transportation and meals off campus for service-learning projects. After the initial program cycle has been completed, JOVEN staff and school staff will determine the need of continuing the group for further support and/or services.
3. **Fee of Service:** The services provided by JOVEN are at no cost to the district, students, and parents- **(\$0.00)**.
4. **JOVEN Responsibilities:** To provide a qualified and trained facilitator. The facilitator’s responsibilities include:
  - a.) providing all curriculum materials necessary for education in school sessions.
  - b.) retrieve all needed documentation on the target population to include demographics and student attendance.
  - c.) maintaining the confidentiality of program participants unless information requiring further action is disclosed during program facilitation in accordance with South San Antonio Independent School District Board policies and as otherwise required by state and federal law
  - d.) maintaining communication with school counselors on JOVEN programs, projects and activities
  - e.) referral services to include individual counseling, family counseling, peer-to-peer groups, and/or psycho-educational based groups.
5. **South San Antonio Independent School District Responsibilities:** To assist JOVEN staff with the completion of any necessary documentation that complies with district and state guidelines to include:
  - a.) providing a signed memorandum of understanding
  - b.) retrieving parent/guardian consent forms which allow JOVEN staff access to the academic, behavioral performance and attendance for each participant, before and after groups;
  - c.) identifying groups with an appropriate number of participants per group, as deemed suitable by specific curriculum standards (“no more than 25 for classroom groups and no more than 14 for pull-out groups identified by school counselors for all programs.
  - d.) providing appropriate, accessible classroom space and seating for JOVEN staff to conduct their groups;
  - e.) assigning a counselor, teacher, or classroom aide, at the District’s discretion, to assist with classroom management (optional but recommended)
  - f.) permitting JOVEN staff to distribute announcements intended for parents i.e. flyers and other materials that are limited and directly related to the curriculum being offered
  - g.) assisting JOVEN staff with the duplication of any needed forms and materials to be used for the purpose of this agreement; and
  - h.) maintaining communication with the JOVEN program director and staff to address issues or concerns.

**Group cycle will begin:**

- 2019-2020 School Year (including summer). To be renewed annually. This MOU may be terminated by either party by providing written notice to the other party of a decision to terminate.

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Dolores Sendejo Date  
Interim Superintendent of Schools

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Amy Cardenas Date  
JOVEN CEO