



**BOARD BUSINESS MEETING A**

**Monday, September 12, 2022**

**5:30 PM**

**Board Room**

**514 W. Quincy Street  
San Antonio, TX 78212**

**AGENDA**

**1. Meeting Called to Order**

A. Roll Call of Board Members Present and Declaration of Quorum Present \_\_\_\_\_  
Absent \_\_\_\_\_

- 1. Mrs. Christina Martinez
- 2. Ms. Alicia Sebastian
- 3. Mr. Arthur Valdez
- 4. Mr. Ed Garza
- 5. Ms. Leticia Ozuna
- 6. Mrs. Patti Radle
- 7. Mrs. Sarah Sorensen

B. Recording of Superintendent Present

- 1. Dr. Jaime Aquino

C. Pledge of Allegiance to the U. S. Flag

D. Salute to the Texas Flag - "Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

E. Citizens' Presentations - 60-minute total time limit for this item

**2. Governance**

- A. Presentation on Enrollment 4
- B. Presentation on the Bond Program 48
- C. Presentation on the Proposed Board Sub-Committees 62

**3. Consent Agenda**

- A. Approval to Revise Local Board Policies BQA and BQB 74
- B. Approval to Request Waiver of the Requirement to Use the New State-Approved Reading Diagnostic Instruments for 7th Grade 86
- C. Approval of the Memorandum of Understanding (MOU) Between SAISD and San Antonio Public Library (Little Read Wagon) 87

**BOARD OF TRUSTEES**

Christina Martinez, President  
Alicia Sebastian, Vice President

Arthur V. Valdez, Secretary  
Ed Garza, Trustee

Leticia Ozuna, Trustee  
Patti Radle, Trustee

Sarah Sorensen, Trustee  
Dr. Jaime Aquino, Superintendent



**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**  
OFFICE OF THE SUPERINTENDENT

514 W. Quincy St.  
San Antonio, TX 78212  
www.saisd.net  
210.554.2200

D. Approval of the Memorandum of Understanding (MOU) Between SAISD and Teachworthy, Education Preparation Program	90
E. Approval of Memorandum of Understanding (MOU) Between SAISD and McMurry University for a Dual Credit Partnership	97
F. Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and the San Antonio Education Partnership (SAEP)	105
G. Approval of the Memorandum of Understanding (MOU) Between SAISD and Stillman College for a College Enrollment, Persistence, and Completion Partnership	114
H. Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and San Antonio Sports (SAS)	121
I. Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and Ghisallo Cycling Initiative (GCI)	133
J. Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and Culinary Health Education For Families (CHEF)	141
K. Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and University of Texas Health Science Center at San Antonio	168
L. Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and Girls On The Run of Bexar County	173
M. Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and San Antonio Youth Literacy (SAYL)	177
N. Approval of Monthly Budget Reports and Amendments for September 2022	185

**4. Closed Session**

- A. The Board will convene in Closed Session as authorized by the Texas Government Code Chapter 551, et. Seq. (TGC 551.071, TGC 551.072, TGC 551.074, and 551.076)
  - 1. Deliberation regarding the purchase, exchange, lease or value of real estate, including legal issues on the acquisition process. (TGC 551.071 and TGC 551.072)
  - 2. Deliberation regarding personnel matters, including but not limited to employment, duties, discipline, reassignment, resignation, retirement, reclassification, and dismissal of an employee. (TGC 551.071 and TGC 551.074)
  - 3. Consultation with legal counsel and discussion regarding pursuing sanctions against educators who have abandoned their contract pursuant to TEC 21.210 and 19 TAC 249.14. (TGC 551.071 and TGC 551.074)
  - 4. Consultation with legal counsel and discussion regarding a security audit for the District. (TGC 551.071 and TGC 551.076)

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2 Leticia Ozuna, Trustee  
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Sarah Sorensen, Trustee  
Dr. Jaime Aquino, Superintendent



- 5. Consultation with legal counsel regarding pending litigation related to face covering and vaccination requirements. (TGC 551.071)
- 6. Consultation with legal counsel regarding proposed approval of the tolling agreement with AT&T, as presented, over a billing dispute and threat of litigation over the billing dispute. (TGC 551.071)
- 7. Consultation with legal counsel regarding contractual and legal issues related to 1882 partnerships. (TGC 551.071)

B. The Board will reconvene in Open Session and take appropriate action on items discussed in Closed Session.

**5. Adjournment**

A. Adjournment

**NOTICE:**

- 1. The Board may go into executive session at any time during the meeting for personnel, real estate, security, school children, negotiated contracts for prospective gifts or donations, consultation and/or legal issues, or as otherwise permitted under the Open Meetings Act, as set out in Subchapter 551 of Title 5 of the Texas Government Code.
- 2. Recess: The Board of Trustees may recess the meeting at any time and reconvene the meeting within 24 hours. The reconvened meeting will occur at the same location as the original meeting and will address the original agenda without the need for reposting.

Any individual in need of services for the visually-impaired, the hearing-impaired, and/or non-English speakers should call the Board Services Office at (210) 554-2289 by 12:00 p.m. on the date of the meeting.

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Dr. Jaime Aquino, Superintendent

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Presentation on Enrollment

**PURPOSE:**             PRESENTATION/DISCUSSION  
                           DISCUSSION/ACTION

**REQUESTED BY:** Dr. Jaime Aquino, Superintendent

**PRESENTER:**        Patti Salzmann, Deputy Superintendent  
                          Diane Fernandez, Director Strategic Initiatives  
                          Jennifer Herrera, Director Retention and Graduation

**MEETING DATE:** September 12, 2022

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**I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

A presentation will be provided to the Board on enrollment for the 2022-2023 school year. The presentation will include registration and enrollment data, registration and enrollment strategies, and retention efforts.

**II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

N/A

**III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

N/A

**IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff, and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.



# Enrollment Update September 12, 2022



# Preliminary Future Data Presentations

## *Aligned to Board Goals and Interim Measures*

- October:
  - Campus Performance Targets
  - Improvement Plans
  - BOY MAP Data
  - BOY Circle Data
  - Enrollment Landscape Analysis
- November
  - Advanced Academics Report
  - Dual Credit, AP
- January
  - PSAT
- February
  - MOY MAP Data
  - MOY Circle Data



# Objectives

The purpose of this presentation is to provide an:

- update on registration and enrollment data
- overview on registration and enrollment strategies
- overview of retention strategies



Every number, Every percentage is a future SAISD graduate.



# Registration & Enrollment Data



# Registration and Enrollment

## REGISTRATION

1) New Students and 2) Current Students.

Completed the registration in Frontline.

**New students:** All required documents are uploaded and required information is entered.

**Current students:** Pre-populated information is verified.

Certain documents are completed annually.



## ENROLLMENT

Students that are verified “**present**” and activated by the classroom teacher at least one day since the beginning of school.

Counts do not begin until Day 1 of the school year.



# Registration/Enrollment Process

March 2022

- Registration process begins.
- Families review and verify pre-populated information.

End of July  
2022

- All currently active students are rolled over.
- Teacher rosters include both newly registered students and those who have rolled over.
- Any student who has rolled over but has yet to complete registration will still appear on teacher rosters.

August 15

- Last day to capture registration data.
- Students will continue to register but will not be included in our counts to determine a conversion rate.

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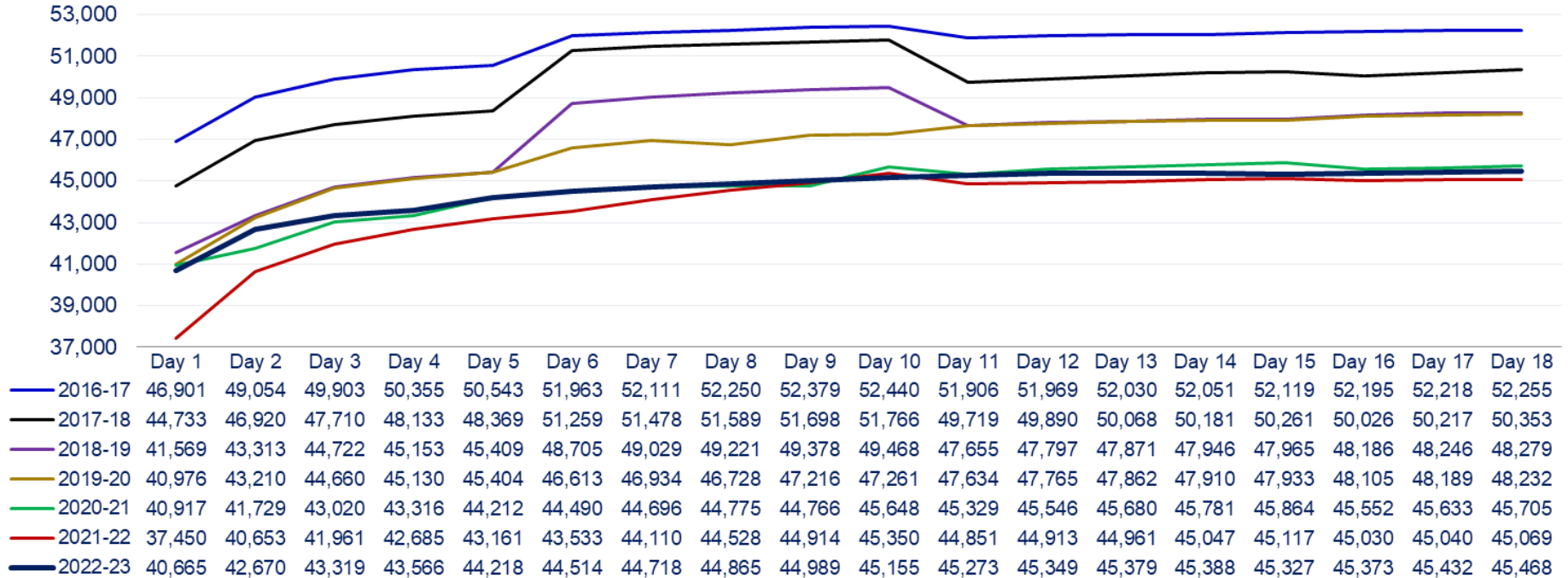
Day 1  
August 16

- This is the first day of enrollment for any students whose teacher does not mark as absent.
- Students are activated the first day they are verified in attendance.

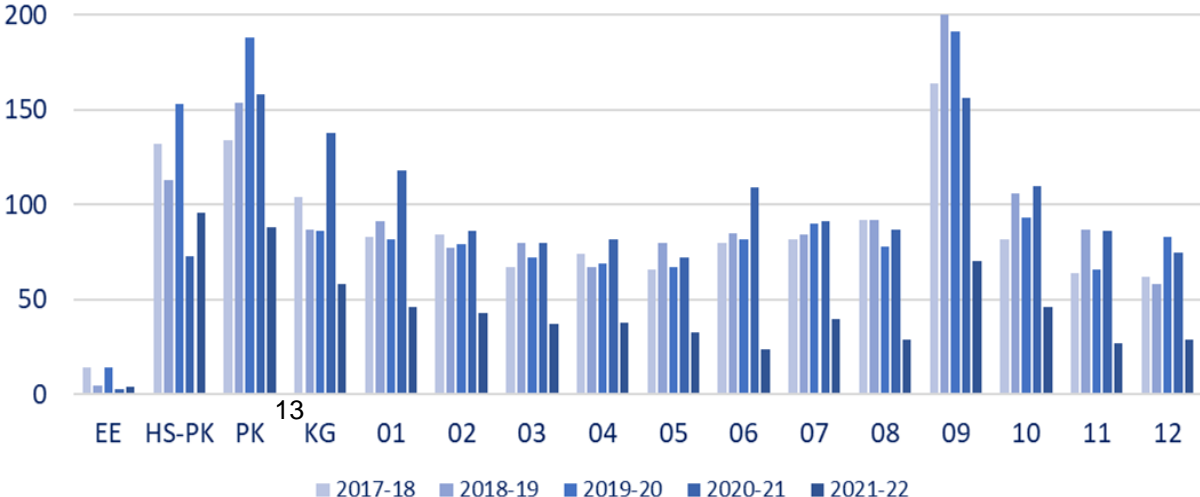
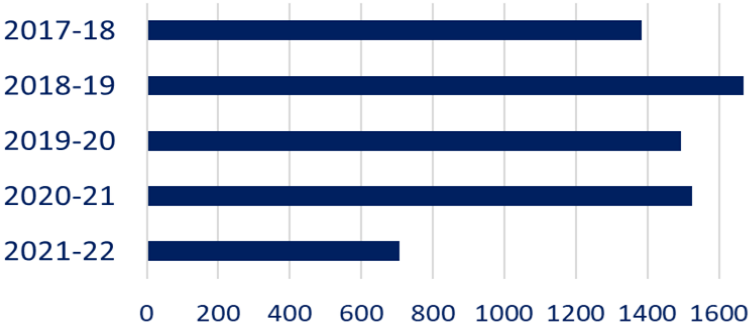
August 29  
(2nd Week of  
School)

- Teachers verify all students that have been marked absent for the first 2 weeks.
- Students are classified as “No Shows” and removed from teacher rosters.
- An enrollment decline may occur as data is corrected.


# First 4 Weeks Enrollment



# Enrollment After Labor Day (Sept 1-Oct 31)



# 5 Year Historical Enrollment: BOY vs. EOY

	2018	2019	2020	2021	2022
Total of All Students Enrolled During Year	56,809	54,696	53,596	49,479	50,034
# of Active Students on PEIMS Data	50,641	48,720	48,495	45,780	44,786
# of Active Students at EOY	49,787	48,244	48,276	45,319	44,411

# Registration & Enrollment

GRADE	REG	SEPT 9 2022-23	<i>diff</i>	PROJ	<i>diff</i>	Wk4 2021-22	<i>diff</i>
EE	214	11	-203	8	3	19	-8
PK	3,971	4,165	194	4,089	76	3,760	405
KG	3,134	2,978	-156	3,088	-110	3,017	-39
01	3,368	3,252	-116	3,006	246	3,222	30
02	3,404	3,289	-115	3,172	117	3167	122
03	3,307	3,147	-160	3,073	74	2,964	183
04	3,106	2,957	-149	2,952	5	3,018	-61
05	3,138	3,025	-113	2,976	49	3,057	-32
06	3,124	3,010	-114	2,937	73	3,144	-134
07	3,075	3,040	-35	2,962	78	3,318	-278
08	3,217	3,230	13	3,278	-48	3,257	-27
09	3,728	4,151	423	3,927	224	4,203	-52
10	3,745	3,684	-61	3,505	179	3,193	491
11	2,901	2,842	-59	2,850	-8	3,060	-228
12	2,715	2,667	-48	2,853	-186	2,690	-23
Total	46,147	45,448	-699	44,676	772	45,099 <sup>15</sup>	349

**Historical (3-year)  
Conversion Rate = 91%**

**HS = 93%**

**MS = 90%**

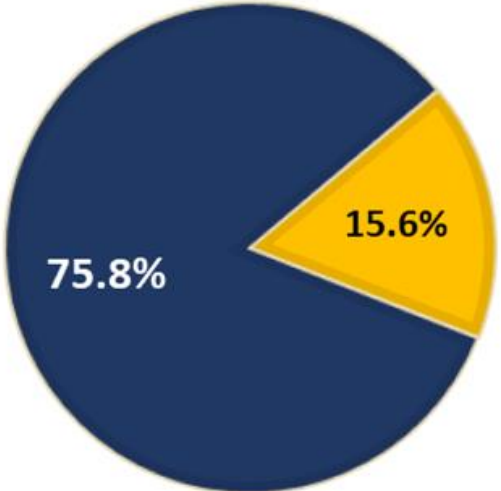
**ES = 91%**

**ECC = 86%**

Race/Ethn	Count	%
H	40,921	90%
AA	2,556	6%
W	1,365	3%
2+	309	1%
As	223	<1%
Other	74	<1%

# Current Membership Breakdown

■ New Students   ■ Returning Students



**Returning Students= 37, 657**  
**New Students= 7, 757**

# Re-Enrollment Data

Type of School	Completed 21-22 PK-11	Enrolled 22-23 KG-12	Re-enrollment Rate
District	41,566	37,497	90%
High School	10,367	9,652	93%
Choice Schools	8,848	8,015	91%
Middle Schools	5,869	5,357	91%
Elementary Schools	15,527	13,840	89%
Academies	8,089	7,415	92%
Early Childhood	905	722	80%

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# “No Show” Counts by Grade

No Shows = The number of students who either registered or rolled over and have yet to be in attendance.  
 Note: Grades 7-12 No Shows become “Leavers” and then ultimately “Dropouts” IF NOT FOUND.

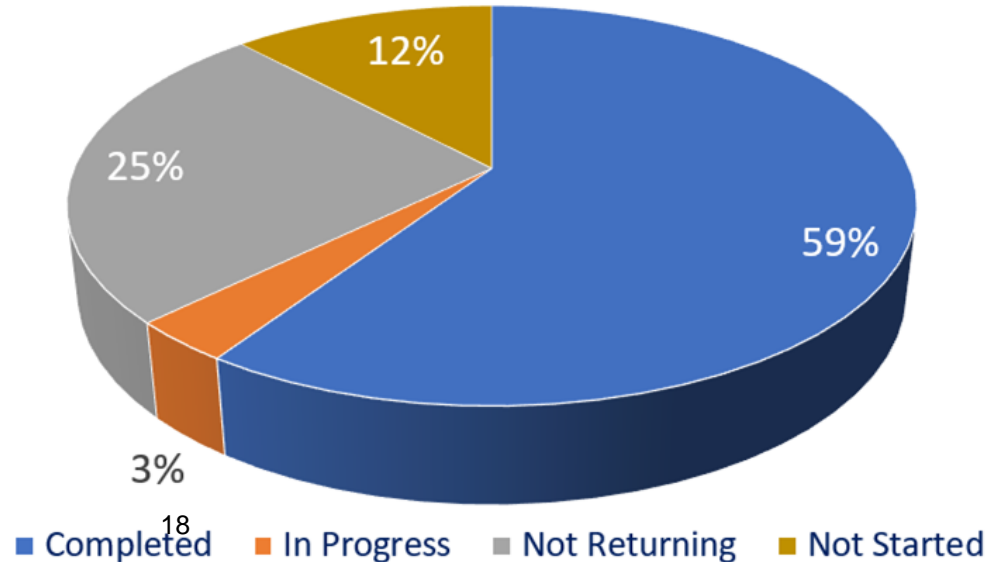
GRADE	No Show Count
EE	6
PK	307
KG	458
01	299
02	335
03	293
04	293
05	260
06	381
07	257
08	259
09	409
10	307
11	172
12	135
Total	4,171

49% Increase

47% Increase

58% Increase

## No Show Registration Status



# Campuses Over Projection

Campus	Proj	Actual	+/-
005 Highlands HS	1,563	1,798	235
001 Brackenridge HS	1,505	1,610	105
120 YWLA-Page	367	445	78
110 JT Brack ES	452	518	66
112 Briscoe ES	387	451	64
210 Mission	476	534	58
161 Rogers	634	689	55
179 Hawthorne	591	651	60
125 Foster ES	335	377	42
059 Whittier MS	717	763	46
117 Cotton	441	476	35
157 Ogden ES	332	376	44
169 Storm ES	273	321	48
150 Maverick ES	468	509	41
148 Madison ES	416	448	32
129 Graebner ES	633	675	42
044 Hot Wells MS	413	456	43
176 Woodlawn Hills ES	389	432	43
008 Lanier HS	1,476	1,524	48
047 Harris MS	732	763	31

## Over Projection

57 campuses are over projection.  
The following are over by more  
than 30 students.

# Campuses Under Projection

Campus	Proj	Actual	+/-
028 Cast Med HS	288	201	-87
023 YWLA	605	537	-68
240 Carroll ECC	417	375	-42
043 Davis MS	599	543	-56
024 Cooper	317	248	-69
177 YMLA	379	342	-37
107 Bonham	652	602	-50
164 Schenck ES	579	533	-46
101 Arnold ES	562	515	-47
022 Travis ECHS	464	432	-32
026 ALA	1058	1,035	-23
242 Knox ECC	156	130	-26
142 M L King	254	222	-32
244 Tynan ECC	159	141	-18
175 Woodlawn	539	507	-32
144 King ES	593	525	-68
054 Poe MS	258	236	-22
057 Rogers MS	370	353	-17
114 Cameron	288	268	-20
050 Longfellow MS	692	673	-19

## Under Projection

35 campuses are below projection.  
The following are below by more  
than 15 students.

# Attendance Rate Reporting

- ❖ Attendance rates represent the rate of which **enrolled** students attend school.
- ❖ Students are considered present (in attendance) if they are seated in class during the attendance reporting period (generally period 2 or 10 am) and remain at school for at least 4 hours.
- ❖ Enrollment is established during the first weeks of school and while attendance is taken, the data may change as campus and teacher rosters are verified.
- ❖ The “No Show” process of dropping students who have not been in attendance also impacts campus attendance rates.
- ❖ For these reasons, as a rule of thumb, enrollment remains the focus for the first 4 weeks of school and monitoring attendance rates generally begins at Week 5 or 6.

# Registration & Enrollment Strategies

**Diane Fernandez**

**Director  
Strategic Initiatives**

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ENROLLMENT AND ATTENDANCE BELONG TO ALL OF US!



# Enrollment Vision and Best Practices

## SAISD Enrollment Vision

Create an equitable open-enrollment environment across all schools

Streamline the parent experience by identifying and removing enrollment obstacles

Provide transparent, easy-to-understand information on all schools to empower parents to select a school that best meets the needs of their children

## Best Practices

Create a central repository for information

- Single timeline for procedures
- Single application for all participating schools

Enrollment Management System

- Centralized platform for back-end management
- Registration
- Withdrawals
- Transfers
- Hold priority seats

# Timeline of Events

Feb

Mar

Apr

May

Jun-Jul

Aug

Sept

Oct

- **Feb 14:** Department transitioned

- Feb 23-24: Principal Focus Group

- Preparation for registration window

- **Phase 1:** Marketing Collateral to schools

- Review of administrative procedures and standard operating procedures

- **Mar 14:** Registration window opens

- Participation in community events

- Apr 11: Updates to proof of residency

- Apr 18: Reports to monitor registration status

- Apr 21: Parent Focus Group

- **Phase 2:** Marketing Campaign

- May 2: Reorganization Coordinator Roles-Feeder Pattern

- Target No Shows PreK-6

- Adopt A School Initiative

- Summer Marketing Campaign

- Blockwalking

- Community Outreach cont.

- We Miss You Postcards

- Radio Ads

- Movie Theatre Ads

- Partnerships with daycares

- **Phase 3:** Provide list of no shows

- Phone Banks

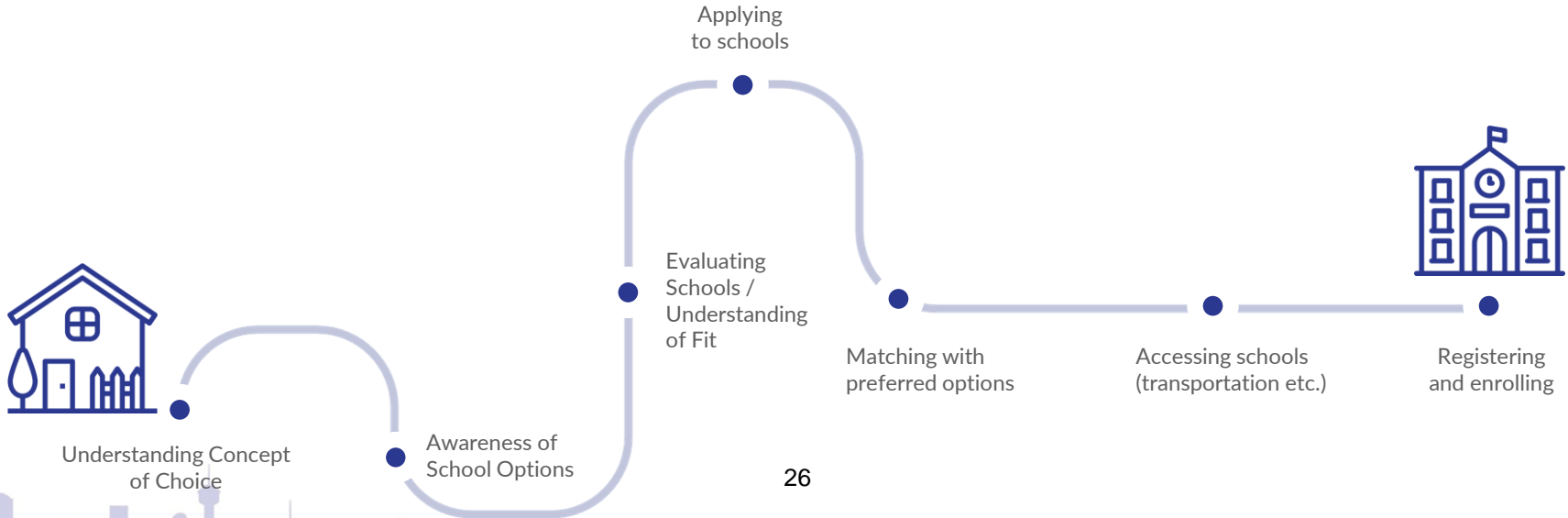
- Home Visits

- Adopt A School Initiative Cont.

# Registration and Enrollment with an Emphasis on Removing Barriers

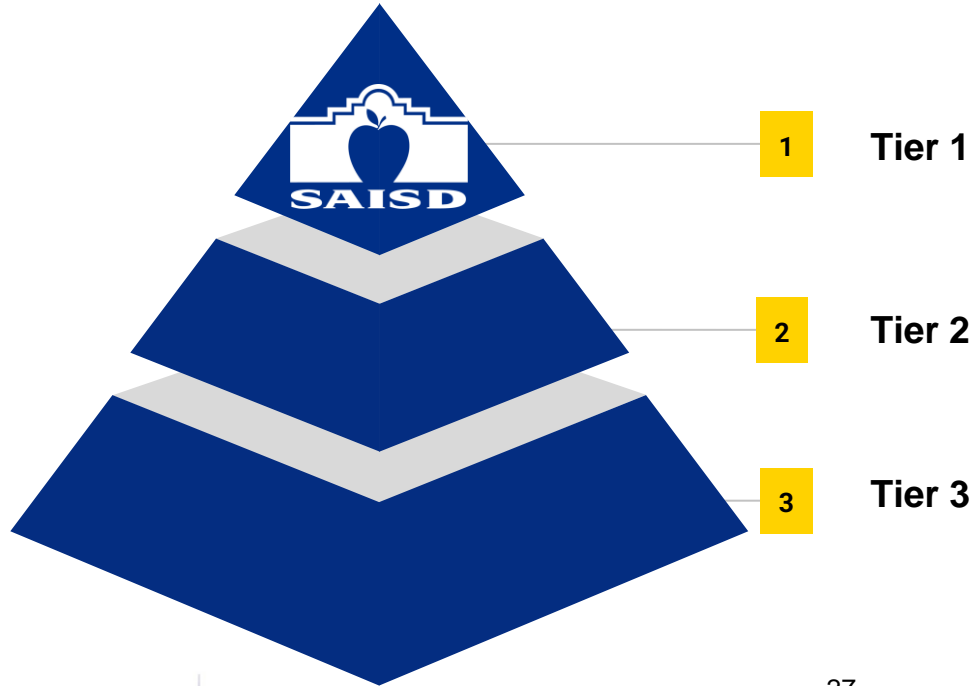
Our families go through a set of steps in researching, applying, and ultimately attending a school.

This difficult journey anchors our work, so we understand the supports and barriers that families experience at different steps in the process.



# Campus Support- Tiered Approach

Campuses are organized on a tiered approach to determine level of support based on registration status.



# Tier 1 Enrollment Strategies

**Billboards, Street Banners**

**Social Media/Radio Ads**

**Focus Groups**

**Parent Registration Guide**

**Fence Banners, Yard Signs, Flyers, Door Hangers**

**Backpacks with school supplies/Registration Incentives**

# Early Registration Strategy: Backpacks

- Students who registered from **March 14 to April 18** were eligible for a backpack with school supplies.
- Initiative was used to promote early registration.
- **20,696** backpacks were delivered to schools on the first week of school.

**REGISTRATION IS OPEN**  
**FOR 2022-23**

To register, please visit: [saisd.net/enroll](https://saisd.net/enroll)

Families, we are here to support you with your back-to-school needs!

**Backpacks will be provided to students who register by APRIL 18.**

NOTE: Student must enroll and be present the first week of school to receive the free backpack from their school.

San Antonio ISD voted **TOP DISTRICT** by Express-News Readers!

