



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: June 15, 2016

Purpose: Report Only Recognition Discussion/ Possible Action

Presenter(s): Sandra J. Sandoval, Director of Student Support

Item Title:

To approve the Contract and Memorandum of Agreement Between Intercultural Development Research Association and South San Antonio Independent School District for the implementation of *The Coca-Cola Valued Youth Program* to reduce dropout rates by promoting self-discipline, developing self-esteem, increasing student attendance and raising student achievement.

Description:

Intercultural Development Research Association (IDRA) and the South San Independent School District agree to collaborate in planning and implementing the Coca-Cola Valued Youth Program during the period of September 1, 2016 and August 31, 2017. The primary beneficiaries are the following campuses: Dwight Middle School, Kazen Middle School, Shepard Middle School, Zamora Middle School, and South San High School.

District Goal:

Goal 2 We will develop a strong support system offering opportunities across the curriculum to create an innovative school experience, teaching students to value their education and motivate them to achieve excellence.

Funding Budget Code and Amount:

CFO Approval

211-21-6299-00-712-730-0DI \$10,000

APPROVAL ROUTE

Principal/Director:

Executive Director:

Chief Administrator:

Superintendent:

SIGNATURE

Handwritten signatures for Principal/Director, Executive Director, Chief Administrator, and Superintendent.

DATE

Handwritten dates: 6/6/16, 6-6-16, 6-6-16, 6-9-2016

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 ISD, 5622 Ray Ellison Dr., San Antonio, TX 78242**, hereinafter referred to as the client.

Period of agreement

This agreement shall commence on September 1, 2016 and terminate on August 31, 2017.

Amount of Payment

South San ISD agrees to pay IDRA \$10,000.00 (including travel) for the implementation of *The Coca-Cola Valued Youth Program* in up to four middle schools and one high school. The contract will be paid in the following manner: 100% of the amount in September 2016.

Terms of Payment

Payment for the services described herein in the amount specified above is due within thirty (30) days of receipt of invoice. A 1 1/2% penalty per month will be assessed to accounts which are over 60 days delinquent from date of invoice.

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

IDRA agrees to:

1. Provide end-of-program evaluation reports to each of the four schools participating in *The Coca-Cola Valued Youth Program*.
2. Provide training and technical assistance which will include:
 - Facilitation of three implementation team meetings;
 - A Leadership Day to include students of all four campuses;
 - On-going monitoring of program, observations, case studies, faculty orientations at up to four middle schools, one high school and four elementary schools;
 - Program materials: tutor workbooks, end-of-year certificates, and all 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 aforementioned *The Coca-Cola Valued Youth Program*;
5. Conduct the sessions in a professional manner;
6. Bill client for amount of contract;
7. Provide supportive documentation in reference to all billing which will be kept at IDRA Business Office;
8. Abide by specifications in Memorandum of Agreement (Exhibit A); and
9. Maintain the confidentiality of all data provided by the district for *The Coca-Cola Valued Youth Program* evaluation.

South San ISD agrees to:

1. Provide IDRA staff with date, time and place of session and number of participants;
2. Cooperate with IDRA by providing information on level of need of participants and any prior training in the aforementioned topics;
3. Pay student stipends and provide transportation for students as needed by *The Coca-Cola Valued Youth Program*; and
4. Abide by specification in Memorandum of Agreement (Exhibit A).

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

South San Antonio Independent
School District

By _____
María Robledo Montecel, Ph.D.
President & CEO

By _____
Dr. Abelardo Saavedra
Superintendent

Date

Date

**MEMORANDUM OF AGREEMENT
BETWEEN
INTERCULTURAL DEVELOPMENT RESEARCH ASSOCIATION
AND
SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT
2016- 2017**

Collaboration and Purpose

The Intercultural Development Research Association (IDRA) of San Antonio, Texas and the South San Antonio Independent School District (South San ISD) agree to collaborate in planning and implementing IDRA's *The Coca-Cola Valued Youth Program* during the period of September 1, 2016 through August 31, 2017. *The Coca-Cola Valued Youth Program* has as its major goal the reduction of dropout rates.

Roles and Responsibilities

South San ISD agrees to implement the program in up to four middle schools and one high school. South San ISD agrees to:

- 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 of the implementation team (program administrator, principals, teacher/coordinators, a representative of the receiving elementary teachers, family liaison and evaluation liaison);
- Provide for the collection of data, such as project participants' dropout rates, achievement scores and grades, absences and disciplinary action referrals for *The Coca-Cola Valued Youth Program* evaluation and research;
- Pay tutors at least minimum wages for a minimum of four hours weekly; and
- Identify a parent liaison/trainer who will conduct outreach and training of *The Coca-Cola Valued Youth Program* students' parents.

The superintendent, or an appointee, will serve as South San ISD's program administrator. In that capacity, s/he will select the school and personnel to participate in *The Coca-Cola Valued Youth Program* and provide the leadership and supervision necessary to the success of the program.

Services provided by IDRA:

- Training & Technical Assistance which includes three Implementation Team Meetings, on-going observations, case studies, sites observations, and a Leadership Forum;
- Evaluation of up to four middle schools and one high school;
- Provide Year-End Evaluation Reports; and
- Program Materials - tutor workbooks, end-of-year certificates and all other materials associated with training & technical assistance.

Student Identification

In September 2016, South San ISD will identify up to 55 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 and/or disciplinary referrals than the district average, and (6) has no specific, set goals for a future career or post-secondary training.

Program Design

Students in at-risk situations at up to four middle schools and one high school will serve as tutors at four 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. *The Coca-Cola Valued Youth Program* will schedule role models to interact with students 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.

Finally, parents of student tutors will be involved in reviewing *The Coca-Cola Valued Youth Program* and learning about the role which 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*;
- How to Become Involved in Your Child's Learning;
- Questions and Answers About School; and
- Different Approaches to Discipline.

This agreement is in effect for a one-year period. Either party may cancel this agreement at the end of each year upon written notification to the other party.

Intercultural Development
Research Association

South San Antonio Independent
School District

By _____
María Robledo Montecel, Ph.D.
President & CEO

By _____
Dr. Abelardo Saavedra
Superintendent

Date

Date