



This Partnership Agreement, by and between the Galveston Independent School District (hereinafter referred to as GISD), and Communities In Schools of Galveston County, Inc., (hereinafter referred to as CISGC), sets out to establish the relationships and responsibilities of both parties in the implementation of a CISGC school based, school day, case management dropout prevention program on the campuses of:

Ball High School (2 Site Coordinators)  
AIM National CIS Scaling Grant Partial Funding-Cohort 1 Year 2  
Central MS (2 Site Coordinators)  
Weis MS  
Crenshaw Combined PK-8 National CIS Scaling Grant Partial Funding-Cohort 1 Year 2  
7 Site Coordinators (2 partially funded for 2 more years from National CIS Scaling Grant)

Dr. Matthew Neighbors, Superintendent of GISD ratifies and affirms the provisions, relationships and responsibilities set out herein by the execution of this Agreement.

WHEREAS it is the intent of all parties hereto to bring CISGC resources onto campus settings to facilitate the academic and personal success of students who may be experiencing the effects of at-risk environments by providing the full range of CISGC services to those students; and

WHEREAS it is the intent of all parties hereto to maintain a cooperative, interactive, and supportive relationship among and between the parties for the benefit of students served.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the receipt and sufficiency of which is hereby acknowledged, the parties to this Service Delivery Agreement agree to the following:

A. All parties hereto mutually agree as follows:

1. The term of this Service Delivery Agreement shall be from August 1, 2024, through July 31, 2025, and, upon annual evaluation and recommendation by both parties, extended for one additional calendar year beginning the first day of August 2024. Either party for any reason may also cancel this Service Delivery Agreement thirty days after written notification is provided to the other party. The decision to continue or terminate this Service Delivery Agreement will be made on or before August 1, of each year of this contract.

2. CISGC will follow national, State, and local CIS policies and ethical standards for service provision under applicable Federal, State, and local laws and will, in cases where written GISD or campus policies concerning service delivery are more restrictive than CISGC policies, follow the written GISD or campus policy concerning student service delivery, except as otherwise herein noted or mutually agreed in writing.
3. CISGC maintains and retains case management files on all assigned GISD students. These files contain all relevant data requisite to the case and to program criteria. All GISD policies and procedures addressing student confidentiality will be strictly adhered to by CISGC staff. Case management files and/or information contained within such files will be exchanged among GISD and CISGC professional staff on an "as needed" basis.
4. The CISGC management and staff, and the school principals shall proceed in collaboration to ensure the successful operation of the CISGC program. Communication among these entities will be ongoing, including scheduled meetings to address case management and other programmatic issues.
5. CISGC, in consultation with the principals at each campus site, will develop a Campus Plan for each school year, which will be referenced in the campus improvement plan for respective GISD campus site. The CISGC Campus Plan will provide all parties with an outline of activities to be undertaken during the upcoming semester. GISD agrees to include CISGC in the campus improvement plan.

B. CISGC agrees to undertake the following:

1. CISGC will provide staff and resources to each mutually agreed upon school campus site, for the benefit of students. CISGC staff members and any volunteers or part time staff of CISGC will constitute a multi-disciplinary team in the provision of all CISGC services.
2. CISGC under its Standards Process and this Agreement, will provide to identified students a program of services which includes a) Mental/Behavioral Health Supports; b) Academic Enhancement Activities; c) Parental and Family Involvement Activities; d) Health Education and Social Service Referrals; e) Pre-Employment Skills Training and Career Awareness Activities; and f) Educational and Cultural Enrichment Opportunities. CISGC staff should not be engaged in other duties (administrative, clerical, or otherwise) that would normally be assigned to GISD employees, without the approval of the CISGC Executive Director.
3. All CISGC Site Coordinators will be hired by CISGC with the approval of the Campus Principal. All CISGC personnel assigned to school campus sites remain employees of CISGC and will receive direct supervision from the CISGC Program Director who is responsible for their performance and demeanor. However, all CISGC personnel are subject to the rules, regulations, and policies of the school site to which they are assigned. All grievances and disciplinary actions involving CISGC employees will be processed in accordance with policies set forth in the CISGC Board approved Personnel Policy manual and in compliance with GISD policies and procedures.

4. CISGC will provide management, administrative, logistical, and technical support to each Campus as warranted, ensuring the success of service delivery initiatives. The CISGC Site Coordinator, under the direction of the CISGC Program Director, Executive Director and the Board of Directors is responsible for oversight of CISGC Project activities.
5. CISGC will refer to the school Principal and to appropriate legal authorities, cases presented to its staff which involve the following issues: a) Violation of GISD's Student Code of Conduct; b) Suicide threats; c) Violent behavior; d) Child abuse; e) Sexual abuse or harassment. CISGC will assist in the resolution of any such case if requested to do so by the principal. CISGC will immediately notify the appropriate School Counselor of any student in crisis. Allow CIS, in the absence of written parental consent, but acting at the request and on behalf of the District/Campus, access to student information to provide services. This allows the local CIS program to provide crisis type services, at the request of a school official until a signed Parental Consent- Release of Information (PC-ROI) form is obtained.
6. CISGC agrees to reserve a position on the CISGC Board of Directors for the Superintendent of GISD or their designee. This position may be advisory or participatory at the discretion of the Superintendent.
7. CISGC agrees to indemnify and hold harmless GISD, its Board of Trustees and representatives of and from all claims, damages, and causes of action of any type whatsoever, including attorney fees, arising out of, or in any way connected to this contract. The parties agree that GISD will be entitled to recover attorney fees, pursuant to Local Government Code § 271.159.

C. GISD agrees to undertake the following:

1. GISD will assume primary responsibility for all student cases involving violation of GISD's Student Code of Conduct, suicide threats, violent behavior, child abuse, and sexual harassment. The CISGC staff will adhere to GISD's policy in addressing the above cases and will work in tandem with the school staff to address problems of the students.
2. In accordance with established policies of GISD and the Texas Education Agency, CISGC, serving as an agent of GISD, **will have access to relevant student data campus-wide**, including but not limited to free and reduced lunch lists and TEA at-risk lists, attendance lists, grades, state standard and benchmark test scores, as well as discipline and behavior information, which may impact or demonstrate the effectiveness of CISGC service delivery. Such information is necessary only to determine CIS eligibility and document funding requirements. This information will remain confidential for all purposes.
3. GISD will inform the CISGC Executive Director of all policy changes or development that may affect the provisions of this Agreement and/or the effectiveness of CISGC service delivery.
4. **GISD agrees to provide on each CISGC-served school campus, Site Coordinator office space (big enough for groups) and access to a phone, to a dedicated computer, to copy machines, sufficient to facilitate the efficient delivery of services to students.**

5. In addition, GISD agrees to pay CISGC \$75,000.00 a year for the case management program of the Galveston ISD campuses. GISD agrees to provide payment to CISGC on or before October 15, 2024.

This Service Delivery Agreement constitutes the full and total understanding and agreement of said parties, and any modifications, amendment or alteration hereof must be agreed in writing by all parties hereto.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2024.



Mr. Edward P. Grogan III, Executive Director  
Communities in Schools Galveston County

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Dr. Matthew Neighbors, Superintendent GISD

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Mr. Anthony Brown, President Board of Trustees GISD