**SAISD OFFICE OF ACCESS AND ENROLLMENT**  
1700 Tampico St., San Antonio, TX 78207 | 210-554-2660 | [saisd.net/enroll](https://saisd.net/enroll)

# Tier 2 Enrollment Strategies

**Adopt a School Initiative**

**Movie Ads/ Local Movie Theatres**

**Flyers/ Geotargeting based on zipcode**

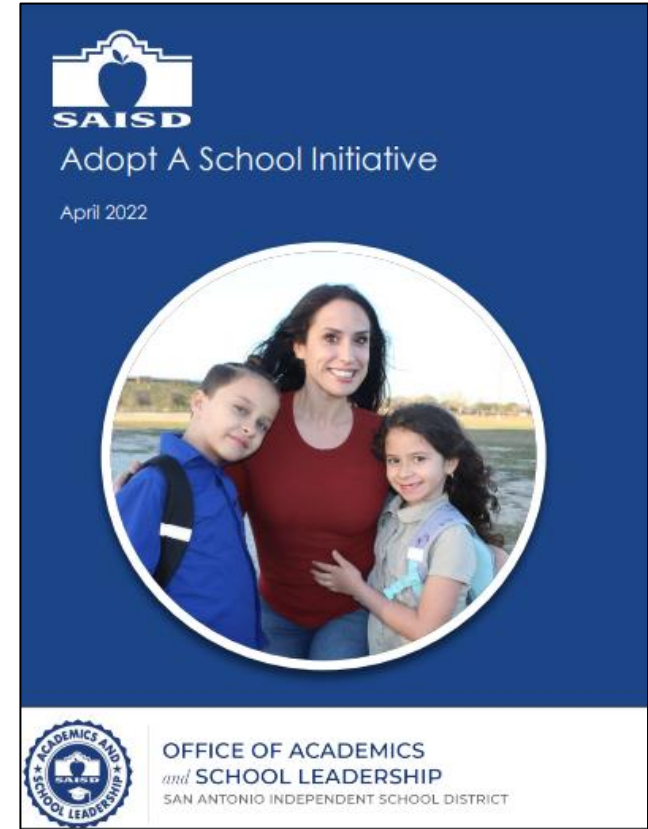
**Phone Banks- Withdrawal codes 37**

**School Messenger**

**Partnership with local businesses (pediatrician/daycares)**

# Registration Strategy: Adopt A School Initiative

- Transportation Department established a phone bank
- 12 departments supported the initiative
- **1,714 quick registration forms** were completed
- **1,650 students enrolled**
- **96%** Conversion Rate
- Initiative Launch Date May 15, 2022



# Tier 3 Enrollment Strategies

**Adopt a School Initiative**

**Summer Lunch & Nutrition Buses**

**We Miss You Postcards**

**Blockwalking- Community and Business**

**Phone Banks- Homeschooling, No Shows 21-22**

**Geotargeting by zip code**

# Registration Strategy: Block walking

- Purpose was to support students who have not registered, leavers, and new families.
- Volunteers throughout the district supported with registration efforts.
- Blockwalking included home visits to local apartment complexes and neighborhoods.
- Cluster Maps were generated to identify zip codes and households where students have not registered.
- Initiative Launch Date July 21, 2022

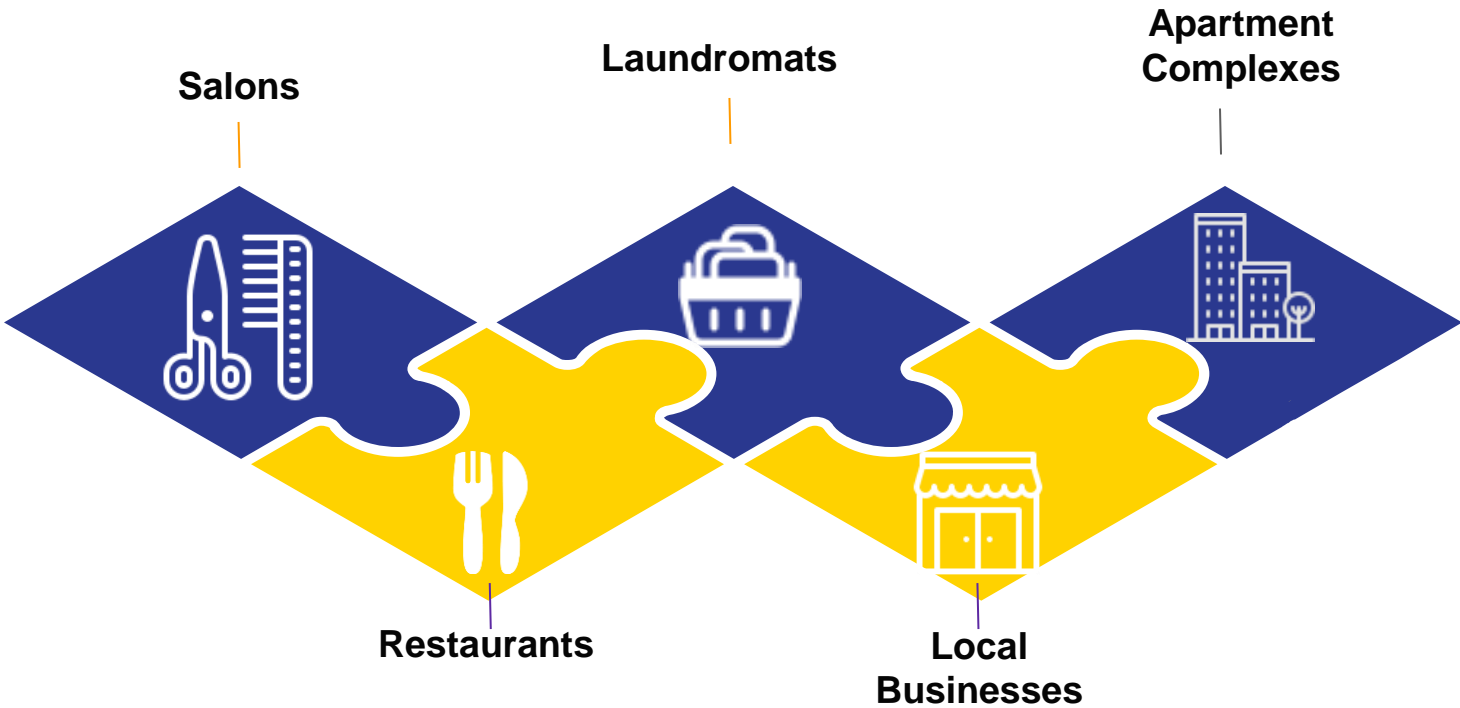


# Registration Strategy: Block walking Cont.

- 10 events
- 96 students registered
- 89 students enrolled
- 93% conversion rate

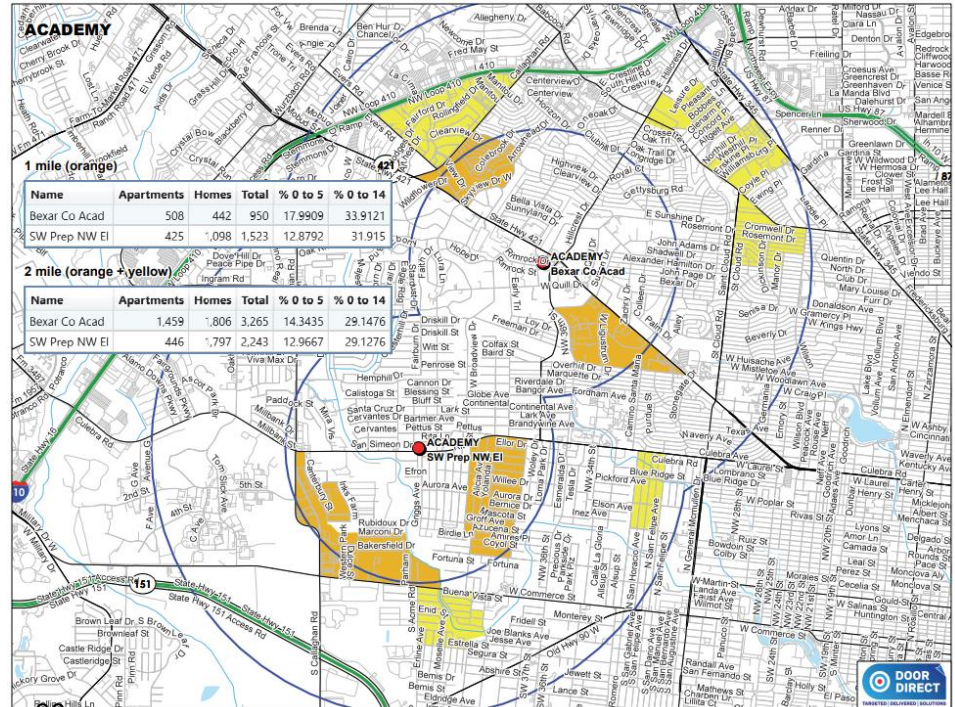


# Registration Strategy: Business Block walking

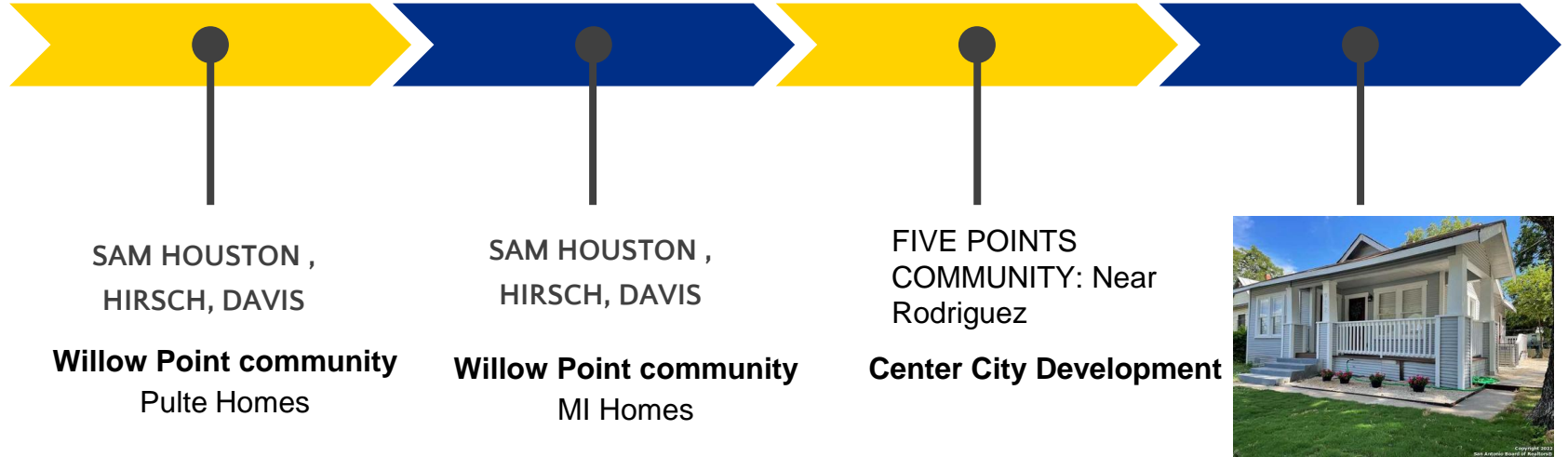


# Registration Strategy: Geofencing/targeting

- Flyers were distributed to households of school aged children within a 2 mile radius.
- Demographic Focus: Households with children aged 2-5
- Target grades were identified: Grades PreK and Kindergarten
- Target schools were identified:
  - Fenwick, Huppertz, Irving, Woodlawn Academy, Woodlawn Hills
- This model was replicated 4 times and the total number of households addressed was 10,413.



# Registration Strategy: New Developments



# No Show Process

- Campuses will receive no show rosters.
- Campuses have been contacting families and will continue to provide outreach to indicate student's whereabouts. (PreK-12)
- Retention specialists are in the process of contacting and conducting home visits for leavers in grades 7-12.
- If students are attending a charter school or neighboring school district, additional specificity is added this year to identify the name of the school/district.
- The information gathered will be used to identify the reasons why students did not enroll at SAISD.

# Retention Strategies

**Dr. Jennifer Herrera**

**Director  
Retention & Graduation Protection Programs**

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# Retention Specialists



6 allocations for retention specialists with one vacancy that are assigned to each of the comprehensive high schools.



Retention specialists also serve the feeder pattern middle schools and provide guidance to the associated elementary campuses.



6 retention specialists have conducted 2,850 home visits



602 students have had the opportunity to attend pretrial mediation with the municipal court



61% demonstrating an improvement in their attendance as a result

40

# Timeline of Events



# Retention / Truancy Intervention Model



# Attendance Strategies

Tier 1 0-4 Unexcused Absences	
Attendance Toolkit	Weekly Monitoring
Campus Incentives	BOY Leaver & Attendance Plan
District Incentives	Juvenile Case Management
Data Dashboard	District Attendance Committee

# Attendance Strategies

Tier 2

5-7 Unexcused Absences

**Campus Attendance/Leaver Committee**

**Individual Attendance Plan**

**Consult with Special Populations Depts.**

**Data Dashboard**

# Attendance Strategies

Tier 3

8-10 Unexcused Absences

**Refer to Juvenile Case Manager**

**File for Truancy Court**

**Follow-up with Retention Specialist**

# Executive Summary

- 45,443 are in membership
- 767 students above the October projection
- Increase in enrollment for Pre-K, 1st, 9th, and 10th grades
- 59 campuses are over projection
- 37 campuses are below projection
- No shows and leavers have been identified
- Retention efforts are underway



QUESTIONS?



## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Presentation on the Bond Program

**PURPOSE:**             PRESENTATION/DISCUSSION  
                              DISCUSSION/ACTION

**REQUESTED BY:** Kenneth Thompson, Interim Deputy Superintendent of Operations

**PRESENTER:**        Kedrick Wright, Deputy Chief Operations Officer

**MEETING DATE:** September 12, 2022

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**I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board will receive a brief presentation on the status of Bond 2016 and Bond 2020 implementation, including information on projects timeline, budget, construction progress, and anticipated changes or concerns.

**II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

N/A

**III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

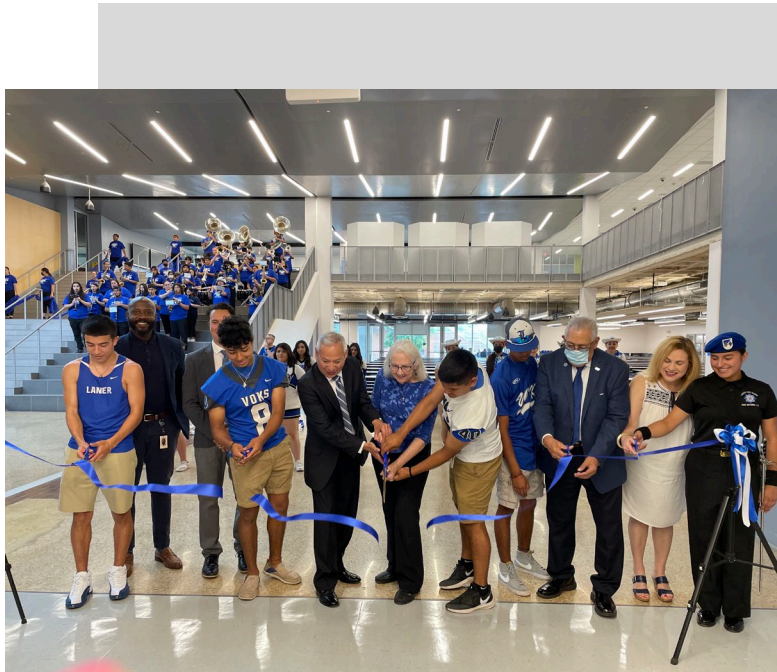
N/A

**IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
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San Antonio Independent School District

# BOND UPDATE



Lanier HS Ribbon Cutting

# San Antonio Independent School District

## **Bond Update**

The purpose of this presentation is to provide a status update on SAISD's Capital Improvement Program.

- **Bond 2016** - \$450 million
  - Renovation of 13 campuses
- **Bond 2020** - \$1.3 billion
  - **Proposition A** – \$1.21 billion, renovation of 36 campuses, replacement of aging chillers and safety and security upgrades at all schools

# Executive Summary

## • **Bond 2016**

- August 2022 - 12 of 13 projects will be substantially complete
- Jefferson High School is undergoing a redesign of the third floor science labs to ensure adherence to the Secretary of the Interior's Standards for the Treatment of Historic Properties.
- All projects will be completed within budget

## • **Bond 2020**

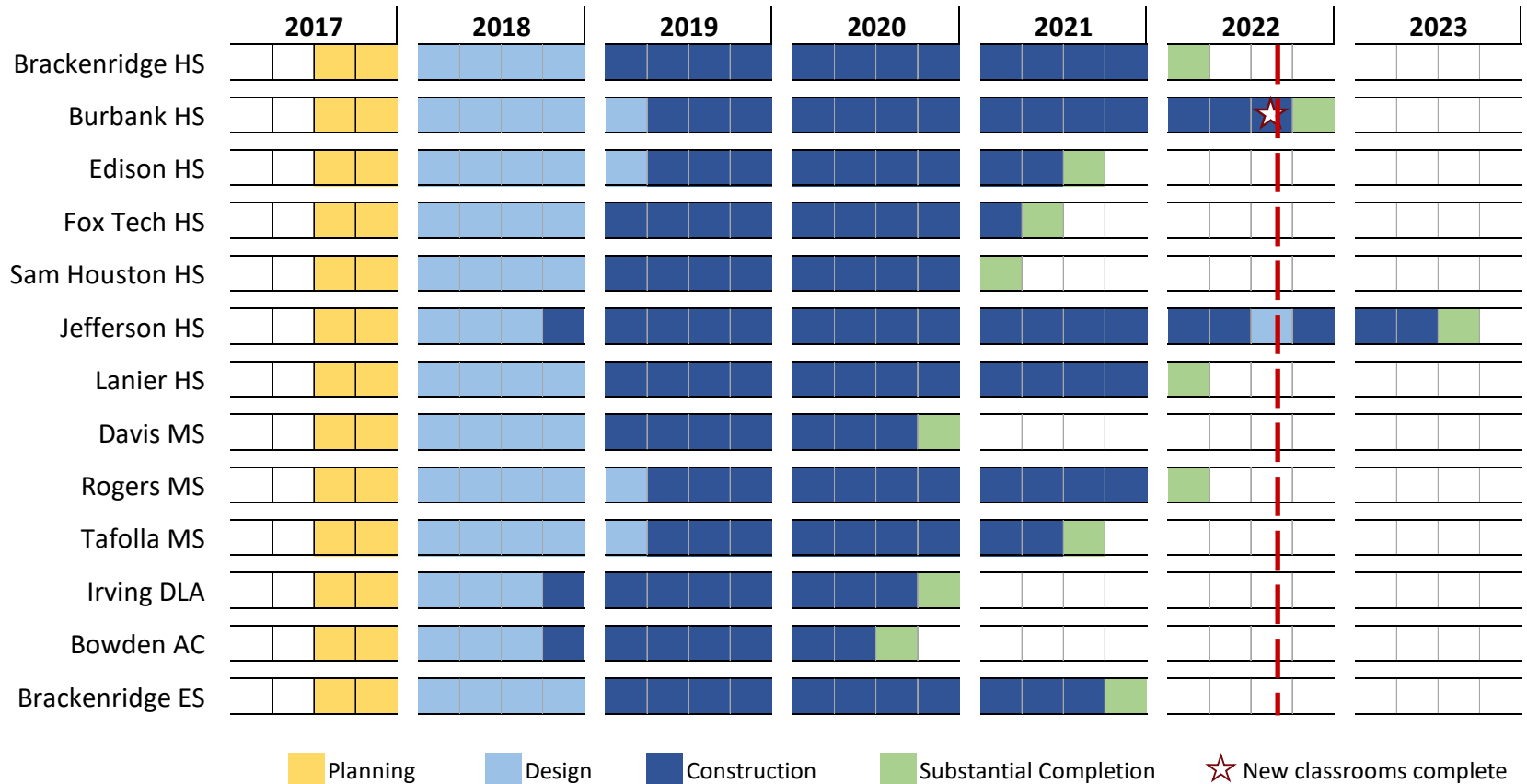
- 32 of 36 projects are in the Design Development or Construction Documents phase of design
- Advanced Learning Academy – Euclid, Burnet Middle School, Jefferson High School and Rhodes Middle School are working toward Schematic Design approval
- Projects will start construction in 4 phases

# 2016 Bond Program

	<b>Campus</b>	<b>Project Budget</b>	<b>Construction Budget</b>	<b>Soft Cost</b>	<b>Committed Cost</b>	<b>Cost to date</b>	<b>Uncommitted</b>
001	Brackenridge HS	\$49,544,057	\$37,771,844	\$11,772,213	\$44,554,820	\$41,984,437	\$4,989,237
002	Burbank HS	\$78,148,780	\$59,579,770	\$18,569,010	\$67,960,593	\$54,804,883	\$10,188,187
003	Edison HS	\$28,545,553	\$23,416,293	\$5,128,357	\$25,582,041	\$24,123,137	\$2,963,512
004	Fox Tech HS	\$25,838,076	\$19,698,660	\$6,139,416	\$22,883,649	\$20,181,789	\$2,954,427
006	Houston HS	\$32,650,810	\$24,892,618	\$7,758,192	\$28,650,332	\$25,655,442	\$4,000,478
007	Jefferson HS	\$58,844,230	\$44,862,194	\$13,982,036	\$50,485,907	\$41,552,454	\$8,358,323
008	Lanier HS	\$46,132,472	\$35,170,889	\$10,961,583	\$40,616,017	\$37,574,390	\$5,516,455
043	Davis MS	\$19,958,069	\$15,215,812	\$4,742,257	\$17,264,549	\$17,124,055	\$2,693,520
049	Irving DLA	\$22,987,444	\$17,525,374	\$5,462,070	\$20,211,320	\$18,873,788	\$2,776,124
057	Rogers MS	\$28,322,736	\$21,592,942	\$6,729,794	\$24,974,516	\$21,267,090	\$3,348,220
061	Tafolla MS	\$24,729,904	\$18,853,807	\$5,876,097	\$22,681,394	\$20,694,719	\$2,048,510
110	Bowden AC	\$11,002,720	\$8,388,353	\$2,614,367	\$10,862,921	\$10,736,929	\$139,799
147	Brackenridge ES	\$11,772,253	\$8,975,036	\$2,797,217	\$10,524,420	\$10,224,557	\$1,247,833
	Subtotal	\$438,477,104	\$335,943,593	\$102,532,608	\$387,252,479	\$344,797,670	\$51,224,625
	Program Management	\$8,769,542					
	Bond Issuance	\$2,753,354					
	Bond Total	\$450,000,000					

# 2016 Bond Program Update

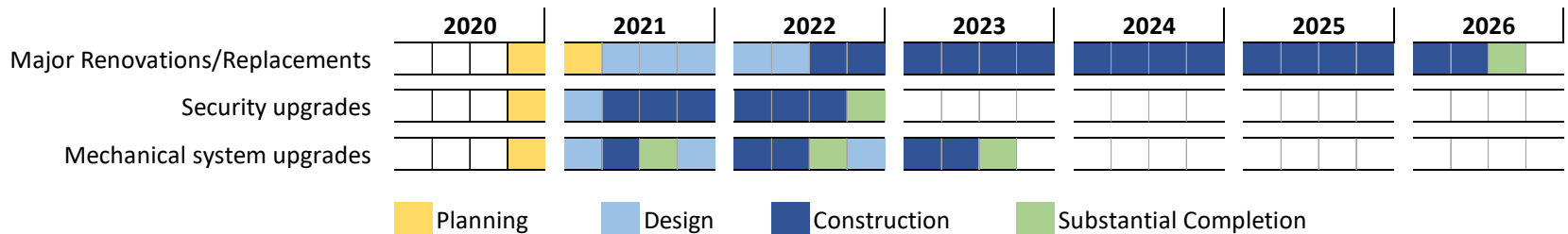
## Schedule Update



# 2020 Bond Program

Scope	Project Budget	Construction Budget	Soft Cost	Committed Cost	Cost to date	Uncommitted
Renovations and upgrades to 36 campuses	\$1,094,294,515	\$820,720,886	\$273,573,629	\$68,260,182	\$15,229,557	\$1,026,034,333
Security upgrades	\$12,598,000	\$9,448,500	\$3,149,500	\$4,393,598	\$899,797	\$8,204,402
Mechanical system upgrades*	\$34,370,291	\$25,777,718	\$8,592,573	\$26,198,965	\$18,152,442	\$8,171,326
New school models	\$13,862,821	\$10,397,116	\$3,465,705	\$2,445,613	\$1,341,647	\$11,417,208
Subtotal	\$1,155,125,627	\$866,344,220	\$288,781,407	\$101,298,358	\$35,623,443	\$1,053,827,269
Program Management	\$43,323,117					
Bond Issuance	\$11,551,256					
<b>Bond Total</b>	<b>\$1,210,000,000</b>					

\* Budget and cost include \$11,775,801 for Bond 2016 reimbursement for 2016 Emergency Chiller Replacements



# Program Update

## 2020 Bond Program

### Phase One

	Schematic Design	Design Development	Construction Documents	Bidding	Bid Award
Bowden Academy	Completed	Completed	Completed	Completed	Planned
J.T. Brackenridge Elementary School	Completed	Completed	Completed	Completed	Planned
CAST Med High School	Completed	Completed	In Progress	Planned	Planned
Jefferson High School (2016 & 2020)	In Progress	Planned	Planned	Planned	Planned

### Phase Two

	Schematic Design	Design Development	Construction Documents	Bidding	Bid Award
Brackenridge High School	Completed	Completed	In Progress	Planned	Planned
Burbank High School	Completed	Completed	In Progress	Planned	Planned
Edison High School	Completed	Completed	In Progress	Planned	Planned
Fox Tech Campus	Completed	In Progress	Planned	Planned	Planned
Highlands High School	Completed	Completed	Completed	In Progress	Planned
Houston High School	Completed	In Progress	In Progress	Planned	Planned
Lanier High School	Completed	Completed	In Progress	Planned	Planned
Young Women's Leadership Academy	Completed	Completed	In Progress	Planned	Planned
Davis Middle School	Completed	Completed	In Progress	Planned	Planned
Irving Dual Language Academy	Completed	In Progress	In Progress	Planned	Planned
Longfellow Middle School	Completed	Completed	In Progress	Planned	Planned
Rogers Middle School	Completed	Completed	In Progress	Planned	Planned
Tafolla Middle School	Completed	In Progress	Planned	Planned	Planned



# Program Update

## 2020 Bond Program

### Phase Three

	Schematic Design	Design Development	Construction Documents	Bidding	Bid Award
Advanced Learning Academy - Euclid	In Progress	Planned	Planned	Planned	Planned
Burnet Middle School	In Progress	Planned	Planned	Planned	Planned
Collins Garden Elementary School	Completed	Completed	In Progress	Planned	Planned
Graebner Elementary School	Completed	Completed	In Progress	Planned	Planned
Highland Hills Elementary School	Completed	In Progress	Planned	Planned	Planned
Highland Park Elementary School	Completed	Completed	In Progress	Planned	Planned
Madison Elementary School	Completed	Completed	In Progress	Planned	Planned
Rhodes Middle School	In Progress	Planned	Planned	Planned	Planned
Schenck Elementary School	Completed	In Progress	Planned	Planned	Planned

### Phase Four

	Schematic Design	Design Development	Construction Documents	Bidding	Bid Award
Carroll Early Childhood Center	Completed	In Progress	Planned	Planned	Planned
Carvajal Elementary School	Completed	Completed	Planned	Planned	Planned
Gates Elementary School	Completed	Completed	Planned	Planned	Planned
Huppertz Elementary School	Completed	In Progress	Planned	Planned	Planned
Lamar Elementary School	Completed	In Progress	Planned	Planned	Planned
ML King Academy	Completed	In Progress	Planned	Planned	Planned
Neal Elementary School	Completed	In Progress	Planned	Planned	Planned
Steele Montessori	Completed	In Progress	Planned	Planned	Planned
Smith Elementary School	Completed	Completed	Planned	Planned	Planned
Storm Elementary School	Completed	In Progress	Planned	Planned	Planned

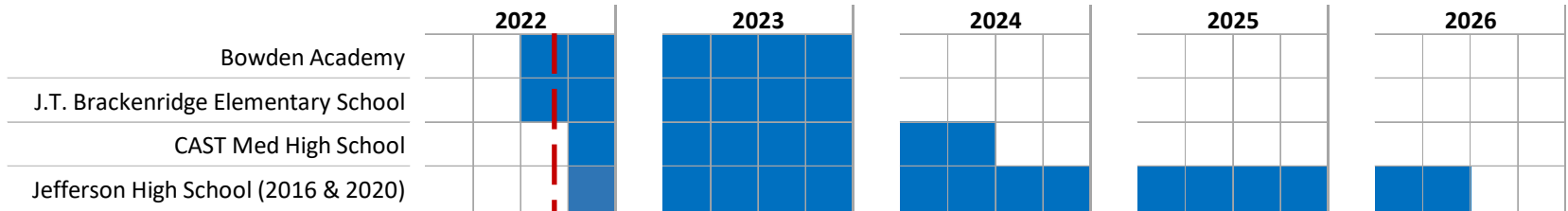


# Program Update

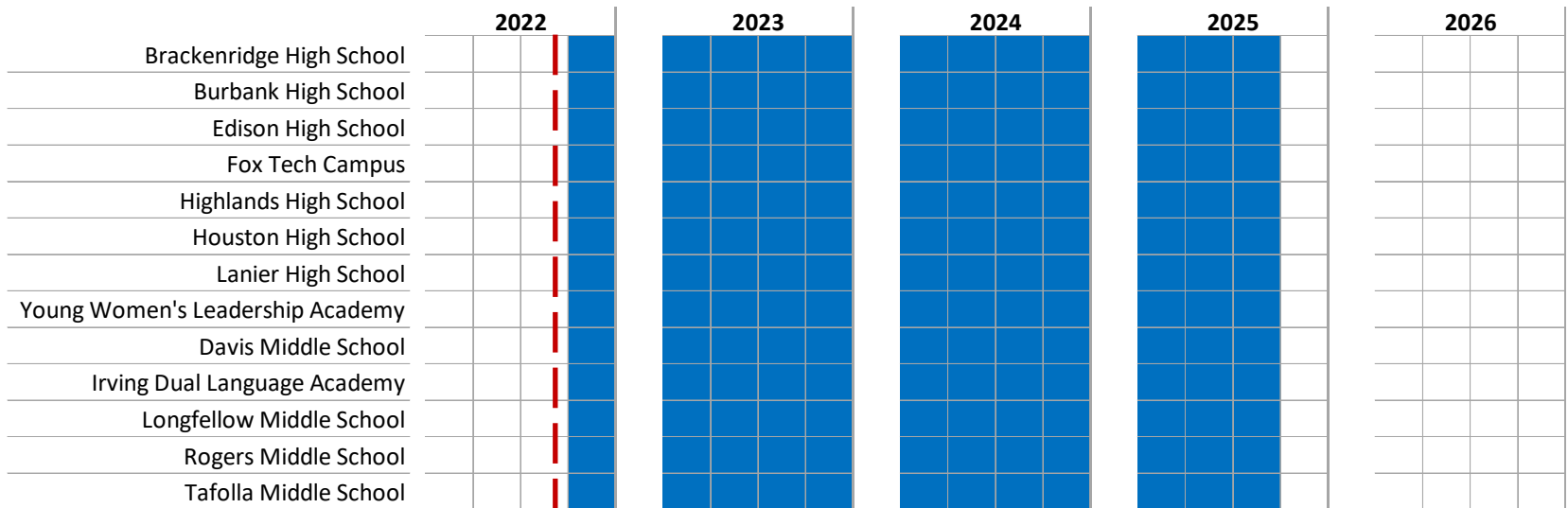
## 2020 Bond Program

### Proposed Construction Starts

#### Phase One



#### Phase Two

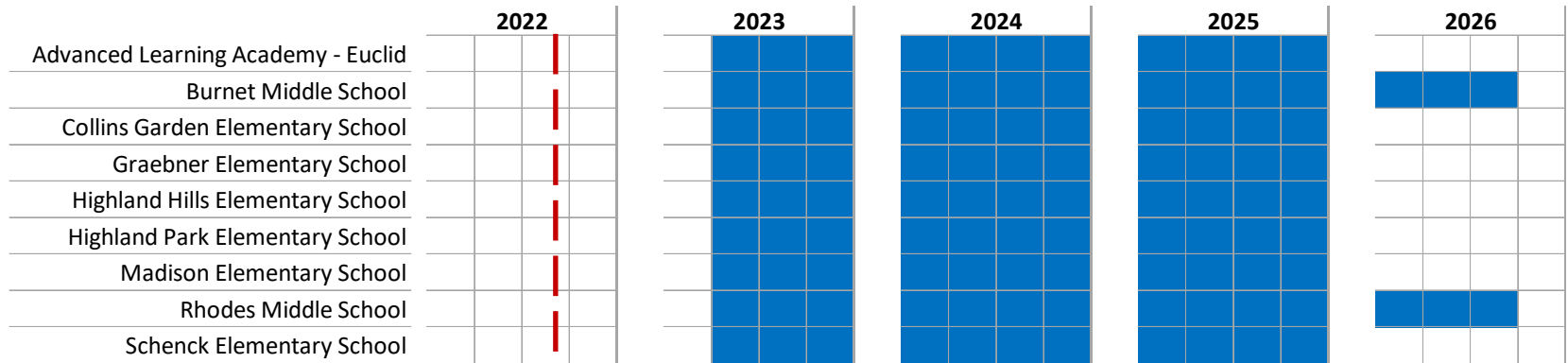


# Program Update

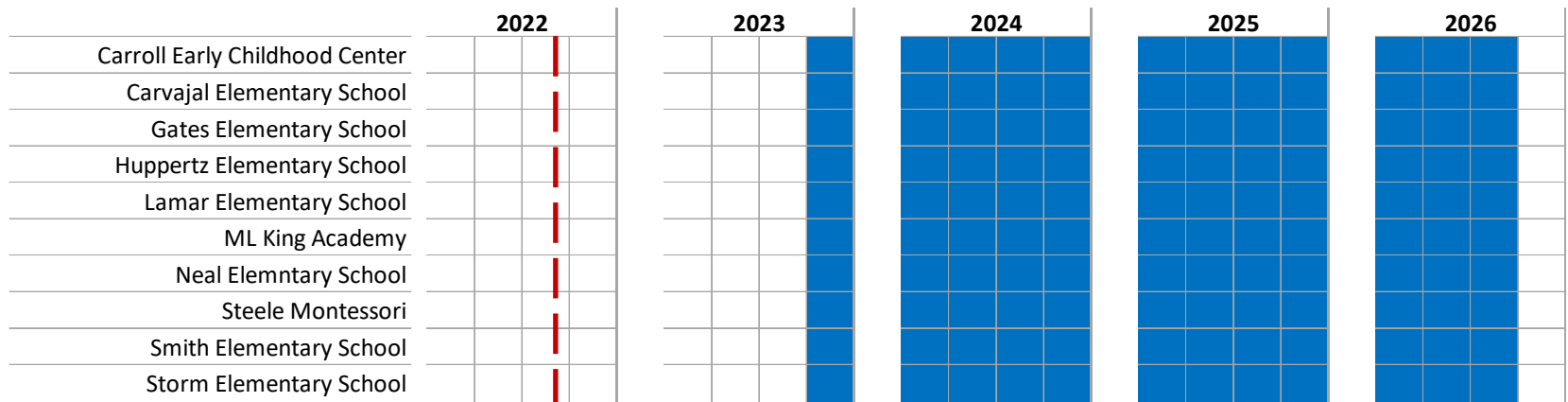
## 2020 Bond Program

### Proposed Construction Starts

#### Phase Three



#### Phase Four



## San Antonio Independent School District **Bond Communications Plan**

So that the community is informed and engaged about the progress and implementation plans of the bond program, multiple channels will be used for the public to access information including, but not limited to:

- Outreach to neighborhoods, parents, civic and community organizations
- Messages from the superintendent
- A Bond Projects tab on the District website
- Social Media postings using Facebook and Twitter
- Electronic newsletters and other publications as determined by the Communications Department
- Events/Open Houses
- News media contacts

# What's Next?

## September 19, 2022 – Board Meeting B

- Bond 2016 – Furniture bid extension
- Bond 2016 – Lanier Portable Utilities Removal
- Bond 2020 - J.T Brackenridge Elementary School Construction
- Bond 2020 - Bowden Academy Construction
- Bond 2020 – Rhodes Middle School Schematic Design

Thank you!

