



Texas Afterschool Centers on Education (ACE) Memorandum of Understanding



This Memorandum of Understanding between Communities In Schools of North Texas (CISNT) and the Denton Independent School District (DISD), establishes the relationship and responsibilities of both parties in the implementation of the Texas Afterschool Centers on Education (ACE) program, funded by the 21st Century Community Learning Center, Cycle 12 grant.

School campuses participating in the Texas ACE program in DISD include: Alexander Elementary, Bell Elementary, Hodge Elementary, Calhoun Middle School, Rodriguez Middle School, and Strickland Middle School. By signing this Memorandum of Understanding, all parties ratify and affirm the requirements, terms, and responsibilities set forth in the provisions and assurances listed below.

All parties agree to the following:

1. The term of this Memorandum of Understanding shall be from August 1, 2023 through July 31, 2024. Upon annual evaluation and recommendation of both parties, this agreement may be extended for one continuing calendar year for four additional years (5 total years), contingent upon renewal of the 21st Century ACE Grant by the Texas Education Agency (TEA). The decision to continue or terminate this Memorandum of Understanding will be made on or before August 1, of each continuing year.
2. Both parties will comply with the guidelines and requirements set forth by TEA in the Texas 21st Century ACE Grant Program and confirm that funding provided by the 21st Century ACE Grant will supplement-not-supplant existing staff, support materials and supplies, or programs.
3. Each party will abide by the standards on ethics and safety set forth by National, State, and local laws as well as 21st Century ACE and DISD policies. In circumstances where DISD campus policies concerning service delivery, safety, and ethics are more restrictive than the 21st Century ACE policies and guidelines, both parties agree to follow the policies set forth by DISD, except as otherwise noted or mutually agreed in writing.
4. The CISNT Chief Executive Officer, CISNT Senior Director of Afterschool and AmeriCorps Programs, and CISNT ACE Project Director along with the DISD Superintendent of Schools shall proceed in joint collaboration to ensure the successful operation of ACE centers. Each party will ensure that ACE programs are aligned with specific Campus Improvement Plans, District and School initiatives, and that programs are integrated into the culture of each school. Communication among each entity will be ongoing, including scheduled meetings to address grant management and programmatic issues.
5. The CISNT ACE Project Director, Family Engagement Specialist, Academic Impact Specialist, and Site Coordinators will consult with the Principals at each participating campus to collectively develop a Project Plan for each center per each year. The Project plan will address the key processes, strategies, and timelines proposed for the grant year. Project Plans will be finalized and submitted to TEA within 30 days of the program start date for each grant year.
6. Each party expresses its commitment to continued support for ACE programs throughout the 21st Century ACE grant cycle and beyond and will leverage resources and provide support for the development of a Sustainability Plan to continue programs after 21st Century ACE grant funds are discontinued.
7. CISNT agrees to indemnify and hold harmless DISD, its Board of Trustees and representatives of and from any and all claims, damages, and causes of action of any type whatsoever, including attorney's fees, arising out of, or in any way connected to this contract. The parties agree that DISD will be entitled to recover attorney's fees, pursuant to Local Government Code § 271.159.

Communities In Schools of North Texas agrees to:

1. Write and administer the 21st Century ACE grant application and subsequent continuation proposals
2. Act as the fiscal agent and adhere to all federal, state and local district financial policies in the administration of the grant project



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3. Maintain the grant records for fiscal accountability and grant reporting
4. Monitor the program for grant compliance
5. Provide training on district policies and procedures, Afterschool Best Practices, and Youth Development
6. Supervise Site Coordinator, program instructors, and community partners
7. Implement programs that are aligned with the CIP, district and school initiatives, and school culture
8. Serve on the appropriate campus committees
9. Supervise purchasing, payroll, contracts, and hiring of staff
10. Complete all evaluation reports
11. Use student data for reporting, compliance, and evaluation needs only and abide by all federal, state, and district guidelines regarding privacy of that student data

Denton Independent School District agrees to:

1. Provide \$25000 per ACE center as cost-share to offset the cost of administrative and programmatic services provided. A total payment of \$150,000 will be paid to CISNT between August 1, 2023 and July 31, 2024.
2. Provide secure space for each ACE center, including office space for a full-time Site Coordinator, space for ACE program supplies and materials, as well as access to phone, internet, copy and fax machines sufficient to facilitate effective delivery of services to ACE student and parents.
3. Inform the CISNT Chief Executive Officer and/or their designee of all policy changes or developments that may affect the provisions of this Memorandum of Understanding and/or the effectiveness of CISNT service delivery for the 21st Century ACE Centers.
4. Provide CISNT staff access to relevant student data required to monitor and measure student progress toward ACE goals and objectives throughout the school year, in accordance with the established policies of Denton ISD and TEA. Denton ISD agrees that CISNT will have access to student data including, but not limited to, free and reduced lunch lists, PEIMS attendance lists, any at-risk list kept by the school or developed by TEA, behavior information, and state/ standardized test scores. All information may impact the effectiveness of ACE program service delivery and is necessary to determine student eligibility for ACE programs and their progress throughout the year. CISNT agrees that all student information will remain confidential.
5. Ensure that ACE programs are aligned with specific Campus Improvement Plans, District and School initiatives, and that programs are integrated into the culture of each school.

This Memorandum of Understanding constitutes the full and total understanding and agreement of said parties. Any modifications, amendment or alteration hereof must be agreed in writing by all parties.

Agreed to on the _____ day of _____, 2023.

Tasha Moore, LMSW, M.Div.
Chief Executive Officer
Communities In Schools of North Texas

Dr. Jamie Wilson
Superintendent of Schools
Denton Independent School District