



Canutillo ISD

Policy/Instruction/Personnel/Student Services Committee Meeting

Monday, March 21, 2016 6:00 PM

Agenda of Policy/Instruction/Personnel/Student Services Committee Meeting Special Work Session The Board of Trustees Canutillo ISD

A Policy/Instruction/Personnel/Student Services Committee Meeting of the Board of Trustees of Canutillo ISD will be held March 21, 2016, beginning at 6:00 PM in the Canutillo ISD Administration Office - 7965 Artcraft - El Paso, Texas.

The subjects to be discussed or considered are as listed below. Items do not have to be taken in the order shown on this meeting notice.

1. GENERAL FUNCTIONS

A. Call to Order

B. Roll Call

Armando Rodriguez, Chairperson; Leticia Gonzalez and Mary Yglesias

2. COMMITTEE BUSINESS

All committee business items are for discussion and possible formulation of recommendation to the Board of Trustees

A. Reports

- | | |
|----------------------------|---|
| 1. CTE Updates | 4 |
| Presenter: J. Massie | |
| 2. Band Enrollment Numbers | 5 |
| Presenter: R. Ramos | |

B. Policy

- | | |
|--------------------------------------------------------------------------------------------|----|
| 1. Discussion and recommendation regarding the creation of a Canutillo ISD Police Force. | 29 |
| Presenter: C. Carrillo | |
| 2. Discussion and recommendation regarding Regulation CPCA-Phone/Internet Data Allowances. | 31 |
| Presenter: M. Carrasco | |
| 3. Discussion and recommendation regarding Board of Trustee Committee Meetings. | 34 |
| Presenter: A. Rodriguez | |

C. Instruction

- | | |
|--------------------------------------------------------------------------------------------------------|----|
| 1. Discussion and recommendation regarding the Northwest Early College High School 2016-2017 Calendar. | 37 |
| Presenter: T. Speaker/S. Griffith | |

- 2. Discussion and recommendation regarding Teacher professional development workshop through the independent contractor College Board to strengthen 6-12 Pre-AP/AP alignment as part of a continuum of learning. Total Amount: \$17,600. 40
Presenter: M. Rocha/F. Clark/V. Campbell
- 3. Discussion and recommendation regarding an agreement with EPISD Regional Day School for the Deaf to assist with shared professional services and with tuition costs for the hearing impaired student population. Total not to exceed amount: \$53,800. 49
Presenter: C. Chambers/V. Campbell
- 4. Discussion and recommendation regarding a request for Reyes staff members to attend the 2016 PBL World Conference which will offer professional development that will teach STEM/PBL strategies and activities to be used in the classrooms. Total Amount \$13,000. 98
Presenter: D. Kerney/V. Campbell

3. COMMUNITY INPUT

Comments/Input from community members on items discussed by the Instruction/Personnel/Policy/Student Services Committee.

4. ADJOURNMENT

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on _____, at _____.

Sonia Gomez, For the Board of Trustees



Canutillo Independent School District Curriculum & Instruction

Excellence Through Integrity and Innovation

EXECUTIVE SUMMARY

TO: Canutillo Board of Trustees and Superintendent Galaviz
FROM: Marnie E. Rocha, Executive Director of Curriculum and Instruction
DATE: March 2, 2016
RE: Career and Technology Update

Canutillo ISD is committed to its Career and Technical Education programs. CTE Director Jan Massie will be informing the board at the next Policy/Instruction meeting the status of the program in the following areas:

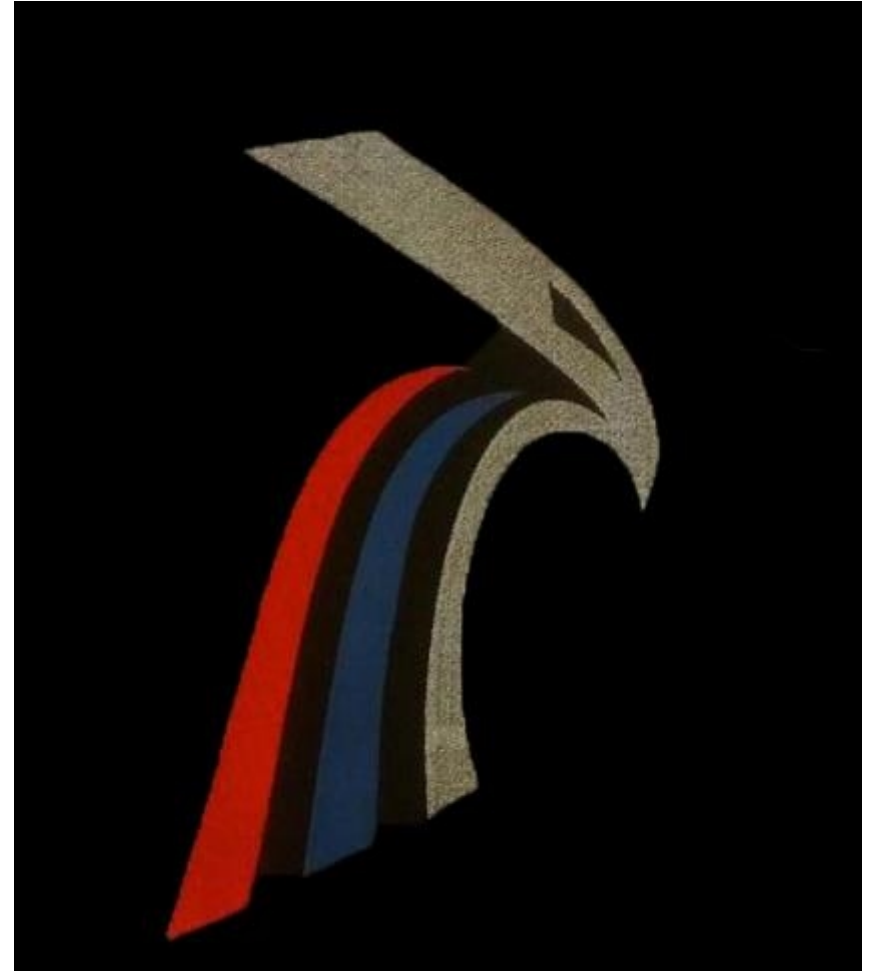
- Enrollment in CTE Courses
- Recruitment for CTE programs and pathways
- Endorsement Academies
- CTE Activities

State of Affairs, Recruiting, & Future

CHS Band

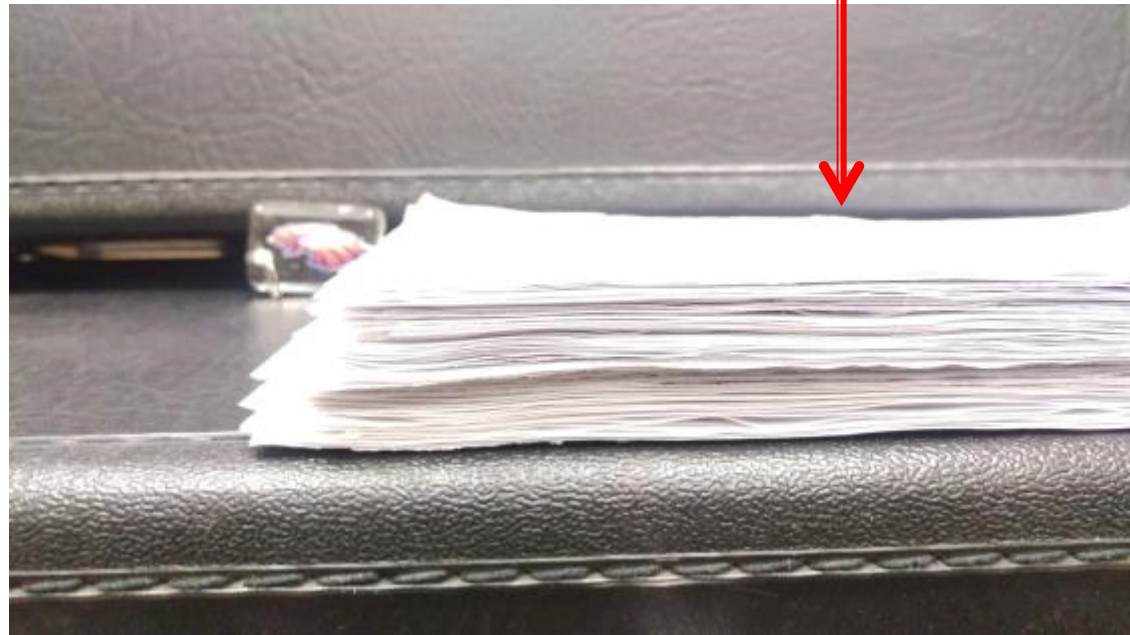
Current Status

- Fall 2015
 - 69 enrolled in band
 - 4 8th grade marchers
 - 4 CHS students that could not fit the class in schedule
- Total participants for Fall 2015 season:
 - 77
 - Same number as last year.



Current Status

- Recruiting for this past fall 2015:
 - Recruited from AMS, CMS, and CHS:
 - 176 students filled out request! **Actual stack:**
 - Students actually placed in band:
 - 69!
 - Started the year missing 15 of my regulars, including my drum majors.



2013-2014 (Last School Year)

■ FOR FALL 2014

- Recruited AMS- 39
- Recruited CMS- 18
- Total: 57

Only 22 enrolled (lost 35)

Retained from previous
year: 55

Total 77

Could have: 112



2012-2013 (Two years ago)

- FOR FALL 2013
 - Recruited AMS- 19
 - Recruited CMS- 12
 - Total: 31

Only 16 enrolled (lost 15)

Retained from previous year: 46 + 4 CHS recruits

Total 66

Could have: 81



Recruitment History 2008-Present

Incoming Retained

2008	7	4
------	---	---

Principal:

Fry

Superintendent:

Padilla

Not my recruiting class (I was hired 1 week before school started in 2008.)

Started with 27 students signed up for band/pulled in 33 seniors. Dropped to 57 in '09.

2009	13	13
2010	19	17
2011	30	33

Fry

Murphy

Fry

Murphy

Fry

Murphy/ .5

From 2008 to 2011 retention was almost 100%

Incoming Retained

2012	10	7
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Silvaggio

Parks

2013	15	12
------	----	----

Coronado

Dr. Galaviz

2014	23	19
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Coronado .5

Dr. Galaviz

2015	34	27
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Clapsaddle

Dr. Galaviz

Who I Studied:

- NEISD
 - Johnson HS, Reagan HS: 2nd and 5th in UIL State Competition. Two of the top bands in the state. Both nationally recognized.
 - Central Office Fine Arts Staff
- Hebron, Texas band program
 - Has qualified to UIL State Marching contest, 3A, 3 times the past four years. Nationally recognized.
- Round Rock ISD, Dallas ISD
- Local:
 - Eastlake HS, Bel Aire HS, Del Valle HS, Franklin HS, Coronado HS, Hanks HS.
- Current literature review; UTEP and NMSU directors.

Recruiting Activities Year-in Year-out

- 1. Homecoming Parade*
- 2. Letters of Invitation
- 3. CHS performing at AMS and CMS
- 4. Meet and Greet
- 5. HS director visiting and giving clinics
- 6. Evening rehearsals with high school band
- 7. Middle School directors push HS band
- 8. Sign-up recruitment sheets
 - Average sign-ups past 5 years: 135 students
 - * up until this year I was teaching a full load, with no assistants

This Years Middle School Night

65 AMS/CMS Students attended game and pizza party! Had over 132 in the stands!



13

We will max out high school band room when we break 100!

Strategies added past three years:

- 1. Letter to Principals
- 2. Discuss Master Schedule – allow middle school band directors to go up; high school directors to go down.
- 3. Middle School participation in marching band.
- 4. Special “sign-up” campaigns.

Strategies Added This Year

- 1. Letter of Recruitment; recruitment speech at middle schools.
- 2. Letter to parents about program.
- 3. Parents Meeting in May 2016.
- 4. Hard sell at middle schools – benefits of being in band.
- 5. May after-school rehearsals.
- 6. Invite to perform at graduation.
- 7. Micro-Summer Band Camp June 13-15.

Directed Strategies

- 18 different strategies that take place.
- Recruiting is an all-year process.
- New strategies are always being looked at.
- These are what the most successful programs do.



REALITY CHECK!

- How do we compare to everybody else?
- Compare apples to apples...
 - Before we look at where we would like to be, where we would wish to be, let us look at where we are.



By the Numbers....

- 17 5A bands in our region.
- Range is size from 15 to 180+.
- 6 bands smaller than us.
- 6 bands bigger than us.
- 5 bands that are around our size.



By the Numbers....

Eastlake was designed to be 6A
Hanks and Bel Aire were 6A that dropped
Del Valle was built because of a focused
program, with complete support.

Of the bands that have only one band
director, that do not have middle school
directors that assist at the high school, that
teach other classes:

Canutillo – 77 members

Andress/El Paso - 40-50

members

I handle between 27-37 more students than
nearest band.

- Between 140-180
 - East Lake
 - Hanks
 - Bel Aire
 - Del Valle
- Between 90-110
 - Chapin
 - Horizon
- Between 60-80
 - Jefferson-Silva
 - Riverside
 - Canutillo – 77 members
 - Parkland
 - Ysleta
- Between 15-50
 - El Paso
 - Andress
 - Burges
 - Bowie
 - Irvin
 - Austin

The Band is Competitive but:

- Not a premier program YET...
 - Need middle school band directors to come up and assist. (On table for 2016-2017!)
 - High school director to go down and assist. (On table for 2016-2017!)
 - Need high school assistant FTE...
 - Need district percussion specialist.
 - Streamline student registration to ensure the numbers. (Under discussion.)
 - Too many electives, not enough students. (Out of my control.)
 - We lose between 18-25 students a year to Northwest, or other high schools. (Parental perception.)

The Band is Competitive but:

- There have been faculty that have counseled the students not to take band.
 - Students, after hearing this for two or three years decide not to continue into high school.
 - This had been addressed and hopefully will not take place again.
- Some other CISD adults have give parents incorrect information:
 - No sports and band together.
 - Band only wants numbers...