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Presentation on the Proposed Board Sub-Committees

**PURPOSE:**             PRESENTATION/DISCUSSION  
                              DISCUSSION/ACTION

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:**         Patti Salzmann  
                             John Norman, Sr. Executive Director for Innovation & Grants

**MEETING DATE:** September 12, 2022

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**I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board of Trustees will be provided a presentation on the proposed Board Sub-Committees, including recommendations on sub-committee composition and meeting cadence.

**II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

N/A

**III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

N/A

**IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff, and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.

# SAISD Committees

Board Presentation – September 12, 2022

Presenters

Patti Salzman, Deputy Superintendent

John Norman, Sr. Executive Director



# Objectives

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The purpose of this presentation is to

- Provide an overview of current selection processes related to legally required meetings
- Initiate a discussion regarding the selection of Board sub-committees and co-chairs



# BQA – District Advisory Council

*Not subject to representation quota – Selected on recommendation\**

Member Type	Notes/Limitations	Policy Minimum	Recommended Number of Members
<b>Parents</b>	<ul style="list-style-type: none"> <li>• Parent's child must be currently enrolled; no mention in policy whether parent needs to reside in district</li> <li>• Prefer at least one parent of a student attending a campus in each Trustee's district</li> </ul>	2	7
<b>Community Members</b>	<ul style="list-style-type: none"> <li>• Cannot be a parent to a currently-enrolled student</li> <li>• Must live within the District</li> </ul>	2	2
<b>Business Representatives</b>	<ul style="list-style-type: none"> <li>• Cannot be a parent to a currently-enrolled student</li> <li>• Individuals/their businesses need not reside in the District</li> </ul>	2	2
		<b>TOTAL</b>	<b>11</b>

*\* By superintendent*



# BQA – District Advisory Council

*Subject to representation quota – Selected by nomination & election*

Member Type	Notes/Limitations	Policy Minimum	Recommended Number of Members
<b>Campus Professional</b>	<ul style="list-style-type: none"> <li>At least one campus professional other than a teacher</li> </ul>	1	<ul style="list-style-type: none"> <li>4 Principals</li> <li>3 Counselors</li> <li>2 Nurses</li> </ul>
<b>District-Level Professional</b>	<ul style="list-style-type: none"> <li>At least one district professional</li> </ul>	1	<ul style="list-style-type: none"> <li>1 member from central office</li> </ul>
<b>Classroom Teachers</b>	<ul style="list-style-type: none"> <li>Current classroom teachers</li> <li>At least one who instructs students with disabilities</li> </ul>	At least 2/3	<ul style="list-style-type: none"> <li>Determined by CP/DLP total members in the quota</li> <li>If 10 from CP/DLP, then at least 20</li> </ul>
		<b>TOTAL</b>	<b>30</b>



# BQB – Campus Advisory Council

*Not subject to representation quota – Selected on recommendation*

Member Type	Notes/Limitations	Policy Minimum	Recommended Number of Members
<b>Parents</b>	<ul style="list-style-type: none"> <li>Parent's child must be currently enrolled; no mention in policy whether parent needs to reside in district</li> </ul>	2	2
<b>Community Members</b>	<ul style="list-style-type: none"> <li>Cannot be a parent to a currently-enrolled student</li> <li>Must live within the District</li> </ul>	2	2
<b>Business Representatives</b>	<ul style="list-style-type: none"> <li>Cannot be a parent to a currently-enrolled student</li> <li>Individuals/their businesses need not reside in the District</li> </ul>	2	2
		<b>TOTAL</b>	<b>11</b>

*\* By principal*



# BQB – Campus Advisory Council

*Subject to representation quota – Selected by nomination & election*

Member Type	Notes/Limitations	Policy Minimum	Recommended Number of Members
<b>Classroom Teachers</b>	<ul style="list-style-type: none"> <li>Current classroom teacher</li> <li>At least one who instructs students with disabilities</li> </ul>	At least 2/3	<ul style="list-style-type: none"> <li>Determined by CP/DLP total members in the quota</li> <li>If 2 from CP/DLP, then at least 4</li> </ul>
<b>Campus Professional</b>	<ul style="list-style-type: none"> <li>At least one campus professional other than a teacher</li> </ul>	1	<ul style="list-style-type: none"> <li>1 (P, AP, Counselor, Nurse, IC/IS)</li> </ul>
<b>District-Level Professional</b>	<ul style="list-style-type: none"> <li>At least one district professional</li> </ul>	1	<ul style="list-style-type: none"> <li>1 member from central office</li> </ul>
		<b>TOTAL</b>	<b>6</b>



# Other Advisory Councils

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- Teacher Advisory Council
- Principal Advisory Council
- Parent Advisory Council
- Citizens Advisory Committee
- Special Education Parent Advisory Council
- Bilingual/Dual Language Parent Advisory Council
- Dual Language Principals Advisory Council
- Career and Technical Education Advisory Council
- P-Tech Advisory Council
- Magnet Advisory Council
- CAST Tech Industry Advisory Council
- GATE Advisory Council

# Board Sub-Committee Recommendations

John Norman, Sr. Executive Director



# Recommended Sub-Committees

Sub-Committee	Areas of Focus	Co-Chair SAISD	Co-Chair Board
<b>1. Student Advisory</b>	Student Recommendations, Student Issues	Dawn Kulpa, <i>Director for SEAD &amp; Restorative Practices</i>	
<b>2. Student Achievement</b>	Student Achievement Pre-K - 12	Patti Salzman, <i>Deputy Superintendent</i>	
<b>3. Finance</b>	Finance, Budget	Dottie Carreon, <i>Chief Financial Officer</i>	
<b>4. Growth &amp; Development</b>	School Planning, Enrollment	John Norman, <i>Sr. Exec. Director, Office of Innovation</i>	

# Recommended Sub-Committee Composition

Sub-Committee	Details
1. Composition	<ul style="list-style-type: none"> <li>Principal, teacher, 2 parents, student, community member, business member (with expertise in the area).</li> <li>Application process; representation from each Trustee member district; roles selected by the superintendent; 2 superintendent appointees</li> <li>2-3 Board Trustees</li> </ul>
2. Nomination	Nomination of the District co-chair from the superintendent
2. Frequency	1 x every other month
3. Duration	1.5 hours
4. Communication	Public meeting rules
5. Meeting Minutes	Notetaker assigned by the District Co-Chair
6. Agenda	Co-created between the Board and Central Office co-chairs



# Next Steps

## At the September 19 Board Meeting

- Finalize questions regarding sub-committees
- Vote on the establishment of the sub-committees

## Prior to the October 1 Board Work Session

- Meet with the co-chair to discuss dates and timelines
- Decide on logistics of the meetings that will begin in November

## During the October 1 Board Work Session

- Provide a committee update at the Board Workshop
- Review the application

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval to Revise Local Board Policies BQA and BQB

**PURPOSE:**             PRESENTATION/DISCUSSION  
                                DISCUSSION/ACTION

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTERS:**        Patti Salzmann  
                               Julissa Herrera, Director, Policies, Procedures and Public Information

**MEETING DATE:** September 12, 2022

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**I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the revisions of local board policies listed below, based on TASB’s recommendations:

Code	Code Description	Revision/Adoption Highlights
BQA	Planning and Decision-Making Process: District Level	Provisions regarding the composition of the committee have been streamlined based on TASB recommendations. More detailed information on composition will be reflected in administrative procedures/ regulations.
BQB	Planning and Decision-Making Process: Campus Level	Provisions regarding the composition of the committee have been streamlined based on TASB recommendations. More detailed information on composition will be reflected in administrative procedures/ regulations.

**II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approve the revisions of local board policies listed below, based on TASB’s recommendations, as presented.

**III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

N/A

**IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership or public service activities.

- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.

**District-Level  
Committee (DLT)  
Advisory Council**

In compliance with ~~Education Code 11.251~~law, the District ~~Leadership Team (DLT)~~ shall establish a District Advisory Council (DAC) to advise the Board or its designee in establishing and reviewing the District improvement plan [see BQ], as well as the District's educational goals, performance objectives, and major Districtwide classroom instructional programs.

~~identified by the Board or its designee. The DLT committee shall serve exclusively in an advisory role except that it shall approve District-wide staff development. [See DMA] of a Districtwide nature.~~

**Chairpersons of DLT  
and Advisory  
Committees Board's  
Designee**

The Superintendent shall ~~be serve as~~ the Board's designee and shall regularly consult with ~~serve as~~ chairperson of the DLT with a co-chairperson elected by the members of the committee.

~~District-level staff members shall be appointed by the Superintendent.~~

**Meetings**

The chairpersons of the ~~DLT committee~~ shall set its agenda and shall schedule at least ~~six-two~~ meetings per year, including the public meeting required by law. ~~Additional meetings may be held at the call of the Superintendent. All DLT meetings shall be held outside of the regular school day. Any District stakeholder may attend the DLT meetings.~~

~~The Superintendent or designee shall schedule meetings at the beginning of the school year, taking into consideration the scheduled DLT meetings and the need to communicate with DLT and the campus leadership teams (CLTs).~~

~~The chairperson shall be responsible for ensuring that items placed on the agenda for DLT are within the area of decision making as specified by law. [See BQB(LEGAL)]~~

**Communications  
With Campuses,  
Departments &  
Community**

~~The Superintendent or designee shall ensure that the DLT District-level committee establishes communication strategies to periodically obtain obtains broad-based community, parent, and staff input and provides information to those persons regarding the recommendations of the committee. on a systematic basis. Communication shall include, but not be limited to, the following:~~

~~1. Periodic meetings to gather input and provide information on the work of the committee. These meetings shall be advertised in District publications and through the media.~~

2. Articles in in-house publications regarding the committee.

3. Periodic reports or minutes of meetings posted on the District's webpage.

Communication shall flow to and from the DLT and the campus teams. A periodic report, article, or recap will be included in District correspondence to keep the District staff informed.

**Composition of DLT**

The DLT committee shall be composed of members who shall represent campus-based professional staff, ~~paraprofessional/classified staff~~, District-level professional staff, ~~parents, businesses, and the community. paraprofessional and classified staff, and the community, as specified below. For purposes of this policy~~When practicable, District-level professional staff representation shall include a representative with the primary responsibility for educating students with disabilities. be defined as professionals who have responsibilities at more than one campus, including, but not limited to, central office staff. For purposes of this policy, District-level ~~paraprofessional/classified~~professional staff shall be defined as ~~non~~-professionals who have responsibilities at more than one campus, including but not limited to, central office staff.

Selected Representatives  
**Community Members of DLT**

Parent, community member, and business representatives shall be selected in accordance with this policy and administrative regulations.

Parents

The committee shall include at least two parents of students currently enrolled in the District. The Superintendent shall, through various channels, inform all parents of District students about the committee's duties and composition and shall solicit volunteers.

Community Members

The DLT committee shall include ~~three at least two~~ community members selected by a process that provides for adequate representation of the community's diversity, ~~in accordance with administrative procedures.~~ The Superintendent shall use several

Business  
Representatives  
**Business**  
**Representative on**  
**DLT**

methods of communication to ensure that community residents are informed of the committee and are provided the opportunity to participate in the selection process and shall solicit volunteers. ~~All community member representatives must work, live, or have a student currently enrolled~~ reside within-in the District.

The ~~DLT committee~~ shall include one at least two businessperson business representatives selected by a process that provides for adequate representation of the community's diversity, ~~in accordance with administrative procedures~~. The Superintendent shall use several methods of communication to ensure that ~~members of the area~~ businesses community are informed of the committee and are provided the opportunity to participate ~~in the selection process~~ and shall solicit volunteers. ~~A business member representatives~~ Business member representatives need not reside, ~~but should work in or in nor~~ operate ~~a businesses~~, within-in the District.

Staff Members on DLT

Professional Staff  
Elections

Professional staff representatives shall be nominated and elected in accordance with this policy and administrative regulations.

Classroom teacher representatives shall comprise at least two-thirds of the total professional staff representation on the committee and shall be nominated and elected by all professional staff.

At least one campus-based nonteaching professional representative shall be nominated and elected by all professional staff.

At least one District-level professional representative, other than the Superintendent, shall be nominated and elected by all professional staff.

The District staff members of the DLT shall consist of the following:

4. ~~Twenty one teaching professionals, consisting of three teaching professionals nominated from and selected by campuses within each of the seven trustee single member districts. The three shall consist of:~~

	<p>a. <del>One elementary/academy teacher, one middle school/academy teacher, and one high school teacher.</del></p> <p>5. <del>Ten department-based paraprofessional/classified staff members and ten department-based professional staff members who shall be nominated by/from and selected by the District Executive Team.</del></p> <p>6. <del>Four principals and four assistant principals, nominated from and elected by the members of the Superintendent's Executive Leadership Team. The eight shall consist of two elementary, two academy, two middle, and two high school administrators.</del></p> <p>7. <del>One campus-based paraprofessional staff member, nominated from and elected by each of the assistant superintendents.</del></p> <p>8. <del>One member from each participating advisory committee. (Parent Advisory Group, Teacher Advisory Group, and Student Advisory Group.)</del></p>
<p><b>Elections</b></p>	<p>An employee's affiliation or lack of affiliation with any organization or association shall not be a factor in either the nomination or election of representatives on the committee. [See also DGA]</p>
	<p><del>The consent of each</del> A nominee <u>must consent shall be obtained</u> before the person's name may appear on the ballot. Election of the committee shall be held <del>after the beginning of the school year</del> at a time determined by the <del>Superintendent, Board, or its</del> designees. <del>Nomination and election shall be conducted in accordance with this policy and administrative procedures.</del></p>
<p><b>Terms</b></p>	<p><del>All Representatives</del> <u>representatives</u> shall serve <u>staggered</u> two-year terms and shall be limited to two consecutive terms. <del>The outgoing chairperson shall serve as an advisor for one year following the end of their term.</del></p>
<p><b>Vacancy</b></p>	<p><del>If a</del> A vacancy <u>during a term</u> occurs among the representatives on the DLT, the vacancy shall be filled <u>for the remainder of the term by election or selection as appropriate for the category.</u> <del>in accordance with administrative procedures.</del></p>

**Other Advisory  
Groups**

~~The existence of the DLT shall not affect the authority of the Board or its designee to appoint or establish other advisory groups or task forces to assist it in matters pertaining to District instruction.~~

**Communication**

~~With Campuses,  
Departments &  
Community~~

~~The Superintendent or designee shall ensure that the DLT obtains broad based community, parent, and staff input and provides information to those persons on a systematic basis.~~

~~Communication shall include, but not be limited to, the following:~~

- ~~1. Periodic meetings to gather input and provide information on the work of the committee. These meetings shall be advertised in District publications and through the media.~~
- ~~2. Articles in in-house publications regarding the committee.~~
- ~~3. Periodic reports or minutes of meetings posted on the District's webpage.~~

~~Communication shall flow to and from the DLT and the campus teams. A periodic report, article, or recap will be included in District correspondence to keep the District staff informed.~~

**Adoption or Last  
Amended Date**

~~This policy was last amended on June 21, 2021.~~

## PROPOSED REVISIONS

### **Campus Leadership Team (CLT) Advisory Council**

In compliance with law, each campus shall establish a Campus Advisory Council (CAC) to ensure that effective planning and site-based decision-making occur to direct and support the improvement of student performance for all students. The committees shall assist the principal, as the Board's designee, in establishing and reviewing the goals, performance objectives, and major classroom instructional programs of each campus.

Each committee shall assist with the development, evaluation, and revision of the respective campus improvement plan and shall approve campus staff development needs identified in the campus improvement plan [see BQ and DMA].

~~A campus-level committee (Campus Leadership Team [CLT]) shall be established on each campus to assist the principal. The committee membership shall be reflective of the identified organizational units established by the District's local accountability system within each campus. The CLT shall meet for the purpose of implementing planning processes and site-based decision making in areas of planning (including planning for parental involvement), curriculum, staffing patterns, budget, school organization, and staff development. [See BQB(LEGAL)] The functioning of the CLT shall be in accordance with Board policy and administrative procedures and shall be chaired by the principal with a cofacilitator elected by the members of the committee.~~

~~The CLT shall serve exclusively in an advisory role except that each campus team shall approve staff development of a campus nature.~~

### **Campus Performance Objectives**

~~Each principal shall be responsible for the development of campus performance objectives. These objectives shall be formulated annually in accordance with a schedule established by the District, shall support the District's educational goals and objectives, and shall be specific to the academic achievement of students served by the campus. Schools that have grade levels 6 through 12 must analyze information related to dropout prevention and utilize the information to develop campus improvement plans. The Board shall review and approve campus performance objectives.~~

### **Waivers**

~~The principal shall be responsible for ensuring that no campus-initiated decision violates rule, law, or policy, unless the campus has obtained a waiver [see BQB preceding and BF].~~

~~Except as prohibited by law [see BF], a campus may apply to the Board for a waiver of a local policy. An application for a waiver~~

	<p><del>must state the achievement objectives of the campus and the reasons for requesting the waiver.</del></p>
<b>Meetings</b>	<p><u>The principal shall be responsible for the agenda and shall schedule at least two meetings per year, including the public meeting required by law.</u></p>
<b>Communications</b>	<p><del>The</del><u>Each</u> principal or designee shall ensure that the <del>CLT obtain-</del><u>campus-level committee establishes communication strategies to periodically obtain</u> broad-based community, parent, and staff input <u>and provide information to those persons regarding the recommendations of the committee.</u>, <del>and provides information to those persons on a systematic basis.</del> Communication shall include, but not be limited to, the following:</p> <ol style="list-style-type: none"><li><del>1. Periodic meetings to gather input and provide information on the work of the committee. Meetings shall be advertised in the District or campus publications and through the media.</del></li><li>1. <u>Articles in District or campus publications regarding the work of the committee.</u></li><li>2. <u>Periodic reports on the work of the committee that may be posted on campus bulletin boards.</u></li></ol>
<b>Composition</b>	<p>The <del>CLT committee</del> shall be composed of members <del>representing who shall represent</del> campus-based professional, <del>paraprofessional, classified staff, and District-level professional staff; and members who shall represent</del> parents, <del>students,</del> businesses, and the community. <del>At least two-thirds of the District and campus</del><u>When practicable,</u> professional staff <u>representation shall be classroom teachers.</u> <del>The remaining membership shall be professional nonteaching District- and campus-level staff</del><u>include a representative with the primary responsibility for educating students with disabilities.</u> For purposes of this policy, District-level professional staff shall be defined as professionals who have responsibilities at more than one campus, including, but not limited to, central office staff.</p> <p><del>Some circumstances may prevent a campus CLT from adhering to the membership guidelines in this policy. Identification of such factors and approved variations of these guidelines shall be addressed in administrative procedures.</del></p>
<u>Selected Representatives</u>	<p><u>Parent, community member, and business representatives shall be selected in accordance with this policy and administrative regulations.</u></p>
<i>Parents</i>	<p>The <del>CLT committee</del> shall include at least two parents of students currently enrolled <del>within</del><u>in</u> the District, <del>selected in accordance with</del></p>

	<p><del>administrative procedures. At least two parents shall be elected officers of the organizations affiliated with the campus: for elementary schools, PTA, PTO, etc.; for secondary schools, PTA, PTSA, and/or parent boosters. The principal shall, through various channels, inform all parents of campus students about the CLT's <a href="#">committee's</a> duties and composition, and shall solicit volunteers. [See BQB(LEGAL)]</del></p>
Students	<p><del>The CLT shall include at least two students currently enrolled in the District, who are in the fourth grade or above, selected in accordance with administrative procedures. The principal shall inform all students about the CLT's duties and composition and shall solicit volunteers.</del></p>
Community Members	<p>The <a href="#">CLT committee</a> shall include at least two community members, selected <del>in accordance with administrative procedures</del> <a href="#">by a process</a> that <del>provide</del> <a href="#">provides</a> for adequate representation of the community's diversity. <del>The principal shall use several methods of communication to ensure that community residents are informed of the CLT and are provided the opportunity to participate in the selection process, and shall solicit volunteers. All community member representatives must reside in the District.</del></p>
Business Representatives	<p><del>The CLT shall include at least one business representative, selected in accordance with administrative procedures. The principal shall use several methods of communication to ensure that community residents are informed of the committee and are provided the opportunity to participate in the selection process, and shall solicit volunteers. Business member <a href="#">Community</a> representatives <del>need not</del> <a href="#">must</a> reside in nor operate businesses in the District.</del></p>
Classroom Teachers	<p><del>Classroom teachers shall be nominated and elected by classroom teachers assigned to that campus. Each teacher shall be elected by teachers in their respective organizational units. Organizational units are defined as grade levels, departments, and/or learning teams such as schools within schools, and other vertical or multi-grade level teaching teams or academies. The following guidelines shall be utilized to determine teacher membership:</del></p>
<i>Elementary School Teachers</i>	<p><del>In elementary schools, the teachers shall include:</del></p> <ol style="list-style-type: none"><li><del>1. One teacher representing teachers in each grade level represented on the campus, from prekindergarten through grade 8, as applicable;</del></li><li><del>2. One teacher representing teachers of special areas (physical education, fine arts, etc.);</del></li><li><del>3. One teacher representing special education teachers;</del></li></ol>

4. ~~One teacher representing bilingual teachers; and~~
5. ~~One teacher representing gifted/talented teachers.~~

~~*Middle School  
Teachers  
In middle schools,  
the  
teachers*~~Business  
Representatives

The committee shall include at least two business representatives selected by a process that provides for adequate representation of the community's diversity. The principal shall use several methods of communication to ensure that area businesses are informed of the committee and are provided the opportunity to participate and shall solicit volunteers. Business representatives need not reside in nor operate businesses in the District.

Professional Staff  
Elections

Professional staff representatives shall be nominated and elected in accordance with this policy and administrative regulations.

Classroom teacher representatives shall comprise at least two-thirds of the professional staff representation on the committee and shall be nominated and elected by all professional staff assigned to the campus. shall include:

1. ~~Four teachers, composed of one teacher representing teachers of each of the following subject areas: English/language arts/reading, mathematics, social studies/history, and science;~~
2. ~~Two teachers representing teachers of electives (fine arts, physical education, etc.);~~
3. ~~Three teachers to be composed of one teacher representing each grade level (sixth, seventh, and eighth);~~
4. ~~One teacher representing special education teachers; and~~
5. ~~Up to three teachers representing vertical learning teams, such as schools within schools.~~

~~*High School  
Teachers*~~

~~In high schools, the teachers shall include:~~

1. ~~Four teachers to be composed of one teacher representing teachers of each of the following subjects areas: English/reading, mathematics, social studies/history, and science;~~
2. ~~Two teachers representing teachers of electives (fine arts, physical education, career/technology, etc.);~~
3. ~~Four teachers to be composed of one teacher representing each grade level (ninth, tenth, eleventh, and twelfth);~~
4. ~~One teacher representing special education teachers; and~~
5. ~~Up to three teachers representing vertical learning teams, such as schools within schools.~~

PLANNING AND DECISION-MAKING PROCESS  
CAMPUS-LEVEL

BQB  
(LOCAL)

<del>Paraprofessional and Classified Staff</del>	<del>Two members of the paraprofessional and classified staff shall be nominated and elected by the paraprofessional and classified staff members assigned to that campus. The two members may be one in each category or may be both paraprofessionals or both classified staff members.</del>
<del>Campus-Based Nonteaching Professionals</del>	<del>Up to two other</del> <u>At least one</u> campus-based nonteaching <del>professionals</del> <u>professional representative</u> shall be nominated and elected by <del>nonteaching professionals</del> <u>all professional staff</u> assigned to <del>that</del> <u>the</u> campus.
<del>District-Level Professional</del>	<del>One</del> <u>At least one</u> District-level professional <u>representative</u> shall be nominated and elected by <del>campus nonteaching</del> <u>all</u> professional staff <u>assigned to the campus</u> .
<b>Elections</b>	<p>An employee's affiliation or lack of affiliation with any organization or association shall not be a factor in either the nomination or election of <del>representatives on the CLT</del>. <del>Nominated employees shall give their consent to serve on the CLT before they are eligible for election. Nominations and elections shall be conducted in accordance with this policy and administrative procedures.</del><u>the employee to the committee. [See DGA]</u></p> <p><u>A nominee must consent before the person's name may appear on the ballot. Election of the committee shall be held at a time determined by the Board or its designee.</u></p>
<b>Terms</b>	<del>Representatives</del> <u>All representatives</u> shall serve <u>staggered</u> two-year terms and shall be limited to two consecutive terms on the <del>CLT-committee</del> .
<b>Vacancy</b>	A vacancy during a term shall be filled for the remainder of the term <u>by election or selection as appropriate for the category.</u> <del>in accordance with administrative procedures.</del>
<b>Meetings</b>	<del>The CLT shall meet at the call of the principal. The principal and cofacilitator shall set the agenda for each meeting. All team meetings shall be held outside the regular school day.</del>
<b>Training</b>	<del>Each principal must ensure that a training plan be established that addresses orientation/training of ongoing members and new members. Each principal shall also be the primary provider of this training.</del>
<b>Implementation</b>	<del>The principal shall ensure the effective implementation of policy and procedures and overall effective operation of the campus CLT. Area superintendents shall evaluate each principal regarding the implementation, overall effectiveness, and level of functioning of the CLT.</del>

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** **Approval to Request Waiver of the Requirement to Use the New State-Approved Reading Diagnostic Instruments for 7<sup>th</sup> Grade**

**PURPOSE:**         **PRESENTATION/DISCUSSION**  
                          **DISCUSSION/ACTION**

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:**        Kendra Doyle, Senior Executive Director of Curriculum, Instruction, and Assessment

**MEETING DATE:** September 12, 2022

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Office of Academics is seeking approval to request from the Texas Education Agency (TEA) a waiver of the requirement to use the new state-approved reading diagnostic instruments to administer the 2021-2022 and 2022-2023 7<sup>th</sup> grade beginning-of-the-year screener. TEA has authorized districts to request a waiver to continue using their current diagnostic instrument to best meet student needs.

Under this waiver being requested, San Antonio ISD will use the Measures of Academic Progress (MAP) reading diagnostic instrument for 7<sup>th</sup> grade for the 2021-2022 and 2022-2023 school years. MAP is a multidimensional assessment tool that has been used successfully by San Antonio ISD to monitor student reading development and comprehension, supporting student growth and academic success. MAP is the most effective, timely, and cost-efficient instrument for San Antonio ISD.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Resolve that the Board approve the request to file for a waiver with TEA to use MAP as the alternate 7<sup>th</sup> grade beginning-of-the-year reading diagnostic instrument in the 2021-2022 and 2022-2023 school years.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

N/A

### **IV. 2022-2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff, and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Memorandum of Understanding (MOU) Between SAISD and San Antonio Public Library (Little Read Wagon)

**PURPOSE:**             PRESENTATION/DISCUSSION  
                              DISCUSSION/ACTION

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:** Victoria Bustos, Executive Director, Student and Academic Support

**MEETING DATE:** September 12, 2022

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the Memorandum of Understanding (MOU) between SAISD and San Antonio Public Library (Little Read Wagon) for the 2022-2023 school year. The program will provide early childhood literacy workshops which include utilizing hands-on activities, discussing early literacy topics, and acquiring San Antonio Public Library cards and services for teen parents and children served through the SAISD School Age Parenting program and the SAISD Learning Center. Classes will be conducted on SAISD school campuses and through remote learning.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approves the MOU with San Antonio Public Library (Little Read Wagon) for the 2022-2023 school year.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

Services are provided at no cost to the District and are valued at approximately \$10,272.

### **IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff, and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	Student & Academic Support Services
Board Meeting Date:	September 12, 2022
Agenda Title:	Approval of the Memorandum of Understanding (MOU) Between SAISD and San Antonio Public Library (Little Read Wagon)
Presenter:	Victoria Bustos, Executive Director, Student and Academic Support
Cost:	Services are provided at no cost to the District and are valued at approximately \$10,272
Board Goal:	Ensure Proficiency – Increase the percent of on-time, 4 -year graduation and decrease dropout rates
This MOU addresses the following:	<input checked="" type="checkbox"/> Academics <input type="checkbox"/> Attendance <input type="checkbox"/> Behavior <input type="checkbox"/> Mental Health

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
125	N/A	8	N/A	N/A	N/A

### HISTORICAL DATA

Include Pertinent Data and Information (Year, Value Added & Results/Findings)

<p>Questions to consider:</p> <p>If a renewal, include data that supports this renewal</p> <p>Is this an expansion of the program? If so, why?</p>	<p>Is this a renewal?   <input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No</p> <p>The San Antonio Public Library (Little Read Wagon) is a renewed program that has provided evidenced based research and promotes early literacy practices for teen parents and designed to support the development of young children (birth-five years). The focus of the program is to help children arrive at school ready to read, children realize they can learn from both their parents, embrace new roles as early childhood educators and parent educators.</p> <p>For the 2021-2022 school year, educators from the library were able to provide workshops to students identified as pregnant and/or parenting and stories, songs, and fun learning activities to children at the Learning Center. Classes including 115 students and 10 infants at four campuses and the Learning Center were provided last year. The program is a continuation of last year’s MOU provided through the San Antonio Library (Little Read Wagon). <a href="#">San Antonio Public Library Program (Little Read Wagon)</a></p>
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**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
San Antonio Public Library  
AND  
San Antonio ISD**

San Antonio Public Library (Little Read Wagon) enters this professional understanding with San Antonio ISD to provide the following:

San Antonio Public Library will:

1. Facilitate early literacy workshops to identified pregnant/parenting students of the San Antonio ISD School Age Parenting Program. These classes will take place on San Antonio ISD school campuses or through online platforms if campuses are using remote learning due to pandemic.
2. San Antonio Public Library will utilize hands-on activities and discussion to deliver information on early literacy topics.
3. Facilitate student acquisition of San Antonio Public Library cards and services.
4. The educator will notify San Antonio ISD staff as soon as possible with any changes to class schedule.

Social Worker/Counselor will:

1. Identify and recruit eligible students into classes.
2. Provide San Antonio Public Library staff with a space/classroom appropriate for early literacy workshops.
3. Classroom teachers and/or staff will notify the educator as soon as possible regarding any modifications to the class schedule.
4. Permit student completion of basic demographic information intake form, as well as knowledge surveys (not to be released for any reason under any circumstances).

This understanding is entered into voluntarily by both parties and does not create or infer any fiduciary relationship between San Antonio Public Library and SAISD. This agreement may be modified or terminated with notice by either party.

Signature: \_\_\_\_\_

PARTNER ABLE TO SIGN

Printed Name: Ramiro S. Salazar

Title: Director

TITLE OF PERSON SIGNING

San Antonio Public Library

June 6, 2022

Date

Signature: \_\_\_\_\_

PARTNER ABLE TO SIGN

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

TITLE OF PERSON SIGNING

San Antonio ISD

Date

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** **Approval of the Memorandum of Understanding (MOU) Between SAISD and Teachworthy, Education Preparation Program**

**PURPOSE:**         **PRESENTATION/DISCUSSION**  
                          **DISCUSSION/ACTION**

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:**        Dr. Kristen Williams, Executive Director, Office of Disability Services

**MEETING DATE:** September 12, 2022

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the Memorandum of Understanding (MOU) between SAISD and Teachworthy, an educator preparation program. This collaboration will facilitate up to 20 new teachers in developing educator competencies that will assist them in earning SBEC teacher certification while concurrently serving students of the District. In addition to teaching and participating in district professional development opportunities, candidates will receive additional mentoring, coaching, and Teachworthy modules aligned with best practice for educator preparation. This innovative approach is designed to fill previously unfillable vacancies, while proving students with instruction and building capacity in teachers to strengthen the future of the District. Additionally, as the District is paying for the educator preparation program, it allows degree-holding candidates to participate in an otherwise costly program.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Resolve that the Board approve the proposed MOU with Teachworthy as presented.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

ESSER funds will fund the participation of up to 20 teacher candidates in the Teachworthy program, not to exceed \$100,000.

### **IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff, and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	Disability Services
Board Meeting Date:	September 12, 2022
Agenda Title:	Approval of the Memorandum of Understanding Between SAISD and Teachworthy, an Education Preparation Program
Presenter:	Dr. Kristen Williams, Executive Director, Office of Disability Services
Cost and Funding Source:	Not to exceed \$100,000 funded through ESSER
Board Goal:	Increase the percent of all students on grade level <i>(all grades/all subjects at the Meets grade level standard)</i>
This MOU addresses the following:	<input checked="" type="checkbox"/> Academics <input type="checkbox"/> Attendance <input type="checkbox"/> Behavior <input type="checkbox"/> Mental Health

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
350	20	17	\$286	\$5,000	\$5,883

### HISTORICAL DATA

Include Pertinent Data and Information (Year, Value Added & Results/Findings)

<p>Questions to consider:</p> <p>If a renewal, include data that supports this renewal</p> <p>Is this an expansion of the program? If so, why?</p>	<p>Is this a renewal?   <input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p> <p>Over the last several years, the SAISD has experienced difficulty filling teacher vacancies, particularly in the high-need areas of special education and Bilingual/Dual Language. On August 8, 2021 there were 43 special education teacher vacancies in the District and by September 30, 2021 there were still 35. Some of these positions remained unfilled for the entire 2021-22 school year. As of August 10, 2022 there are 25 special education teacher vacancies. This proposal is designed to get degreed candidates with a heart for students into classrooms, with the support of coaching, mentoring, professional development, and the educator preparation program. Our goal is to develop high quality teachers who will become long term members of the SAISD familia, while maintaining student services related to the provision of FAPE.</p>
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**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
TEACHWORTHY  
AND  
SAN ANTONIO ISD**

This Education Preparation Program Agreement (the "Agreement") is entered into by and between Q2 Limited Partnership dba Teachworthy, a Texas Limited Partnership ("Teachworthy"), and San Antonio ISD, a Texas Public School, ("District") for the conduct of assisting District employees and candidates to pursue Texas teacher certifications. Collectively, Teachworthy and District are referred to herein as the "Parties." It is understood that the Parties will cooperate in the conduct of educational activities.

**I. PURPOSE OF AGREEMENT**

This Agreement provides the terms under which the District will provide an on-site educational experience and opportunity to the District selected candidates. A Candidate is defined as a substitute teacher, volunteer, parent or other individual specifically identified and selected by the district to participate in, and approved by Teachworthy for admittance into, the Program. Candidates will be required to meet Teachworthy's admission requirements. With formal admission to Teachworthy, a candidate can begin the certification process. This purpose as described in this paragraph is collectively defined as the "Program".

**II. SCOPE OF THE PROGRAM**

The District makes no agreement to provide any specified number of Candidates for the Program, and Teachworthy makes no agreement to accept a specified number of Candidates from the District. However, the number of candidates referred to Teachworthy and who are admitted to Teachworthy will dictate the terms of reimbursement by San Antonio ISD for services provided to these candidates.

**III. TERM OF AGREEMENT, TERMINATION, GOVERNING LAW:**

This Agreement shall be effective upon the date of last signature below ("Effective Date") and shall renew yearly from the Effective Date until all candidates either receive a standard certification, quit/resign from the Program, or are disqualified to continue based on TEA admission requirements to Teachworthy, or either party terminates the Agreement. This Agreement may be terminated without cause by ninety (90) days written notice from either party to the respective address given below.

Teachworthy agrees to continue providing the Program to active Candidates until completion or resignation, transfer, or disqualification of each active Candidate should Teachworthy terminate the Agreement without cause.

This Agreement shall be governed and construed in accordance with the laws of the State of Texas.

**IV. CANDIDATE SCHEDULES**

Schedules for District Candidates including instruction, clinical/internship participation, and use of each party's facilities shall be mutually agreed upon by the designated representatives of Teachworthy and District.

**V. RESPONSIBILITIES OF THE PARTIES**

In consideration of the mutual aims and interests of both parties each Party hereby agrees that its responsibilities under this Agreement shall be as follows:

**A. Teachworthy Responsibilities:** Teachworthy assumes the following responsibilities and shall provide the following services:

1. Evaluate candidates for formal admission to Teachworthy to begin the certification process.
2. Provide Capturing Kids' Hearts ("CKH") Training – Two-day social, emotional learning and classroom management program for teacher development.
3. Provide the TEA required pre-service training, assist candidates with completing field-based observations, providing opportunities for content exam testing, and when eligible providing candidates internship support during their internship assignment.
4. Effectively communicate with district personnel regarding the status of candidates in the cohort
5. Invoice San Antonio ISD for each candidate who becomes eligible to serve on an intern certificate at the following rates:
  - 20 or more candidates – \$3800.00 when candidate is issued an intern/probationary certificate by TEA
  - 15-19 candidates – \$3850.00
  - 11-14 candidates - \$3900.00
  - 10 or less – 3950.00
6. Deadline for cohort consideration will be October 1 each year that this agreement is in place.
7. If a candidate becomes an intern and is terminated/resigns, the internship fee is pro-rated on a per day rate based on 150 days and the amount paid by San Antonio ISD for that candidate's internship fee. Overpayment of fees will be reimbursed within 30 calendar days from the date of candidate termination/registration.
8. Teachworthy will waive the \$195.00 Training Enrollment Fee.
9. Recommend candidate for standard certificate when candidate successfully meet all Teachworthy program requirements.

**B. District Responsibilities:**

1. Provide cohort list by October 1 each year to Teachworthy for admission consideration.
2. Provide a cohort coach to monitor and support Candidates through the process and will also

serve as the liaison between the district and Teachworthy for the cohort.

3. Provide a mentor teacher to assist candidate in instructional strategies and delivery
4. Work to support candidates in their first year of teaching internship as necessary.
5. Pay invoices net 30 days when invoiced.
6. Collaborate with Teachworthy in determining the ongoing eligibility of cohort candidates in program.

### **C. Candidate Responsibilities:**

1. Apply to Teachworthy for possible admission to program.
2. Demonstrate a GPA of 2.50 or higher, which is a Texas Education Agency, TEA, requirement for formal admission to Teachworthy.
3. Must not be currently in another Educational Program Provider, EPP, program.
4. Must have a clean testing record in TEA, Teachworthy will make the final decision on admission based on passed test history.
5. Prepare and pass all certification exams as required for the admitted certification area, including test remediation activities if required.
6. Make satisfactory progress in the candidates per-service training, field-based observations, content testing, participate in Capturing Kids' Hearts training, and actively participate in the internship, implementing recommendations from their field supervisor and school administration.
7. Candidate will be responsible for test administration fees, test prep/remediation fees and TEA fees.
8. Agrees to be intern certificate eligible by July 1<sup>st</sup> for the up coming academic year after being admitted prior to Oct 1 of any given year.

## **VI. CONSIDERATION**

The total consideration for this Agreement shall be the mutual services provided by the Parties, and any other consideration specified within this document, specifically, the fees set forth under Section III, District Responsibilities.

## **VII. MISCELLANEOUS**

1. **Compliance with Applicable Law:** Each party shall fully comply with all provisions of applicable federal, state, and local law in facilitating in the Education Preparation Program described herein, including but not limited to the Texas Education Code and the Texas Administrative Code.
2. **Relationship of the Parties:** This Agreement does not constitute a hiring by either party, nor does it constitute or create an employer-employee relationship. This Agreement shall not be considered or construed to be a partnership or joint venture, and neither party shall be liable for any obligations incurred by the other unless specifically authorized in writing by the other party.
3. **Scope of Agreement:** This Agreement constitutes the final, complete and entire



Parties. However, before any amendment will be operative or valid, it must be reduced to writing and signed by both Parties.

THE PARTIES, having full authority and having taken all legal prerequisites to execution of this Agreement, by and through their respective authorized representatives, hereby execute this Agreement on the date(s) referenced below:

**DISTRICT**

**TEACHWORTHY**

\_\_\_\_\_  
Signature

Dr. Jaime Aquino  
Printed Name

Superintendent  
Title

\_\_\_\_\_  
Date

*Rae Queen*

\_\_\_\_\_  
Signature

Rae Queen, PhD.  
Printed Name

Program Director  
Title

08/08/2022  
Date

**Billing Contact Information**

Name: San Antonio ISD

Email Address: payables@saisd.net

Billing Address: 514 W. Quincy St.  
San Antonio, TX 78212





This partnership with McMurry offers exciting possibilities because they offer a more flexible model for taking dual credit courses, including waiving the requirement for a college readiness score on the TSI. To ensure student success, the college builds in a very high level of consistent, systematic and frequent student supports that have produced high attainment of productive grades as the outcome with their other high school partners.

Courses will be selected from core curriculum offerings to maximize transferability and degree applicability.

Because of the impact that taking dual credit courses has been found to have on students' postsecondary goals, this pilot will also support attainment of expected outcomes for CCMR, dual credit and postsecondary programs:

90%+ of students will earn a grade of "C" or higher in their dual credit course(s)

40% of students will graduate with 12+ hours of dual credit

77% of graduates will meet CCMR standards in one or more areas

60 % of graduates will enroll in college



## McMurry Dual Credit Academy

San Antonio ISD and McMurry University

### INTRODUCTION

McMurry University (“McMurry”), located at 1 McMurry University #278, Abilene, Texas 79697 and San Antonio Independent School District (“SAISD”) agree to partner to deliver online dual credit courses through the McMurry Dual Credit Academy for San Antonio ISD high school students.

### OVERVIEW:

The McMurry Dual Credit Academy (DCA) seeks to provide college level courses in a flexible online delivery method for high school students. The DCA utilizes TEL education courses offered via the TEL education LMS platform to provide a robust offering of online courses to high school students and homeschool students. DCA courses are affordable at \$200 for a 3-hour course and \$300 for a 4-hour course. Additionally, DCA courses do not require course enrollment minimums for high school partners. The flexibility and affordability of the McMurry DCA provides school districts and homeschools with opportunity to expand their curriculum to students.

**1. Purpose of MOU.** The purpose of this MOU is to establish the roles and responsibilities of McMurry University in providing dual credit courses for SAISD students.

### 2. Courses and Course Delivery

**Courses** – McMurry University partners and contracts with TEL Education to deliver dual credit courses. TEL Education courses have been vetted and reviewed for quality and alignment with McMurry University’s comparable courses. Courses offered for Dual Credit meet the highest standards of McMurry’s faculty review.

**Course Delivery** – Courses are delivered in an online medium. High school instructors with a graduate degree and 18 credit hours in a specific discipline may be authorized and credentialed as McMurry University adjuncts to deliver dual credit in a face-to-face classroom environment. Face-to-face course delivery requires adjunct onboarding and must be coordinated with McMurry University.

**Course Schedules** – DCA course schedules will be posted to the McMurry University Dual Credit Academy pages prior to registration for the following semester. The TEL Education catalog is continually growing and future courses may be added to the DCA course schedule at the discretion of McMurry University. The high school may allow eligible students approved for admission to enroll in any course offered through the DCA.

### 3. Academic Policies and Procedures

**Academic Instructional Calendar** – Dual Credit Academy courses will follow McMurry University’s academic calendar.

**Books and Supplemental Materials** – Required materials for online DCA courses will be included in the course fee and accessible within the course.

**Application Procedure** – Students who wish to enroll in DCA courses must first complete the undergraduate DCA application process and be admitted to the university as a DCA student.

The DCA student application consists of an undergraduate application, high school transcript, and an endorsement from a high school education professional. McMurry University relies upon the high



## McMurry Dual Credit Academy

San Antonio ISD and McMurry University

school professions to qualify students for DCA courses. The high school or district may wish to impose additional standards to qualify students for DCA courses.

- a. Students must complete a free undergraduate application at [apply.mcm.edu/apply](http://apply.mcm.edu/apply) prior to their intended start term. On the application students must select Dual Credit/Concurrent Enrollment as their intended student type.
- b. A current high school transcript is required. Students may upload their transcript to their application portal, an endorsing high school administrator can upload a transcript copy on the student's behalf on the automated endorsement form, or a copy can be emailed to [dualcredit@mcm.edu](mailto:dualcredit@mcm.edu). Unofficial transcripts may be used for DCA admission but official transcripts are preferred. If unofficial transcripts are used for admission, an official transcript must be received by the start of the semester in which a student begins courses.
- c. An endorsement form will be emailed to the listed administrator or counselor on the student's DCA undergraduate application. Appropriate high school personnel may endorse students using this electronic form or can append a preferred recommendation letter to the form.

Students are responsible for completing the DCA application process in a timely manner prior to the start of the semester. Incomplete applications will not be reviewed by the university for admission and students not admitted will not be permitted to enroll in courses.

### ***Admission Standards and Student Eligibility***

Completed applications will be reviewed on a rolling basis for admission. Admission criteria for DCA students is articulated in the University Catalog. Although not required, it is recommended that admissible students have an unweighted 3.0 high school GPA on a 4.0 scale. An endorsement from their high school administrator or counselor is required to enroll in DCA courses.

Students must be classified as a high school freshman, sophomore, junior or senior to enroll in DCA courses.

***Registration*** – Students approved for admission must submit a registration request form in their application portal each semester. Any student who does not complete this form prior to the start of the semester will not be enrolled in courses. Upon receiving the form, the McMurry University Admission Office will provide TEL Education with the information and the student will be enrolled in DCA courses.

McMurry will rely on the student to select the classes he or she will be enrolling in. We recommend students meet with a school counselor or administrator before selecting courses, but the courses selected by the student on the registration request form will be the courses in which he or she is enrolled. A list of students and their classes will be sent to a school administrator prior to the start of each semester.

***Course Load*** – Students may enroll in up to 12 hours per long semester and 12 hours in total for all summer semesters.

***Academic Standards*** – Students must meet the academic standards for coursework at the University as defined by the university catalog.



## McMurry Dual Credit Academy

San Antonio ISD and McMurry University

**Academic Policies and Information** - McMurry University catalog articulates academic policies regarding academic probation and suspension, grade appeals, adding and dropping courses, and withdrawal processes. These academic policies apply to and inform DCA students.

### 4. Tuition, Fees, and Billing

**Tuition** – The current flat-rate fees for DCA courses are \$200 per three credit hour course and \$300 per four credit hour course. Course materials are included in the course fee.

**Fees** – No additional fees are assessed for DCA students.

**Billing** – Students will be billed for DCA tuition unless alternate arrangements have been made by the school district and McMurry University. All student bills must be paid before a student may receive a college transcript. Registration holds may be placed on student accounts with unpaid balances to prevent subsequent registration until the student is in good financial standing with the university.

### 5. Communication and Data Sharing

All communication regarding dual credit should be directed to [dualcredit@mcm.edu](mailto:dualcredit@mcm.edu).

FERPA allows protected student data to be exchanged between the University and School District for students that are dually enrolled without the consent of either the parents or the student under 34 CFR § 99.34. If the student is under 18, the parents still retain the right under FERPA to inspect and review any education records maintained by the School District, including records that the University disclosed. The University and the School District are expected to meet FERPA requirements to maintain the privacy of student data.

6. **MOU** – The memorandum of understanding (MOU) remains in effect until any changes are deemed necessary. The university or school district may request changes to the MOU at any point by submitting a written amendment request to the appropriate organization representative.



## **Additional Agreement Provisions**

### **1. General Provisions and Definitions for Agreement**

**Assignability:** Neither Party may assign its rights or duties under this Agreement without the prior written consent of the other Parties.

**Notice:** Any notice, demand, or communication required, permitted, or desired to be given under this Agreement, shall be deemed effectively given when delivered personally, sent by telecopy, or mailed by prepaid Certified Mail, return receipt requested, addressed to the Party at the following addresses:

**McM:** Grant Greenwood  
Vice President for Enrollment  
McMurry University  
1 McMurry University #278  
Abilene, TX 79697  
325-793-4785  
[greenwood.grant@mcm.edu](mailto:greenwood.grant@mcm.edu)

**SAISD:**

**Enforceability:** Should any provision of this Agreement be held invalid or unconstitutional by a government body or court of competent jurisdiction, that holding shall not diminish the validity of any other provision of this Agreement.

**Governing Law:** This Agreement shall be governed by and interpreted in accordance with the laws of the state of Texas. Venue for any dispute arising out of this Agreement shall be in Taylor County, Texas in accordance with Section 85.18 of the Texas Education Code.

**Compliance with Laws:** The parties will comply with all applicable federal, state, and local laws, rules and regulations in performing their obligations hereunder, including, but not limited to, complying with all applicable requirements of any accreditation authority. All activities relating to this Agreement shall be conducted in a manner that does not discriminate against any person on a basis prohibited by applicable law, including, but not limited to: race, color, national origin, religion, sex, age, veteran status, or disability.

**Construction:** Common nouns and pronouns and all other terms shall be deemed to refer to the masculine, feminine, neuter, and singular and/or plural, as the identity of the person or persons, firm, or association may in the context require.

**Binding Effect:** The provisions of this Agreement shall inure to the benefit of, and shall be binding upon the heirs, personal representatives, successors, assigns, estates, and legatees of each of the parties.

**Multiple Copies:** This Agreement and its Amendments, if any, shall be in writing and may be executed in multiple copies. Each multiple copy, if any shall be deemed an original, but all multiple copies together shall constitute one and the same instrument.



**McMurry Dual Credit Academy**  
San Antonio ISD and McMurry University

Waiver of Breach: The waiver by either Party of a breach or violation of any provision of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent breach of the same or other provision.

Force Majeure: Each party shall be excused from any breach of this Agreement which is proximately caused by government regulation, war, strike, act of God, or other similar circumstance normally deemed outside the control of well-managed businesses.

Entire Agreement: This Agreement constitutes the Entire Agreement between the Parties hereto with respect to the subject matter hereof and supersedes all previous or contemporaneous agreements, understandings, or negotiations between the parties.

**2. Provisions for Agreement Implementation, Maintenance and Revision:**

The Vice President for Enrollment at McMurry University and the Dual Credit designee at San Antonio ISD will;

- a. Designate a contact person at each institution to oversee implementation of this Agreement.

**3. Provisions For Agreement Initiation Renewal and Termination:**

This MOA shall begin on the date of last signature. Either party may terminate this Agreement upon 180 days advance notice, in writing, to the other party. In the event this MOA is terminated, both institutions agree to make completion provisions for individual students participating in the program at the time of termination.

This Agreement shall not be modified or amended, except in a written instrument executed by both Parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement in duplicate originals effective as of the date and year first above written.

**McMurry University**

*Grant Greenwood*  
Grant Greenwood, Vice-President for Enrollment

7/29/2022  
Date Signed

**SAISD**

\_\_\_\_\_  
Dual Credit Designee

\_\_\_\_\_  
Date Signed

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and the San Antonio Education Partnership (SAEP)

**PURPOSE:**             PRESENTATION/DISCUSSION  
                              DISCUSSION/ACTION

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:** Liz Ozuna, Executive Director, College Readiness/Postsecondary Initiatives

**MEETING DATE:** September 12, 2022

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the renewal of the Memorandum of Understanding (MOU) between SAISD and the San Antonio Education Partnership (SAEP) to provide postsecondary advising services to high school students as well as eligibility for the Café College scholarship for seniors. Services will be provided to students at the following campuses: Brackenridge HS, Burbank HS, Edison HS, Fox Tech HS, Highlands HS, Jefferson HS, Lanier HS, Sam Houston HS, and Cooper Academy. SAEP is a local nonprofit with the main goal of creating college opportunities, access, and success for the community. SAEP provides students the opportunity to access higher education through their programs: Café College, Road to Success, SAEP Scholarship, and Upgrade. The primary goal of this partnership is designed to increase the percent of graduates who enroll in college.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approves the proposed MOU with the San Antonio Education Partnership as presented for the 2022-2023 school year.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

ESSER will be used to fund these services for a cost of approximately \$85,000.

282 11 6299 95 XXX 11 878            \$ 75,000

282 11 6299 95 024 11 878            \$ 10,000

### **IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff, and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is

educated so that he or she is prepared to be a contributing member of the community.



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving an MOU

Department:	Postsecondary Initiatives
Board Meeting Date:	September 12, 2022
Agenda Title:	Approval of the Renewal of the Memorandum of Understanding Between SAISD and the San Antonio Education Partnership
Presenter:	Liz Ozuna, Executive Director for College Readiness & Postsecondary Initiatives
Cost:	ESSER will be used to fund these services for a cost of approximately \$85,000.
Board Goal:	Goal 10 - Increase the percent of graduates attending college

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
10,000+	0	9*	\$8.50	\$0	\$10,000 *(1 campus @ \$5,000)

### HISTORICAL DATA

Include Pertinent Data and Information (Year, Value Added & Results/Findings)

<p>Questions to consider:</p> <p>If a renewal, include data that supports this renewal</p> <p>Is this an expansion of the program? If so, why?</p>	<p>Is this a renewal? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>This renewal with the SAEP constitutes a continuation of the program, not an expansion. The renewal includes the same set of high schools serviced previously (all comprehensives, Fox Tech HS, Cooper Academy, and Phoenix Middle College). The service includes an assigned advisor from the organization to support seniors to materialize their postsecondary aspirations as well as give seniors at that high school the eligibility for the SAEP scholarship. To complete eligibility requirements, students participate in a series of college readiness and access activities. Students who earn the scholarship may apply it to expenses at any SAEP partner San Antonio-based college or university.</p> <p>SAEP scholarship award data shows that for the previous six graduating classes beginning with the Class of 2016 to the Class of 2021, SAISD graduates have received an estimate of more than \$1.9 million in scholarship awards in a five-year period from SAEP. In addition, the number of SAEP scholarship recipients increased</p>
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from 338 students receiving the award to 693 right before the pandemic.

While the pandemic did affect the number of scholarship recipients and the total dollar amount, we learned this was a challenge across all college access programs and that this was not a condition of the SAEP advisor's efforts to assist SAISD students with college access opportunities. The Class of 2022 data will be available after the college enrollment census dates in September 2022.

Although in-person advising, college readiness, and college access workshops are more favorable to a student's needs, SAEP has implemented a hybrid approach to continue serving SAISD students with intentional efforts in our five key service areas of goal setting, career planning, college enrollment, financial aid, and college transition.

As we continue to proceed and work through Covid-19 challenges, we are setting measurable outcomes for the Class of 2023 that will guide the work more intentionally for seniors:

- a. 50% of seniors will meet with an SAEP R2S Advisor;
- b. 90% of seniors in SAEP R2S caseload will complete the FAFSA/TASFA;
- c. 60% of seniors in SAEP R2S caseload will apply for the SAEP Scholarship;
- d. 35% of SAEP Scholarship applicants will obtain scholarship eligibility.

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) by and between the San Antonio Independent School District (hereinafter referred to as SAISD) and San Antonio Education Partnership (hereinafter referred to as SAEP), a nonprofit organization, located at 131 El Paso Street, San Antonio, Texas 78204, sets out to establish the relationships and responsibilities of both parties in the implementation of services at the following nine (9) SAISD high schools under our Road to Success component:

Brackenridge, Burbank, Edison, Fox Tech, Highlands, Jefferson, Lanier, Cooper Academy/Phoenix Academy, and Sam Houston High Schools

SAISD, through its Board of Trustees, ratifies and affirms the provisions, relationships and responsibilities set out herein by the execution of this Memorandum of Understanding (MOU).

WHEREAS it is the intention of the parties hereto, through the SAEP approved services and resources into the identified campus, to increase the academic and personal success of students in achieving their educational and career goals and the goals of the SAISD to increase the number of students that 1) are college and career ready; 2) enroll in a higher education institution after high school graduation; and 3) attain a higher education credential; and

WHEREAS it is the intention of the parties hereto to maintain a cooperative, interactive and supportive relationship among and between the parties for the benefit of students served, this partnership seeks to realize measurable outcomes as defined below:

- a. 50% of seniors will meet with an SAEP R2S Advisor;
- b. 90% of seniors in SAEP R2S caseload will complete the FAFSA/TASFA;
- c. 60% of seniors in SAEP R2S caseload will apply for the SAEP Scholarship;
- d. 35% of SAEP Scholarship applicants will obtain scholarship eligibility;

NOW, THEREFORE, in consideration of the mutual covenants provided for herein, the receipt and sufficiency of which are hereby acknowledged, the parties to this MOU agree to the following:

- A. The parties hereto mutually agree as follows:
  1. The term of this MOU shall be from **August 16, 2022 to July 31, 2023**. Either party may terminate this Memorandum of Understanding at any time with 30 days written notice.
  2. SAEP shall follow national, state and local policies and ethical standards for service delivery, applicable state and local laws, as well as written SAISD policies and regulations, with the condition that more restrictive SAISD policies and regulations (legal and local) shall have priority application under the terms of this agreement. SAEP services shall not conflict with SAISD policies.
  3. The SAEP staff, known as "College Access and Success Advisors," each school Principal, each school's guidance and counseling staff, and each school's site-based decision-making committee shall proceed in a joint collaboration of services between SAISD and SAEP. Communication between these entities will be ongoing throughout

the term of this MOU to address all programmatic goals, objectives, services, and matters.

4. SAEP is a non-profit organization that provides college access and success services to students and awards scholarships, contingent upon availability of funding, to attend partnering local colleges and universities for up to eight (8) consecutive semesters, or five (5) years, when, upon high school graduation, participating students meet the SAEP scholarship eligibility requirements of an 80 or above grade average, demonstrate financial need, attend three (3) college success workshops/events (one workshop must be provided by cafecollege), activation seminar, and graduate from one of the SAISD high schools.
- B. San Antonio Education Partnership agrees to undertake the following:
2. Assign SAEP, Road to Success (R2S), College Access and Success Advisors to the eight (9) SAISD high school campuses to provide direct services to students on the following key college and success services: (1) outreach to ensure that students are aware and meet the SAEP Scholarship eligibility criteria; and (2) obtaining student commitment to attend higher education by securing and having students sign the SAEP Scholarship form.
  3. Provide direct services to students in key college and success areas: (1) Goal Setting by helping students set and keep short and long-term academic and career goals by building a college-going culture; (2) College and Career Exploration - by increasing awareness of career opportunities and assisting with planning of career paths; (3) College Entry and Enrollment - by increasing awareness of higher education opportunities and assisting with college entry and enrollment by nurturing students in order to make informed decisions; (4) College Affordability and Financial Aid - by increasing awareness by providing information on financial literacy and financial aid resources, and assisting with applying for financial aid and scholarships; and (5) Transition (summer melt) - by providing guidance and coaching to students as they transition from high school to college with confidence and success. Each SAEP, Road to Success (R2S), College Access and Success Advisor will have a campus work plan created in collaboration with each campus college readiness team.
  4. Offer SAEP key services to provide support for seniors in support of SAISD's college readiness goals to increase college enrollment and success. Measurable outcomes noted above. Students in Grades 9 through 11 will be provided key services applicable to their grade level through afforded opportunities made possible by the high school guidance and counseling staff.
  5. Award students meeting the SAEP Scholarship eligibility criteria a renewable scholarship, contingent upon availability of funding, for up to eight (8) consecutive semesters, or five (5) years, while attending full-time, during regular Fall/Spring Semesters at partnering local community colleges and/or universities.
  6. Conduct college enrollment verification of SAEP scholarship recipients by the end of the Fall Semester following the students' high school graduation.
  7. Maintain the security of all confidential student records to include signed SAEP Scholarship forms, transcripts, grades, attendance, and financial aid records in electronic or paper format, in accordance with FERPA, state, and local laws, rules and regulations of the school district.

8. Increase knowledge of students in college preparation and career awareness through the implementation of key services and through events such as the Destination College Week and financial aid initiatives.
  9. Participate and assist in SAISD and/or school-sponsored events such as student orientations, parent activities, and college access events in support of SAISD's college readiness goals and as agreed to by SAEP and SAISD staff.
  10. Provide an annual report per high school on performance outcomes to the Superintendent, with copies to the Director of Guidance and Counseling, Principals, and Counselors, on the number of participants assisted, services provided, student college enrollment verification, and the number of scholarships awarded.
  11. Collaborate and coordinate with other organizations and agencies providing services to students at the nine (9) SAISD high schools.
  12. Comply with Senate Bill 9 by conducting annual background checks for the College Access and Success Advisors and make results available to SAISD.
- C. San Antonio Independent School District agrees to undertake the following:
1. Afford opportunities for awareness and outreach to students in Grades 9-12 at the high schools referenced to permit SAEP services, scholarships and recruitment for events and activities.
  2. Provide SAEP, Road to Success, College Access and Success Advisors with internet access to include "whitelisted" websites (SAEP, Salesforce, cafecollege, College Board; FAFSA, and ApplyTexas) to broaden student college access and the scope/capacity of communication with faculty and staff in support of students.
  3. Provide adequate workplace to the SAEP Road to Success College Access and Success Advisor with close proximity and accessibility to school counselors that includes a desk, computer, access to a telephone, and copier.
  4. Allow access to read-only electronic data for attendance, grades, and State-required test status in order to identify students' needs in one-on-one guidance on grades and attendance and to determine eligibility for the SAEP Scholarship.
  5. Provide electronic lists of students in grades 9-12 by the end of September for each campus and allow SAEP Road to Success (R2S) College Access and Success Advisors access to student class schedules in order to facilitate college access and success through one-on-one services. The lists provided will be in the format identified by SAEP that matches the organization's database.
  6. Provide SAEP unofficial transcripts, for seniors who applied for the SAEP Scholarship, to include GPA for students at the end of the first semester of senior year.
  7. Provide SAEP Road to Success (R2S) College Access and Success Advisors access to ApplyTexas Counselor Suite for the purpose of effectively advising students.
  8. Provide SAEP Road to Success College Access and Success Advisors with final transcript to include GPA and graduation date for graduating seniors to certify eligibility for the SAEP Scholarship.
  9. Promote SAEP services, activities, and events on SAISD and high school campus calendars, newsletters, and websites.
  10. Assist with recruitment of school staff to serve as chaperones and assist with procuring student transportation for SAEP events as needed, contingent upon funding.

11. Assist SAEP in providing college access and success services to students at nine (9) high schools, for one half(1/2) day per week at Fox Tech High School and Cooper Academy/Phoenix Academy and for one (1) day per week at each of the remaining campuses and for a total cost of \$85,000 for the 2022-2023 academic year as noted below:

Brackenridge High School at \$10,000	Jefferson High School at \$10,000
Burbank High School at \$10,000	Lanier High School at \$10,000
Edison High School at \$10,000	Sam Houston High School at \$10,000
Fox Tech High School at \$5,000	Cooper Academy/Phoenix Academy at \$10,000
Highlands High School at \$10,000	

### **FERPA Compliance**

The parties agree and understand that this MOU strictly complies with FERPA at all times. At a minimum, the following terms and conditions will apply to all FERPA data disclosed by SAISD to SAEP pursuant to this MOU:

- Data will be collected and managed by SAEP staff and administrators.
- Data to be collected will include, but not necessarily be limited to, information on students who have signed the SAEP Scholarship form, during program implementation, to include identifying information and information on services provided to students to help target and track services and evaluate the program's success.
- SAEP shall ensure that FERPA data is accessed by SAEP only for the purposes of the SAEP staff conducting their project work, and/or for effectuating necessary services related to this MOU.
- SAEP shall ensure that SAEP staff obtain access to only those FERPA records for which an SAEP Scholarship form has been secured.
- SAEP shall promptly notify SAISD of any security breach that results in unauthorized access to any FERPA data.
- SAEP shall securely destroy all FERPA data and all copies of FERPA data in any format in SAEP's possession once the FERPA data is no longer needed for the staffs' work and program evaluation, based on appropriate federal guidelines.