The Band is Competitive but:

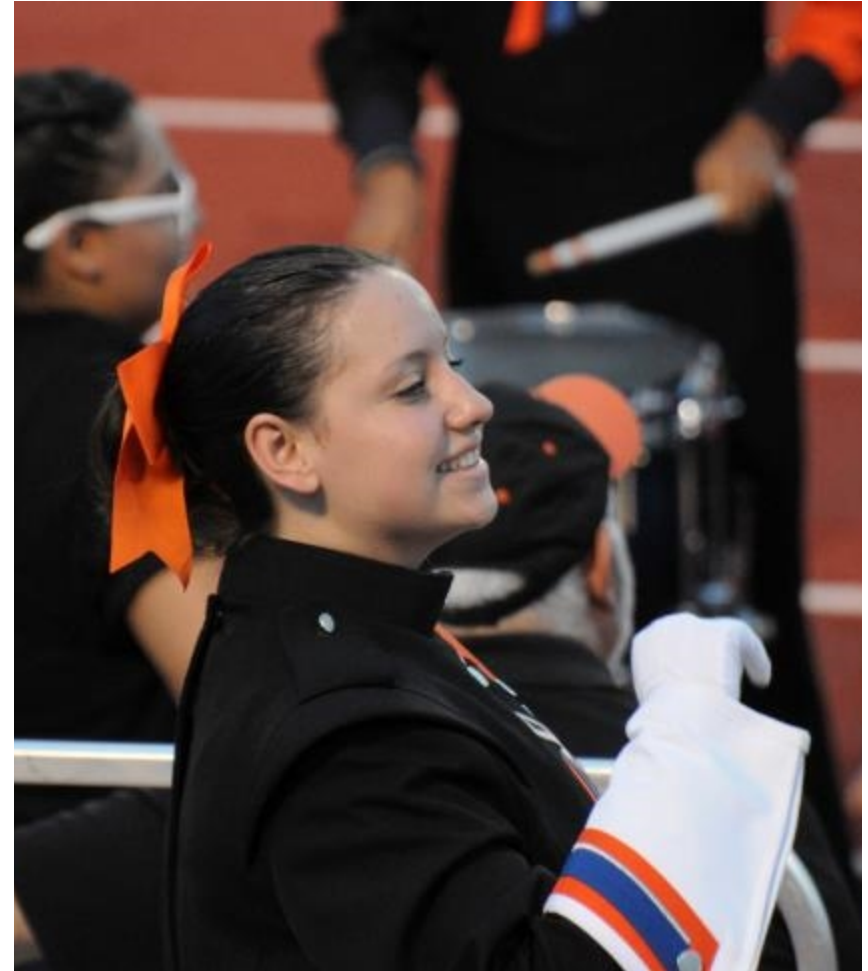
- Comparing CHS to Central or East Texas:
 - They have few competing courses.
 - They give priority in registration to football and band. Coaches and directors “walk” the list.
 - HS admin is committed to numbers through funding and through support.
 - Central Office is committed to numbers etc.
 - School Board is committed to numbers etc.
 - It is a priority, a top 3 to 5 district wide.
- We have a litany of electives, career pathways, endorsements, CTE and its \$\$, Work-force readiness vs. college readiness, sports, etc. and a limited pool of students.

The Future

23

- Recruiting for 2016-2017
 - AMS (Dec. 2015) 57
 - CMS (Dec. 2015) 5
 - Total 63

- As of March 1st
 - AMS 37
 - CMS 8
 - Total 45



The Future

- Current Projection:
 - Less 8th graders and persons who could not take class:
 - Total enrolled: 67
 - Graduating Seniors 14
 - Attrition: 5
 - Expected recruits from high school: 8
 - Recruits middle: 45
 - **Projected for Fall 2016: $48 + 8 + 45 = 101$**
 - We are planning two more recruiting out reach concerts at AMS/CMS.
 - We still need to recruit for Flag Corp at CHS

The Future

- For 2017-2018
- End Spring 2017 with 101.
- We will only lose 9 seniors.
- Attrition loses: 11
- **Start 2017 Fall with 81.**
- Recruit and enroll 45 from middle schools and an additional 10 from the high school.
- **For Fall marching season 2017: $81 + 45 + 10 = 136$**

The Future

- For 2018-2019
- End Spring 2018 with 136.
- We will only lose 20 seniors.
- Attrition loses: 14
- **Start 2017 Fall with 102.**
- Recruit and enroll 45 from middle schools and an additional 10 from the high school.
- **For Fall marching season 2017: 102 + 45 + 10**
=157

The Future

- For 2019-2020
- End Spring 2019 with 157.
- We will only lose 28 seniors.
- Attrition loses: 15
- **Start 2017 Fall with 114.**
- Recruit and enroll 50 from middle schools and an additional 10 from the high school.
- **For Fall marching season 2017: 114 + 50 + 10**
≡174

The Possibilities

- After 2020 we should stabilize at about 10% of the student population.
 - We will graduate as many seniors as we recruit freshmen.
 - During the CHS large-band heyday there were not many competition electives, classes, or high schools to affect its size.



Board of Trustees

Executive Summary of Board Agenda Item

Meeting Date: _____
Agenda Item No.: _____

Subject/Title for Agenda Posting: Discussion and possible action regarding the creation of the Canutillo Independent School District Police Department

Justification Statement: Approval to grant the Canutillo ISD administration the authority to complete any and all further actions and to complete and file any and all necessary paperwork to effect the creation of the Canutillo ISD Police Department.

Purpose of Agenda Item: Action Information Discussion
Committee Meeting: Policy/Instruction/Personnel/Student Services Committee
 Finance/Audit/Facilities/Planning Committee Meeting

Staff Responsible: Carlos Carrillo *Carlos Carrillo* 2/26/2016 *cc*
Print Name and Signature of Presenter
Carlos Carrillo 2/26/2016 Safety & Security Coordinator
Signature of Approval Title

District Improvement Plan Objective, Goal or Need Addressed

Goal 1-Provide a Safe & Secure Environment, Goal 3 - Enhance Student & Staff Character Formation

RATIONALE:

Creation of the Canutillo Independent School District Police Department will add to the many safety oriented procedures currently in place within CISD. Having a TCOLE certified and commissioned CISD peace officer on site will result in a much quicker response to any potential threat. It is also believed that having a uniformed and highly visible law enforcement presence will have an effect of those who would come onto the district's property or property under its control to engage in criminal behavior.

An onsite full time uniformed CISD officer will enhance public safety, community policing and relationship building with young citizens resulting in a safer learning environment for students and work environment for teachers and staff.

During the school year, more than half the Community of Canutillo's population (2015 - 6,321) is in attendance on any Canutillo ISD campus or facility.

All schools and administrative buildings are located within an area that encompasses 59,8781 square miles. Multi-jurisdiction within the City and County of El Paso will provide added security measures to all of CISD and its community.

RECOMMENDATION/MOTION:

It is recommended that the Board of Trustees approve the creation of the Canutillo Independent School District Police Department and to authorize the completion of any and all further actions and complete all necessary paperwork.

AMOUNT(S): \$1,000 bond

ACCOUNT NO(S): 199.52.6499.00.922.99

PROCUREMENT METHOD TYPE:

Sole Provider

REQUESTING DEPARTMENT:

Safety & Security

CONSEQUENCES OF NON-APPROVAL:

CISD campuses will rely on response time from outside law enforcement agencies to take immediate action during a critical incident or situation where where a proactive approach is necessary for the safety of our students, faculty and guests.

IMPLEMENTATION TIMELINE: 3/30/2016

✓

ATTACHMENT(S): Resolution



**RESOLUTION OF THE BOARD OF TRUSTEES
OF
THE CANUTILLO INDEPENDENT SCHOOL DISTRICT
Creating the Canutillo Independent School District Police Department**

The Board of Trustees (the "Board") of Canutillo Independent School District ("Canutillo ISD" or the "District") does hereby make the following resolution regarding the creation of a police department for the District:

WHEREAS, Texas Education Code ("TEC") § 37.081 (a) states that the Board of Trustees of any school district may employ security personnel and may commission peace officers to perform law and order functions in its school district; and

WHEREAS, TEC § 37.081 (a) further states that the jurisdiction of a peace officer or security personnel shall be determined by the Board of Trustees and may include all the territory in the boundaries of the school district and all property outside the boundaries of the school district that is owned, leased or rented by or otherwise under the control of the school district; and

WHEREAS, TEC § 37.081 sets forth additional parameters and requirement for school districts and the peace officers and security personnel they employ;

NOW BE IT THEREFORE RESLOVED that the statements contained in the preamble of this Resolution are true and correct and adopted as findings of fact and operative provisions hereof, and that it is in Canutillo ISD's best interest to create a police department and that the Board does hereby create the "Canutillo Independent School District Police Department"; and

BE IT FURTHER RESOLVED that the Canutillo ISD Board approves the employment of security personnel and the commissioning of peace officers to maintain law and order in the District, and it hereby establishes their jurisdiction as being all territory within the boundaries of Canutillo ISD and all property outside the boundaries of the school district that is owned, leased, or rented by or otherwise under the control of the school district and the Board; and

BE IT FURTHER RESOLVED that the Board authorizes its peace officers and security personnel to exercise the full authority granted to them under state and federal law and to enjoy all the rights, privileges and immunities granted to them by state and federal law and that the chief of police of the Canutillo ISD Police Department shall be accountable to the Canutillo superintendent in accordance with TEC § 37.081 or its successor statutes; and

BE IT FURTHER RESOLVED that the Board hereby grants to the Canutillo ISD administration the authority to complete any and all further actions and to complete and file any and all necessary paperwork to effect the creation of the Canutillo ISD Police Department as set forth in this resolution.

Passed and approved by the Canutillo Independent School District Board of Trustees on this _____ day of _____, 2016.

Canutillo Independent School District

By: President of the Board of Trustees

By: Secretary of the Board of Trustees



Canutillo Independent School District Human Resources

Excellence Through Integrity and Innovation

Martha Carrasco
Executive Director, Human Resources

MEMORANDUM

TO: Personnel/Policy/Instruction/Student Services Committee Members

FROM: Martha Carrasco *Martha Carrasco*
Executive Director, Human Resources

DATE: March 2, 2016

SUBJECT: CPCA Regulation

Attached for review, discussion and recommendation for approval by the Board of Trustees is the following Regulation with the respective revision.

CPCA – In regards to Cellular Phone/Internet Data Allowances, this regulation lists each employee in the District that is entitled to a cell phone and/or data allowance stipend. Administration recommends the following deletions and additions to these stipends.

If you would like to discuss this matter further or have any questions, please contact my office at (877-7423).

Thank you.



Street Address: 7965 Artcraft Rd. • El Paso, TX 79932 | Mailing Address: P.O. Box 100 • Canutillo, TX 79835
Phone (915) 877-7423 • Fax (915) 877-7407 • www.canutillo-isd.org

The Canutillo Independent School District does not discriminate on the basis of race, color, national origin, gender, age or disability in its employment practices, or in providing education services, activities and programs, including technical education programs. For more information regarding the Canutillo Independent School District's policy of non-discrimination contact Executive Director for Human Resources, (915) 877-7423, 7965 Artcraft Rd. El Paso, TX 79932

OFFICE COMMUNICATIONS
CELL PHONE/INTERNET DATA ALLOWANCES

CPCA
(REGULATION)

RATIONALE

Key district positions require the use of cellular phones in the course of conduction their duties and responsibilities. These duties are vital in conduction emergency operations, supervising campuses, safekeeping vital communication and infrastructure equipment, providing for the security and welfare of the district's stakeholders and property, or working offsite with students, programs and community members.

CELL PHONE
ALLOWANCE

The following key positions are approved to receive a \$50.00 (per month basis) cellular phone allowances because their duties fit the rationale listed above.

- 1) Associate Superintendent/Chief Academic Officer
- 2) Chief Financial Officer
- 3) Executive Directors
- 4) Principals
- 5) Directors
- 6) Secondary Assistant Principals
- 7) Transportation Supervisor
- 8) Facilities Specialist
- 9) District Athletic Director
- 10) Public Information Officer
- 11) Safety & Security Coordinator
- 12) Athletic Trainer
- 13) ~~Truant Officer (High School)~~
- 14) Supplemental Services Supervisor
- 15) Supplemental Services Educator
- 16) ~~Prevention Specialists (Stipend will end December 2015)~~
- 17) Food Service HVAC Specialist
- 18) District-wide Security Guard (3)
- 19) Superintendent's Administrative Assistant
- 20) High School Lead Custodian (minimum enrollment 1,200 students)
- 21) Dean of Students
- 22) Warehouse Services Coordinator
- 23) Governmental Relations Coordinator
- 24) ~~Bond Project Manager~~
- 25) ~~Bond Field Superintendent~~
- 26) Server Administrator
- 27) Workers' Compensation Coordinator

OFFICE COMMUNICATIONS
CELL PHONE/INTERNET DATA ALLOWANCES

CPCA
(REGULATION)

INTERNET DATA
ALLOWANCE

The following key positions are approved to receive a \$50.00 internet data usage allowance (per month basis). Allowance will be deducted from the department's operating budget

- 1) Executive Director of Facilities and Transportation
- ~~2) Bond Project Manager~~
- ~~3) Bond Field Superintendent~~
- 4) Supplemental Services Educator
- 5) IT Director
- 6) Server Administrator
- 7) Chief Financial Officer
- 8) Associate Superintendent/Chief Academic Officer
- 9) Executive Director of Human Resources**

REVIEW OF NEED

On a yearly basis, the Superintendent's Cabinet will review the listing of key positions to determine if additions or subtractions have to be made.

NON-RESPONSE TO
CALLS FROM
SUPERVISOR

If an employee in a key position is found not to have responded to cellular phone calls from their immediate supervisor (documented at minimum of three times), this employee may have their allowance revoked by the Superintendent

The Board may from time to time as it deems necessary create committees to facilitate the efficient operation of the Board.

A committee that includes one or more Board members and has supervision or control over public business or public policy is subject to the Open Meetings Act when it meets to discuss that public business or policy.

A committee that includes less than a quorum of Board members is not subject to the Open Meetings Act if it serves a purely advisory function, with no power to supervise or control public business. However, should the committee actually function as something more than a merely advisory body with the result that it in fact supervises or controls public business or policy, it must comply with the Open Meetings Act to avoid depriving the public of access to the Board's actual decision-making process.