No party to this MOU waives or relinquishes any immunity or defense on behalf of itself, its trustees, officers, employees, and agents as a result of the execution of this agreement and the performance of the covenants contained herein.

In the event any term, covenant, or condition herein contained shall be held to be invalid by any court of competent jurisdiction, such invalidity shall not affect any other term, covenant, or condition herein contained, provided that such invalidity does not materially prejudice either the San Antonio Independent School District, or San Antonio Education Partnership in their respective rights and obligations contained in the valid terms, covenants, or condition hereof.

Each party and its counsel have participated fully in the review and revision of this Agreement. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement. The language of this Agreement shall be interpreted as to its fair meaning and not strictly for, or against any party.

This Memorandum of Understanding shall be governed by the State of Texas.

IN WITNESS WHEREOF, this Memorandum of Understanding is effective the 1<sup>st</sup> day of August 2022, or on the last date of signature shown below, whichever is later:

SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE SIGNED: \_\_\_\_\_

SAN ANTONIO EDUCATION PARTNERSHIP

BY: Ana R. Acaredo

TITLE: EXECUTIVE DIRECTOR

DATE SIGNED: 8/1/2022

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** **Approval of the Memorandum of Understanding (MOU) Between SAISD and Stillman College for a College Enrollment, Persistence, and Completion Partnership**

**PURPOSE:**             **PRESENTATION/DISCUSSION**  
                              **DISCUSSION/ACTION**

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:** Liz Ozuna, Executive Director, College Readiness/Postsecondary Initiatives

**MEETING DATE:** September 12, 2022

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the Memorandum of Understanding (MOU) between SAISD and Stillman College for a College Enrollment, Persistence, and Completion Partnership. Stillman College is a private Presbyterian college also part of the Historically Black Serving Colleges/Universities (HBCUs) located in Tuscaloosa, Alabama. This college enrollment partnership will be the first college outside of Texas to work with the District. The partnership with Stillman College will provide all supports needed to recruit, enroll, and obtain a 4-year college degree (Arts and Sciences, Business Administration, and Education). The goal of this partnership is to increase the number of African American graduates who enroll in and complete college. Campuses that will be provided these services include: Advanced Learning Academy, Brackenridge HS, Burbank HS, CAST Med, CAST Tech, Cooper Academy, Edison HS, Fox Tech HS, Highlands HS, Sam Houston HS, Jefferson HS, Lanier HS, St. Philip's ECHS, Travis ECHS, YMLA, and YWLA.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approves the proposed MOU with Stillman College as presented.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

This partnership is at no cost to the District and is valued at approximately \$8,000

### **IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff, and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	College, Career & Military Readiness
Board Meeting Date:	September 12, 2022
Agenda Title:	Approval of the Memorandum of Understanding (MOU) Between SAISD and Stillman College for a College Enrollment, Persistence, and Completion Partnership
Presenter:	Liz Ozuna, Executive Director, College Readiness/Postsecondary Initiatives
Cost:	This partnership is at no cost to the District and is valued at approximately \$8,000
Board Goal:	#10 Increase the percent of graduates attending college & increase the number of African American students attending college
This MOU addresses the following:	<input checked="" type="checkbox"/> Academics <input type="checkbox"/> Attendance <input type="checkbox"/> Behavior <input type="checkbox"/> Mental Health

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
5/year	N/A	16	~\$25,000 per year	N/A	N/A

### HISTORICAL DATA

Include Pertinent Data and Information (Year, Value Added & Results/Findings)

<p>Questions to consider:</p> <p>If a renewal, include data that supports this renewal</p> <p>Is this an expansion of the program? If so, why?</p>	<p>Is this a renewal?   <input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p> <p><b>Stillman College</b> is a private Presbyterian college also part of the Historically Black Serving Colleges/Universities (HBCUs). Located in Tuscaloosa, Alabama, Stillman refers to itself as the “private college with a public mission.” It awards the Bachelor of Arts and Bachelor of Science degrees in 17 disciplines/majors housed within three academic schools (Arts and Sciences, Business Administration, and Education) and currently serves just under 800 students with a student/faculty ratio of 10:1.</p> <p>In January 2017, Dr. Cynthia Warrick, PhD RPH, was appointed as the college’s president. Dr. Warrick is a proud graduate of Sam Houston High School, Class of 1971, who will be honored at this year’s Inspiration Awards.</p>
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This college enrollment partnership will be our first outside of Texas and is part of our strategy to improve our college enrollment opportunities for our African American students. Students who attend Stillman will find a 105-acre historic campus committed to educating students who will drive change at Stillman and in their communities.

The college has committed to provide their support to achieve performance metrics that include 100 completed applications with an enrollment of five students per year and an 80% achievement of 6-year completion for enrolled SAISD students.

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
The San Antonio Independent School District AND  
Stillman College for Enrollment, Persistence and Completion  
2022-2023**

This MEMORANDUM OF UNDERSTANDING (“MOU”) is hereby made and entered into by and between Stillman College and the San Antonio Independent School District (SAISD).

**PURPOSE OF MOU.** The purpose of this MOU is to establish a partnership between Stillman College and SAISD to develop programs, projects, and activities that support SAISD graduates in their efforts to complete their postsecondary aspirations, and address college persistence and completion challenges for student populations served by SAISD.

**PARTNERSHIP OBJECTIVES.** The main objectives of the partnership are to:

- Attract SAISD graduates to Stillman College, where they will have the opportunity to excel academically and contribute as leaders on campus and in the larger community;
- Collaborate to complete 100+ applications to Stillman College annually;
- Meet full demonstrated financial need for every SAISD student offered admission with the intent to enroll a minimum of five students annually, growing the cohort of SAISD graduates each year;
- Achieve an 80% 6-year graduation rate for SAISD alumni who enroll at Stillman College;
- Provide opportunities for the leadership and staff of both SAISD and Stillman College to meet and create new strategies to address the challenges of college faced by SAISD alumni;
- Increase awareness by promoting this partnership to SAISD families, high school counselors, advisors and administrators; and
- Educate SAISD students and families about the value of a Stillman College education and financial realities (net cost)

**SAISD RESPONSIBILITIES. By signing this MOU, SAISD agrees to the following:**

1. Designate a point of contact to manage this MOU, organize annual meeting of stakeholders to adjust this MOU as appropriate, and coordinate with counselors and advisors who can assist in furthering the commitments delineated in this MOU by:
  - a. Identifying at least one member from each SAISD high school for direct school-level contact for Stillman College representatives; and
  - b. Serving as a representative to other school districts interested in partnering with Stillman College.
2. Collaborate with SAISD schools to provide Stillman College access to recruit students by:
  - a. Identifying students who are a match and fit and demonstrate an interest in attending Stillman College;
  - b. Providing suitable space, time and materials for Stillman College representatives to meet and advise students and families interested in the College;
  - c. Ensuring placement of a high traffic assignment during districtwide college fairs; and
3. Provide the Stillman College admissions office with access to contact and profile information for SAISD high school seniors and SAISD alumni at community colleges as permitted by federal and state student privacy laws;
4. Portray Stillman College as an attractive higher education option and official “SAISD College

Partner” to SAISD high school students and families;

5. Collaborate with Stillman College to improve college persistence and completion of academic goals by Stillman College students who are SAISD alumni by:
  - a. Educating counselors and advisors on various student success and retention initiatives offered by Stillman College for first generation college students who may also be from low income families;
  - b. Providing feedback from SAISD staff and alumni at Stillman College regarding the most successful means of supporting first generation college students from low income families; and
  - c. Collaborating with Stillman College staff to design initiatives for SAISD alumni at Stillman College to improve their college persistence and retention

**Stillman College RESPONSIBILITIES. By signing this MOU, Stillman College agrees to the following:**

1. Designate a point of contact to manage this MOU, organize annual meeting of stakeholders to adjust this MOU as appropriate, and coordinate with appropriate faculty and/or staff who can assist in furthering the commitments delineated in this MOU by:
  - a. Identifying at least one member from each of the following offices as secondary points of contact: financial aid, admissions, student advising, faculty, student success, and career center; and
  - b. Serving as a representative to other colleges and universities interested in partnering with SAISD as SAISD seeks to expand their college partnership network;
2. Provide SAISD with access to student contact and academic information for SAISD alumni applying and enrolling at Stillman College as permitted by federal and state student privacy laws, and honor release of information to SAISD as authorized by a FERPA Consent to Release Student Information form that meets the requirements of the law;
3. Through existing orientation and admission initiatives, recruit, admit, and enroll a cohort of SAISD alumni by:
  - a. Directing fall application outreach efforts towards SAISD students and alumni;
  - b. Educating SAISD counselors and advisors about Stillman College (e.g. invite them to campus visits, providing informational material, etc.), their pre-college opportunities, and student retention efforts; and
  - c. Accepting application materials such as test scores, transcripts, fee waiver forms, and/or letters of recommendation sent directly from and authenticated by SAISD staff (e.g. counselors, advisors).
  - d. Nothing in this MOU obligates Stillman College to admit or enroll a particular number of SAISD students and alumni.
4. Provide financial aid packages to eligible SAISD applicants consistent with Stillman College financial aid policy and procedures and subject to available funding by:

- a. Awarding appropriate funds to meet full demonstrated financial need which includes self-help consisting of a federal direct subsidized loan and federal work study; and
  - b. Reducing self-help and not federal or state grants, to the extent possible, for SAISD applicants who acquire outside scholarships as long as the total gift aid does not exceed demonstrated financial need.
5. To strengthen admission candidacy among SAISD students, encourage Early Decision application decision plan by:
- a. Educating SAISD students, parents and counselors about the benefits of Early Decision at Stillman College;
  - b. Highlighting information about Early Decision during Admissions & Financial Aid presentations; and
  - c. Providing potential Early Decision candidates with an early financial aid package to equip them with all necessary financial information to make an informed decision.
6. Facilitate opportunities proven to support student persistence and retention for first generation college students, students of color, and/or low income students by:
- a. Identifying cohorting opportunities (e.g. learning communities, academic inquiry courses, student organizations, etc.) that promote a community made up of SAISD alumni at Stillman College and their peers;
  - b. Identifying mentorship opportunities (e.g. faculty mentors, staff mentors, peer mentors) that encourage a sense of belonging among SAISD alumni at Stillman College; and
  - c. Identifying university-wide opportunities (e.g. study abroad opportunities, Career Services Center, undergraduate research experiences, student leadership programs, student life initiatives, etc.).
7. Allow SAISD to refer to Stillman College as a “SAISD College Enrollment Partner” publicly and allow the use of its logo in SAISD publications.

1. **GENERAL PROVISIONS.** It is not the intent or purpose of this MOU to create any binding obligations, rights, benefits and/or trust responsibilities or legal relationship by or between the parties; to the extent there is a relationship between the parties, it is as independent contractors.
2. In connection with the performance of any activities under this MOU, both Parties agree to comply with applicable federal and state laws regarding non-discrimination and equal employment opportunities. Both parties agree not to discriminate against any program participant on the basis of race, color, religion, sex, age, national origin, disability (if otherwise qualified), military/veteran status, sexual orientation, gender identity, gender expression, or any other status protected by federal, state, or local laws.
3. The Parties acknowledge and understand that they must be able to fulfill their responsibilities under this MOU in accordance with the provision of the laws and regulations that govern their activities. Nothing in the MOU is intended to negate or otherwise render ineffective any such provisions or operating procedures. The Parties assume full responsibility for their performance under the terms of this MOU.
4. Stillman College grants SAISD permission to use the Stillman College logo to promote Stillman College and its partnership with SAISD. SAISD understands and acknowledges that the Board of Trustees at Stillman College owns all rights to the name, logos, and symbols of Stillman College, and any alteration of the Stillman College logo or additional use of university marks by SAISD must have prior written approval of Stillman College.
5. This MOU takes effect upon the final signature of all parties and will continue from the date of execution for a period of one year. This MOU may be extended or amended upon written

agreement by all parties. Any party may terminate this MOU in its entirety for any reason or no reason at all with a thirty (30) day written notice.

**FOR: Stillman College**

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Name and Title:

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Date

**FOR: San Antonio Independent School District**

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Name and Title: Dr. Jaime Aquino, Superintendent

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Date

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and San Antonio Sports (SAS)

**PURPOSE:**  PRESENTATION/DISCUSSION  
 DISCUSSION/ACTION

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:** Kendra Doyle, Sr. Executive Director, Curriculum, Instruction & Assessment

**MEETING DATE:** September 12, 2022

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the renewal of the Memorandum of Understanding (MOU) between SAISD and San Antonio Sports (SAS) for the purpose of promoting student sports development, physical activity, nutrition education, and character development. Programs include iPlay! after school program and Summer Fit Family Challenge.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approve the MOU renewal with San Antonio Sports as presented.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

Local funds. SAISD will cover \$2,688, facility and operational costs, which will be reimbursed by San Antonio Sports.

### **IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff, and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	Health & Physical Education
Board Meeting Date:	September 12, 2022
Agenda Title:	Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and San Antonio Sports (SAS)
Presenter:	Kendra Doyle, Exec. Dir., Curriculum, Instruction & Assessment
Cost:	SAISD will cover \$2,688, facility and operational costs, which will be reimbursed by San Antonio Sports
Board Goal:	Increase the District overall grade under State Accountability and the percent of campuses rate Accomplished or Higher on the SAISD School Performance Framework (SPF) Increase % on-time, 4-year Graduation and decrease Dropout Rates Increase the percent of graduates attending College

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
iPlay! 500	20	20	\$0.	\$0	\$0
Fit Family Challenge 80 (parents)	0	2	\$0.	\$0	\$0

### HISTORICAL DATA

Include Pertinent Data and Information (Year, Value Added & Results/Findings)

<p>Questions to consider:</p> <p>If a renewal, include data that supports this renewal</p> <p>Is this an expansion of the program? If so, why?</p>	<p>Is this a renewal? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>San Antonio Sports' is a community partner that includes iPlay! afterschool programs and summer Fit Family Challenge. These different programs provide our students and community with varies opportunities to increase wellness. The iPlay! afterschool program provides its participants skill-based instruction in five sports, while building confidence and self-esteem and teaching the importance of healthy habits, self-discipline, social skills, teamwork and sportsmanship. The Summer Fit Family challenges are free, weekly fitness events at eight locations throughout the city that included Zumba for adults and teens, and fitness classes for children four to 12 years of age.</p>
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Through participation in the out-of-school-time, San Antonio Sports has access to data compiled by the UP Partnership. UP Partnership is a collective impact partnership that leverages data and coordinates leaders to drive youth outcomes across San Antonio ISD. Its Education Success Scorecard provides a shared measurement system to assess and analyze the impact of San Antonio's out-of-school-time sector, including our *iPlay! afterschool* program.

- 83% of students report they want to participate next year
- 95% of parents describe their child's experience in *i play! afterschool* as "good or great."
- Satisfactory/Perfect Attendance (Missing fewer than 5% of the school day) males-79% and females 60%
- Increase of Fruits to 44%, Veggies to 40%, and Active 1 hour per day to 10%
- Increase skill development from Pre to Post assessment: Soccer 30%, Track 11%, Volleyball 23%, and Basketball 32%.

San Antonio Sports Fit Family Challenge encourages families to learn about health and fitness, eat right and stay active. Since the program's inception in 2010, San Antonio Sports has been providing families the opportunity to bond through the shared goal of getting fit over the summer.

# MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is made on this 15th day of July, 2022 by and between San Antonio Sports ("SAS"), a Texas nonprofit corporation, and San Antonio Independent School District ("SAISD"), a political subdivision of the State of Texas, (collectively the "Parties") for the purpose achieving various aims and objectives relating to programs that promote sports development, physical activity, nutrition education and character development (the "Projects").

WHEREAS, SAS and SAISD desire to enter into an arrangement in which SAS and SAISD will work together to complete the Projects;

WHEREAS, SAS AND SAISD desire to enter into a MOU between them, setting out the working arrangements that each of the Parties agree are necessary to complete the Projects; and

WHEREAS, SAS is acting by and through its duly authorized President and CEO and SAISD is acting by and through its Board of Trustees.

## Purpose

The purpose of this Memorandum is to provide the framework regarding the relationship between the Parties in implementing youth development programs between SAS and SAISD.

## Term

This Agreement will commence on August 1, 2022 and continue through July 29, 2023 unless otherwise terminated by one or both Parties in accordance with the terms of this Agreement. Either party may terminate this Agreement for any reason upon thirty (30) days prior written notice to the other party. In the event of termination of this Agreement, the Parties agree to cooperate with each other in providing a smooth transition and closing of the Projects.

## Insurance

SAS shall bear all risk of loss and damage to the District facilities arising out of SAS's use of the facilities. To insure against such loss, damage, death and injury, SAS shall carry and maintain the following insurance during the term of the Agreement: general liability with limits of not less than \$1,000,000.00 per occurrence, automobile liability, if necessary, with limits of not less than \$500,000.00 per occurrence and to the extent required by law, worker's compensation insurance in compliance with the statutory limits.

## Governmental Immunity

Nothing in this Agreement shall be deemed to waive, modify, or amend any legal defense available at law or in equity to either party nor to create any legal rights or claim on behalf of any third party. District does not waive, modify, or alter to any extent whatsoever the availability of the defense of governmental immunity under the laws of the State of Texas. No provision of this Agreement is consent to suit.

## Indemnification

To the fullest extent permitted by law, SAS shall indemnify, defend and hold harmless the District, the District's agents and employees from and against all claims, damages, losses, and expenses,

including attorney's fees arising out of, or resulting from the performance of the Projects, provided that any such claim, damage, loss or expense (1 ) is attributable to bodily or personal injury, death or to injury to or destruction of tangible property and (2) is caused in whole or in part by any willful or negligent act or omission of SAS, any agent or subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable.

### Implied Waiver

The failure of either party hereto to insist, in any one or more instances, upon performance of any the terms, covenants, or conditions of this Agreement shall not be construed as a waiver or relinquishment of the future performance of any such term, covenant or condition by the other party hereto, but the obligation of such other party with respect to such future performance shall continue in full force and effect.

### Approvals or Consents

Whenever this Agreement requires or permits approvals or consents to be hereafter given by any party hereto, the parties agree that such approval or consent shall not be unreasonably withheld. Such approval or consent shall be given in writing and shall be effective without regard to whether given before the time required herein.

### Addresses and Notices

Unless otherwise provided in this Agreement, any notice, communication, request, replay or advice (herein severally and collectively for convenience called "notice") herein provided or permitted to be given, made, or accepted by either party to the other must be in writing and may be given or be served by depositing the same in the United States Mail, postpaid and registered or certified and addressed to the party to be notified, with return receipt requested, or by delivering the same to an officer of such party, or by prepaid telegram or facsimile, when appropriate, addressed to the party to be notified. Notice deposited in the mail in the manner herein above described shall conclusively be deemed to be effective, unless otherwise stated in this Agreement, from and after the expiration of three (3) days after it is so deposited. Notice given in any other manner shall be effective only if and when received by the party to be notified. For the purposes of notice, the addresses of the Parties shall, until change as hereinafter provided, be as shown below. The parties shall have their right to specify as its address any other address in the State of Texas by at least fifteen (15) days written notice to the other party.

If to District: San Antonio Independent School District Attention: Superintendent 514 W. Quincy St. San Antonio, Texas 78212	If to SAS to: San Antonio Sports Attention: President and CEO 100 Montana Street San Antonio, Texas 78203
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### Severability

The provisions of this Agreement are severable, and if any word, phrase, clause, sentence, paragraph, section or other part of this Agreement or the application thereof to any person or circumstance shall ever be held by any court of competent jurisdiction to be invalid or unconstitutional for any reason, the remainder of this Agreement and the application of such

word, phrase, clause, sentence, paragraph, section or other part of this Agreement to the other persons or circumstances shall not be affected thereby.

### No Third-Party Beneficiary

This Agreement inures to the benefit of and obligates only the Parties executing it. No term or provision of this Agreement shall benefit or obligate any person or entity not a party to it. The Parties hereto shall cooperate fully in opposing any attempt by any third person or entity to claim any benefit, protection, release, or other consideration under this Agreement.

### Merger

This Agreement constitutes the entire agreement between the parties relative to the subject matter hereof. There have been and are no agreements, covenants, representations, or warranties between the parties as to the subject matter hereof other than those expressly stated or provided for herein.

### Governing Law

This Agreement shall be governed by the laws of the State of Texas and venue for any dispute hereunder is agreed to be Bexar County, Texas.

### Cooperation

Each party hereby agrees that it will take all actions and execute all documents necessary to fully carry out the purposes and intent of this Agreement.

### Amendments and Modifications

This Agreement may not be amended or modified except in writing executed by SAS and the District and authorized by both governing bodies.

### Description of Projects

#### i play afterschool

Motivated by community and school district administration concerns that children of low socioeconomic status do not get the same opportunities to succeed in sports as children in higher socio-economic status, San Antonio Sports, in partnership with the school district and contracted afterschool program providers, deliver a free sports program that takes place in a safe and healthy environment for 3<sup>rd</sup>-5<sup>th</sup> grade students already participating in the afterschool program.

The i play afterschool program provides early-stage opportunities for students enrolled in SAISD afterschool care to participate in skilled-base sports instruction through four, five-seven week organized sports development units in soccer, volleyball, basketball and tennis.

The initiative incorporates character, nutrition and mental health education while providing both students and parents with a clear pathway for continuing development in sports that they enjoy.

Responsibilities of each partner for this program are detailed in Exhibit A which is attached and included in the MOU.

## FIT FAMILY CHALLENGE

Fit Family Challenge is a 12-week summer program with a goal to get families get active, to eat better and learn about health and fitness. Fit Family Challenge is a program of San Antonio Sports, with funding from local foundations and support from sponsors, area school districts and volunteers. Every year, hundreds of families come together to play, exercise, and develop healthy habits; and every year, families change their lives through their participation in the Fit Family Challenge.

Responsibilities of each partner for this program are detailed in Exhibit B which is attached and included in the MOIJ.

### Obligation of the Parties

The Parties agree to work together in the true spirit of cooperation to ensure there is a united visible leadership of the Projects and to demonstrate financial, administrative and managerial commitment to the Projects by means of the respective services as detailed in the attached exhibits. The Parties jointly support the goals, objectives and execution of the Projects:

Executed this 19<sup>th</sup> day of July 2022  
San Antonio Sports



By: Jenny Carnes  
Senior Vice President & COO

Executed this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
San Antonio Independent School District

\_\_\_\_\_  
By (Print): Dr. Jaime Aquino  
Title: Superintendent



## EXHIBIT A

### PROGRAM DESCRIPTION

- Provides a free sports program that takes place in a safe and healthy environment for 25 students already enrolled in the Extended Day Program facilitated by SAISD afterschool providers. The number of participating SAISD campuses will be determined by SAISD and SAS based on afterschool program registration numbers.
- Utilizes Extended Day program staff, hired by provider organizations to serve as i play! afterschool coaches.
- Provides an early-stage opportunity for students to participate in skilled-based sport instruction through 4 organized sports development units (soccer, volleyball, basketball, and tennis).
- Program incorporates character education, nutrition, and mental health education.
- Provides both students and parents with a clear pathway for continuing development in sports that they enjoy.
- Operates September through April
- Targets 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grade students.

### SAN ANTONIO SPORTS COMMITMENT

- Will work closely with SAISD contracted Extended Day Program providers to implement i play! afterschool within the SAISD Extended Day program.
- Will follow guidelines set forth in the SAISD School Opening and Instructional Continuity Plan
- Will provide sports equipment for each sport unit.
- Will provide an extra stipend (\$825) for each i play! afterschool coach identified and hired by the Extended Day Program provider at each campus.
- Will supply a user-friendly sports curriculum, integrated with nutrition, character education, and mental health components to coaches for implementation.
- Will communicate with district PE Coordinators, district staff, afterschool providers, i play! afterschool coach, Extended Day Program Coordinators, and parents while posting schedules and all-important information on the SAS website.
- Will provide parents with information about other sport opportunities in the community. ● Will provide a uniform (t-shirt, shorts, socks, tennis shoes and a backpack) for all registered participants.

- Will provide all information that goes out to students and parents in both English and Spanish with a school district logo.
- Will collect all data needed as grant deliverable.

## SCHOOL DISTRICT COMMITMENT

- Will assist the Extended Day program providers with hiring of a qualified and designated i play! afterschool coach.
- Will allow use of facilities at each of the SAS i play! afterschool sites consistent with District policies and Administrative procedures.
- Will allow that District buses will be provided to transport students to culminating events, at the expense of San Antonio Sports and consistent with District policies and Administrative procedures.
- Will provide a copy of the curriculum already being used in the District in physical education, nutrition, and character education.
- Will support the program by keeping communication open between staff administration, parents, and providers.
- Will assure that San Antonio Sports has access to data needed, such as Average Daily Attendance, Grade Point Averages (GPA), to ensuring accurate reporting.
- Will conduct and oversee all data collection, including average daily attendance and grade point average (GPA) of the entire school comparing students in the program with the total school population.
- Will enter each student's application information into a database to track future participation in middle and high school sports.
- Will allow SAS to use the District Logo on materials related to the Projects.



JOB TITLE: i play! afterschool coach

**I PLAY! COACH RESPONSIBILITIES:**

- Responsible for recruiting 25 participants from Extended Day Program and maintaining 25 participants throughout the year
- Required to commit one hour for instruction and practice
- Must attend coach orientation and all tournaments (a total of five Saturday events) ● Secure a bus chaperone for each tournament event (having passed a background check). Chaperone will receive \$25 stipend per event.
- Take roll daily and communicate with parents regarding child's absences from practice. 3 unexcused absences may warrant moving up the next child from the waiting list
- Responsible for incorporating nutrition, character education and mental health curriculum into everyday practices
- Must be a person of good character and have successfully passed mandatory background check through after school provider.
- Must have sports training (i.e. PE instructor, assistant PE instructor, former college athlete, etc.) and be able to work outdoors
- Responsible for distributing clothing and materials provided by San Antonio Sports only to children enrolled in the program at the time of distribution ● Responsible for securing and returning equipment as necessary
- Responsible for maintaining effective communication with parents
- Responsible for completing a sports assessment (pre/post-test) for each sports unit, a nutrition and physical activity assessment (pre/post test), and a program assessment survey at the end of the school year
- Assist San Antonio Sports and PE coordinator with data collection by providing up to date team rosters
- Collect other data as needed in collaboration with PE coordinator and other relevant district representatives

**STIPEND:**

- The i play! afterschool coach will coach four, five-seven-week organized sports development units (soccer, basketball, volleyball, and tennis) and will be compensated with a stipend ranging between \$825-\$1000 over and above the after-school program salary. Payment increments will be disbursed at the conclusion of each sport unit. One chaperone will receive \$25 per tournament.



## EXHIBIT C

### I. OBLIGATIONS OF SAISD

- A. Provide access to a designated SAISD school facility for a total of 12 Fit Family Challenge (FFC) public events — one per week beginning May 8 through August 4, 2022, excluding the week of July 3 — July 7, 2023 for a period of two (2) hours per event.
  1. Facility must have access to restrooms, be air conditioned and must include two separate areas to accommodate adult fitness class and youth Kid Fit class;
  2. One hour prior to the designated class time doors must be unlocked, rooms are set up and available for both adult and youth classes, and AC is on in both areas
  3. Restrooms must be available and unlocked
  4. One table, 2-3 chairs and trash cans available for check-in area
  5. Day of class point of contact in case any issues arise; someone who is available at the school
  6. Provide access to a third designated areas at two classes with tables and chairs for health screenings
- B. Provide SAS with the dates, times and designated location(s) for the FFC events by April 1, 2022;
- C. Distribute the FFC program information card, provided by SAS, to each elementary school within the district and use best efforts to send information digitally or by other means determined by SAISD to middle & high schools within the district. The district agrees to notify San Antonio Sports by email the day following distribution of all materials;
- D. Based on availability, provide marketing support through SAISD communications including Robocalls, school marquees, website and social media;

- E. If necessary, provide SAS with COVID-19 safety measures required by the school district/facility

## II.OBLIGATIONS OF SAS

- A. Provide ongoing support to SAISD to ensure the successful implementation of FFC and encourage attendees to participate in similar programs provided during the school year;
- B. Payment of gym rental fee for school district facility administrative costs (i.e., utilities, security, and/or janitorial fees)
- C. Provide snacks and beverages for weekly FFC fitness events;
- D. Provide an incentive program that rewards participants for frequency of attendance at events, participating in health screenings (heart rate, blood pressure, glucose testing) and post program measurements and health screenings;
- E. Provide trainers/instructors for adults and kids participating in weekly events;
- F. Provide participants with FFC training logs, program information and access to the educational website;
- G. Secure a release form from participants for the use of their stories, measurable outcomes and any other related matters that may be used for media coverage or testimonials for the FFC program;
- H. If necessary, implement COVID-19 safety measures required by the school district/facility

Fit Family Challenge program operates May 8, 2023 — August 4, 2023.

If modifications are necessary to complete this agreement, they will be added to this MOU by mutual consent of all parties involved.

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and Ghisallo Cycling Initiative (GCI)

**PURPOSE:**         PRESENTATION/DISCUSSION  
                       DISCUSSION/ACTION

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:**     Kendra Doyle, Sr. Executive Director, Curriculum, Instruction & Assessment

**MEETING DATE:** September 12, 2022

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the renewal of the Memorandum of Understanding (MOU) between SAISD and Ghisallo Cycling Initiative (GCI) for the purpose of enabling youth to develop into self-sufficient and confident cyclists. The program components focus on hands-on learning, self-sufficiency, developing a healthy lifestyle by integrating bicycling into daily activities, and community service. Cycle Academy is a Ghisallo's youth programs brand. It consists of a range of direct services and educational components to develop youth into confident and experienced bicycle riders. This program is available at any elementary or academy campus for grades K-5.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approves the MOU renewal with Ghisallo Cycling Initiative as presented.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

Services provided at no cost to the District and are valued at approximately \$4,400 per campus.

### **IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff, and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	Health & Physical Education
Board Meeting Date:	September 12, 2022
Agenda Title:	Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and Ghisallo Cycling Initiative (GCI)
Presenter:	Kendra Doyle, Exec. Dir., Curriculum, Instruction, & Assessment
Cost:	Services provided at no cost to the District and are valued at approximately \$4,400 per campus
Board Goal:	Increase the District overall grade under State Accountability and the percent of campuses rate Accomplished or Higher on the SAISD School Performance Framework (SPF) Increase % on-time, 4-year Graduation and decrease Dropout Rates Increase the percent of graduates attending College

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
18,000	100	60	\$0	\$0	\$0

### HISTORICAL DATA

Include Pertinent Data and Information (Year, Value Added & Results/Findings)

<p>Questions to consider:</p> <p>If a renewal, include data that supports this renewal</p> <p>Is this an expansion of the program? If so, why?</p>	<p>Is this a renewal? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>The Ghisallo Cycle Program consists of a Bicycle Skills Challenge which is a youth skills clinic where participants learn basic riding and safety skills (bike control, stopping, obstacle avoidance, hand signals, and helmet fitting). This year the program will expand to include all K-5 campuses.</p> <p>2021-2022 SY Post-Test Data:</p> <ul style="list-style-type: none"> <li>• 94.6% of program participants improve their knowledge of how a helmet properly fits.</li> <li>• 88.6% of program participants plan to wear helmets when riding bicycles.</li> <li>• 84.5% of program participants can accurately explain the three basic hand signals.</li> <li>• 79.9% of program participants report knowing more about bicycle safety than before this Ghisallo Cycle Program.</li> </ul>
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## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is made on this 20th day of June, 2022 by and between Ghisallo Cycling Initiative ("GCI"), a 501(c)3 non-profit corporation (EIN 45-3031077), and San Antonio Independent School District ("SAISD"), a political subdivision of the State of Texas, (collectively the "Parties") for the purpose achieving various aims and objectives relating to programs that promote bicycle safety and skills education and teach foundational skills required to safely take advantage of active transportation opportunities (the "Projects").

WHEREAS, GCI and SAISD desire to enter into an arrangement in which GCI and SAISD will work together to complete the Projects;

WHEREAS, GCI AND SAISD desire to enter into a MOU between them, setting out the working arrangements that each of the Parties agree are necessary to complete the Projects; and

WHEREAS, GCI is acting by and through its duly authorized President and CEO and SAISD is acting by and through its Board of Trustees.

### **Purpose**

The purpose of this Memorandum is to provide the framework regarding the relationship between the Parties in implementing youth development programs between GCI and SAISD.

### **Term**

This Agreement will commence on August 1, 2022 and continue through July 29, 2023 unless otherwise terminated by one or both of the Parties in accordance with the terms of this Agreement. Either party may terminate this Agreement for any reason upon thirty (30) days prior written notice to the other party. In the event of termination of this Agreement, the Parties agree to cooperate with each other in providing a smooth transition and closing of the Projects.

### **Insurance**

GCI shall bear all risk of loss and damage to the District facilities arising out of GCI's use of the facilities. To insure against such loss, damage, death and injury, GCI shall carry and maintain the following insurance during the term of the Agreement: general liability with limits of not less than \$1,000,000.00 per occurrence, automobile liability, if necessary, with limits of not less than \$500,000.00 per occurrence and to the extent required by law, worker's compensation insurance in compliance with the statutory limits.

### **Governmental Immunity**

Nothing in this Agreement shall be deemed to waive, modify or amend any legal defense available at law or in equity to either party nor to create any legal rights or claim on behalf of any third party. District does not waive, modify, or alter to any extent whatsoever the availability of the defense of governmental immunity under the laws of the State of Texas. No provision of this Agreement is consent to suit.

### **Indemnification**

To the fullest extent permitted by law, GCI shall indemnify, defend and hold harmless the District, the District's agents and employees from and against all claims, damages, losses, and expenses, including attorney's fees arising out of, or resulting from the performance of the Projects, provided that any such claim, damage, loss or expense (1) is attributable to bodily or

personal injury, death or to injury to or destruction of tangible property and (2) is caused in whole or in part by any willful or negligent act or omission of GCI, any agent or subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable.

**Implied Waiver**

The failure of either party hereto to insist, in any one or more instances, upon performance of any the terms, covenants, or conditions of this Agreement shall not be construed as a waiver or relinquishment of the future performance of any such term, covenant or condition by the other party hereto, but the obligation of such other party with respect to such future performance shall continue in full force and effect.

**Approvals or Consents**

Whenever this Agreement requires or permits approvals or consents to be hereafter given by any party hereto, the parties agree that such approval or consent shall not be unreasonably withheld. Such approval or consent shall be given in writing and shall be effective without regard to whether given before the time required herein.

**Addresses and Notices**

Unless otherwise provided in this Agreement, any notice, communication, request, replay or advice (herein severally and collectively for convenience called "notice") herein provided or permitted to be given, made, or accepted by either party to the other must be in writing and may be given or be served by depositing the same in the United States Mail, postpaid and registered or certified and addressed to the party to be notified, with return receipt requested, or by delivering the same to an officer of such party, or by prepaid telegram or facsimile, when appropriate, addressed to the party to be notified. Notice deposited in the mail in the manner herein above described shall conclusively deemed to be effective, unless otherwise stated in this Agreement, from and after the expiration of three (3) days after it is so deposited. Notice given in any other manner shall be effective only if and when received by the party to be notified. For the purposes of notice, the addresses of the Parties shall, until change as hereinafter provided, be as shown below. The parties shall have their right to specify as its address any other address in the State of Texas by at least fifteen (15) days written notice to the other party.

If to District: San Antonio Independent School District Attention: Superintendent 141 Lavaca St. San Antonio, Texas 78210	If to GCI to: Ghisallo Cycling Initiative Attention: Christopher Stanton, Executive Director 1000 Brazos Street Ste. 100 Austin, Texas 78701
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**Severability**

The provisions of this Agreement are severable, and if any word, phrase, clause, sentence, paragraph, section or other part of this Agreement or the application thereof to any person or circumstance shall ever be held by any court of competent jurisdiction to be invalid or unconstitutional for any reason, the remainder of this Agreement and the application of such

word, phrase, clause, sentence, paragraph, section or other part of this Agreement to the other persons or circumstances shall not be affected thereby.

### **No Third Party Beneficiary**

This Agreement inures to the benefit of and obligates only the Parties executing it. No term or provision of this Agreement shall benefit or obligate any person or entity not a party to it. The Parties hereto shall cooperate fully in opposing any attempt by any third person or entity to claim any benefit, protection, release or other consideration under this Agreement.

### **Merger**

This Agreement constitutes the entire agreement between the parties relative to the subject matter hereof. There have been and are no agreements, covenants, representations, or warranties between the parties as to the subject matter hereof other than those expressly stated or provided for herein.

### **Governing Law**

This Agreement shall be governed by the laws of the State of Texas and venue for any dispute hereunder is agreed to be Bexar County, Texas.

### **Cooperation**

Each party hereby agrees that it will take all actions and execute all documents necessary to fully carry out the purposes and intent of this Agreement.

### **Amendments and Modifications**

This Agreement may not be amended or modified except in writing executed by GCI and the District and authorized by both governing bodies.

## **Description of Programs**

### **CYCLE ACADEMY**

Cycle Academy is a Ghisallo's youth programs brand. It consists of a range of direct services and educational components to develop youth into confident and experienced bicycle riders. Cycle Academy encompasses all youth programming associated with Ghisallo including but not limited to BikeStart, Bike Club, Earn-A-Bike, Bicycle Fix-A-Thon, Bicycle Skills Challenge, and Bicycle Adventure Course programs as well as the Cycle Academy educational system and associated modules and merit badges used within said programs.

Responsibilities of each partner for this program are detailed in Exhibit A which is attached and included in the MOU.

## **Cycle Academy Primary Components**

### **BICYCLE SKILLS CHALLENGE**

Our Bicycle Skills Challenge is a youth skills clinic where participants learn basic riding and safety skills. The Bicycle Skills Challenge program teaches students helmet fitting, ABCD quick check, bike control, obstacle avoidance, starting, stopping, and hand and verbal signals. Instructors teach safety skills in a way that students understand the importance and use of each hand or verbal signal, and then are able to practice the skills they learned.

We run Bicycle Skills Challenges as part of physical education classes for 3rd through 5th grade students in elementary schools during the school year as well as during special weekend events or summer youth programs. The program is 45-minutes long and we provide the bicycle fleet, helmets, materials, and instructors so that everyone can participate.

### **BIKESTART**

BikeStart is our learn to ride based clinic for kids of all ages and abilities. Students learn the basics of biking – steering, balancing and pedaling – on our dedicated fleet of balance and pedal bikes.

## **Obligation of the Parties**

The Parties agree to work together in the true spirit of cooperation to ensure there is a united visible leadership of the Projects and to demonstrate financial, administrative and managerial commitment to the Projects by means of the respective services as detailed in the attached exhibits. The Parties jointly support the goals, objectives and execution of the Projects:

Executed this 24th day of June 2022,  
**Ghisallo Cycling Initiative**

Executed this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
**San Antonio Independent School District**



\_\_\_\_\_  
By: Kari Kuwamura  
Executive Director

\_\_\_\_\_  
By (Print) : \_\_\_\_\_  
Title: \_\_\_\_\_



## **EXHIBIT A**

### **GHISALLO CYCLING INITIATIVE COMMITMENT**

- Will work closely with SAISD Health & Physical Education Coordinator to enable programming.
- Will follow SAISD operational guidelines.
- Will maintain and provide functional and safe program equipment.
- Will provide staffing to programs.
- Will communicate with site staff prior to programming regarding site specific details.
- Will provide bike safety public education and information material to students and families.
- Will provide all information that goes out to students and parents in both English and Spanish.
- Will collect all data needed as grant deliverable.
- Will provide copies of the program syllabus.

### **SCHOOL DISTRICT COMMITMENT**

- Will allow use of facilities at each site consistent with District policies and Administrative procedures.
- Will support the program by keeping communication open between staff administration and program personnel.
- Will assist GCI staff as needed.
- Will provide GCI with elementary student enrollment numbers as needed.
- Will allow distribution of bicycle safety public information and educational materials within school district channels.

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and Culinary Health Education For Families (CHEF)

**PURPOSE:**             PRESENTATION/DISCUSSION  
                              DISCUSSION/ACTION

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:** Kendra Doyle, Senior Executive Director, Curriculum, Instruction & Assessment

**MEETING DATE:** September 12, 2022

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the renewal of the Memorandum of Understanding (MOU) between SAISD and Culinary Health Education for Families (CHEF). The CHEF program teaches students basic nutrition and practical cooking skills, with the long-term goal of motivating individuals and communities to adopt and sustain healthier eating habits. 72 campuses are currently participating in the CHEF program.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approves the MOU renewal with CHEF as presented.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

Services provided to the District at no cost and are valued at approximately \$130,044.

### **IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff, and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	Curriculum, Instruction, & Assessment
Board Meeting Date:	September 12, 2022
Agenda Title:	Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and Culinary Health Education For Families (CHEF)
Presenter:	Kendra Doyle, Sr. Exec. Dir., Curriculum, Instruction, & Assessment
Cost:	Services provided to the District at no cost and are valued at approximately \$130,044.
Board Goal:	Increase the District overall grade under State Accountability and the percent of campuses rate Accomplished or Higher on the SAISD School Performance Framework (SPF) Increase % on-time, 4-year Graduation and decrease Dropout Rates Increase the percent of graduates attending College

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
Approximately 24,000	144	72	\$0	\$0	\$0

### HISTORICAL DATA

Include Pertinent Data and Information (Year, Value Added & Results/Findings)

<p>Questions to consider:</p> <p>If a renewal, include data that supports this renewal</p> <p>Is this an expansion of the program? If so, why?</p>	<p>Is this a renewal?   <input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No</p> <p>CHEF Bites and CHEF Sports Nutrition will provide the curriculum, training, and food necessary to support the CHEF Program in SAISD. CHEF will seek support and guidance from the Health and Physical Education Department as we implement programming in SAISD.</p> <p>Positive Impact of CHEF:</p> <ul style="list-style-type: none"> <li>● Students gain nutrition knowledge - 9% Improvement</li> <li>● Culinary skills and self-efficacy - 17% Improvement</li> <li>● Consumption of fruits and vegetables and whole grains- 9% Overall improvement, 52% Decrease in Sugar-Sweetened Beverages</li> <li>● 96% Program Satisfaction</li> </ul>
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In SY 2018-2019, 20 campuses participated in the CHEF Bites.  
In SY 2019-2020, 40 campuses participated in the CHEF Bites.  
In SY 2020-2021, 60 campuses participated in the CHEF Bites.  
In SY 2021-2022, 62 campuses participated in the CHEF Program.

**MEMORANDUM OF UNDERSTANDING BETWEEN SAN ANTONIO INDEPENDENT  
SCHOOL DISTRICT AND  
CULINARY HEALTH EDUCATION FOR FAMILIES**

This Memorandum of Understanding ("**MOU**") is entered into by and between the San Antonio Independent School District (hereinafter referred to as "**SAISD**"), a Texas political subdivision, and Culinary Health Education for Families (hereinafter referred to as "**CHEF**"), a Texas non-profit corporation, (hereinafter collectively referred to as the "**Parties**").

**WHEREAS**, SAISD, promotes health and wellness among its students, faculty and staff through school curricula, programming and community activities; and

**WHEREAS**, CHEF teaches children and families basic nutrition and practical cooking skills, with the long term goal of motivating children and families to adopt and sustain healthier eating habits; and

**WHEREAS**, SAISD and CHEF intend to collaborate to bring the CHEF program to SAISD students;  
and

**WHEREAS**, the purpose of this MOU is to articulate the roles CHEF and SAISD will perform in connection with offering the CHEF program to targeted SAISD schools; and

**WHEREAS**, the Parties wish to promote the public purpose of furthering public health;

**NOW THEREFORE**, in consideration of the mutual promises made in this MOU, the Parties agree to the following terms and conditions.

**1. CHEF Responsibilities:**

- A. Work with SAISD leadership to implement CHEF in targeted SAISD schools during the 2022-2023 school year, in accordance with the attached **Addendum A** and with the intention of eventually implementing CHEF in every SAISD school; and
- B. Train designated SAISD faculty, staff and parent volunteers in targeted SAISD schools. Training will involve on-line and hands-on training sessions, which will be offered remotely or in-person, per the preference of SAISD. Training will address all aspects of how to teach the designated CHEF curricula, which may include *CHEF Bites School Edition*, *Sow Healthy*, *CHEF Sports Nutrition* or other appropriate *CHEF curricula* to elementary, academy, middle school, and high school; and
- C. Work with SAISD CHEF School Champions to develop a unique plan for offering CHEF in their respective schools. School Plans will consider the target population, school culture, parent engagement, other school resources, as well as the need to offer CHEF on-line or in digital format; and
- D. Facilitate flexible, synchronous and asynchronous access to CHEF programming, as necessary, for SAISD schools to include: digital curricula and materials, traditional classroom curricula, summer enrichment programming and after school programming; and
- E. Engage Texas A&M San Antonio as an outside research partner to evaluate the effectiveness of the CHEF program in the SAISD through the use of pre and post surveys, classroom observation and teacher and administrative feedback. Analyses and publications resulting from this research will be de-identified and will not be directly linked to a specific student or school. SAISD will not be mentioned in any published article or data analysis without prior consent from the district; and
- F. Provide supplemental support to all new SAID CHEF schools in the form of San Antonio Food Bank Nutrition Educators and/or CHEF volunteers, who will assist in training, supervising and co-teaching CHEF in the SAISD Schools; and
- G. Work with SAISD Staff and Leadership throughout the year to receive feedback on the program and implementation plan and consider modifications to both as necessary in order to ensure the long-term sustainability of the program within SAISD; and

- H. Work with SAISD departments including Health and Physical Education, Child Nutrition Services, Transportation, Family and Community Engagement and others to facilitate the integration of CHEF into the district culture of health and wellness; and
- I. Work with SAISD Leadership to periodically revisit and refine the timeline and plan for district-wide implementation of the CHEF program throughout SAISD; and
- J. Directly or indirectly fund program-specific expenses, to include: curricula, training, San Antonio Food Bank support, CHEF Kitchen Kits, food-related costs not covered by SAISD budget, other tools and materials necessary to teach CHEF, etc.

## **2. SAISD Responsibilities:**

- A. Ensure all SAISD teachers and staff responsible for teaching CHEF Programming receive the required, CHEF-provided on-line and hands-on trainings prior to the launch of CHEF at SAISD during the 2022-2023 Academic Year; and
- B. Ensure all participating SAISD Teachers and Staff strictly adhere to the designated CHEF Curricula and key messages and notify the CHEF team when additional training or support are necessary to ensure the quality and consistency of the program at SAISD; and
- C. Promote and endorse CHEF and its core tenets throughout the SAISD, raising awareness of and support for culinary and nutrition education to teachers, staff, and parents district- wide; and
- D. Ensure that all targeted CHEF schools have the necessary endorsement of school administrative leaders and engaged and committed staff persons to serve as the school CHEF champions and complete the Implementation Plan, attached as Addendum B; and
- E. Facilitate CHEF's access to and interaction with SAISD District and school leadership, staff, and volunteers in order to promote awareness of CHEF, its core tenets and its eventual growth throughout the district; and
- F. Facilitate CHEF's participation in one or more events at each participating school, introducing district parents to the CHEF program; and
- G. Facilitate collaboration between CHEF and SAISD Child Nutrition Services to identify existing and/or create new CHEF-approved recipes to be integrated into the CHEF-Bites School Edition curriculum and the Child Nutrition Services menu; and
- H. Create and adhere to a plan to offer CHEF-approved recipes, specific to each weekly CHEF lesson, on the Child Nutrition Services weekly menu, aligning the CHEF lesson with the food served each week that CHEF is taught in SAISD CHEF schools; and
- I. Facilitate collaboration between CHEF and the SAISD Transportation department to coordinate the transport of CHEF demonstration kits and other relevant resources between the San Antonio Food Bank and SAISD schools participating in the CHEF program; and

- J. As permitted by the SAISD Board policies, provide access to Child Nutrition Services food production records for schools teaching CHEF in order to evaluate the daily consumption of certain menu items, including the CHEF menu items; and
- K. Assume total responsibility for classroom control and student disciplinary issues during CHEF classes, ensuring a safe and productive learning environment; and
- L. Assume total responsibility for ensuring the safe and responsible use of culinary tools used by SAISD CHEF instructors, while preparing for, teaching and cleaning up after CHEF classes. This includes the safe use and storage of culinary tools, including knives; and
- M. Subject to SAISD Board Policy on surveys, facilitate evaluation and research of the CHEF program by encouraging CHEF teachers and administrators to participate in the program evaluation process (See Surveys in attached Addendum C) and provide feedback on program effectiveness to CHEF team and research partners; and
- N. Facilitate access to up to ten SAISD schools by CHEF research partners in order to observe and audit the implementation of CHEF programming; and
- O. Provide de-identified student demographic and attendance data for each SAISD CHEF school, no later than 30 days after completion of CHEF program and post-CHEF surveys. Data will be used to facilitate interpretation of CHEF survey results and will include: student age, gender, race, ethnicity, grade, zip code and school attendance on CHEF teaching days; and
- P. Ensure that each CHEF school completes weekly CHEF Fidelity logs via the CHEF Partner Portal for each CHEF lesson taught, providing information on the numbers of students in attendance as well as any unique occurrences and/or recommendations for that specific lesson; and
- Q. Formally acknowledge, via an annual letter of support to CHEF, the value of CHEF's direct and indirect financial contributions to the SAISD CHEF program as deemed appropriate by SAISD.

**3. Responsibilities of Both Parties:**

- A. Collaborate to identify potential funding and other support for this initiative; and
- B. Maintain the confidentiality of records and information that each party may have access to, in accordance with the applicable federal, state and local laws, rules and regulations; and
- C. Implement safeguards and protocols for addressing student food allergies during CHEF classes, ensuring the health and wellbeing of every student participant in CHEF; and
- D. Participate in regular program review meetings with the CHEF team to ensure the successful implementation and monitoring of the CHEF program in SAISD Partner Schools and to position the program for long-term sustainability within SAISD; and
- E. Facilitate the participation in the Mayors Fitness Council Student Ambassador Program for any SAISD elementary schools who have offered the CHEF program for at least one academic year. This program provides leadership opportunities to fifth grade students wishing to develop innovative ways to use CHEF programming to promote health and wellness in their school and community; and

**4. Term/Termination**

This MOU will be effective for SAISD's 2022 - 2023 academic year. This is a one-year agreement,

renewable annually throughout the duration of the five-year process of implementing CHEF in SAISD schools. SAISD may terminate this MOU upon seven calendar days' written notice to CHEF. Notices to each party will be in accordance with Section 5. Notices, as set out below.

**5. Notices**

For purposes of this MOU, all official communications and notices between the Parties shall be made in writing addressed the person and address listed below, and is deemed delivered (i) upon receipt when hand delivered, or (ii) three business days after deposited in the USPS, certified mail, postage prepaid, return receipt requested, to the addresses set forth below:

SAISD:	CHEF:
San Antonio Independent School District	Culinary Health Education for Families
Attn: Mr. Jaime Aquino	Attn: Suzanne Feldmann Chief Executive Officer
514 W. Quincy Street	3014 Rivas Street
San Antonio, TX 78212	San Antonio, Texas 78228

**6. Entire Understanding**

This MOU supersedes all prior agreements, written or oral, between SAISD and CHEF and shall constitute the entire agreement and understanding between the parties with respect to the subject matter hereof. This MOU and each of its provisions shall be binding upon the parties and may not be waived, modified, amended, or altered except by a subsequent writing signed by authorized representatives for SAISD and CHEF.

7. **Governing Law/Venue.** This MOU and all of the responsibilities of the parties hereto and all of the terms and conditions hereof shall be construed, interpreted and applied in accordance with and governed by and enforced under the laws of the State of Texas, without giving effect to its principles of conflicts of law. Venue is mandatory and exclusive in Bexar County, Texas, without regard to conflicts of law provisions.

8. **No Assignment.** This MOU is a personal service contract for the services of CHEF, and CHEF's interest in this MOU, duties hereunder and/or fees due hereunder may not be assigned or delegated to a third party, and any attempt by CHEF to so assign its interests, duties and/or fees hereunder shall be null and void.

9. **No Waiver.** No delay or omission by either of the parties hereto in exercising any right or power accruing upon the non-compliance or failure of performance by the other party hereto of any of the provisions of this MOU shall impair any such right or power or be construed to be a waiver thereof. A waiver by either of the parties hereto of any of the covenants, conditions or agreements hereof to be performed by the other party hereto shall not be construed to be a waiver of any subsequent breach thereof or of any other covenant, condition or agreement herein contained.

10. **Relationship.** The parties hereto recognize that CHEF is engaged as an independent contractor and acknowledges that SAISD shall have no responsibility to provide CHEF or its employees with transportation, insurance or other fringe benefits normally associated with employee status. No partnership, agency relationship or joint enterprise is intended to be created by this Agreement, nor any principal-agent or employer-employee relationship

11. **Proprietary Interests.** All information owned, possessed or used by CHEF or its employees which is not generally known to the public and which is communicated to, learned, developed or otherwise acquired by SAISD and its employees by virtue of performance of services for CHEF under this MOU (**"Confidential**

**Information")** shall be kept confidential, and neither SAISD nor its employees shall disclose or communicate to a third person or use for the benefit of a third person, the Confidential Information unless disclosure is required by applicable law or valid subpoena or court order. CHEF understands SAISD is a public governmental entity subject to open governmental laws which may operate to require disclosure of any information, confidential or not, which is used in public education.

11. **Non-Funding.** Notwithstanding anything in this MOU to the contrary, SAISD's responsibilities and obligations under this MOU are subject to available funding and SAISD Board Policy. No funding or payment is to be made to CHEF by SAISD under this MOU.

12. **Child Safety.** CHEF shall comply with all SAISD Board Policies addressing criminal history background certifications. In addition, but subject to SAISD Board Policy on criminal history background certifications by contractors, CHEF shall implement the additional safeguards set forth in the attached **Addendum D.**

13. **Insurance and Liability**

A. **SAISD.** SAISD self-insures its liability. By entering this MOU and performing hereunder, SAISD does not intend, and this MOU shall not be construed, to waive any immunities, defenses, or limits of liability to which SAISD is entitled under law.

B. **CHEF.** During the term of this MOU, CHEF shall maintain Workers' Compensation Insurance complying with statutory limits and Commercial General Liability insurance with limits of liability not less than \$1,000,000 per occurrence with a general aggregate of not less than \$2,000,000 covering liability arising from personal injury and advertising injury, and also shall include a contractual liability endorsement that assumes CHEF's assumed liability under this MOU. Such coverage shall be provided by insurance companies having authority to conduct business in the State of Texas. CHEF shall INDEMNIFY, DEFEND and HOLD HARMLESS, SAISD and its employees, officers, volunteers and representatives, individually and collectively, from and against any and all costs, claims, liens, damages, losses, expenses, fees, fines, penalties, proceedings, actions, demands, causes of action, liability and suits of any kind and nature, including but not limited to, personal or bodily injury, death and property damage, made against SAISD directly or indirectly arising out of, resulting from or related to CHEF's activities under this MOU, including any acts or omissions of CHEF or any agent, officer, contractor, representative, or employee of CHEF, and their respective officers, agents employees, directors and representatives while in the exercise of the rights or performance of the duties under this MOU. This indemnity shall not apply to any liability recognized by applicable law resulting from the sole negligence of SAISD, its officers, employees or representatives, in instances where such negligence causes personal injury, death, or property damage. SAISD may participate at SAISD's cost, in its defense. This indemnity provision shall survive expiration or termination of this MOU.

In witness whereof, the parties have caused this MOU to be executed as of the day and year listed below.

SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

By: \_\_\_\_\_  
Mr. Jaime Aquino, Superintendent

DATE: \_\_\_\_\_

By: \_\_\_\_\_

DATE: \_\_\_\_\_

Suzanne Feldmann, President and CEO

**Addendum -A-**  
2022-23 CHEF- SAISD Schools

**Participating SAISD Elementary Schools and Academies – Fall 2022 Implementation**

Advanced Learning Academy	Graebner Elementary
Arnold Elementary	Green Academy
Ball Academy	Hawthorne Academy
Baskin Elementary	Herff Academy
Beacon Hill Academy	Highland Hills Elementary
Berkley Ruiz Elementary	Highland Park Elementary
Bonham Academy	Hillcrest Elementary
Bowden Academy	Hirsch Elementary
Briscoe Elementary	Huppertz Elementary
Cameron Elementary	Irving Dual Language Academy
Carvajal Elementary	JT Brackenridge Elementary
Collins Garden Elementary	Kate Schenck Elementary
Cotton Academy	Kelly Elementary
Crockett Academy	Knox Early Childhood Education Center
De Zavala	Lamar Elementary
Dorie Miller Elementary	M. L. King Academy
Douglass Academy	Madison Elementary
Eloise Japhet Academy	Margil Academy
Fenwick Academy	Mark Twain Dual Language
Forbes Academy	Maverick Elementary
Foster Academy	Mission Academy
Franklin Elementary	Neal Elementary
Gates Elementary	Ogden Academy
	Riverside Park Academy

Rogers Academy  
S. King Elementary  
Smith Elementary  
Steele Montessori Academy  
Stewart Elementary  
Storm Elementary  
Washington

Wilson Elementary  
Woodlawn Academy  
Woodlawn Hills  
Young Men's Leadership Academy  
Young Women's Leadership Academy

### **Participating SAISD Middle Schools – Spring 2023 Implementation**

Davis Middle School  
Harris Middle School  
Hot Wells Middle School  
Longfellow Middle School  
Poe Middle School  
Rhodes Middle School  
Rogers Middle School  
Tafolla Middle School  
Whittier Middle School  
YWLA (6-12)

**Addendum - B-**  
**SA ISO CHEF Implementation Plan Template**  
*To be completed by each CHEF SAJSD School Partner*

Welcome to CHEF! As part of the implementation process of the CHEF program in your school, a CHEF partner will meet with you to make sure you fully understand the program processes and logistics and your specific role. In preparation for your first meeting with the CHEF team, please review and consider how you will answer the following questions, with regard to implementing CHEF at your school. A CHEF team member will work with you and your school team to refine and submit your final plan electronically on the CHEF Partner Portal at [partner.chefsa.org](http://partner.chefsa.org). A carefully developed implementation plan will help to ensure your school and your students enjoy the best CHEF experience possible!

**Name of School:**

**Name and Contact Information for (email and telephone number) for School CHEF Team:**

- CHEF School Champion (Person Primarily Responsible for CHEF at your School)
- School Principal
- Executive Assistant to the Principal Nutrition Services Contact
- School Nurse
- School Contact for Student Demographic and Attendance Data
- Computer Lab Coordinator (if applicable)
- School Librarian
- Lead Parent Volunteer (if applicable)
- San Antonio Food Bank Support (to be provided by CHEF)

**Implementation Timeline: (To be completed by District CHEF Champion)**

- Teacher Training Dates:
  - Deadline for Completion of Online Training
  - In-Person Training
- Class Schedule Dates:
  - Lesson 1
  - Lesson 2
  - Lesson 3
  - Lesson 4
  - Lesson 5
  - Lessons 6 & 7
- Survey Administration Dates (note: We recommend that each school designate a full week to administer each survey):
  - Pre-CHEF Survey Administration
  - Post-CHEF Survey Administration

**Plan Details:**

- I. Describe the scope of your CHEF Program:
  - a. Number of students who will be participating in all eight required CHEF Classes and their grade levels
  - b. Day/Times for each CHEF classes will be offered

c. Lead Teacher

II. Describe the physical location where you plan to offer CHEF classes and where you will store your CHEF food and materials.

III. Describe how you plan to incorporate students into the implementation of CHEF at your school. You may select specific CHEF Student Champions for the entire year or individual volunteers for each class. It is up to each school to determine what will work best in your respective environments. You may engage students to assist in the cooking demonstrations, sharing CHEF recipes on morning announcements, promoting CHEF activities among their peers, etc. Consider how you can use CHEF to provide a leadership development and educational experience for your students. Students assisting in cooking demonstrations should only be permitted to use child-safe knives.

IV. Describe your plan for complying with all district requirements for social distancing and other safety measures in place to address the COVID- 19 crisis.

V. Describe how you will recruit and engage staff, parent and community volunteers to support your CHEF roll-out. Consider the number of volunteers you will need to support the program, based on the number of students you plan to serve. *Note: Optimal staffing for a class of 30 includes a lead teacher, one adult volunteer and student helpers to distribute food samples.*

VI. Please indicate your ideas for one or two CHEF activities for parents and the larger school community. These can be very effective ways to generate awareness of and support for the program and to recruit volunteers. The following are suggestions for your consideration:

- **In-Person Event: CHEF Demonstration at a Scheduled School Event During or After the Eight-Week CHEF Program Implementation** *Note: CHEF will work with your school to coordinate timing and logistics of these in-person events.*

- Teacher(s) and students demonstrate how to **prepare a favorite recipe from** lessons I - 7 of CHEF Bites.
- Recipe samples are provided to attendees.
- School will work with CHEF to coordinate delivery of ingredients.
- The SA Food Bank educator may provide additional support as necessary
- Events are incorporated into previously scheduled school activities (e.g. PTA Meeting, Principal's Coffee, Family Night, School Health Fair, etc.)

- **Social- Media Event:** *Note: CHEF will work with your school district media team to ensure you have the tools and resources necessary to host and event on social media and to determine optimal timing for such an event.*

A. **Facebook Live Cooking Demonstration:** Invite your social media followers to join you for a Facebook live cooking demonstration or class where CHEF students and/or Teacher Champion can show off their culinary skills using one of the recipes they tried this year. Make sure to use the tag @CHEFSanAntonio so we can help promote and share your video.

B. **Instagram Live Cooking Demonstration**

Invite your social media followers to join you for an Instagram live cooking demonstration or class where CHEF students and/or Teacher Champion can showoff their culinary skills using one of the recipes they learned this year.

Make sure to use the tag @CHEFSanAntonio so we can help promote and share your video.

**C. Twitter Live Cooking Demonstration**

Invite your social media followers to join you for a Twitter live cooking demonstration OR class where CHEF students and/or Teacher Champion can show off their culinary skills using one of the recipes they learned this year. Make sure to use the tag @CHEFSanAntonio so we can help promote and share your video.

**D. Pre-recorded Video (This can later be shared on YouTube, FB, IGTV, Twitter, newsletter, website, etc.)**

If you'd prefer not to go live, CHEF students and/or Teacher Champion can pre-record a recipe demonstration on their phone, computer, or other device that can be uploaded to the school or CHEF's social media channels, website, and distributed in a newsletter.

Send the video, along with your school's social media handle, to [achampion@chefsa.org](mailto:achampion@chefsa.org) to be featured on CHEF social media.

**E. Social Media Cooking Challenge**

Using the social media platform of your choice, challenge your followers to participate in a CHEF cooking challenge. Your school community (students and families, teachers, administrators, etc.) can show off their culinary skills by preparing their own CHEF inspired recipe at home (bonus points for creativity and following the CHEF Healthy Habits).

To participate, upload a food picture, along with a description, to your school's social media platform, using the hashtag #CHEFCookingChallenge and make sure to tag CHEF at @CHEFSanAntonio. Your CHEF Teacher Champion can narrow down the recipes to their top 3-5 choices and let CHEF students vote on the winner.

**F. Zoom Cooking Class**

Coordinate a cooking class where a student or group of students assisted by their CHEF Teacher Champion can lead a virtual CHEF class. Attendees can include: school staff, district staff, parents or caregivers, other students, etc. Recipe should be emailed or distributed to Zoom attendees a few days before hands so that they can purchase ingredients and follow along at home.