Education Code 11.061(c)(3); Atty. Gen. Op. Nos. DM-284 (1994), JM-1072 (1989), JM-331 (1985), H-3 (1973); see also Atty. Gen. Op. LO-97-058 (1997). [See BE(LEGAL)]

BOARD INTERNAL ORGANIZATION
INTERNAL COMMITTEES

BDB
(LOCAL)

COMMITTEE OF THE
WHOLE

The Board shall perform its work, in so far as is practicable, as a Committee of the Whole in deliberation of matters pending before the Board. However, standing committees and/or special committees shall be authorized, as follows, to serve only in an advisory capacity to the Committee of the Whole.

Board committees shall be fact-finding, deliberative, and advisory, but not administrative. Special and standing committees shall report their findings to the Board for appropriate action.

Standing committees of the Board shall be dissolved and reappointments made immediately after the annual election of officers of the Board.

STANDING
COMMITTEES

To facilitate communication, cooperation, and understanding between the Board and the administration, the following standing committees shall be created to study and review issues and recommendations related to policy and/or planning:

FINANCE, AUDIT,
FACILITIES, AND
PLANNING

1. At a time of increased growth and in an effort to meet the established goals and objectives of the District, the committee on finance, audit, facilities, and planning shall consult with the administration in the formulation of recommendations related to financial needs, management of resources, facility needs, and planning for growth, to ensure that appropriate policy and regulation are developed and implemented.

INSTRUCTION,
PERSONNEL,
POLICY, AND
STUDENT
SERVICES

2. In order for the District to attain its goals and to increase the efficiency and productivity of operations, the committee on instruction, personnel, policy, and student services shall consult with the administration in the formulation of recommendations related to personnel policy and procedures. The committee shall also review the District's philosophy, goals, and objectives in light of the instructional program, as well as District policies, and shall make reports and recommendations to the Board regarding changes, additions, or deletions to policy as necessary.

In an effort to enhance and support the teaching/learning process and to enable the District to attain established goals, the committee shall consult with the administration in the formulation of recommendations for policies and regulations in the area of instruction and student services.

SPECIAL COMMITTEES

The President of the Board may appoint members to special committees created by the Board, as required to address specific issues outside the purview of the standing committees. The nature and membership of these committees shall be stated in a regular or special meeting of the Board, and the charge to the committee

BOARD INTERNAL ORGANIZATION
INTERNAL COMMITTEES

BDB
(LOCAL)

shall be delivered in writing and made a part of the public record. Such committees shall report their findings to the Board and shall be dissolved upon completion of the assigned task or by action of the Board at a subsequent regular or special meeting following appointment.

COMMITTEE
COMPOSITION AND
AUTHORITY

The composition of the standing committees and special committees of the Board shall be as follows.

MEMBERSHIP

Each standing committee and special committee shall be composed of a chairperson and at least two other members to be named by the President of the Board. At least one administrator designated by the Superintendent shall be assigned to each committee; the Superintendent or committee chair may call on other persons to participate when additional input is needed.

AUTHORITY

The role of the standing committees and special committees shall be limited to the finding of fact and the formulation of recommendations for action by the Board. In this capacity, the committees shall have authority, under the conditions described in BBE(LOCAL), to request and receive any records, reports, or other documentation deemed necessary by the committee in fulfillment of its charge.

MEETINGS

Meetings of the standing committees and special committees to formulate recommendations for the disposition of matters pending before the Board shall comply with the notice and meeting requirements of the Open Meetings Act; committee meetings shall be posted as work sessions. Location of committee meetings shall not in any way preclude the participation of the public or employees.

Meetings of the standing committees and special committees shall be held only when a quorum, consisting of two of the committee members are present.

Committee members shall not vote on issues before them; recommendations shall be made based on a consensus of the members.

MINUTES

Minutes shall be kept and distributed to all Board members and administrators within one month following the meeting or at the next regularly scheduled Board meeting, whichever is later.



Canutillo Independent School District Public Information Office

Excellence Through Integrity and Innovation

Executive Summary: 2016-2017 Northwest Early College High School Calendar

Last school year, Northwest Early College High School adjusted the school calendar to match the start and end dates of El Paso Community College. This change has proved beneficial for the Northwest students by increasing enrollment in summer courses and eliminating conflict with high school courses. Once again, Northwest Early College High School requests to adjust its school calendar for the 2016-2017 school year to match El Paso Community College's calendar.

As schools are now required to have 75,600 minutes in a school year, Northwest met with faculty, students and parents to gather input on how to reach this new requirement while matching the start and end dates of El Paso Community College. Stakeholder feedback led to the development of two options, Calendar A and Calendar B.

For Calendar A – The students and faculty have all the same holidays as CISD. The only crucial difference from the CISD calendar is when spring semester 2017 ends. For this option, Northwest would have to add 30 minutes to the school day to meet the state requirements. This option was popular with faculty.

For Calendar B – The students and faculty are required to attend school on both President's Day and Veteran's Day (these are scheduled holidays for CISD). However, these holidays are not observed by EPCC. This option was popular with students and parents, as both have trouble securing transportation to EPCC classes on CISD holidays. For this option, we would have to add 15 minutes to the school day.

Northwest Early College High School requests that the Board approve one of the modified school calendar options for the 2016-2017 school year.



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Northwest Early College High School

2016-17 School Calendar Calendario Escolar

Calendar Option A

Legend/Claves

- Waiver Days
Días de desarrollo profesional
- Holiday/District Closure
Día Festivo/Distrito Cerrado
- Teacher Work Days
Días hábiles para maestros
- Campus Staff Development Days
Días de desarrollo profesional
- District Staff Development Days
Días de desarrollo profesional
- NWECHS Teacher Off Duty Days
Días de descanso para maestros de NWECHS
- NWECHS Teacher On Duty Days
Días de trabajo para maestros de NWECHS
- Early Release
Salida temprana
- Parent/Teacher Conference
Conferencia de Padres y Maestros
- STAAR Testing/*Día de Examen*
- TAKS Testing/*Día de Examen*
- First Day of School
Primer Día de Escuela
- CISD Semester Begins
Comienza el Semestre de CISD
- CISD Semester Ends
Termina el Semestre de CISD
- EPCC Semester Begins
Comienza el Semestre de EPCC
- EPCC Semester Ends
Termina el Semestre de EPCC
- NWECHS Semester Ends
Termina el Semestre de NWECHS

Holidays/Días Festivos y de Descanso

Independence Day/ <i>Día de Independencia</i>	7/4
Labor Day/ <i>Día del trabajo</i>	9/5
Veterans Day/ <i>Día de veterano</i>	11/11
Thanksgiving Break/ <i>Vacaciones de Otoño</i>	11/21 - 11/25
Winter Break/ <i>Vacaciones de Invierno</i>	12/22 - 1/4
Martin Luther King Day/ <i>Día de Martin Luther King</i>	1/16
Presidents' Day/ <i>Día de los Presidentes</i>	2/20
Spring Break/ <i>Vacaciones de Primavera</i>	3/13 - 3/17
Holiday/ <i>Día festivo</i>	4/14
Memorial Day/ <i>Día de Conmemoración de los Caídos</i>	5/29
Make-up Days/ <i>Días de recuperacion de clases</i>	11/21 & 6/9

Six Weeks Reporting Periods

<i>Periodo de calificaciones de 6 semanas</i>	
1st 6-Weeks/ <i>Primera 6 semanas</i>	8/22 - 9/23
2nd 6-Weeks/ <i>Segunda 6 semanas</i>	9/26 - 10/28
3rd 6-Weeks/ <i>Tercera 6 semanas</i>	10/31 - 12/16
4th 6-Weeks/ <i>Cuarta 6 semanas</i>	1/4 - 2/24
5th 6-Weeks/ <i>Quinta 6 semanas</i>	2/27 - 4/21
6th 6-Weeks/ <i>Sexta 6 semanas</i>	4/24 - 6/7

Parent Teacher Conference

<i>Conferencia de Padres y Maestros</i>	
Fall/ <i>Otoño</i>	11/1-11/3
Spring/ <i>Primavera</i>	2/28-3/2

Early Release Dates/*Salida Temprana*

High School Students/ <i>Estudiantes de preparatoria</i>	11/2
Students & P/T Staff/ <i>Estudiantes y personal P/T</i>	11/4
High School Students/ <i>Estudiantes de preparatoria</i>	3/1
Students & P/T Conf. Staff/ <i>Estudiantes y personal P/T</i>	3/3
All Students/ <i>Todos los estudiantes</i>	6/7

Early Release Times/*Horario de salida temprana*

High School/ <i>Secundarias/Preparatorias</i>	12:30 p.m.
Summer School Begins/ <i>Comienza Escuela de Verano</i>	TBD
First Day for Teachers	8/15

JULY/JULIO 2016				
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JANUARY/ENERO 2017				
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DECEMBER/DICIEMBRE 2016				
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JUNE/JUNIO 2017				
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*Test dates are subject to change, log on to <http://www.tea.state.tx.us/student.assessment/calendars/> for updates.





Northwest Early College High School

2016-17 School Calendar Calendario Escolar

Calendar Option B

Legend/Claves

- Waiver Days
Días de desarrollo profesional
- Holiday/District Closure
Día Festivo/Distrito Cerrado
- Teacher Work Days
Días hábiles para maestros
- Campus Staff Development Days
Días de desarrollo profesional
- District Staff Development Days
Días de desarrollo profesional
- NWECHS Teacher Off Duty Days
Días de descanso para maestros de NWECHS
- NWECHS Teacher On Duty Days
Días de trabajo para maestros de NWECHS
- ✳ Early Release
Salida temprana
- / Parent/Teacher Conference
Conferencia de Padres y Maestros
- STAAR Testing/*Día de Examen*
- TAKS Testing/*Día de Examen*
- First Day of School
Primer Día de Escuela
- ▶ CISD Semester Begins
Comienza el Semestre de CISD
- ◀ CISD Semester Ends
Termina el Semestre de CISD
- ▶ EPCC Semester Begins
Comienza el Semestre de EPCC
- ◀ EPCC Semester Ends
Termina el Semestre de EPCC
- ◀ NWECHS Semester Ends
Termina el Semestre de NWECHS

Holidays/Días Festivos y de Descanso

Independence Day/ <i>Día de Independencia</i>	7/4
Labor Day/ <i>Día del trabajo</i>	9/5
Veterans Day/ <i>Día de veterano</i>	11/11
Thanksgiving Break/ <i>Vacaciones de Otoño</i>	11/21 - 11/25
Winter Break/ <i>Vacaciones de Invierno</i>	12/22 - 1/4
Martin Luther King Day/ <i>Día de Martin Luther King</i>	1/16
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High School Students/ <i>Estudiantes de preparatoria</i>	3/1
Students & P/T Conf. Staff/ <i>Estudiantes y personal P/T</i>	3/3
All Students/ <i>Todos los estudiantes</i>	6/7

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OCTOBER/OCTUBRE 2016				
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Board of Trustees

Executive Summary of Board Agenda Item

Meeting Date: _____
Agenda Item No.: _____

Subject/Title for Agenda Posting: College Board Pre-AP Workshop Subject Professional Development

Justification Statement: College Board Pre-AP Workshop Subject Professional Development to strengthen 6-12 Pre-AP/AP alignment as part of a continuum of learning.

Purpose of Agenda Item: Action Information Discussion Committee
Meeting: Policy/Instruction/Personnel/Student Services Committee
 Finance/Audit/Facilities/Planning Committee Meeting

Staff Responsible: Veronica Campbell & Marnie Rocha
Print Name and Signature of Presenter
Ana Zuniga
Signature of Financial Services Director _____ *Title*

District Improvement Plan Objective, Goal or Need Addressed

Goal:
2.25.2 Provide training opportunities for AP/Pre-AP and GT teachers to comply with GT guidelines, classes offered at Region 19 face to face or online and locally or out of town SD. AP summer Institute at UTEP

2.25.6 Increase the number of students enrolled in dual credit and advanced placement courses (The Academy) by 15% by the end of the 2015-16 school year

RATIONALE: Teacher professional development to reinforce learning opportunities which include a continuum of learning experiences that leads to the development of advanced-level products and performances as outlined in Texas Education Code §89.3. The continuum of learning includes the strengthening of the vertical alignment for Pre-AP and AP classes' grades 6-12. The strengthening of the Pre-AP/AP vertical alignment will help to increase and maintain AP numbers in the high school raise AP test scores and increase the number of college ready graduates.

RECOMMENDATION/MOTION: Administration recommends approval of College Board Pre-AP Workshop.

AMOUNT(S): \$17,600.00

ACCOUNT NO(S): 397.13.6299.00.916.21 and 255.13.6299.00.916.24

PROCUREMENT METHOD TYPE: ¹ Quote provided by Independent Contract or.

REQUESTING DEPARTMENT: Curriculum and Instruction

CONSEQUENCES OF NON-APPROVAL: Stagnant student Performance in AP classes and tests.

IMPLEMENTATION TIMELINE: upon approval

ATTACHMENT(S) College Board Quote



Professional Development Order Form

2015-2016

TO PLACE ORDER: Complete form electronically, print, sign, and date it. Fax, email, or mail the order form with payment (either a purchase order or check) to the College Board, Attn: PD Orders: 3700 Crestwood Pkwy., Ste. 700, Duluth, GA 30096
 CBEvents@collegeboard.org; 770-225-4064 (fax)

1. CONTACT INFORMATION

District/High School		Ship To Address (If different from District/High School)	
Institution	Canutillo Independent School District	Name	
Address	7965 Artcraft	Address	
City	El Paso	City	
State, Zip	Texas, 79932	State, Zip	
District/School Contact		Billing Contact	
Name	Frank Clark	Name	Frank Clark
Address	7965 Artcraft	Address	7965 Artcraft
City	El Paso	City	El Paso
State, Zip	Texas, 79932	State, Zip	Texas, 79932
Phone #	915-887-7502	Phone #	915-887-7502
Email	fclark@canutillo-isd.org	Email	fclark@canutillo-isd.org
Is your school/district a member of the College Board?		Yes	

2. SELECT WORKSHOPS

Professional development workshops must be ordered at least 60 days in advance of the workshop date. Workshops will be confirmed by your regional contact. Any 2-Day workshop may be delivered as a 1-Day workshop. Please speak with your College Board contact for details.

Workshop Type (Standard Workshops Only)	Workshop Date(s)	# of Days	Estimated Attendance (not to exceed 30)	Price	Total
AP Workshop Subject					
N/A		0		\$0	\$0
N/A		0		\$0	
N/A		0		\$0	
N/A		0		\$0	
N/A		0		\$0	
Pre-AP Workshop Subject					
Pre-AP Strategies: AP Vertical Teams in History and the Sc		1	30	\$4,400	\$17,600
Pre-AP Strategies: AP Vertical Teams in English		1	30	\$4,400	
Pre-AP Strategies: AP Vertical Teams in Mathematics		1	30	\$4,400	
Pre-AP Strategies: AP Vertical Teams in Science		1	30	\$4,400	
N/A		0		\$0	
Other Workshops					
N/A		0		\$0	\$0
N/A		0		\$0	
N/A		0		\$0	

N/A		0		\$0
N/A		0		\$0

3. PAYMENT INFORMATION (There may be costs incurred outside of these fees. Please refer to Page 2.) A check or a numbered Purchase Order must be included with this order form at the time it is submitted. Amount due may not exceed \$50,000.

Select Payment Type	Amount Due	\$17,600
Purchase Order	P.O./Check #	
	P.O./Check Amount	

4. NAME OF YOUR COLLEGE BOARD CONTACT Joshua Romburg

5. COMMENTS/QUESTIONS



Professional Development Order Form 2015-2016

COLLEGE READINESS PROFESSIONAL DEVELOPMENT POLICIES

Orders. Orders require a signed order form (this "Agreement") and either a purchase order or check made payable to "The College Board".

Services. The College Board shall furnish the below referenced professional development workshop(s) for a period indicated below, which is mutually selected, agreed upon, and scheduled by the College Board and Client. During each workshop, the College Board will provide Client's officials, teachers and administrators with instructional strategies, technical training, and associated support. At each workshop the College Board will provide each participant with one copy of the instructional materials. The Client's officials, teachers and administrators shall not exceed 30 participants per presenter per workshop.

Purchaser Obligations. Purchaser shall be responsible for confirming that the duration, scope, and dates of the workshops are in compliance with applicable local, state, and federal statutes and regulations, applicable standards of relevant national professional associations, and applicable collective bargaining agreements. The College Board reserves the right to change the implementation information at any time. In the event the College Board does not receive the information required prior to the Workshop by the date specified by the College Board, the College may or may not furnish a workshop. If the College Board furnishes a Workshop, then the quality of the workshop may be affected, and the College Board shall not be responsible for any problems, issues or effectiveness of the Services based on Purchaser's failure to provide such information on a timely basis.

Fees and Payment.

Costs Excluded from Fee. The fees do not cover the following costs associated with Workshops: meeting room fees, audio-visual fees, food, insurance, fees for applicable substitute teachers and other costs for Purchaser personnel, and other on-site or off-site transportation expenses and lodging. Purchaser shall be responsible for and pay directly the costs not covered by the fees.

Workshop Cancellation or Rescheduling: The College Board shall make the workshops available to Client at the dates and times set forth in the Schedule. In the event that Client wishes to cancel or reschedule a workshop, Client shall notify the College Board in writing no later than thirty (30) days prior to the first day of the workshop. Client shall notify the College Board in writing of their intent to cancel or reschedule a workshop. If the Client notifies the College Board less than thirty (30) days prior to the first day of the workshop, then Client agrees to pay the College Board the following cancellation fees:

Date of Notice	Cancellation	Reschedule
0-14 days prior to event	50% of workshop fee	\$1,000
15-30 days prior to event	25% of workshop fee	\$500

Client shall pay cancellation or rescheduling fees within thirty (30) days of issuance of invoice from the College Board to Client. Such fee shall not apply to any cancellations or rescheduling caused by a Force Majeure event.

General Disclaimer. THE COLLEGE BOARD HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE.

Limitation of Liability. TO THE EXTENT PERMITTED BY LAW, IN NO EVENT WILL THE TOTAL LIABILITY, IN THE AGGREGATE, OF THE COLLEGE BOARD AND ITS AFFILIATES FOR ANY AND ALL CLAIMS, LOSSES, COSTS OR DAMAGES WHATSOEVER ARISING OUT OF, RESULTING FROM OR IN ANY WAY RELATED TO THIS AGREEMENT OR THE WORK PERFORMED BY THE COLLEGE BOARD PURSUANT TO THIS AGREEMENT FROM ANY CAUSE OR CAUSES, INCLUDED BUT NOT LIMITED TO THE NEGLIGENCE, PROFESSIONAL ERRORS OR OMISSIONS, STRICT LIABILITY OR BREACH OF CONTRACT OR WARRANTY EXPRESS OR IMPLIED OF THE COLLEGE BOARD OR ITS AFFILIATES, EXCEED THE ACTUAL AMOUNT PAID TO THE COLLEGE BOARD UNDER THIS AGREEMENT FOR THE SPECIFIC DELIVERABLE SUBJECT TO THE DAMAGES CLAIM.

IN NO EVENT WILL THE COLLEGE BOARD AND ITS AFFILIATES HAVE ANY LIABILITY TO PURCHASER IN CONNECTION WITH THIS AGREEMENT FOR ANY DIRECT, INDIRECT, CONSEQUENTIAL, INCIDENTAL, SPECIAL OR PUNITIVE DAMAGES, REGARDLESS OF THE NATURE OF THE CLAIM OR THEORY OF LIABILITY. TO THE EXTENT ALLOWED BY LAW, PURCHASER WILL INDEMNIFY, DEFEND AND HOLD HARMLESS, THE COLLEGE BOARD AGAINST THIRD PARTY CLAIMS THAT ARISE AS A RESULT OF THE BREACH OF THIS AGREEMENT BY PURCHASER.

Ownership of Intellectual Property. Purchaser agrees and acknowledges that all intellectual property provided under or pertaining to this Agreement, including, but not limited to, any College Board publications, College Board website(s), CD-ROMS, videos, examinations and all items contained therein, including all copies thereof, all data and any parts thereof, all copyrights, trademarks, trade secrets, patents, and other similar proprietary rights are the sole and exclusive property of the College Board. Nothing in this Agreement should be interpreted to indicate that the College Board is passing its proprietary rights in and to the College Board Intellectual Property to the Purchaser.

Force Majeure. Either party may be excused from performance of an obligation under this Agreement in the event that performance of that obligation by such party is prevented by an act of God, act of war, terrorism, riot, fire, explosion, flood or other circumstance that is beyond the control of, and could not reasonably be avoided by, such party.

Payment. This Agreement supersedes any conflicting terms and conditions contained in Purchaser's purchase order.

I verify that the information and quantities on this form are accurate and that I am authorized to approve this order on behalf of the district/school indicated. I understand and accept the terms and conditions outlined in the "College Readiness Professional Development Policies" section of this form.

Authorized Signature

Date

Print Name

Title



Canutillo Independent School District Curriculum & Instruction

Excellence Through Integrity and Innovation

EXECUTIVE SUMMARY

TO: Canutillo Board of Trustees and Superintendent Galaviz
FROM: Frank Clark, Advanced Academics/Soc. Studies Curriculum Coordinator
THRU: Marnie E. Rocha, Executive Director of Curriculum and Instruction
DATE: March 2, 2016
RE: College Board Pre-AP and AP Workshop

Canutillo ISD is committed to increasing the number of qualifying scores on Advanced Placement Exams. While CHS has seen a larger number of students taking the exam which represents more access to the rigorous coursework, we have seen stagnant growth in achievement.

In speaking with CHS administration, teachers, and students, we believe a key barrier to success has been the preparation process. The C&I department would like to offer profession development to reinforce learning opportunities which include a continuum of learning experiences that leads to the development of advanced level products and AP exam achievement. In short, vertically aligning grades 6-12 advanced academic content courses to increase rigor. The training will be offered by the College Board which oversees Advanced Placement, SAT, and Texas Success Initiative (which are programs all CHS students participate in).

Funding for this training will be provided from our GT allotment and Title II funds which are specific to Gifted and Talented services and Professional Development. Currently, our GT students are serviced through Pre-AP and AP course offerings at the middle and high school. This training supports Goal 2: Student Achievement and Performance Objective 25: Gifted and Talented, with the strategies below:

2) C & I: Provide training opportunities for AP/Pre-AP and GT teachers to comply with GT guidelines, classes offered at Region 19, College Board, face to face or online locally, or out of town SD. AP Summer Institute at UTEP.

6) Increase the number of students enrolled in dual credit and advanced placement courses (The Academy) by 15% by the end of the 2015-2016 school year.

Attached are the workshop descriptions and learning goals.



Street Address: 7965 Artcraft Rd. • El Paso, TX 79932 | Mailing Address: P.O. Box 100 • Canutillo, TX 79835
Phone (915) 877-7440 • Fax (915) 877-7470 • www.canutillo-isd.org

The Canutillo Independent School District does not discriminate on the basis of race, color, national origin, gender, age or disability in its employment practices, or in providing education services, activities and programs, including technical education programs.

Pre-AP Strategies: AP Vertical Teams for English

Learn how to strengthen an AP Vertical Team

Workshop description

This interactive workshop gives middle and high school teachers the tools to strengthen an AP Vertical Team and to align the curriculum vertically across grade levels within the English discipline. Members of the Vertical Team will examine the components of good text analysis and the connections between the way students read and how effectively they write. Through the implementation and vertical articulation of concrete strategies, participants will gain a deeper understanding of the skills and knowledge students need at the Pre-AP level.

Workshop goal

- Participants will learn how to align instructional strategies in the English curriculum in order to improve students' reading and writing skills and prepare them for AP and college-level work.

Learning outcomes

After attending this workshop, participants will be able to:

- Implement strategies to improve students' abilities to analyze a text by:
 - Developing a core vocabulary with which to analyze text.
 - Exploring distinct levels of text analysis that draw upon spatial/conceptual, verbal, or linguistic thinking.
- Implement strategies to improve students' ability to transition between close reading and effective writing.
- Create an action plan for developing and sustaining an AP Vertical Team.

Agenda

1. Welcome and Introductions
2. Laying the Foundation (Workshop Guiding Question, Purpose of AP Vertical Team)
3. Curriculum Alignment
4. Effective Reading and Writing
5. Sustaining the Vertical Team
6. Workshop Summary and Closing

Pre-AP® Strategies: AP Vertical Teams® in History and the Social Sciences

Expand your history and social sciences teaching skills, techniques and knowledge in this workshop

This two-day workshop is intended for middle and high school teachers who will be forming and/or strengthening an AP® Vertical Team. Participants will learn research-based strategies for engaging students, align a curriculum and create an action plan for their AP Vertical Team.

The workshop conforms to the College Board's mission, particularly in promoting access and equity; [National Council for the Social Studies \(NCSS\) standards](#) ; and to AP social studies standards and skills.

Workshop Goal:

- Participants will learn how to align a curriculum in order to build students' proficiencies in AP history and social science courses.

Learning Outcomes:

After attending this workshop, participants will be able to:

- Implement a skills-based approach to curriculum development.
- Align history and social sciences curriculum across grade levels.
- Build an AP Vertical Team or strengthen an existing one.
- Create an action plan for their Vertical Teams.

Agenda

1. Welcome and Introductions
2. Laying the Foundation (Workshop Guiding Question, Equity and Access, Overview of Vertical Teams)
3. Research-Based Instructional Practices
4. Curricular Alignment
5. Sustaining the Vertical Team
6. Workshop Summary and Closing

Pre-AP® Strategies: AP Vertical Teams® in Science

Expand your science teaching skills, techniques and knowledge in this workshop

This two-day workshop is intended for middle and high school teachers who will be forming and/or strengthening an AP Vertical Team. Participants will develop research-based strategies for engaging students in science practices, align curriculum, and create an action plan for their AP Vertical Team.

The workshop conforms to the College Board's mission, particularly in promoting access and equity; [National Science Teachers Association \(NSTA\) standards](#) (.pdf/124K); [National Science Foundation \(NSF\) standards](#); and to AP science courses standards and skills. *Requires [Adobe Reader](#) (latest version recommended).*

Workshop Goal:

- Participants will learn how to align a curriculum through research-based methods of instruction, in order to build students' scientific skills and knowledge.

Learning Outcomes:

After attending this workshop, participants will be able to:

- Expand their knowledge of how to build students' scientific reasoning skills through research-based instruction by:
 - Teaching science practices.
 - Building students' understanding of unifying concepts.
 - Creating a learner-centered classroom.
- Vertically align science curriculum by:
 - Using the College Board's Science Curriculum Alignment Guide.
 - Making connections of unifying concepts and science practices across disciplines.
- Create an Action Plan for launching or strengthen their AP Vertical Team.

Agenda

1. Welcome and Introductions
2. Laying the Foundation (Workshop Guiding Question, Equity and Access, Overview of Vertical Teams)
3. Research-Based Instruction
4. Curricular Alignment
5. Sustaining the Vertical Team
6. Workshop Summary and Closing

Pre-AP Strategies: AP Vertical Teams for Mathematics

Learn how to strengthen an AP Vertical Team

Workshop description

This interactive workshop gives middle and high school teachers the tools to strengthen an AP Vertical Team and to align the curriculum vertically across grade levels within the mathematics discipline. Members of the Vertical Team will learn how to create a curriculum that emphasizes key concepts of mathematics at all levels of instruction. Through the implementation and vertical articulation of concrete strategies, participants will gain a deeper understanding of the skills and knowledge students need at the Pre-AP level.

Workshop goal

- Participants will learn how to align a curriculum vertically to give students a conceptual understanding of mathematics.

Learning outcomes

After attending this workshop, participants will be able to:

- Align a curriculum across grade levels by organizing instruction around the key concepts of mathematics.
- Identify, develop and use rich mathematical problems and activities that formatively assess students' understanding of key concepts, problem-solving methods and reasoning skills.
- Adapt AP free-response questions for use in Pre-AP classrooms.
- Create an action plan for sustaining the AP Vertical Team.