VII. Describe your ideas for how to use CHEF to promote a culture of health and wellness within your school or across your district. Consider "CHEF-Approved" food options for faculty and student events or ways to engage Food Science students as volunteers or CHEF supporters. Be creative!

VIII. Each CHEF class will require a minimal amount of set-up and clean up. Food will be prepared and delivered to each CHEF school by the San Antonio Food Bank, and the school CHEF lead will be responsible for ensuring the food deliveries are received and food is stored safely. Please provide the logistical details for this process:

- a. Address and contact person for food delivery;
- b. Optimal delivery day and time, if relevant
- c. Plan for safe storage of food
- d. Plan for appropriate setup and clean up after each class (consider engaging your students in this process)

IX. Please provide any additional thoughts, questions or concerns you may have regarding implementing the CHEF program at your school. A CHEF team member will work with you to ensure that your plan is solidly in place and that you have the resources you need to successfully implement CHEF in your school.

X. Sign and complete all required electronic documents via the CHEF Champion Partner Portal Page

to the extent consistent with the MOU between CHEF and SAISD.

## Pre-Assessment Survey for CHEF in Schools

*Target Population: Children in grades 3 - 5 participating in CHEF in Schools (PE setting without hands on cooking activities)*

**Note:** *Text in italics are not included in the survey*

### Survey Introduction

The following questions are designed to help us better understand your eating and cooking habits. Please take your time and do your best to answer all of the questions. This is not a test and your answers will not be graded. Thanks for your help!

- Student ID#: \_\_\_\_\_
- Grade Level: \_\_\_\_\_ (for example: 3) (*Field validation: drop-down list: 3, 4, 5, 6, 7 and 8*)
- Have you ever taken any cooking or healthy eating classes either in school or somewhere else?
  - Yes
  - **No**
  - Don't Remember
- What school do you attend? (*drop down menu of campus names*)

### Behavior

Now we want to learn more about what and how you **USUALLY** eat. Please do your best to answer the following questions. Don't worry, you will not be graded on this!

- How often do you eat breakfast?
  - Every day
  - Most days
  - Some days
  - Never
- How often do you eat vegetables? Vegetables are things like carrots, broccoli, celery or salads. (Do not count French fries or potato chips when you answer this question.)
  - Every day
  - Most days
  - Some days
  - Never
- How often do you eat fruit? Fruit includes things like grapes, strawberries, melons, etc. (Do not count fruit juice when you answer this question.)
  - Every day
  - Most days
  - Some days

Never

- o How often do you drink sugary drinks? Sugary drinks include things like fruit punch, sports drinks, lemonade or other fruit-flavored drinks, regular (not diet) sodas, energy drinks, or sweet tea.

D Every day D

Most days D

Some days

D Never

- o How often do you drink water?

D 1 glass every day

D 2-3 glasses every day

D 4 or more glasses every day

D Almost never

- o How often do you or someone in your family make dinner at home? (Do not count food or left-overs from restaurants.)

D Every day D

Most days D

Some days

D Almost never

- o Do you talk with your family members about how to eat healthier at home? D

Yes

D No

Now, tell us about how you ate **YESTERDAY**.

- o Did you eat breakfast yesterday?

D Yes

D No

- o Did you eat any vegetables yesterday?

O Yes, 1 time D

Yes, 2 times

D Yes 3 or more times

D No, I did not eat any vegetables yesterday.

- o Did you eat any fruit yesterday?

D Yes, 1 time.

D Yes, 2 times.

D Yes 3 or more times.

No, I did not eat any fruit yesterday.

- o Did you have any sugary drinks yesterday?

Yes, 1 time.

D Yes, 2 times.

Yes 3 or more times.

No, I did not have any sugary drinks yesterday.

- o Did you or someone from your family make dinner at home last week? Do not count food or left-overs

from restaurants.)

Yes, 1 time.

Yes, 2 or 3 times.

Yes, 4 or more times.

No, no one made dinner at my home last week.

[Type here]

[Type here]

[Type here] 2

## Self-efficacy

- How sure are you that you can make healthy food choices?
  - Very sure
  - Sure
  - A little sure
  - Not sure
  
- How sure are you that you know how to make a healthy and delicious snack or meal?
  - Very sure
  - Sure
  - A little sure
  - Not sure
  
- How sure are you that you can explain to your family how to make healthier food choices?
  - Very sure
  - Sure
  - A little sure
  - Not sure

## Knowledge

### New Question 20

Please choose the best answer to complete the sentences

1. Drinking \_\_\_\_\_ every day will help me stay hydrated the healthy way.
- a. Water
  - b. Sports Drinks (like Gatorade)
  - c. Sodas
  - d. Sweet Tea
2. \_\_\_\_\_ everyday will help me concentrate and stay focused during school.
- a. Skipping breakfast
  - b. Drinking soda
  - c. Going out to eat
  - d. Eating a healthy breakfast

3. In order to build a healthy and balanced plate, I should cover half my plate with \_\_\_\_\_ .
  - a. white rice
  - b. colorful fruits and vegetables
  - c. meat
  - d. potato chips
  
4. The color of a fruit or vegetable shows me its \_\_\_\_\_ .
  - a. vitamins and nutrients
  - b. flavor
  - c. smell
  - d. food group

#### Vocabulary

1. Which of the following foods is a whole grain?
  - Brown rice
  - White rice
  - Potatoes
  - Black beans
  
2. What is the word for the parts of plants such as fruits and vegetables that cannot be digested?
  - Nutrient
  - Fat
  - Fiber
  - Protein
  
3. Foods that share similar nutrition content are called \_\_\_\_\_ .
  - A food group
  - An emulsion
  - A portion
  - In-season

#### True/False

- Highly processed foods keep their nutritional value
- Sports drinks, such as Gatorade, have a high amount of added sugar
- Canned fruits and vegetables with no added salt or sugar can be part of a healthy plate

## Post-Assessment Survey for CHEF in Schools

*Target Population: Children in grades 3 - 5 participating in CHEF in Schools (PE setting without hands on cooking activities)*

**Note: Text in italics are not included in the survey**

*Survey Introduction*

The following questions are designed to help us better understand your eating and cooking habits. Please take your time and do your best to answer all of the questions. This is not a test and your answers will not be graded. Thanks for your help!

1. Student ID#: \_\_\_\_\_
2. Grade Level: \_\_\_\_\_ (for example: 3) (*Field validation: drop-down list: 3, 4, 5, 6, 7 and 8*)
3. Have you ever taken any cooking or healthy eating classes either in school or somewhere else?
  - Yes
  - No

*Behavior*

*Behavior*

Now we want to learn more about what and how you **USUALLY** eat. Please do your best to answer the following questions. Don't worry, you will not be graded on this.

4. How often do you eat breakfast?
  - Every day
  - Most days
  - Some days
  - Never
- How often do you eat vegetables? Vegetables are things like carrots, broccoli, celery or salads. (Do not count French fries or potato chips when you answer this question.)
  - Every day
  - Most days
  - Some days
  - Never
- How often do you eat fruit? Fruit includes things like grapes, strawberries, melons, etc. (Do not count fruit juice when you answer this question.)
  - Every day
  - Most days
  - Some days
- How often do you drink sugary drinks? Sugary drinks include things like fruit punch, sports drinks,

lemonade or other fruit-flavored drinks, regular (not diet) sodas, energy drinks, or sweet tea.

- Every day
- Most days
- Some days
- Never

● How often do you drink water?

- Every day
- Most days
- Some days
- Never

● How often do you or someone in your family make dinner at home? (Do not count food or left-overs from restaurants.)

- Every day
- Most days
- Some days
- Never

● How often do you drink sugary drinks? Sugary drinks include things like fruit punch, sports drinks, lemonade or other fruit-flavored drinks, regular (not diet) sodas, energy drinks, or sweet tea

- Every day
- Most days
- Some days
- Never

● How often do you drink water?

- Every day
- Most days
- Some days
- Never

● How often do you or someone in your family make dinner at home? (Do not count food or left-overs from restaurants.)

- Every day
- Most days
- Some days
- Never

● Do you talk with your family members about how to eat healthier at home?

- Yes
- No

Now, tell us about how you ate **YESTERDAY**.

● Did you eat breakfast yesterday?

- Yes

- o No
- Did you eat any vegetables yesterday?
  - o Yes 1 time
  - o Yes 2 times
  - o Yes 3 or more times
  - o No, I did not eat any vegetables yesterday.
- Did you eat any fruit yesterday?
  - o Yes 1 time
  - o Yes 2 times
  - o Yes 3 or more times
  - o No, I did not eat any fruit yesterday.
- Did you have any sugary drinks yesterday?
  - o Yes 1 time
  - o Yes 2 times
  - o Yes 3 or more times
  - o No, I did not eat any sugary drinks yesterday.
- Did you or someone from your family make dinner at home last week? (Do not count food or left-overs from restaurants.)
  - o Yes, 1 time.
  - o es, 2 or 3 times.
  - o Yes, 4 or more times.
  - o No, no one made dinner at my home last week.

### Self-efficacy

- o Very sure
- o Sure
- o A little sure
- o Not sure
- How sure are you that you can make healthy food choices?
- o Very sure
- o Sure
- o A little sure
- o Not sure
- How sure are you that you know how to make a healthy and delicious snack or meal?
- o Very sure
- o Sure
- o A little sure
- o Not sure
- How sure are you that you can explain to your family how to make healthier food choices?

### Knowledge

#### New Question 20

Please choose the best answer to complete the sentences

5. Drinking \_\_\_\_\_ every day will help me stay hydrated the healthy way.
- Water
  - Sports Drinks (like Gatorade)
  - Sodas
  - Sweet Tea
6. \_\_\_\_\_ everyday will help me concentrate and stay focused during school.
- Skipping breakfast
  - Drinking soda
  - Going out to eat
  - Eating a healthy breakfast
7. In order to build a healthy and balanced plate, I should cover half my plate with \_\_\_\_\_.
- white rice
  - colorful fruits and vegetables
  - meat
  - potato chips
8. The color of a fruit or vegetable shows me its \_\_\_\_\_.
- vitamins and nutrients
  - flavor
  - smell
  - food group

### Vocabulary

4. Which of the following foods is a whole grain?
- Brown rice
  - White rice
  - Potatoes
  - Black beans
5. What is the word for the parts of plants such as fruits and vegetables that cannot be digested?
- Nutrient
  - Fat
  - Fiber
  - Protein
6. Foods that share similar nutrition content are called \_\_\_\_\_.
- A food group
  - An emulsion
  - A portion
  - In-season

## True/False

- Highly processed foods keep their nutritional value
- Sports drinks, such as Gatorade, have a high amount of added sugar
- Canned fruits and vegetables with no added salt or sugar can be part of a healthy plate

## **Addendum D** **CHEF Child Safety Policy**

### **General Purpose Statement**

CHEF (Culinary Health Education for Families) seeks to provide a safe and secure environment for the children who participate in our programs and activities. By implementing the below practices, our goal is to protect children from incidents of misconduct or inappropriate behavior while also protecting our staff and volunteers (workers) from false accusations.

### **Definitions**

**For purposes of this policy, the terms "child" or "children" include all persons under the age of eighteen (18) years.** The term "worker" includes both paid and unpaid persons who work with children on behalf of CHEF.

### **Selection of Workers**

**CHEF** will screen all persons who desire to work with the children participating in our programs and activities. This screening includes the following:

#### **a) Written Application**

All persons applying to be workers must complete and sign a written application in a form to be supplied by us. The application will request basic information from the applicant and will inquire into previous experience with children, and whether the applicant is eligible to work with or around children. The application form will be maintained in confidence on file at the CHEF.

#### **b) Personal Interview**

Upon completion of the application, a face-to-face interview may be scheduled with the applicant to discuss his/her suitability for the position.

#### **c) Criminal Background Check**

CHEF utilizes RedStar to perform criminal background checks on all CHEF employees and "volunteers" as defined above. CHEF neither stores nor has access to the applicant's personal information. CHEF only receives the results of the background check, which are kept confidential. If an individual declines to submit to the background check, s/he will be unable to work with children. A disqualifying offense that will keep an individual from working with children will be determined by the CEO of CHEF, on a case-by-case basis, in light of all the surrounding circumstances. Generally, convictions for an offense involving children and/or for offenses involving violence, dishonesty, illegal substances, indecency and any conduct contrary to our mission will preclude someone from being permitted to work with children.

### **Two Adult Rule**

It is our goal that a minimum of two unrelated adult workers will be in attendance at all times when children are being supervised during our programs and activities. Some youth classes may have only one adult teacher in attendance during the class session; in these instances, doors to the classroom should remain open and there should be no fewer than three students with the adult teacher.

### **Responding to Allegations of Child Abuse**

For purposes of this policy, "child abuse" is any action (or lack of action) that endangers or harms a child's physical, psychological or emotional health and development. Child abuse occurs in different ways and includes the following:

Physical abuse - any physical injury to a child that is not accidental, such as beating, shaking, burns, and biting.

- Emotional abuse - emotional injury when the child is not nurtured or provided with love and security, such as an environment of constant criticism, belittling and persistent teasing.

Sexual abuse - any sexual activity between a child and an adult or between a child and another child at least four years older than the victim, including activities such as fondling, exhibitionism, intercourse, incest, and pornography.

- Neglect - depriving a child of his or her essential needs, such as adequate food, water, shelter, and medical care.

Workers may have the opportunity to become aware of abuse or neglect of the children under our care. In the event that an individual involved in the care of children becomes aware of suspected abuse or neglect of a child under his/her care, this should be reported immediately to the CEO of CHEF as well as the CEO/Lead Administrator of the placement organization for further action, including reporting to authorities as may be mandated by state law.

In the event that an incident of abuse or neglect is alleged to have occurred at a CHEF class or during our sponsored programs or activities, the following procedure shall be followed:

1. The parent or guardian of the child will be notified.
2. The worker alleged to be the perpetrator of the abuse or misconduct will immediately be placed on leave pending an investigation and instructed to remain away from the premises during the investigation. He or she should be instructed to have no contact with the victim or with witnesses.
3. All allegations of abuse should be reported to the civil authorities, and the organization will comply with the state's requirements regarding mandatory reporting of abuse as the law then exists. The organization will fully cooperate with the investigation of the incident by civil authorities.
4. The insurance company will be notified, and the organization will complete an incident report. Any documents received relating to the incident and/or allegations will immediately be forwarded to the insurance company.
5. The organization will designate a spokesperson to the media concerning incidents of abuse or neglect. The advice of legal counsel will be sought before responding to media inquiries or releasing information about the situation to the congregation. All other representatives of the organization should refrain from speaking to the media.
6. Any person who is not found innocent of the alleged abuse or misconduct will be removed from their position working with children or youth.

### **Teenage Workers**

We recognize that there may be times when volunteers who are themselves under age 18 assist in CHEF programming or activities. The following guidelines apply to teenage workers:

- o Must be at least age 14.

- o Must be screened as specified above.
- o Must be under the supervision of an adult and must never be left alone with children.

The **CHEF Child Safety Policy** will be followed to the extent not inconsistent with the MOU between CHEF and SAISD.

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** **Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and University of Texas Health Science Center at San Antonio**

**PURPOSE:**             **PRESENTATION/DISCUSSION**  
                              **DISCUSSION/ACTION**

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:** Kendra Doyle, Senior Executive Director, Curriculum, Instruction & Assessment

**MEETING DATE:** September 12, 2022

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the renewal of the Memorandum of Understanding (MOU) between SAISD and University of Texas Health Science Center at San Antonio. This Abstinence-Plus Program promotes positive youth development through learning experiences that enhance awareness, build skills, and create opportunities to make positive health choices. This program is approved by the School Health Advisory Council (SHAC) and is provided at 35 campuses.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approves the MOU renewal with the University of Texas Health Science Center at San Antonio as presented.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

This program is grant funded from the University of Texas Health Science Center at San Antonio. The grant award is \$70,000.

### **IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff, and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	Curriculum, Instruction, & Assessment
Board Meeting Date:	September 12, 2022
	Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and University of Texas Health Science Center at San Antonio
Presenter:	Kendra Doyle, Sr. Exec. Dir., Curriculum, Instruction & Assessment
Cost:	This program is grant funded from the University of Texas Health Science Center at San Antonio. The grant award is \$70,000.
Board Goal:	Increase the District overall grade under State Accountability and the percent of campuses rate Accomplished or Higher on the SAISD School Performance Framework (SPF) Increase % on-time, 4-year Graduation and decrease Dropout Rates Increase the percent of graduates attending College

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
2,927	61	37	\$0.	\$0.	\$0.

### HISTORICAL DATA

Include Pertinent Data and Information (Year, Value Added & Results/Findings)

<p>Questions to consider:</p> <p>If a renewal, include data that supports this renewal</p> <p>Is this an expansion of the program? If so, why?</p>	<p>Is this a renewal? <input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No</p> <p>SAISD and UT Health Science Center have a history of working together to promote adolescent health and prevent teen pregnancy in San Antonio, Texas, where teen birth rates are more than double the national average.</p> <p>The purpose of this initiative is to have a significant impact on improving the optimal health of adolescents through saturation of communities to replicate effective programs with fidelity. The two evidence-based teen pregnancy prevention programs in this initiative include Draw The Line/Respect The Line and Reducing The Risk.</p> <p>The overall goal of Draw The Line/Respect The Line and Reducing The Risk is to address risky behaviors through learning experiences that enhance awareness. Program outcomes over the past seven years have shown a 65% reduction in teen pregnancy in SAISD.</p>
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## MEMORANDUM OF UNDERSTANDING

Between

The University of Texas Health Science Center at San Antonio

and

San Antonio Independent School District

### I. Project Overview

The University of Texas Health Science Center at San Antonio (UT HEALTH SA) UT Teen Health received funding under opportunity number: AH-TP1-20-001, *Optimally Changing the Map of Teen Pregnancy through Replication of Programs Proven Effective*. The purpose of this initiative is to have a significant impact on improving the optimal health of adolescents through saturation of communities to replicate effective programs with fidelity. The overall goal is to promote healthy adolescents and positive youth development by addressing risky behaviors through learning experiences that enhance awareness, increase motivation, build skills, and create opportunities to access environments that make positive health practices the easiest choice. Additionally, program materials used are medically accurate, age-appropriate, culturally and linguistically appropriate, and trauma-informed. UT HEALTH SA UT Teen Health hopes to collaborate to saturate the San Antonio Independent School District community to leverage systems to build developmental assets and protective factors and lower risk factors in order to prevent teen births and provide better access to environments that promote optimal health and preventative care.

San Antonio Independent School District and UT HEALTH SA UT Teen Health have a history of working together to promote adolescent health and prevent teen pregnancy in San Antonio, Texas, where teen birth rates are more than double the national average. However, it has not partnered on a saturation project, formally, since 2015. San Antonio Independent School District is committed to the collaboration of this project.

San Antonio Independent School District have expressed support of this initiative as well as their willingness to participate and collaborate as a partner. San Antonio Independent School District is committed to engage in the planning process of this initiative by providing UT HEALTH SA UT Teen Health with strategies to saturate its community with effective programs and supportive services focused at changing individual attitudes, efficacy, and behaviors, as well as community-level knowledge and attitudes towards supporting optimal health for teens. San Antonio Independent School District is prepared to partner with UT HEALTH SA UT Teen Health to support the delivery of effective programs that focus on positive youth development and the prevention of risky behaviors as part of a replicating strategy to promote optimal health and reduce teen pregnancy. This includes participating in activities related to monitoring and evaluating the impact of the selected program. Monitoring and evaluation findings will be invaluable in establishing project merit and ensure feasibility and ongoing quality improvement while reaching the goals of promoting optimal adolescent health, healthy decision making, and ultimately decreasing the teen pregnancy rate.

UT HEALTH SA UT Teen Health's expertise in building collaboration between partners, providing program materials and trainings that are medically accurate, age-appropriate, culturally and linguistically appropriate and trauma-informed and working with youth leadership councils make UT HEALTH SA UT Teen Health a highly qualified applicant. UT HEALTH SA UT Teen Health is committed to this initiative.

As the lead agency, UT HEALTH SA UT Teen Health will oversee all project activities and have overall responsibility for achievement of project goals and objectives. Specifically, UT HEALTH SA UT Teen Health will provide the following: (1) the curriculum, (2) training and technical assistance to their staff on the implementation of the curriculum and (3) provide data for the performance measures required.

UT HEALTH SA UT Teen Health will work with San Antonio Independent School District to ensure that they are provided with the necessary training and technical assistance that will enable them to maximize their contribution to the initiative. Specifically, UT HEALTH SA UT Teen Health will provide the following:

1. Strategies to identify the best fit of an effective curriculum, including additional needs assessment strategies.
2. Training and technical assistance to staff and administrators on the implementation of the curriculum including facilitator training.
3. A systems-thinking approach which employs the Department of Health and Human Services TAG<sup>®</sup> Framework which identifies multiple leverage points to maximize impact and promote optimal health in providing education and opportunities to students, staff, parents/caregivers, and community members.
4. Training on implementing Positive Youth Development techniques, ACEs and utilizing trauma-informed approaches, as well as caregiver/student education aimed to improve communication and strengthen supportive adult connection for adolescents.
5. Assist with linkages to area youth-serving organizations such as adolescent mental health services and teen friendly clinics.
6. Monitor, evaluate, and improve the project; and use key performance measures for documentation, including outcome data, if appropriate.
7. Integrate a communication and dissemination plan to highlight lessons learned and initiative successes.

Under the supervision of UT HEALTH SA UT Teen Health, San Antonio Independent School District will:

1. Assist with necessary logistics, access, administrative time and space to accomplish goals during the year.
2. Coordinate with UT HEALTH SA UT Teen Health as they conduct needs assessments and ensure programs are a good fit to meet the needs of the community.
3. Participate in regular stakeholder Community Advisory Group and promote a systems thinking approach, which identifies multiple leverage points within the community to maximize impact.

4. Participate in a Continuous Quality Improvement process to ensure quality, fit and sustainability of activities.

6. Implement the effective program(s), chosen by the organization, to adolescents in 6<sup>th</sup>-12<sup>th</sup> grade, saturating 25% of targeted school community that are eligible for programing, identified by San Antonio Independent School District.
7. Collaborate to establish mechanisms to regularly collect and submit evaluation tools to UT HEALTH SA UT Teen Health to support monitoring and evaluation activities (this may include fidelity logs, attendance logs, observation logs, and demographic information, or surveys).
8. Participate in needed training and technical assistance meetings and events.
9. Estimate number of youth served annually: 1,400
10. Estimate number of parents/caregivers served annually: 100
11. A close-out report to be provided to UT HEALTH SA UT Teen Health upon completion of the project.

### III. Terms of Agreement

This Memorandum of Understanding will begin February 23, 2022 and be valid through June 30, 2023. All provisions of the Memorandum of Understanding shall be in compliance with the policies governing each of the respective organizations and the rules and regulations of the UT HEALTH SA UT Teen Health.

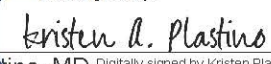
UT HEALTH SA UT Teen Health is not responsible for providing any insurance or other fringe benefits, including, but not limited to social security, worker’s compensation, income tax withholdings, retirement or leave benefits, for San Antonio Independent School District or employees hired under this agreement. San Antonio Independent School District assumes full responsibility for the provision of all such legally required insurances and fringe benefits for San Antonio Independent School District and its employees assigned to this project.

For purposes of this agreement, the San Antonio Independent School District is not an agent of the UT HEALTH SA UT Teen Health and the UT HEALTH SA UT Teen Health is not an agent of the San Antonio Independent School District. Neither party has the right or authority to bind the other party through its actions or any other contracts or communications.

The University of Texas Health Science Center at San Antonio  
Chris G. Green, CPA

DocuSigned by:  
 Signature:  Date: 4/20/2022  
EAA3B13A9DA7421...

The University of Texas Health Science Center at San Antonio  
Kristen Plastino, MD

DocuSigned by:  
 Signature:  Date: 4/19/2022  
Kristen Plastino, MD. Digitally signed by Kristen Plastino, MD  
 Date: 2021.12.13 09:18:49 -0600

San Antonio Independent School District  
Dr. Jaime Aquino, Superintendent of School

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and Girls On The Run of Bexar County

**PURPOSE:**  PRESENTATION/DISCUSSION  
 DISCUSSION/ACTION

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:** Kendra Doyle, Senior Executive Director, Curriculum, Instruction & Assessment

**MEETING DATE:** September 12, 2022

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the renewal of the Memorandum of Understanding (MOU) between SAISD and Girls On The Run of Bexar County (GOTRBC). GOTRBC is a non-profit organization that offers programs to strengthen third through eighth grade girls' social, emotional, physical, and behavioral skills.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approves the MOU renewal with Girls On The Run and SAISD.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

Services provided to the District at no cost and are valued at approximately \$1,500 per participating campus.

### **IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff, and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	Health & Physical Education
Board Meeting Date:	September 12, 2022
Agenda Title:	Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and Girls On The Run of Bexar County
Presenter:	Kendra Doyle, Sr. Exec. Dir., Curriculum, Instruction, & Assessment
Cost:	Services provided to the District at no cost and are valued at approximately \$1,500 per participating campus.
Board Goal:	Increase the District overall grade under State Accountability and the percent of campuses rate Accomplished or Higher on the SAISD School Performance Framework (SPF) Increase % on-time, 4-year Graduation and decrease Dropout Rates Increase the percent of graduates attending College

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
12,000	122	61	\$0	\$0	\$0

### HISTORICAL DATA

Include Pertinent Data and Information (Year, Value Added & Results/Findings)

<p>Questions to consider:</p> <p>If a renewal, include data that supports this renewal</p> <p>Is this an expansion of the program? If so, why?</p>	<p>Is this a renewal? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Girls on the Run Bexar County (GOTRBC) has worked with elementary and middle schools in SAISD since 2011. Girls on the Run trains SAISD teachers and community volunteers like SAISD parents to extend the physical education curriculum for girls in 3rd-8th grade. These coaches use physical activity and dynamic discussions to build social, emotional, and physical skills. They have supported schools like Hawthorne, YWLA, Will Rogers Academy, Baskin, and Lamar.</p> <p>GOTRBC will operate on school campuses in spring and in fall for each of their 10-week seasons, meeting twice a week for 90 minutes after school. GOTRBC will not operate during Teacher Workdays, Early Release Days, Snow Days, Holidays, or other school/site closings. The team will consist of eight to fifteen girls. Additional girls/teams may be added with the permission of GOTRBC staff.</p>
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**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
GIRLS ON THE RUN OF BEXAR COUNTY  
AND  
SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**

**Purpose**

The purpose of this Memorandum of Understanding (“MOU”) is to define the agreement by which Girls on the Run of Bexar County (“GOTRBC”) and San Antonio Independent School District (“SAISD”) will work together to deliver Girls on the Run® programming.

The Primary Contact for GOTRBC is: Daliene Hendon, [daliene.hendon@girlsontherun.org](mailto:daliene.hendon@girlsontherun.org), 210-901-0166.

The Primary Contact for SAISD is: Raul Salazar, [rsalazar@saisd.net](mailto:rsalazar@saisd.net), 210-554-2540, ext. 54075.

**Program Dates and Times**

GOTRBC will operate on school campuses in spring and in fall for each of their 10-week seasons, meeting twice a week for 90 minutes after school. GOTRBC will not operate during Teacher Workdays, Early Release Days, Snow Days, Holidays, or other school/site closings. The team will consist of eight to fifteen girls. Additional girls/teams may be added with permission of GOTRBC staff.

**Responsibilities of GOTRBC**

- Implement GOTRBC programs during designated time periods.
- Ensure that coaches:
  - Are CPR/First Aid certified (minimum: one coach per team)
  - Have successfully passed a background check
  - Are trained to implement GOTRBC programs and provide an emotionally and physically safe space for youth, including youth with disabilities
- Provide program marketing and registration materials to the site liaison
- Provide program materials and a healthy snack on each meeting day
- Name SAISD as Additional Insured under GOTRBC's insurance program, if required

**Responsibilities of SAISD**

- Designate contact person (site liaison) to coordinate with GOTRBC staff and coaches for the duration of the season
- Confirm program support and approval from the school administration or site director



- Provide a dedicated, safe, and accessible outdoor running and activity space and a dedicated, safe, and accessible indoor running and activity space for use during inclement weather
- Recruit two to four volunteer coaches who must attend GOTRBC coach training
- Provide GOTRBC program participants access to accessible restrooms and drinking fountains during program time
- Make sure non-GOTRBC youth and non-coaching adults do not enter the GOTRBC program area during program time
- Provide GOTRBC with risk management assets such as the site safety plan, active shooter policy, and crisis management procedures.


**Confidentiality and Intellectual Property**

SAISD acknowledges GOTRBC as the sole owner and/or authorized licensee of all trademarks, copyrighted materials, and its exclusive right, title, and interest in and to the Girls on the Run name, Girls on the Run Marks, copyrighted materials, and other assets. All content included as part of Girls on the Run, such as text, graphics, logos, images, videos, and other content is owned exclusively by Girls on the Run.

GOTRBC and SAISD agree not to disclose any confidential information, directly or indirectly, under any circumstances or by any means, to any third person, with the exception of consulting attorney(s), accountant(s), and business managers, without the express written consent of both parties.

By signing below, you agree to and accept the terms of the Memorandum of Understanding.

**GIRLS ON THE RUN BEXAR COUNTY:**

	Minka Misangyi, Executive Director
Signature	Printed Name and Title
June 14, 2022	
Date	

**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT:**

Signature	Printed Name and Title
Date	

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and San Antonio Youth Literacy (SAYL)

**PURPOSE:**         PRESENTATION/DISCUSSION  
                       DISCUSSION/ACTION

**REQUESTED BY:** Patti Salzmann, Deputy Superintendent

**PRESENTER:**     Kendra Doyle, Sr. Executive Director, Curriculum, Instruction & Assessment

**MEETING DATE:** September 12, 2022

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The Board is requested to approve the renewal of the Memorandum of Understanding (MOU) between SAISD and San Antonio Youth Literacy (SAYL) in support of promoting the literacy skills of at-risk youth. This coordinated effort will provide one-on-one tutoring in reading for children in elementary grade levels, increase children's self-confidence and desire to read, and measurably increase the reading level of each student who is tutored. Each SAYL volunteer reading tutor will read with children on site, or on a virtual platform.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Be it resolved that the Board approves the renewal of the MOU between SAISD and San Antonio Youth Literacy as presented.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

To be funded with State Compensatory Education funds in the amount of approximately \$5,000.

### **IV. 2022 - 2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership, or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff, and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	Curriculum, Instruction, & Assessment
Board Meeting Date:	September 12, 2022
Agenda Title:	Approval of the Renewal of the Memorandum of Understanding (MOU) Between SAISD and San Antonio Youth Literacy (SAYL)
Presenter:	Kendra Doyle, Sr. Exec. Dir., Curriculum, Instruction & Assessment
Cost:	To be funded with State Compensatory Education funds in the amount of approximately \$5,000
Board Goal:	Increase the percent of all students on grade level

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
3,137	177	43	\$1.59	\$28.25	\$116.28

### HISTORICAL DATA

Include Pertinent Data and Information (Year, Value Added & Results/Findings)

<p>Questions to consider:</p> <p>If a renewal, include data that supports this renewal</p> <p>Is this an expansion of the program? If so, why?</p>	<p>Is this a renewal? <input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No</p> <p>San Antonio Youth Literacy (SAYL) is a non-profit organization which provides reading and comprehension assistance to students by partnering students with a community reading buddy. Volunteers are matched with students to provide reading practice that is responsive to the student’s needs and address literacy gaps.</p> <p>SAYL has reported across Bexar County that 94% of students participating in the program demonstrate improvement by at least one reading level, and on average participating students improve by 4.45 reading levels.</p> <p>In 2019 – 2020, SAYL successfully served 36 elementary schools and 7 academies. In 2020 – 2021, SAYL was scheduled to serve 10 elementary schools and academies with virtual volunteers. Due to the Pandemic, this proved to be a challenge, and volunteers were unable to meet with students.</p> <p>In 2021 – 2022, SAYL volunteers were not permitted into the schools for much of the year, but once Reading Buddies were able to work, they served students in a one-on-</p>
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one setting.