Agenda

1. Welcome and Introductions
2. Laying the Foundation (Workshop Guiding Question, Building Equity and Access, Purpose of AP Vertical Team)
3. Conceptual Organization of Mathematics Instruction
4. Developing and Assessing Student Understanding
5. Curriculum Alignment
6. Sustaining the Vertical Team
7. Workshop Summary and Closing

Board of Trustees

Executive Summary of Board Agenda Item

Meeting Date: _____
Agenda Item No.: _____

Subject/Title for Agenda Posting: Approval of Tuition Payment to Regional Day School for the Deaf/EPISD.

Justification Statement: Tuition for students attending Regional Day School for the Deaf in the El Paso Independent School District.

Purpose of Agenda Item: Action Information Discussion
Committee Meeting: Policy/Instruction/Personnel/Student Services Committee
 Finance/Audit/Facilities/Planning Committee Meeting

Staff Responsible: Cary Chambers, Director of Special Education

Print Name and Signature of Presenter

Cary Chambers *Deaf*

Signature of Approval

Title

District Improvement Plan Objective, Goal or Need Addressed

Goal 2: Increase Student Academic Achievement; Objective 1; Strategy 4.

RATIONALE:

To provide a quality educational program to our hearing impaired students.

As stated in Board Policy CH (Local), any purchase that costs or aggregates to a cost of \$10,000 or more shall require board approval before a transaction may take place.

RECOMMENDATION/MOTION:

It is recommended that the Board of Trustees approve payment to EPISD/Regional Day School for the Deaf for services provided to our hearing impaired students.

AMOUNT(S): Not to exceed \$53,800

ACCOUNT NO(S): 199.11.6229.00.918.23

PROCUREMENT METHOD TYPE:

Shared Service Arrangement Agreement and Projected Tuition

REQUESTING DEPARTMENT:

Special Education

CONSEQUENCES OF NON-APPROVAL:

Loss of service to our hearing impaired students

IMPLEMENTATION TIMELINE:

Immediately upon board approval

ATTACHMENT(S): Shared Service Arrangement Agreement & Projected Tuition





Division of Special Education & Special Services
Jason Lilly Facilitator of the Regional Day School Program for the Deaf

Exhibit "D"

Rates for Other Services 2015-2016

Itinerant Teacher Services

Services provided to AI students at home campuses to include attendance at ARD meetings:

- \$4,000 up to 60 minutes of direct services 4 times a month
- \$3,500 up to 60 minutes of direct services 3 times a month
- \$3,000 up to 60 minutes of direct services 2 times a month
- \$2,500 up to 60 minutes of direct services 1 times a month
- \$2,000 up to 60 minutes of direct services every 6 weeks
- \$1,750 per student for consult services (less than 60 minutes every 6 weeks)

Parent Infant Services

Services provided at child's home or other natural environment for children up to age 3 to include attendance at IFSP meetings:

- \$4,000 up to 60 minutes of direct services 4 times a month
- \$3,500 up to 60 minutes of direct services 3 times a month
- \$3,000 up to 60 minutes of direct services 2 times a month
- \$2,500 up to 60 minutes of direct services 1 times a month
- \$2,000 up to 60 minutes of direct services every 6 weeks
- \$1,750 per student for consult services (less than 60 minutes every 6 weeks)

Certified Teacher of the Deaf attendance at ARDs for students not receiving other services through the RDSPD is \$50.00 per hour.

Fees for services requested that do not coincide with the above schedule may be quoted upon request.

6531 Boeing Drive, El Paso, Texas 79925-1086
Mailing Address: P.O. Box 20100, El Paso, Texas 79998-0100
(915) 230-2825 FAX (915) 230-0825

Regional Day School for the Deaf Student and Tuition Totals 2015-2016

Canutillo ISD

<i>Student Name</i>	<i>Projected Tuition</i>	<i># of Days in RDSPD</i>	<i>Campus or Home Service Location</i>	<i>Service Time</i>	<i>DOE</i>	<i>DOD</i>
Atondo, Destiny	\$ 2,500.00	N/A	Reyes ES	30 min/ month	9/1/2015	
Gonzalez, Edgar	\$ 1,875.15	Itinerant services in place for 135 days	Reyes ES	60 min/ month	10/27/2015	
Grier, Arian	\$ 2,500.00	N/A 80 days	461 Casa Linda	45 min/ month	8/24/2015	
Guerrero, Daniel	\$ 1,111.20	served 80 days	Childress	30 min/ month	2/4/2016	
Guerrero, Moises	\$ 1,111.20	served	Childress	30 min/ month	2/4/2016	
Hildago, Carlos	\$ 3,934.82	71	Burges HS	Daily	2/19/16	
Hildago, Cassandra	\$ 3,934.82	71	Hillside ES	Daily	2/19/16	
Martinez, Yanelli	\$ 2,500.00	N/A	Canutillo	30 min/ month	8/24/2015	
Nguyen, London	\$ 9,974.00	180	Bonham ES	Daily	8/24/2015	
Pridgeon, Mills	\$ 3,934.71	177	Canutillo ES	45 min/ week	8/27/2015	
Salido, Miranda	\$ 9,974.00	180	Hillside ES	Daily	8/24/2015	
Seijas, Stephanie	\$ 2,500.00	N/A N/A	Canutillo MS	30 min/ month	8/24/2015	
Sweetnam, Isaiah	\$ 3,000.00		Alderete MS	45 min/ 2x month	8/24/2015	
Villa, Jennifer	\$ 2,500.00	N/A	Alderete MS	30 min/ month	8/24/2015	
Total Projected	<u>\$ 51,349.90</u>					



RDSPD Extra-Curricular and Summer Services 2015-2016

Date of Interpreting	Student	Interpreter	District	Rate	Total
6/13/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
6/14/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
6/15/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
6/16/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
6/17/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
6/20/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
6/21/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
6/22/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
6/23/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
6/24/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
6/27/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
6/28/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
6/29/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
7/1/2016	Carlos Hildago	TBA	Canutillo	7hrs at \$25	175.00
Total Projected Amount					<u>2,450.00</u>



Canutillo Independent School District Special Education

TO: CISD Board of Trustees
FROM: Carey Chambers, Director Special Education
DATE: April 15, 2015
SUBJECT: Shared Services Arrangement contract with EPISD – for Hearing Impaired

Last September the CISD Board of Trustees entered into a Shared Services Arrangement (SSA) Contract for the EPISD Regional Day School Program for the Deaf (RDSPD).

The intent of this agreement is to create a cooperative agreement whereby the members may provide for the efficient delivery of legally required special education and related services to eligible students who are deaf or hard of hearing within the boundaries of ESC Region 19. The need of additional funds to maintain a quality educational program for the hearing impaired children of the Region necessitates this agreement.

Since then, we have been provided with more extensive additions to the SSA since CISD signed the September agreement. When we received the update, we asked our attorney to look it over and his approval was obtained. It looks as though TEA has imposed a new timeline for EPISD to complete the SSA.

Documentation for the contract with EPISD for our hearing impaired students:

We currently have 8 CISD students are served through this program.

We have not received this year's invoice and have given a projection of \$32,974.00 based upon the number of students served this year. The tuition amount is based upon service levels (Time and duration see enclosed information) determined by the student's IEP. (We budgeted \$35,000.00 for this year, so are within our budget.)

EPISD will mail us a copy of the contract once it is approved. EPISD will conduct an accurate student count/service level and will bill us accordingly.

The amount charged the district will not be sent until May. If the new contract exceeds the amount we have requested, we will come back to the Board with a new amount request.

If you require any further information, please let me know.



*Division of Special Education and Special Services
Regional Day School Program for the Deaf*

May 29, 2015

Mr. Carey Chambers, SPED Director
Canutillo ISD
P.O. Box 100
Canutillo, TX 79835

El Paso Independent School District
Regional Day School Program for the Deaf
6531 Boeing Drive
El Paso, TX 79925

Dear Mr. Chambers,

Here is your copy of the signed Shared Services Agreement (SSA). Thank you for your support in getting the SSA to TEA by June 1, 2015. This SSA in accordance with section 12.1 will be automatically renewed by each Member District annually unless notice of withdrawal or dissolution is given under the terms within the SSA section 5.5 or section 8.1 or this contract is revised or modified.

If you have any questions regarding the El Paso RDSPD or Shared Service Arrangement, please contact me at (915) 230-2842.

Best Regards,

Jason Lilly M. Ed.
Facilitator of the Regional Day School Program for the Deaf
Special Education & Special Services
6531 Boeing Dr. El Paso, TX 79925
(915) 230-2842

CC: Pam Howard, Assistant Superintendent Special Education and Special Services

**EL PASO REGIONAL DAY SCHOOL PROGRAM
FOR THE DEAF
SHARED SERVICE ARRANGEMENT AGREEMENT**

Anthony Independent School District, Burnham Wood Charter School, Canutillo Independent School District, Clint Independent School District, El Paso Independent School District, Fabens Independent School District, Fort Hancock Independent School District, San Elizario Independent School District, Sierra Blanca Independent School District, Socorro Independent School District, Tornillo Independent School District, La Fe Preparatory School, Ysleta Independent School District, Culberson County-Allamore, Independent School District, Vista Del Futuro Charter School ("Member Districts"), hereby agree to cooperatively operate their special education programs for students with auditory impairments as set forth herein under the authority of Education Code Section 29.007 and Texas Government Code Section 791.001 et. seq., as the EL PASO REGIONAL DAY SCHOOL PROGRAM FOR THE DEAF ("EL PASO RDSPD SSA") as set out in this El Paso Regional Day School Program for the Deaf Special Education Shared Services Arrangement Agreement (hereinafter "Agreement"). -Member Districts agree that:

1. General Covenants and Provisions

1.1 The purpose of this Agreement is to create a cooperative arrangement whereby the Member Districts may provide for the efficient delivery of legally required special education and related services to eligible students with hearing impairments for the parties referenced herein. It is agreed and understood that any student who has a hearing impairment which severely impairs processing linguistic information through hearing, even with recommended amplification, and which adversely affects educational performance shall be eligible for consideration for the El Paso RDSPD, subject to the ARD committee recommendations.

It is further agreed that the RDSPD is not intended to serve a student whose primary, ongoing needs are related to a severe or profound emotional, behavioral or cognitive deficient, and not primarily AI. This provision shall not be construed as a requirement for the RDSPD SSA to serve a student who presents with a disability which in addition to Auditory Impairment, requires services or programming that exceeds AI programming. The RDSPD SSA applies LRE standards when considering services for students with AI.

1.2 The Member Districts do not intend by entering this agreement, or otherwise, to create a separate or additional legal entity.

1.3 The El Paso RDSPD's administrative offices will be located in El Paso, Texas.

1.4 The special education program will be operated in compliance with federal and state law, including the Individuals with Disabilities Education Act, 20 U.S.C. § 1401 et seq.; Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794; the Amendments to the Americans with Disabilities Act 2008, 42 U.S.C. § 12101 et seq.; Family Educational Rights and Privacy Act; Chapter 29 of the Texas Education Code; Texas Education Code §§ 30.081 – 30.087 and the most current version of TEA's Financial Accountability System Resource Guide (FASRG); implementing regulations for all applicable statutes; and the El Paso RDSPD SSA operating guidelines approved by the Shared Service Arrangement (SSA) Management Board. Operating guidelines inconsistent with the terms of this SSA will be deemed null and void.

All special education terms and acronyms used in this Agreement shall have the meanings and definitions provided to such terms and acronyms as set out in Chapter 33 of the Individuals with Disabilities Education Act (IDEA), 20 United States Code Annotated Section 1400 *et seq.*, 34 CFR Part 300, the Texas Education Code, Chapters 29 and 30 and the Texas Administrative Code, 19 TAC 89.1001 *et seq.* Such terms and acronyms shall include, but not be limited to, FAPE or Free Appropriate Public Education, Child Find, IEP or Individualized Education Program, LEA or Local Education Agency, LRE or Least Restrictive Environment, Special Education, Evaluations, AI or Auditory Impairment, Eligibility Determinations, Educational Placements, Procedural Safeguards, SEA or State Education Agency, MOE or Maintenance of Effort, ESEA or Elementary and Secondary Education Act and ARD or Admission, Review and Dismissal Committee.

El Paso RDSPD SSA Auditory Impairment Continuum includes the following: (1) DHH (Deaf and Hard of Hearing Consult). The student has an auditory impairment under IDEA and requires specially designed instruction. (For example, this student may need someone to consult with the teachers and attend ARD committee meetings, but does not need weekly/direct services by an AI teacher.) (2) Itinerant (Babies 0 – 3). (For example, this student has an auditory impairment under IDEA – Part C and is being served through early childhood intervention.) This student may need weekly services of an AI teacher provided to the parents. (3) Itinerant (School Aged). (For example, this student has an auditory impairment under IDEA and requires specially designed instruction. The student may need weekly direct services of an AI teacher to address unique communication, auditory, language and emotional needs.) (4) Cluster site. The student who attends the cluster site has an auditory impairment under IDEA and requires specially designed instruction. (For example, this student needs daily direct services of an AI teacher, access to sign language interpreting services and access to deaf peers to address unique communication, auditory, language and emotional needs.) (5) Texas School for the Deaf. The student who attends the Texas School for the Deaf has an auditory impairment under IDEA and requires specially designed instruction. (For example, this student needs daily direct intensive services of an AI teacher and access to deaf culture.) This can be a parent initiated placement or a district placement. All Member Districts will have access to these services, but may choose to provide such services independently of the RDSPD SSA as well.

1.5 Any timelines and procedures referenced herein regarding reconfiguration of the SSA shall be consistent with TEA's Division of IDEA Coordination.

1.6 Operating guidelines, if any, that are inconsistent with the terms of this Agreement will be deemed null and void.

2. Management

2.1 The El Paso RDSPD Facilitator, on behalf of the Fiscal Agent, may purchase goods and services necessary to administer and operate the El Paso RDSPD. All non-consumable instructional materials shall be deemed property of the El Paso RDSPD when such supplies and materials are purchased with El Paso RDSPD funds.

2.2 The El Paso RDSPD SSA will be governed by a management board (the "SSA Board") comprised of the Superintendents or special education directors of the member districts or their designees as representatives of the boards of trustees of the Member Districts. Such Management Board will meet, at least annually, to review the SSA Agreement and matters related to the El Paso RDSPD SSA. The El Paso RDSPD SSA Facilitator may call additional meetings as needed. Each Superintendent or their designee shall attend the regularly scheduled SSA Board meetings. Special education directors shall keep their respective Member District boards advised of SSA Board actions. The Fiscal Agent will be assigned to record, prepare and maintain minutes.

2.3 The El Paso RDSPD SSA Facilitator, as selected by the Fiscal Agent, will serve as chairperson of the SSA Board. The Management Board or Facilitator will select a secretary. The secretary on behalf of the Fiscal Agent will record, prepare and maintain minutes of each SSA Board meeting. The SSA Board may from time to time elect a chairperson from among its members and designate a secretary, who may or may not be a member of the SSA Board. Other members may also request SSA meetings.

2.4 Unless otherwise provided herein, Management Board actions require the approval of a majority of a quorum of Member Districts listed in this agreement represented at the Management Board. A quorum is defined as a majority of all of the Member Districts of the El Paso RDSPD SSA. It is agreed and understood that the Directors of Special Education SSAs may have only one vote on behalf of that Special Education SSA's membership if such authority has been granted to the Director of the Special Education SSA. The Facilitator has discretion to allow for votes to be submitted by written communication.

2.5 Should a Local Education Agency ("LEA") seek to become a Member District of the El Paso RDSPD SSA, a written request must be provided to the El Paso Facilitator for Management Board consideration by September 1st before the notification to TEA of pending reconfiguration changes due. It is agreed that any reconfiguration is subject to TEA timelines

and approval by the parties to this Agreement. Any legal fees incurred due to the reconfiguration will be assessed against the School District or Charter School seeking to become a Member. Any reconfiguration is subject to approval by each Member District's Board of Trustees.

2.6 It is agreed and understood that the Management Board does not have the authority to revise or amend this contract absent specific approval from all boards of trustees of the Member Districts.

2.7 Any Member District which does not agree to the terms of this SSA Agreement and does not properly execute this Agreement will not be considered a party to this contract and will be deemed to have been withdrawn from the SSA without the necessity of further action by the remaining Member Districts, person, entity or agency. Disposition of property shall be governed by the withdrawal provision. All TEA timelines and requirements shall apply to any reconfiguration unless the Agency waives the timelines in writing and submits to the Fiscal Agent the written Agency waiver.

2.8 Members of the Management Board may establish and maintain SSA operating guidelines. Any operating guidelines that are inconsistent with this Agreement shall be deemed null and void.

3. Personnel

3.1 The chief administrator of the El Paso RDSPD will be the El Paso RDSPD Facilitator. The El Paso RDSPD Facilitator shall be employed by the Fiscal Agent, selected by the Fiscal Agent, and be subject to the personnel policies of the Fiscal Agent. The Facilitator will make recommendations regarding programming, staffing, staff development, staff assignments and interpreter supports. Administrative decisions regarding operations of the instructional program, including but not limited to related services and staff development, and approved budgeted expenditures consistent with Fiscal Agent policy are within the authority of the El Paso RDSPD Facilitator and do not require Management Board action; a) recruitment, interviewing and recommendation of employment of SSA personnel to the Fiscal Agent Board; b) purchasing of materials, approval of bills; and c) supervising, evaluating and recommending employment status of other SSA personnel. The RDSPD Facilitator may determine the location of services and assignment of staff. The budget is available for review by the Management Board.

3.2 For purposes of the Texas Public Information Act and the Local Government Records Act, the Special Education Director of each Member District/SSA shall serve as deputy officers for public records for requests made on behalf of or related to students served by the El Paso RDSPD SSA which are filed with the El Paso RDSPD SSA. For students enrolled in the cluster site programs, the Fiscal Agent will be responsible for responding to records requests pursuant to IDEA or FERPA. For students enrolled in itinerant programs, the district where the student resides will be responsible for educational records request made pursuant to FERPA and IDEA.

3.3 Any hearing on an employee grievance, termination, or non-renewal is the responsibility of, and will be held in accordance with the policies of the district with whom the employee has an employment relationship or contractual agreement.

3.4 El Paso RDSPD SSA personnel may include deaf education certified teachers, itinerant teachers, certified interpreters, speech therapists, diagnosticians, para-professional staff and office staff. Such employees are subject to the personnel policies, including but not limited to, all policies governing contracts, at-will employment, and standards of conduct, leave and other benefits of the Fiscal Agent and any El Paso RDSPD SSA operating guidelines and procedures. Additionally, the Fiscal Agent retains final hiring and termination authority regarding employment of SSA personnel. The Fiscal Agent salary schedule applies to SSA personnel set forth herein.

3.5 El Paso RDSPD SSA personnel shall be evaluated by the Facilitator based on evaluations as determined by the SSA Facilitator. The Facilitator will obtain input from campus coordinators as part of the evaluation process.

4. Fiscal Agent

4.1 El Paso Independent School District shall serve as the Fiscal Agent. The Fiscal Agent, as a Member District, is subject to Member District responsibilities and acknowledges that it is an accredited Texas school district and that it offers grades kindergarten through 12.

4.2 Except as otherwise provided herein, the Fiscal Agent is responsible for applying for, receiving, collecting, expending, and distributing all funds, regardless of source, in accordance with the budget adopted by the Management Board. The Fiscal Agent will utilize an acceptable cost allocation method consistent with the *Financial Accountability System Resource Guide (FASRG)* Section 1.3, 1.4, Basis for Allocation of Costs of the Fiscal Agent). The Fiscal Agent shall provide accounting services, reports, and shall perform any other responsibilities required by El Paso RDSPD SSA operating guidelines, if any. It is agreed and understood that the Fiscal Agent assumes no responsibility for a Member District's failure to maintain its effort.

4.3 The Fiscal Agent is responsible for preparing the operational budget for the El Paso RDSPD SSA. The Fiscal Agent will account for salaries and expenses of El Paso RDSPD SSA personnel and El Paso RDSPD SSA operating expenses. The parties acknowledge that the Fiscal Agent may access total State and Federal allocations, such as IDEA Part B funds; Part C funds (ECI); State Deaf funds; and any other funding received for the purpose of furthering this program. It is agreed that operating expenses include facilities use, utilities and other costs necessary to administer the SSA.

4.4 The Fiscal Agent will prepare and submit any reports or applications required by federal or state law or RDSPD policy.

4.5 The Facilitator or designee, on behalf of the Fiscal Agent, may negotiate contracts with outside service providers for special education and related services for students with disabilities in accordance with law and Fiscal Agent policies. The Fiscal Agent shall request Americans with Disabilities Act (ADA) and FERPA compliance by each service provider.

4.6 The Fiscal Agent must notify the Member Districts of any intention to withdraw as Fiscal Agent of the SSA on or before October 1st preceding the last fiscal year it intends to serve as Fiscal Agent. It is agreed and understood that the withdrawing Fiscal Agent will notify TEA of its intent to withdraw as Fiscal Agent on or before February 1 preceding the end of the fiscal year that it intends to be its last fiscal year to serve as Fiscal Agent. After a satisfactory independent audit of the SSA's accounts, the transfer of Fiscal Agent status will become effective July 1. All TEA timelines shall apply to any reconfiguration. The Fiscal Agent will provide documentation of affected parties as required by the Texas Education Agency to effectuate the withdrawal.

4.7 Should the Fiscal Agent cease for any reason to serve, the Management Board will by majority vote of a quorum appoint a Member District as Fiscal Agent. All TEA timelines shall apply to any reconfiguration, including a change in Fiscal Agent. However, a Member District, if so elected by the Management Board to serve as the new Fiscal Agent, is not required to serve as Fiscal Agent. A Member District shall not serve as Fiscal Agent absent specific approval by the Member District's Board of Trustees or other governing body if not an ISD.

4.8 Each Member District shall be responsible for submitting a PEIMS 011 Record to TEA consistent with TEA Requirements. Each Member District where a student attends school will prepare all required PEIMS student data reports on the 163 Record for students receiving El Paso RDSPD services. In the event a Member District fails to submit PEIMS student data on the 163 Record for a student who has been served by the RDSPD, it is agreed and understood that all Member Districts will contribute toward the financial deficit and agrees that an increase in the local fee for all Member Districts may result. It is further agreed that any PEIMS student data reported to TEA will be provided to the El Paso RDSPD SSA office upon request by the El Paso RDSPD SSA Facilitator. The Fiscal Agent, by reporting PEIMS data on students receiving services at cluster sites, is responsible for the provision of FAPE and accountability and will be deemed the LEA. For student receiving services through the itinerant program, PEIMS will be reported by the district of residence and that Member District will be the LEA and responsible for FAPE and accountability.

4.9 The Fiscal Agent determines the location of centralized programs within the Fiscal Agent.

5. Member Districts' General Obligations

5.1 Member Districts agree that any funds assessed under El Paso RDSPD SSA operating guidelines or this agreement will be remitted within thirty (30) calendar days of receiving a statement from the Fiscal Agent. Each Member District acknowledges that federal funds received from the state earmarked for deaf education programs, state funds, and ECI Part C funds flow from TEA directly to the Fiscal Agent upon the electronic submission of the Fiscal Agent's request for program funds.

5.2 Each Member District will be liable for any costs associated with its residentially-placed students pursuant to 19 T.A.C. §89.61. This includes any transportation costs incurred as a result of a District's initiated placement in the Texas School for the Deaf.

5.3 Each Member District agrees to cooperate with the Fiscal Agent in maintaining the proper fiscal, personnel, and student records for the El Paso RDSPD SSA operations. Member Districts where a student receives services are responsible for maintaining student eligibility folders.

5.5 A Member District may withdraw from the El Paso RDSPD SSA by providing the Fiscal Agent written notice of its proposed action no later than August 1 preceding the last fiscal year during which the Member District intends to remain as a Member District in the El Paso RDSPD SSA. Upon receipt, the Fiscal Agent shall submit written notice-of-intent-to-withdraw to the Texas Education Agency ("TEA") prior to February 1, or consistent with other TEA mandated timelines which may be in effect at the time of withdrawal. The Member District shall submit any other documentation required by the TEA to effectuate the withdrawal. The Member District retains responsibility of ensuring all withdrawal requirements are met. Upon delivery of such notice, the Member's withdrawal from the El Paso RDSPD SSA shall be effective June 30 of the last fiscal year during which the withdrawing Member District is a member of the El Paso RDSPD SSA, contingent upon approval of the TEA. The withdrawing Member District shall return to the El Paso RDSPD SSA any supplies, equipment, or fixtures in its possession that were purchased with El Paso RDSPD SSA funds, prior to or by the effective June 30. The Member Districts further agree that any uncommitted surplus funds or any other funds whether specifically defined herein or not, after full satisfaction of all charges and liabilities, remaining in the El Paso RDSPD SSA's operating fund shall remain with the SSA. Additionally, a withdrawing Member District shall pay all costs and fees related to, resulting from or associated with its withdrawal, including, but not limited to legal costs, insurance or any other expenses or obligations up to an amount not to exceed \$10,000.00.

5.6 Members will be responsible for the initial referral process, including a full individual evaluation (FIE) and any appropriate evaluations needed to establish eligibility including Part A—Otological Evaluation, Part B Audiological Evaluation, and Part C Speech Language Evaluation and for the initial ARD Committee meeting which includes representation from the RDSPD. The RDSPD will fund Audiological re-evaluations but not initial Audiological evaluations. The RDSPD is responsible for the re-evaluation of RDSPD students.

For eligible students of Member Districts, the El Paso RDSPD SSA will make available the following services:

A. Cluster Site Services: for eligible students placed at the Cluster Site pursuant to an IEP:

- Three year full and individual evaluation and appropriate assessment as determined through a Review of Existing Evaluation Data (REED) ARD;
- Scheduling and documentation of ARD committee meetings and documentation of Amendments without an ARD committee meeting, as necessary;
- Speech therapy per each student's IEP;
- Counseling services per each student's IEP;
- Audiological services per each student's IEP;
- Classroom amplification systems per each student's IEP;
- Physical and occupational therapy per each student's IEP;
- Parent training per each student's IEP;
- Sign language interpreter services per each student's IEP;
- Reporting PEIMS data for all students at the cluster sites and any other reporting required by TEA, state or federal law of the Fiscal Agent on behalf of the SSA.

B. Itinerant Services. For eligible students receiving itinerant services pursuant to an IEP or parent/infant services as per the Memorandum of Understanding between the Interagency Council on early Childhood Intervention (ECI) and the Texas Education Agency (TEA):

- Direct itinerant and early intervention services from an RDSPD certified teacher of the deaf and hard of hearing;
- Audiological services and classroom amplification for students receiving direct services for 45 minutes or more a week from an EPISD RDSPD teacher;
- For districts outside of the Education Service Center/Region 19 area, the charge for these services shall be \$50.00 an hour, including travel time, plus mileage reimbursement at the EPISD rate, in addition to the fees set forth in Exhibit D, attached hereto and as amended from time to time by the designee for the Fiscal Agent.

When possible, ARD Committee meetings will be held at the EPISD RDSPD cluster sites.

C. Services for all eligible students. For all eligible students of Member Districts receiving services:

- Part C Eligibility Report;
- Audiological Evaluations;
- Attendance at ARD meetings by a certified teacher of the deaf and hard of hearing;

- Attendance at Individualized Family Service Plan (IFSP) meetings for families receiving parent/infant services by a certified trainer of the deaf and hard of hearing;
- Staff Training (including trainings for staff of students receiving services under Section 504);
- FM systems (including students receiving services under Section 504);
- Supervision of RDSPD staff; and
- Consultative services

The provision of any services referenced in this paragraph is contingent upon the ARD Committee or Section 504 Committee's determination, as applicable, that such services are necessary and appropriate.

5.7 Repayments to the Texas Education Agency due to a violation of federal rules on Maintenance of Effort ("MOE") by any school district shall be the responsibility of the member district that violated the MOE requirement.

5.8 For students enrolled in a centralized program, RDSPD shall be responsible for FM receivers, audio shoes, related warranties and audio systems or other AT/AI equipment determined necessary by the ARD Committee. Hearing Aids are the sole responsibility of the Member District where the student is enrolled if not provided by the student. For a student receiving services in his or her home district, the Member District where the student resides is responsible for the purchase of all equipment set forth in this provision and deemed appropriate by an ARD committee.