For 2022 – 2023 SAYL will continue to work with campuses and individual teachers, to match identified students with virtual and in-person volunteers, create a regular schedule for meetings, and identify the appropriate digital platforms to facilitate the session. SAYL will also partner with the Extended Learning department to provide Reading Buddy opportunities to students in afterschool programs.

The SAYL MOU is a renewal to continue community partnerships that improve literacy achievement of our students. The renewal reflects changes made in response to procedures for permitting volunteers to meet with the students in person or via a virtual conferencing platform.

**MEMORANDUM OF UNDERSTANDING**  
**between**  
**SAN ANTONIO YOUTH LITERACY**  
**AND**  
**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**  
**2022 - 2023**

**I. Purpose**

The purpose of this MEMORANDUM OF UNDERSTANDING (MOU) is to establish a general working agreement between SAN ANTONIO YOUTH LITERACY (SAYL) and SAN ANTONIO INDEPENDENT SCHOOL DISTRICT (SAISD). This is an effort to coordinate policies and practices in order to uphold the following objectives:

- To provide one-on-one tutoring in reading for children in second grade.
- To increase children's self-confidence and desire to read.
- To measurably increase the reading level of each student who is tutored.

This MOU represents a non-legally binding expression of SAYL and SAISD in mutual support of promoting the literacy skills of San Antonio's at-risk youth.

By entering into this agreement, SAYL and SAISD acknowledge that they will work in partnership to achieve and fulfill the objectives of this affiliation.

**II. Expectations**

SAISD agrees to commit to the following:

- To process the criminal background checks for each participating volunteer before the volunteer begins working with the children in the SAISD facility/school. SAISD will notify SAYL of clearance within 48 hours of submission date.
- To provide any additional information or school protocol to volunteers, as it relates to volunteering.
- To provide a designated Site Director selected by the campus principal that will be the main point of contact between the individual campuses and SAYL.
- To provide each volunteer reading tutor with a space to read with the children within the supervision of Program Site personnel/school liaison.
- To provide SAYL with consistent available times for volunteers to read with children at the site in person or with a student at the site meeting with a volunteer on a virtual platform provided by SAYL and approved by SAISD.
- To maintain communication with SAYL via phone, fax, or email in all matters concerning SAYL partners, staff, policies, program, and SAYL Reading Buddies.
- To provide information on any testing or event that will conflict with tutoring times in a timely manner that will allow SAYL time to inform the Reading Buddies.
- To provide current assessment data (F&P, MAP, etc.) on all students in or considered for the program in a timely manner, as agreed upon per the Data Sharing Agreement. This includes end of year data used to identify students for the program as well as October, January and May assessment data from the current year used to monitor the program.
- To provide staff support to SAYL Reading Buddies. SAISD will ensure that each campus sends their designated Site Director to train prior to the implementation of the program.
- To support efforts by SAYL to register eligible students and, if required by the school, obtain parent permission to participate in the program.
- To provide student data at the campus level for each student that participates in SAYL Reading Buddy program. Individual student ID #'s will be provided to SAYL at the beginning of the school year.

- To immediately notify SAYL of any issues that might affect the implementation of the program, which includes the District needing to exercise its right to exclude any volunteer from further participation in the event of some disruption or misconduct by the volunteer.
- To respond to all SAYL staff questions and/or concerns in a timely manner so long as answering questions does not conflict with SAISD daily activities.
- Books provided for this program are the property of SAISD. In the event of termination of this agreement by either party, books shall continue to be used for the explicit purpose of helping children's reading readiness.
- To provide students in the program with access to virtual reading resources provided by SAISD, to be shared via the virtual platform with SAYL volunteers.

SAYL agrees to commit to the following:

- To follow the SAISD process for criminal background checks for each participating volunteer.
- To provide SAYL Reading Buddies with training, support, encouragement, and supervision while involved in the program.
- To maintain applications and records on each SAYL Reading Buddy.
- To provide a reading trunk and other program materials to the program site, and to ensure the quality of the program materials, and replace as needed, for the duration of the program. To otherwise provide digital reading material or resources in a virtual tutoring session. All program supplies will be returned to SAYL in the event of termination of this agreement by either party.
- To generate and maintain the Student Priority List at each campus.
- To share project evaluation results.
- To conduct periodic site visits.
- To respond to Program Site staff questions or concerns in a timely manner.

### III. Payment Obligations

In exchange for services to be rendered by SAYL under this MOU, SAISD agrees to compensate SAYL in the amount of \$5,000. The remainder of the costs are covered through grant and fundraising donations secured by SAYL. SAYL will submit an invoice via email to the following contact: Kendra Doyle, SAISD Senior Executive Director for Curriculum, Instruction, and Assessment.

### IV. Implementation

This MOU will be effective upon the signature of the official representative(s) of SAISD and SAYL and shall remain in effect until June 2023. This MOU may be amended at any time by mutual written consent of the authorized parties to the MOU. In the event that termination is requested by either party, 30 days written notice shall be given prior to termination.

Prior to the start of each school year, parties agree to review, and revise MOU based on any appropriate changes to the program.

Dr. Jaime Aquino  
 Superintendent of Schools  
 San Antonio Independent School District  
 514 W. Quincy St.  
 San Antonio, TX 78212

Dr. Deborah L. Valdez, Ed. D.  
 Executive Director  
 San Antonio Youth Literacy  
 San Antonio, TX 78232



**SAN ANTONIO YOUTH LITERACY AND SAN ANTONIO ISD DATA SHARING  
AGREEMENT FOR SCHOOL YEAR 2020-2021**

San Antonio Youth Literacy (SAYL) is requesting access to San Antonio ISO reading benchmark assessment data (Fountas & Pinnell, etc.) for the purposes of identifying students appropriate for the SAYL program and for monitoring the progress of students in the SAYL program. The specific information requested will be by student first and last name and SAISD Student ID number and will allow individual tracking of the following information: grade level, gender, ethnicity, and reading benchmark assessments levels with supporting information. SAYL also requests 3rd grade STAAR reading scores of former program participants to measure the longevity of reading gains.

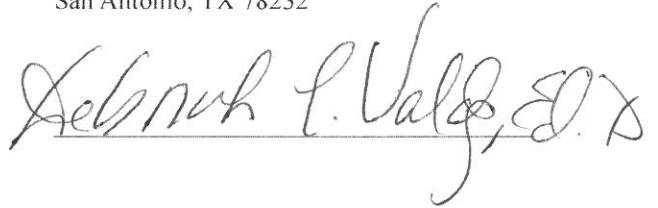
SAYL will request that teachers identify students for inclusion in the program by using end of previous year assessment data. While the SAYL program is predominantly a second-grade reading program and in most cases the data used to identify students for the program will be the end of first grade data, there are occasionally specific circumstances in which the school requests that SAYL work with students in other grades. In that case, the appropriate assessment data would be used to determine reading level.

In addition to determining inclusion in the program, this assessment data will be used to determine the initial reading level for the student. As additional assessments are conducted by the district, the new assessment levels for students in the program will be shared with SAYL and used by SAYL to monitor student progress and to determine overall improvement over the course of the school year. SAYL will receive the assessment data following the October, January, and May assessments by the 15th of the month following the assessments. If a school conducts assessment at a different time, SAYL will receive the assessment data on the 15th of the month following assessments.

Only data pertaining to students in the SAYL program or potential students for the SAYL program will be shared. This data will be considered confidential and will not be shared outside of the SAYL program in any manner that identifies the assessment level of a particular student.

Dr. Kenneth Thompson  
Chief Information Officer  
San Antonio Independent School District  
514 W. Quincy St.  
San Antonio, TX 78212

Dr. Deborah L. Valdez, Ed. D.  
Executive Director  
San Antonio Youth Literacy  
San Antonio, TX 78232



**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**  
Vendor Data Confidentiality Agreement Form

San Antonio Youth Literacy (hereinafter referred to as "Vendor"), has requested data from the District database (hereinafter referred to as "District data" or "data") maintained by San Antonio Independent School District (hereinafter referred to as "SAISD" or "District"). Vendor has or intends to enter into a contract/license/other agreement ("Contract") with SAISD to provide services to SAISD. Vendor has requested or intends to request access to data for the purpose of providing the services specified in the Contract. SAISD has agreed or intends to provide the requested data, provided that Vendor agrees to comply with the terms and conditions set forth in this Confidentiality Agreement. **THIS AGREEMENT SUPERSEDES AND REPLACES ANY AND ALL OF VENDOR'S TERMS AND CONDITIONS TO THE CONTRARY REGARDING THE FOLLOWING DESCRIBED "APPLICABLE DATA."**

**Applicable Data**

This agreement applies to Student data, Financial data, Payroll data, Demographic data, and any or all other data that Vendor has accessed or received from the District. Vendor hereby agrees that it will use the District data solely for the purpose of providing the services specified in the Contract with SAISD.

**Student Data in Particular**

SAISD will provide student data that may- contain personally identifiable information from an education record of a student to Vendor pursuant to the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g (b)(1)(F), and regulations issued under FERPA, 34 C.F.R. § 99.31 (a)(6). Vendor agrees that it will maintain the confidentiality of the data in accordance with 20 U.S.C. § 1232g(b)(1)(F), 34 C.F.R. §99.31(a)(6), and the terms of this Confidentiality Agreement.

For purposes of this Confidentiality Agreement, the term "personally identifiable information from an education record" may include, but is not limited to: (a) the student's name; (b) the name of the student's parent or other family member; (c) the address of the student or the student's family; (d) a personal identifier such as the student's social security number or other student number; (e) information about a group of students that contains five (5) or fewer students; (e) a list of personal characteristics that would make the student's identity known or easily traceable; and (f) any other information that would make the student's identity known or easily traceable.

Vendor agrees that it will always maintain the confidentiality of personally identifiable student information contained in the District data and will keep the data in a secure location. Vendor shall restrict access to personally identifiable student information to only those employees who are participating in the contract.

Vendor understands and agrees that failure to adhere to the terms of this Confidentiality Agreement may violate federal law, could result in sanctions imposed by the federal government, and/or cause litigation by students or parents of students whose records are allegedly misused. Should the vendor not comply with the terms of this agreement, the District has the right to withhold further release of student data to the Vendor and to take legal action against the vendor for damages or other relief.

**Financial, Payroll, Employee, Vendor, Demographic, or other District Data in Particular**

For purposes of this Confidentiality Agreement, the terms "Financial, Payroll, Employee, Vendor, Demographic, or other District data", includes but is not limited to, data that includes employee or vendor names; employee identification numbers; federal identification numbers; social security numbers; and/or vendor or employee home or work addresses, phone numbers, birthdates, job titles, pay amounts, email addresses, bank account numbers, bank routing numbers, and/or check numbers. Vendor agrees that he/she will maintain the confidentiality of all District data contained in the District records Vendor receives or obtains access to at all times and will keep the District data in a secure location. Vendor shall restrict access to all data contained in the District records to those employees who are participating in the contract.

Vendor understands and agrees that failure to adhere to the terms of this Confidentiality Agreement may violate federal law, could result in sanctions imposed by the federal government, and/or cause litigation by affected employees and/or vendors whose records are allegedly misused. Should the vendor not comply-with the terms

of this agreement, District has the right to withhold further release of any or all data including employee, vendor or any other District data previously made accessible to Vendor.

**Other Terms and Condition**

Vendor agrees to keep secret any District system information, including all documentation, database or table descriptions, data schema, diagrams, and other materials containing only portions of the District data structures or other District system specifications.

Vendor agrees to provide newly-generated or collected data (such as assessment scores, student course selections, payroll data, employee attendance data, or other data) to the Office of Technology and Management Information Services in a mutually agreeable format using secure file transfer protocols. Vendor agrees that it will not release or disclose any of the District data in any manner except as expressly described in this Confidentiality Agreement, unless Vendor has received prior written authorization from the District.

Should there be a breach of confidentiality by Vendor and a release of District data (including but not limited to personally identifiable student data) to any third party not a party to this agreement, Vendor hereby agrees to provide immediate notification services to the appropriate parties at its sole expense, including but not limited to, providing notice to the District, the affected student, the parents of the affected student, the affected employee, and/or the affected vendor regarding the release of confidential data that has occurred. Furthermore, Vendor will promptly indemnify, defend, and hold harmless District, its present and future officers, employees and agents, from and against all claims, suits, demands, damages, losses, judgments, fines and costs, including reasonable attorney's fees and court costs, made against District or its officers, employees or agents to the extent they arise from Vendor's negligent acts or omissions, or willful misconduct or violation of law in the performance of services for District that lead to a breach of this Confidentiality Agreement.

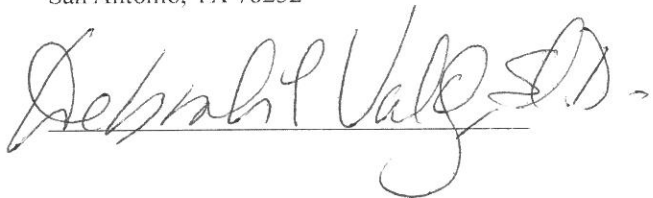
Vendor agrees that it will promptly return the District data and system information to SAISD upon written request by SAISD or when the Vendor contract ends. Vendor further agrees that it will delete and not retain the District data or system information when it is no longer needed for the purposes described in this Confidentiality Agreement and the Vendor contract.

Nothing in this agreement shall affect in any way Vendor's use of personally identifiable information received from any person other than SAISD, its employees or agents, or from SAISD students.

By signing below, Vendor accepts and agrees to the terms and conditions set forth in this Confidentiality Agreement.

Dr. Kenneth Thompson  
Chief Information Officer  
San Antonio Independent School District  
514 W. Quincy St.  
San Antonio, TX 78212

Dr. Deborah L. Valdez, Ed. D.  
Executive Director  
San Antonio Youth Literacy  
San Antonio, TX 78232



If document does not apply, you must still sign and mark N/A

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of Monthly Budget Reports and Amendments for September 2022

**PURPOSE:**         PRESENTATION/DISCUSSION  
                          DISCUSSION/ACTION

**REQUESTED BY:** Dottie Carreon, Associate Superintendent for Financial Services and Business Operations

**PRESENTER:**        Dottie Carreon

**MEETING DATE:** September 12, 2022

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### **I. DESCRIPTION OF ITEM FOR DISCUSSION AND/OR APPROVAL**

The monthly Amended Budget report is a one page summary of the budget amendment impact on the 2022-2023 original budget adopted by the Board for the General Fund, Food Service Fund, and Debt Service Fund. Budget amendments are presented to the Board at a regularly scheduled business meeting. The original budget is amended when changes take place from one function to another function or when a request is made to increase or decrease the budget.

### **II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED**

Resolved that the Board of Trustees approve the budget amendments for the month of September 2022.

### **III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**

As indicated on the following pages.

### **IV. 2022-2023 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
- SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.



**SAN ANTONIO ISD  
FINANCIAL SERVICES DIVISION**

**SEPTEMBER 2022**

2022-23 Budget Amendment # 1

**General Fund**

<b>I. INCREASE FUND BALANCE</b>	<b>Requested By:</b>	<b>Amount</b>
A. Increase Estimated Revenue:		-
		-----
		\$ -
 B. Decrease Appropriations:		-
		-----
		\$ -
 I. Total transactions increasing Fund Balance		\$ -
		-----
		\$ -
 <b>II. DECREASE FUND BALANCE</b>	<b>Requested By:</b>	<b>Amount</b>
A. Increase Appropriations:		-
		-----
		\$ -
 B. Decrease Estimated Revenue:		-
		-----
		\$ -
 II. Total transactions decreasing Fund Balance		\$ -
		-----
		\$ -
 <b>III. NO CHANGE TO FUND BALANCE</b>	<b>Requested By:</b>	<b>Amount</b>
A. Decrease Estimated Revenue and Appropriations:		
Setup Indirect Costs Fd 229-1	B. Rodriguez	(50,000)
		-----
		\$ (50,000)
 B. Increase Estimated Revenue and Appropriations:		
Setup Indirect Costs Fd 229-1	B. Rodriguez	50,000
United Way EDI District Stipend	A. Martinez	250
		-----
		\$ 50,250
 C. Decrease Appropriations and Increase Transfers Out to Other Uses		-
		-----
		\$ -
 III. Total transactions with no impact on Fund Balance		\$ 250
		-----
		\$ 250
 <b>IV. Net increase (decrease) to General Fund Balance for this Budget Amendment</b>		<b>\$ -</b>

**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**  
**Budget Amendment No. 1**  
**For SEPTEMBER 2022**  
**Board Agenda**  
**GENERAL OPERATING FUND**

<b>REVENUE</b>	<b>Budget As Adopted July 1, 2022</b>	<b>Budget as Amended</b>	<b>Administrative Adjustments #1</b>	<b>BA No.1 Changes</b>	<b>Budget As Amended Thru BA #1</b>
5700 Local	\$ 222,642,362	\$ 222,642,362	\$ -	\$ 250	\$ 222,642,612
5800 State	218,654,963	218,654,963	-	50,000	218,704,963
5900 Federal	11,500,000	11,500,000	-	(50,000)	11,450,000
Total Revenue	452,797,325	452,797,325	-	250	452,797,575
Fm Resv. & Desig. Fund Bal	-	-	-	-	-
Subtotal	452,797,325	452,797,325	-	250	452,797,575
7900 Other Resources	-	-	-	-	-
<b>Total Revenue &amp; Other Resources</b>	<b>\$ 452,797,325</b>	<b>\$ 452,797,325</b>	<b>\$ -</b>	<b>\$ 250</b>	<b>\$ 452,797,575</b>
<b>APPROPRIATIONS</b>					
11 Instruction	\$ 268,895,707	\$ 268,895,707	\$ (100,734)	\$ 250	\$ 268,795,223
12 Inst Resources & Media	5,164,486	5,164,486	3,478	-	5,167,964
13 Curriculum & Prof. Dev.	10,863,978	10,863,978	(48,202)	-	10,815,776
21 Instructional Administration	10,585,632	10,585,632	38,967	-	10,624,599
23 School Leadership	41,742,084	41,742,084	39,107	-	41,781,191
31 Guidance & Counseling	5,876,983	5,876,983	(37,228)	-	5,839,755
32 Social Work Services	243,771	243,771	-	-	243,771
33 Health Services	8,957,120	8,957,120	6,813	-	8,963,933
34 Student Transportation	12,997,308	12,997,308	-	-	12,997,308
35 Food Services	803,615	803,615	-	-	803,615
36 Cocurricular/Extracurricular	14,269,954	14,269,954	44,209	-	14,314,163
41 General Administration	16,471,636	16,471,636	17,881	-	16,489,517
51 Plant Maintenance	38,200,457	38,200,457	(12,466)	-	38,187,991
52 Security & Monitoring	3,809,432	3,809,432	(1,031)	-	3,808,401
53 Data Processing	10,589,765	10,589,765	-	-	10,589,765
61 Community Services	1,639,835	1,639,835	17,680	-	1,657,515
71 Debt Services- Principal	-	-	-	-	-
72 Debt Services- Interest	-	-	-	-	-
73 Debt Services- Other Costs	-	-	-	-	-
81 Facilities Acq. & Construction	318,560	318,560	31,526	-	350,086
93 Payments to Members SSA	-	-	-	-	-
95 Payments to JJAEP	49,543	49,543	-	-	49,543
99 Intergovernmental Charges	1,317,459	1,317,459	-	-	1,317,459
Total Appropriations	452,797,325	452,797,325	-	250	452,797,575
Other Uses	890	890	-	-	890
<b>Total Appropriations &amp; Other Uses</b>	<b>\$ 452,798,215</b>	<b>\$ 452,798,215</b>	<b>\$ -</b>	<b>\$ 250</b>	<b>\$ 452,798,465</b>
Beginning Fund Balance 7/01/22	\$ 106,825,654	\$ 106,825,654	-	-	\$ 106,825,654
Net Revenue/Sources over (Appropriations) / (Uses)	\$ (890)	\$ (890)	\$ -	\$ -	\$ (890)
Ending Fund Balance 6/30/23	\$ 106,824,764	\$ 106,824,764	-	-	\$ 106,824,764

NOTE 1 - Beginning Fund Balance is estimated until completion of 2021-22 Comprehensive Annual Financial Statement (CAFR)

**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**  
**Budget Amendment No. 1**  
**For SEPTEMBER 2022**  
**Board Agenda**  
**FOOD SERVICE FUND**

<b>REVENUE</b>	<b>Budget As Adopted July 1, 2022</b>	<b>Budget As Amended</b>	<b>Administrative Adjustments #1</b>	<b>BA No.1 Changes</b>	<b>Budget As Amended Thru BA #1</b>
5700 Local	\$ 829,861	\$ 829,861	\$ -	\$ -	\$ 829,861
5800 State	161,016	161,016	-	-	161,016
5900 Federal	42,488,082	42,488,082	-	-	42,488,082
Total Revenue	43,478,959	43,478,959	-	-	43,478,959
7900 Other Resources	890	890	-	-	890
<b>Total Revenue &amp; Other Resources</b>	<b>\$ 43,479,849</b>	<b>\$ 43,479,849</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 43,479,849</b>
<b>APPROPRIATIONS</b>					
11 Instruction	\$ -	\$ -	\$ -	\$ -	\$ -
12 Inst Resources & Media	-	-	-	-	-
13 Curriculum & Prof. Dev.	-	-	-	-	-
21 Instructional Administration	-	-	-	-	-
23 School Leadership	-	-	-	-	-
31 Guidance & Counseling	-	-	-	-	-
32 Social Work Services	-	-	-	-	-
33 Health Services	-	-	-	-	-
34 Student Transportation	-	-	-	-	-
35 Food Services	40,258,220	40,258,220	-	-	40,258,220
36 Cocurricular/Extracurricular	-	-	-	-	-
41 General Administration	-	-	-	-	-
51 Plant Maintenance	3,221,629	3,221,629	-	-	3,221,629
52 Security & Monitoring	-	-	-	-	-
53 Data Processing	-	-	-	-	-
61 Community Services	-	-	-	-	-
71 Debt Services- Principal	-	-	-	-	-
72 Debt Services- Interest	-	-	-	-	-
73 Debt Services- Other Costs	-	-	-	-	-
81 Facilities Acq. & Construction	-	-	-	-	-
95 Payments to JJAEP	-	-	-	-	-
99 Intergovernmental Charges	-	-	-	-	-
Total Appropriations	43,479,849	43,479,849	-	-	43,479,849
Other Uses	-	-	-	-	-
<b>Total Appropriations &amp; Other Uses</b>	<b>\$ 43,479,849</b>	<b>\$ 43,479,849</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 43,479,849</b>
Beginning Fund Balance 7/01/22	\$ 774,853	\$ 774,853			\$ 774,853
Net Revenue/Sources over (Appropriations) / (Uses)	\$ -	\$ -		\$ -	\$ -
Ending Fund Balance 6/30/23	\$ 774,853	\$ 774,853	\$ -	\$ -	\$ 774,853

NOTE 1 - Beginning Fund Balance is estimated until completion of 2021-22 Comprehensive Annual Financial Statement (CAFR)

**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**  
**Budget Amendment No. 1**  
**For SEPTEMBER 2022**  
**Board Agenda**  
**DEBT SERVICE FUND**

<b>REVENUE</b>	<b>Budget As Adopted July 1, 2022</b>	<b>Budget As Amended</b>	<b>Administrative Adjustments #1</b>	<b>BA No.1 Changes</b>	<b>Budget As Amended Thru BA #1</b>
5700 Local	\$ 115,555,071	\$ 115,555,071	\$ -	\$ -	\$ 115,555,071
5800 State	30,000	30,000	-	-	30,000
5900 Federal	2,114,880	2,114,880	-	-	2,114,880
Total Revenue	117,699,951	117,699,951	-	-	117,699,951
Fm Resv. & Desig. Fund Bal	-	-	-	-	-
Subtotal	117,699,951	117,699,951	-	-	117,699,951
7900 Other Resources	-	-	-	-	-
<b>Total Revenue &amp; Other Resources</b>	<b>\$ 117,699,951</b>	<b>\$ 117,699,951</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 117,699,951</b>
<b>APPROPRIATIONS</b>					
11 Instruction	\$ -	\$ -	\$ -	\$ -	\$ -
12 Inst Resources & Media	-	-	-	-	-
13 Curriculum & Prof. Dev.	-	-	-	-	-
21 Instructional Administration	-	-	-	-	-
23 School Leadership	-	-	-	-	-
31 Guidance & Counseling	-	-	-	-	-
32 Social Work Services	-	-	-	-	-
33 Health Services	-	-	-	-	-
34 Student Transportation	-	-	-	-	-
35 Food Services	-	-	-	-	-
36 Cocurricular/Extracurricular	-	-	-	-	-
41 General Administration	-	-	-	-	-
51 Plant Maintenance	-	-	-	-	-
52 Security & Monitoring	-	-	-	-	-
53 Data Processing	-	-	-	-	-
61 Community Services	-	-	-	-	-
71 Debt Services- Principal	49,670,002	49,670,002	-	-	49,670,002
72 Debt Services- Interest	59,332,668	59,332,668	-	-	59,332,668
73 Debt Services- Other Costs	469,998	469,998	-	-	469,998
81 Facilities Acq. & Construction	-	-	-	-	-
95 Payments to JJAEP	-	-	-	-	-
99 Intergovernmental Charges	-	-	-	-	-
Total Appropriations	109,472,668	109,472,668	-	-	109,472,668
Other Uses	-	-	-	-	-
<b>Total Appropriations &amp; Other Uses</b>	<b>\$ 109,472,668</b>	<b>\$ 109,472,668</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 109,472,668</b>
Beginning Fund Balance 7/01/22	\$ 128,680,602	\$ 128,680,602			\$ 128,680,602
Net Revenue/Sources over (Appropriations) / (Uses)	\$ 8,227,283	\$ 8,227,283	\$ -	\$ -	\$ 8,227,283
Ending Fund Balance 6/30/23	<u>\$ 136,907,885</u>	<u>\$ 136,907,885</u>			<u>\$ 136,907,885</u>

NOTE 1 - Beginning Fund Balance is estimated until completion of 2021-22 Comprehensive Annual Financial Statement (CAFR)

**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**  
**AMENDED BUDGET**  
**For Fiscal Year Ending June 30, 2023**

<u>CODE</u>	<u>REVENUES</u>	<u>GENERAL FUND</u> M&O Tax Rate \$0.94295	<u>FOOD SERVICE</u>	<u>DEBT SERVICE</u> I&S Tax Rate \$0.48125	<u>TOTAL</u> Tax Rate \$1.42420
5700	Local Revenue	\$ 222,642,612	\$ 829,861	\$ 115,555,071	\$ 339,027,544
5800	State Revenue	218,704,963	161,016	30,000	218,895,979
5900	Federal Revenue	11,450,000	42,488,082	2,114,880	56,052,962
	<b>TOTAL REVENUES</b>	<b>\$ 452,797,575</b>	<b>\$ 43,478,959</b>	<b>\$ 117,699,951</b>	<b>\$ 613,976,485</b>
	<b><u>APPROPRIATIONS</u></b>				
0011	Instruction	\$ 268,795,223	\$ -	\$ -	\$ 268,795,223
0012	Instructional Resources & Media Svcs.	5,167,964	-	-	5,167,964
0013	Curriculum Development & Inst Staff Dev	10,815,776	-	-	10,815,776
0021	Instructional Leadership	10,624,599	-	-	10,624,599
0023	School Leadership	41,781,191	-	-	41,781,191
0031	Guidance, Counseling & Evaluation Svc.	5,839,755	-	-	5,839,755
0032	Social Work Services	243,771	-	-	243,771
0033	Health Services	8,963,933	-	-	8,963,933
0034	Student ( Pupil) Transportation	12,997,308	-	-	12,997,308
0035	Food Services	803,615	40,258,220	-	41,061,835
0036	Cocurricular /Extracurricular Activities	14,314,163	-	-	14,314,163
0041	General Administration	16,489,517	-	-	16,489,517
0051	Plant Maintenance & Operations	38,187,991	3,221,629	-	41,409,620
0052	Security & Monitoring Services	3,808,401	-	-	3,808,401
0053	Data Processing Services	10,589,765	-	-	10,589,765
0061	Community Services	1,657,515	-	-	1,657,515
0071	Debt Services- Principal	-	-	49,670,002	49,670,002
0072	Debt Services- Interest	-	-	59,332,668	59,332,668
0073	Debt Services- Other Costs	-	-	469,998	469,998
0081	Facilities Acquisition & Construction	350,086	-	-	350,086
0093	Payments to Members SSA	-	-	-	-
0095	Payments to JJAEP	49,543	-	-	49,543
0099	Other Intergovernmental Charges	1,317,459	-	-	1,317,459
	<b>TOTAL APPROPRIATIONS</b>	<b>\$ 452,797,575</b>	<b>\$ 43,479,849</b>	<b>\$ 109,472,668</b>	<b>\$ 605,750,092</b>
	<b><u>OTHER RESOURCES &amp; USES</u></b>				
7900	Other Resources	\$ -	\$ 890	\$ -	\$ 890
8900	Other Uses	(890)	-	-	(890)
		<b>\$ (890)</b>	<b>\$ 890</b>	<b>\$ -</b>	<b>\$ -</b>
	Excess/(Deficit) Current Operations	\$ (890)	\$ -	\$ 8,227,283	\$ 8,226,393
3000	From/(To) Fund Balance	890	-	(8,227,283)	(8,226,393)
	Difference	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**  
For Posted Data Available through August 24, 2022

**Elementary & Secondary School Emergency Relief Fund**

Total Available ESSER II & III \$276.6 Million  
2021-2023 ESSER II & III Budget \$162.9 Million

<u>2022-2023 Budget Priorities</u>	<u>2021-2023 Budget (2 Years)</u>	<u>YTD Actual Expenditures* (2 Years)</u>
Leveraging Social & Emotional Resources to support students & families	38,542,973	24,788,845
Extended Instructional Calendar Initiative promoting a strong recovery	26,305,428	7,622,983
Continued Investment in Personal Protective Equipment (PPE) & safety protocols	29,926,016	24,257,427
Additional Supports Needed for a Strong Recovery	47,193,512	23,917,030
Retention Stipend, Revenue Shortfall, Compensation, & Other Recovery Initiatives	20,967,874	5,632,558
	<b>\$ 162,935,803</b>	<b>\$ 86,218,844</b>

\* Actual Expenditures do not yet reflect full amounts for salary payroll transactions.

**Strategic Initiatives Fund**

	<u>Fund Balance</u>	<u>YTD Expend. / Encumb.</u>
<b>Fund Balance</b>		
Beginning of Current Fiscal Year	<b>\$2,584,443</b>	
Plus Additions:		
QSCB Federal Subsidy Revenues	919,309	
Emergency Connectivity Fund Revenue	-	
Transfers in from Other Funds	-	
<b>Available Fund Balance before Current Year Expenditures:</b>	<b>\$ 3,503,752</b>	<b>\$ 3,503,752</b>
<b>Less:</b>		
Year-to-Date Expenditures		78,205
POs Encumbered but not Paid		1,097,735
Budget Issued but not Encumbered		127,567
<b>Available Fund Balance:</b>		<b>\$ 2,200,246</b>

\* Beginning balance reflects estimated balances as of June 30, 2022

**Professional Services Managed by Board of Trustees**

	<u>Current Actual</u>	<u>Year to Date Actual</u>
<b>Legal Services- General Counsel (2022-23 Fiscal Year)</b> Escamilla & Poneck, LLP	\$ 54,719	\$ 54,719
<b>Audit Services (2021-22 Engagement Year)</b> Garza, Gonzalez & Associates	-	-
<b>Audit Services (2022-23 Engagement Year)</b> Garza, Gonzalez & Associates	-	-
<b>Financial Advisors (2022-23 Fiscal Year)</b> Frost Bank (July 2022)	211,278	211,278
<b>Total Professional Expenditures</b>	<b>\$ 265,997</b>	<b>\$ 265,997</b>