5.9 Child Find is the responsibility of each Member District including the initial evaluation to determine eligibility. The Member District is responsible for the initial placement through the ARD Committee process. The Member District is responsible for following referral procedures as set forth in the operating guidelines. Member Districts shall send an ARD representative to the ARD Committee considering the educational needs of students with auditory impairment from that Member District. The Member District representative shall inform the El Paso RDSPD SSA of any changes in student location or status.

5.10 The RDSPD SSA will provide interpreter services for Cluster students participating in after-school non-academic activities and will seek reimbursement for these services from each Member District. Each Member District receiving such services will be billed separately, and must remit payment within thirty (30) days of receipt of invoice. After-school, non-academic activities include, but are not limited to, UIL events, sporting events, clubs, after-school tutoring and any other extra-curricular activity sponsored by a school district. Each Member agrees to pay for the costs of interpreter services incurred by students from the Member District attending summer school classes, Extended School Year (ESY), Summer Enrichment Classes, and/or participating in extracurricular activities in EPISD.

6. Fiscal Practices

6.1 The El Paso RDSPD SSA will operate on a budget reviewed by the El Paso RDSPD SSA Facilitator and management board. The management board shall ensure that the respective share to be contributed to the El Paso RDSPD SSA shall be included in the budgets adopted by the Member Districts boards of trustees. The budget shall be prepared in accordance with guidelines established by the Texas Education Agency.

6.2 El Paso RDSPD SSA administrative and uncontrollable costs that are not covered by State funds are determined by the difference between the projected actual federal and state deaf education entitlements, projected funds collected pursuant to this Agreement, and the required actual operating budget. This amount is then divided by the number of students projected to be enrolled in the El Paso RDSPD Cluster sites based on the PEIMS deaf student count of the previous fiscal year. Each Member further agrees to pay for itinerant services pursuant to Exhibit "D" attached hereto and as amended by the Fiscal Agent.

6.3 Except as otherwise provided herein, a Member District shall not be responsible for any costs associated with the El Paso RDSPD SSA unless such Member District has a student receiving services from the El Paso RDSPD SSA.

6.4 The El Paso RDSPD SSA's accounts will be audited annually, as part of the Fiscal Agent's audit, by an outside audit firm. This is considered an administrative cost.

6.5 Participants will be notified in writing by July 1 of the fiscal year regarding the tuition per student attending the El Paso RDSPD SSA cluster sites, cost for itinerant teacher services, cost for parent/infant itinerant teacher services, and other services provided, for the following year.

6.6 Each Member is responsible for "Maintenance of Effort" (MOE). Each Member shall provide information pertaining to MOE to the Fiscal Agent, EPISD, in a timely manner. Any Member that falls short of the MOE would be solely responsible for that breach and any financial repercussions that result from said breach.

7. Non-Member Services

7.1 Students from school districts other than those Member Districts who are parties to this agreement ("non-member LEAs") will be considered for services/placement upon written request to the Facilitator with authority of the Fiscal Agent of the El Paso RDSPD. An authorized representative of the non-member LEA shall be present at a Management Board meeting to present information and any requested clarification of information regarding the need(s) of the student(s) seeking to access services. The Member District Boards of Trustees delegate authority to the Management Board to enter into contracts with non-member LEAs as set forth herein. The Member Districts acknowledge that it is TEA's expectation that services

be provided to eligible students enrolled in non-member LEAs so that the intent of TEC Chapter 30, Subchapter D is met. In the event that the Management Board determines that providing services to students enrolled in non-member LEAs would create an undue burden for the RDSPD SSA, the El Paso RDSPD Facilitator shall refer the matter to TEA for review.

7.2 Factors to be considered by the Management Board when considering the non-member LEA's request for services/placement, include, but are not limited to: (1) the type of services needed; (2) whether additional El Paso RDSPD SSA staff will have to be employed or engaged to serve the student; (3) whether the non-member LEA is a member of any other shared services arrangement; (4) whether the non-member LEA can pay all transportation costs for transporting the student and all travel costs of staff associated with serving the student; (5) whether the non-member LEA will agree to transfer funds applicable to the education of the student as AI to the El Paso RDSPD SSA as appropriate and allowable; (6) whether the non-member LEA will pay all other costs incurred by El Paso RDSPD SSA in providing educational services to the student(s); and (7) whether the non-member LEA will agree to assume responsibility for attorney's fees and costs associated with any legal action brought by the student or his or her parents.

7.3 The costs for providing Non-Member LEA educational services shall be in accordance with the fee schedule at Exhibit "A", as applicable and as may be amended from time to time by the RDSPD Facilitator for the Fiscal Agent. Further, the non-member LEA seeking educational services will be assessed an administrative fee to cover all costs associated with the contract in the form attached as Exhibit "A".

7.4 The form of the Interlocal contract for Non-Member LEA educational services is attached as Exhibit "B."

7.5 Students from Charter Schools who are not parties to this agreement may be considered for placement upon request to the RDSPD Facilitator of the Fiscal Agent of the RDSPD through a services contract. Such contracts shall be in the form attached as Exhibit "C". The Charter School(s) seeking services will be assessed a fee to cover all costs associated with the contract in the form attached as Exhibit "A".

7.6 In the event a non-member LEA or Charter School does not agree to enter into a contract, then the El Paso RDSPD SSA will provide contact information of providers with whom those schools may directly contract for services, if available.

7.7 Each Member District, by approval of this El Paso RDSPD SSA Agreement, authorizes and delegates to the Member District's Superintendent the authority to execute the forms of agreements set forth at Exhibits "B" and "C".

8. Dissolution

8.1 Dissolution of this Agreement shall require the affirmative vote of a majority of the Member Districts. The Fiscal Agent shall notify TEA of the SSA's intent to dissolve by

El Paso Regional Day School Program for the Deaf
Shared Services Arrangement Agreement
Revised: 2015

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February 1st prior to the end of the fiscal year it intends to remain an SSA. Upon dissolution, the SSA's funds and any other remaining assets, after any charges and liabilities, will be divided among the Member Districts based on a prorated share determined by the number of students being served on December 1 of the year the SSA dissolves. The dissolution will take effect on July 1 after the first January 1 following the dissolution vote.

8.2 Agreements pertaining to purchase of real property shall supersede any provisions herein.

9. Risk of Loss

9.1 Except as otherwise provided herein, each Member District bears its own risk of loss. "Loss" includes, but is not limited to, damage to or loss of personal or real property, costs of administrative hearings, litigation expenses, awards of actual damages, court costs, attorneys fees, and settlement costs.

10. Transportation

10.1 Each Member District bears responsibility for providing or contracting for the transportation of each of its transportation-eligible students to each facility at which services are provided.

10.2 It is agreed that in the event a student's placement in the Texas School for the Deaf (TSD) is requested by a Member District, then any and all costs will be the responsibility of the Member District where the student resides.

11. Legal Responsibilities

11.1 Except as otherwise provided herein, the Member District wherein the student resides shall be solely responsible for the provision of a Free Appropriate Public Education ("FAPE"). For students enrolled in the cluster site program, the Member District in which the cluster site is located is deemed the LEA and is responsible for FAPE and accountability.

11.2 Except as otherwise provided herein, the Member District wherein the student resides is responsible for legal costs, court costs and attorney's fees, resulting from litigation directly involving that student. For students enrolled in the cluster site programs, the district in which the cluster site program is located at the LEA, will be responsible for legal costs, court costs and attorney's fees, resulting from litigation directly involving that student

11.3 Except as otherwise provided herein, if the El Paso RDSPD SSA, Fiscal Agent or any employee, agent or officer of the Fiscal Agent, is a named party in litigation arising under the IDEA whether in a Special Education Due Process Hearing or lawsuit filed in Federal or

State Court or litigation arising under Section 504 of the Rehabilitation Act or the Americans with Disabilities Act, involving a student being served as contemplated by this Agreement, the Member District wherein the student resides or is otherwise enrolled, remains responsible for legal costs, court costs and attorney's fees, resulting from litigation directly involving such student including reimbursement to the El Paso RDSPD SSA and the Fiscal Agent for any legal costs incurred by the El Paso RDSPD SSA or the Fiscal Agent. In the event the litigation as set forth above involves a student that resides in another Member District but is enrolled in the Fiscal Agent centralized program, the Fiscal Agent will not be entitled to reimbursement.

11.4 Each Member District shall be responsible for legal fees incurred due to complaints, grievances, or litigation arising from an employee with whom the district has a contract or with whom the district has an employment relationship. El Paso RDSPD SSA shall be responsible for legal fees incurred due to complaints, grievances, or litigation arising from its employees.

11.5 The legal responsibilities stated herein shall survive the expiration of this contract should litigation arise from events that occurred during the term of the contract.

11.6 The Member Districts of this Shared Services Arrangement contract and the Fiscal Agent agree to negotiate in good faith to resolve any dispute related to the contract that may arise from the Member Districts. If the dispute cannot be resolved by negotiations, the dispute shall be submitted to mediation before resorting to litigation. If the need for mediation arises, a mutually acceptable mediator shall be chosen by the parties to the dispute, who shall share the cost of mediation services based upon an equal split between the Member Districts. The Fiscal Agent shall contribute an equal share in the cost for mediation. Mediation is a voluntary dispute resolution process in which the parties to the dispute meet with an impartial person, called a mediator, who will help to resolve the dispute informally and confidentially. Mediators facilitate the resolution of disputes but cannot impose binding decisions. The parties to the dispute must agree before any settlement is binding.

11.7 Students who are enrolled in the Member District hosting the Cluster Sites and who have been accepted as transfer students pursuant to Board Policy of such district will be considered students of the Member hosting the Cluster Site, and that Member will be deemed the Local Education Agency.

12. The Agreement

12.1. This Agreement will be automatically renewed by each Member District annually unless notice of withdrawal or dissolution is given under the terms of this contract, or this contract is revised or modified. In the event this contract is revised or modified and a Member District refuses to execute the revised Agreement, then that Member District will not be deemed a party to this contract. In the event there is a dispute among the Member Districts regarding

revisions or modifications to this Agreement, the Member District(s) electing not to agree to execute the modifications of the contract will not be parties to the Agreement and Section 12.2 shall control.

12.2 This Agreement will supersede all previous agreements among the parties in relation to the operation of the SSA and responsibilities under any prior Cooperative agreement.

12.3 This Agreement will apply to and bind the representatives and successors in interest of the parties to this agreement.

12.4 This Agreement is governed by the laws of the State of Texas.

12.5 If any provision of this Agreement becomes or is held violative of any law or unenforceable, then the invalidity of that provision will not invalidate the remaining provisions. The Member Districts agree that all remaining provisions of this Agreement will remain in effect.

12.6 Citations of and references to any specific federal or state statute or administrative regulation in this Agreement include any amendment to or successor of that statute or regulation.

12.7 The effectiveness of this agreement is conditioned upon the approval of the Texas Commissioner of Education, pursuant to Education Code § 29.007.

12.8 Nothing herein shall be construed to be a waiver of sovereign immunity by any of the parties, except to the limited extent required by law to enforce the parties' respective obligations to each other hereunder. The parties expressly agree that, in all things relating to this contract, they are performing governmental functions, as defined by the Texas Tort Claims Act, and that every act or omission of the parties which, in any way, pertains to or arises out of this Agreement falls within the definitions of governmental function.

12.9 It is understood and agreed that this Agreement may be executed in a number of identical counterparts, each of which shall be deemed an original for all purposes.

12.10 It is agreed and understood that the terms of this Agreement shall not be modified absent written agreement of all parties. Any modifications agreed to by all Member District Boards of Trustees shall be submitted to the TEA's Division of IDEA Coordination within 90 calendar days of the effective date of the revised Agreement.

Executed this 22 day of May, 2015.

Anthony Independent School District

Christine Sinda
BOARD PRESIDENT SIGNATURE

5/20/2015
DATE

Burnham Wood Charter School District

BOARD PRESIDENT SIGNATURE

DATE

Canutillo Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Clint Independent School District

BOARD PRESIDENT SIGNATURE

DATE

El Paso Independent School District

BOARD PRESIDENT SIGNATURE

DATE

El Paso Regional Day School Program for the Deaf
Shared Services Arrangement Agreement
Revised: 2015

Anthony Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Burnham Wood Charter School District

Jim B Burnham

BOARD PRESIDENT SIGNATURE

4/15/15

DATE

Canutillo Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Clint Independent School District

BOARD PRESIDENT SIGNATURE

DATE

El Paso Independent School District

BOARD PRESIDENT SIGNATURE

DATE

El Paso Regional Day School Program for the Deaf
Shared Services Arrangement Agreement
Revised: 2015

Anthony Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Burnham Wood Charter School District

BOARD PRESIDENT SIGNATURE

DATE

Canutillo Independent School District

[Handwritten Signature]

BOARD PRESIDENT SIGNATURE

4/28/15

DATE

Clint Independent School District

BOARD PRESIDENT SIGNATURE

DATE

El Paso Independent School District

BOARD PRESIDENT SIGNATURE

DATE

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Anthony Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Burnham Wood Charter School District

BOARD PRESIDENT SIGNATURE


DATE

Canutillo Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Clint Independent School District



BOARD PRESIDENT SIGNATURE

DATE

El Paso Independent School District

BOARD PRESIDENT SIGNATURE

DATE

**El Paso Regional Day School Program for the Deaf
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Anthony Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Burnham Wood Charter School District

BOARD PRESIDENT SIGNATURE

DATE

Canutillo Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Clint Independent School District

BOARD PRESIDENT SIGNATURE

DATE

El Paso Independent School District



BOARD PRESIDENT SIGNATURE

5/7/15

DATE

El Paso Regional Day School Program for the Deaf
Shared Services Arrangement Agreement
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Fabens Independent School District



BOARD PRESIDENT SIGNATURE

4/16/2015
DATE

Fort Hancock Independent School District

BOARD PRESIDENT SIGNATURE

DATE

San Elizario Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Sierra Blanca Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Socorro Independent School District

BOARD PRESIDENT SIGNATURE

DATE


El Paso Regional Day School Program for the Deaf
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Fabens Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Fort Hancock Independent School District



BOARD PRESIDENT SIGNATURE

04/09/2015
DATE

San Elizario Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Sierra Blanca Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Socorro Independent School District

BOARD PRESIDENT SIGNATURE

DATE

El Paso Regional Day School Program for the Deaf
Shared Services Arrangement Agreement
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Fabans Independent School District

BOARD PRESIDENT SIGNATURE

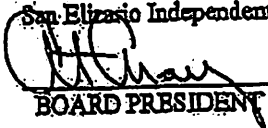
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Fort Hancock Independent School District

BOARD PRESIDENT SIGNATURE

DATE

San Elizario Independent School District



BOARD PRESIDENT SIGNATURE

4-8-15

DATE

Sierra Blanca Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Socorro Independent School District

BOARD PRESIDENT SIGNATURE

DATE

El Paso Regional Day School Program for the Deaf
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Fabens Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Fort Hancock Independent School District

BOARD PRESIDENT SIGNATURE

DATE

San Elizario Independent School District

BOARD PRESIDENT SIGNATURE

DATE

*** Sierra Blanca Independent School District**



BOARD PRESIDENT SIGNATURE

05-22-15
DATE

Socorro Independent School District

BOARD PRESIDENT SIGNATURE

DATE

**El Paso Regional Day School Program for the Deaf
Shared Services Arrangement Agreement
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Fabens Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Fort Hancock Independent School District

BOARD PRESIDENT SIGNATURE

DATE

San Elizario Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Sierra Blanca Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Socorro Independent School District

Angelica Rodriguez

BOARD PRESIDENT SIGNATURE

5/19/15

DATE

**El Paso Regional Day School Program for the Deaf
Shared Services Arrangement Agreement
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Tornillo Independent School District


BOARD PRESIDENT SIGNATURE

4/29/15
DATE

La Fe Preparatory School

BOARD PRESIDENT SIGNATURE

DATE

Ysletta Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Culberson County-Allamore Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Vista Del Futuro Charter School

BOARD PRESIDENT SIGNATURE

DATE

El Paso Regional Day School Program for the Deaf
Shared Services Arrangement Agreement
Revised: 2015

Tornillo Independent School District

BOARD PRESIDENT SIGNATURE

DATE

La Fe Preparatory School

[Handwritten Signature]

BOARD PRESIDENT SIGNATURE

4/9/15

DATE

Ysletta Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Culberson County-Allamore Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Vista Del Futuro Charter School

BOARD PRESIDENT SIGNATURE

DATE

**El Paso Regional Day School Program for the Deaf
Shared Services Arrangement Agreement
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Tomillo Independent School District

BOARD PRESIDENT SIGNATURE

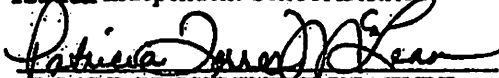
DATE

La Fe Preparatory School

BOARD PRESIDENT SIGNATURE

DATE

Ysleta Independent School District



BOARD PRESIDENT SIGNATURE



DATE

Culberson County-Allamore Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Vista Del Futuro Charter School

BOARD PRESIDENT SIGNATURE

DATE

El Paso Regional Day School Program for the Deaf
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Tomillo Independent School District

BOARD PRESIDENT SIGNATURE

DATE

La Fe Preparatory School

BOARD PRESIDENT SIGNATURE

DATE

Ysletta Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Culberson County-Allamore Independent School District



BOARD PRESIDENT SIGNATURE

4/22/15
DATE

Vista Del Futuro Charter School

BOARD PRESIDENT SIGNATURE

DATE

**El Paso Regional Day School Program for the Deaf
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Tornillo Independent School District

BOARD PRESIDENT SIGNATURE

DATE

La Fe Preparatory School

BOARD PRESIDENT SIGNATURE

DATE

Ysletta Independent School District

BOARD PRESIDENT SIGNATURE

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Culberson County-Allamore Independent School District

BOARD PRESIDENT SIGNATURE

DATE

Vista Del Futuro Charter School



BOARD PRESIDENT SIGNATURE

4/15/15
DATE

El Paso Regional Day School Program for the Deaf
Shared Services Arrangement Agreement
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Services Listed Are for Reference Only
Availability of such services will be determined at the time of a Request for Non-Member services is submitted.

EXHIBIT A

Requested Non-Member LEA or Charter Schools Services and Applicable Fees

This fee schedule shall be determined by the EPISD RDSPD SSA. Fees are subject to change at the discretion of the EPISD RDSPD SSA. Services are contingent upon staff availability.

(An administrative fee in the amount of \$_____ must be submitted with the executed Services or Interlocal contract). (Travel for EPISD RDSPD SSA staff delivery services will be at the current mileage reimbursement rate of El Paso ISD.)

EVALUATION

Fee:

- a. Otological Evaluation re-evaluation _____
- b. Audiological Assessment re-evaluation _____
- c. Speech and Language Assessment re-evaluation _____
- d. Psycho-educational Assessment re-evaluation _____
- e. Psychological Assessment re-evaluation _____
- f. Communication Assessment re-evaluation _____
- g. Counseling re-evaluation _____
- h. Full Re-evaluation _____

ITINERANT SERVICES

Fee:

- a. Observation _____
- b. Equipment in-services _____
- c. Deliver batteries _____
- d. Troubleshoot hearing aids/equipment _____
- e. Shuttle/dispense broken and repaired aids _____
- f. Consult with teachers on modifications _____
- g. Consult with diagnosticians on AI
Procedures and paperwork _____
- h. ARD participation _____
- i. Direct services to students _____
- j. Auditory Training _____
- k. Speech and Language Assistance _____
- l. Itinerant Teachers _____
- m. Student Counseling _____
- n. Cluster Site Interpreter Services _____
- o. Parent Education _____
- p. Staff Training _____

CLUSTER SITE SERVICES

Fee:

- a. Full day services _____

OTHER
Fee:

- a. _____
- b. _____

This Agreement does not contemplate the provision of interpreter services, as an itinerant service or for any non-instructional program or any extracurricular activity.

Students who attend a centralized program/cluster site will not be considered a transfer student.

EXHIBIT B

STATE OF TEXAS

§
§
§
§
§

INTERLOCAL AGREEMENT:
FOR

COUNTY OF EL PASO

The EPISD Regional Day School Program for the Deaf, an SSA, in El Paso County, Texas ("the SSA"), and _____ ("Non-Member LEA"), an independent school district and political subdivision of the State of Texas, hereby enter into this Interlocal Agreement ("the Agreement") for the provision of specific deaf education services for Non-Member LEA students who are eligible for deaf education services pursuant to IDEA as further defined herein ("Deaf Services"), in order to provide access to the SSA's deaf education program as required by the Texas Education Agency ("TEA"). SSA and Non-Member LEA may be referred to jointly herein as the "Parties," and individually as a "Party."

WHEREAS, the SSA is currently providing Deaf Services to its Member Districts; and

WHEREAS, pursuant to the Shared Services Arrangement Contract for the EPISD Regional Day School Program for the Deaf dated _____, the SSA may provide Deaf Services to Non-Member LEAs, as requested by TEA, by and through an Interlocal Agreement; and

WHEREAS, Non-Member LEA seeks Deaf Services for certain eligible students; and

WHEREAS, Non-Member LEA has requested Deaf Services from the SSA and the SSA agrees to provide the Deaf Services, by means of this Interlocal Agreement; and

WHEREAS, both Parties acknowledge and have found it will increase the efficiency and effectiveness of their respective entities as required by Section 791.001, *et seq.* of the Texas Government Code, the Texas Interlocal Cooperation Act ("the Act"), and will comply with the Division of IDEA Coordination, TEA, RDSPD SSA Procedures and will be in their best interests and the interest of the public to cooperate in the provision of Deaf Services as set forth in this Agreement;

NOW THEREFORE, the Parties, for and in consideration of the covenants and agreements herein set forth, to be kept and performed by them respectively, have agreed to and do hereby agree together as follows:

- I. Purpose
Pursuant to Chapter 791 of the Act, the Non-Member LEA and the Member Districts made a part of the SSA are public entities, entering into this Agreement for the purpose of providing governmental functions in which the Parties are mutually interested and with

each Party performing functions they would be authorized to perform individually; specifically: deaf education services and services for the public health and welfare.

2. General Agreement

The Non-Member LEA and SSA hereby agree to cooperate as further set forth in this Agreement in the provision of the Deaf Services. The Deaf Services consist of those identified on Exhibit "A" attached hereto.

3. SSA Responsibilities

SSA shall provide Deaf Services, utilizing best efforts, through its staff and personnel, as set forth on Exhibit "A".

4. Non-Member LEA Responsibilities

- The Non-Member LEA agrees to remit any funds assessed by the SSA within thirty (30) calendar days of receiving a statement from the SSA Fiscal Agent.
- The Non-Member LEA retains sole responsibility for funds, if any, related to the American Recovery and Re-Investment Act of 2009.
- The Non-Member LEA will be liable for any and all costs associated with its residentially placed students.
- The Non-Member LEA agrees to maintain proper educational records, including eligibility folders, for students served by the SSA. It is further agreed that all student records of any student recipient of SSA services, shall be provided to the SSA prior to the initiation of SSA services. In the event records submitted are deemed unsatisfactory by the EPISD RDSPD SSA or do not reflect IDEA compliance, Non-Member LEA services may be rejected.
- The Non-Member LEA shall provide suitable and sufficient classroom space to accommodate its students receiving itinerant services as well as office space for supportive personnel as requested by the SSA.
- It is agreed and understood that the continued delivery of services to students of Member Districts of the SSA will take precedence over Non-Member LEA students. When determining whether or not existing SSA personnel may serve Non-Member LEA student(s), assurances shall be provided to the member districts that the Member District students will continue to receive appropriate services. This Agreement may be terminated, consistent with the termination clause set forth herein, should the SSA, in its sole discretion and at any time, determine that existing personnel or contract employees cannot adequately serve Non-Member LEA students while maintaining its obligation to serve Member District students.
- Non-Member LEAs are responsible for the education of each student with auditory impairments who resides within that Non-Member LEA's boundaries regardless of whether the student is served in the Non-Member LEA's local program, SSA or other placements. Such responsibility includes the provision of any related services as determined necessary by the student's ARD Committee. Except as otherwise provided herein, the Non-Member LEA, through this

Interlocal contract, may retain Deaf Services based upon the fee schedule set forth in Exhibit A.

- Child Find and the determination of eligibility for Deaf Services is the sole responsibility of the Non-Member LEA. The Non-Member LEA will not be allowed to access SSA services without the submission of the required evaluations for Deaf Services eligibility of its students.
- The Non-Member LEA agrees to comply with applicable federal and state law and the SSA Administrative Guidelines. Noncompliance, as determined by the SSA, will result in a termination of services, as set forth in the termination clause herein.
- The Non-Member LEA is solely responsible for transportation of its eligible students to each facility at which SSA Deaf Services are provided, including providing all required insurance for vehicles used in such transportation.
- The Non-Member LEA is solely responsible for the provision of a Free and Appropriate Public Education (FAPE) to its students.
- The Non-Member LEA is responsible for legal costs, court costs, and attorney's fees, resulting from litigation directly involving its student(s).

5. Miscellaneous

A. To the extent permitted under Texas law and without waiving any defenses including governmental immunity, Non-Member LEA agrees to be responsible for its own acts of negligence, which may arise in connection with any and all claims for damages, costs and expenses to or by any person or persons and to any property that may arise out of or be occasioned by this Agreement or any of its activities or from any act or omission of any employee or representatives of the parties of this Interlocal Agreement. Further, Non-Member LEA shall indemnify and hold the SSA harmless from any actions brought against the SSA, any Member District of the SSA or any employee, agent or officer of any Member District of the SSA for any reason related to the Deaf Services and/or this Interlocal Agreement.

B. Notice and Addresses. All notices required hereunder must be given by certified mail or registered mail, addressed to the proper Party, at the following addresses:

To the SSA:

With a copy to:

To the Non-Member LEA:

With a copy to:

Either Party may change the address to which notices are to be sent by giving the other

Party notice of the new address in the manner provided in this section. Notices shall be deemed to have been received three (3) days after deposit in the mail.

- C. **Parties Bound.** This Agreement shall be binding upon, and inure to the benefit of, the Parties to this Agreement and their respective heirs, executors, administrators, legal representatives, successors, and assigns.
- D. **Prior Agreement Superseded.** This Agreement together with the terms of the Shared Services Arrangement Contract for the EPISD Regional Day School Program for the Deaf constitute the sole and only Agreement of the Parties regarding their responsibilities to each other concerning the Services and supersedes any prior understandings or written or oral agreements between the Parties respecting the Services. This Agreement in no way modifies or supersedes any document executed by the Parties prior to this Agreement which does not involve the Non-Member Services.
- E. **Amendment.** No amendment, modification, or alteration of the terms of this Agreement shall be binding unless it is in writing, dated subsequent to the date of this Agreement, and duly executed by the Parties to this Agreement.
- F. **Violation of Law.** The Parties shall not violate any federal, state or local laws, regulations or ordinances in the performance of this Agreement.
- G. **Definition of Terms.** All special education terms and acronyms used in this Agreement shall have the meanings and definitions provided to such terms and acronyms as set out in Chapter III, Part 300 of the Individuals with Disabilities Education Act (IDEA); 34 CFR 300 *et seq.*, and the Texas Administrative Code, 19-TAC 89.1050(a). Such terms and acronyms shall include, but not be limited to, FAPE or Free Appropriate Public Education, IEP or Individualized Education Program, LEP or Limited English Proficient, LEA or Local Education Agency, LRE or Least Restrictive Environment, SEA or State Education Agency, MOE or Maintenance of Effort, ESEA or Elementary and Secondary Education Act, and ARD or Admission, Review and Dismissal.
- H. **Enforceability.** If any provision of this Agreement proves unlawful or unenforceable by a court having jurisdiction over the Parties or the subject matter, such provision shall be severable from the other provision of this Agreement, and all remaining provisions shall be fully enforceable.
- I. **Governing Law and Place for Performance.** This Agreement shall be governed by the laws of Texas, which state shall also be deemed the place where this Agreement was entered into and the place of performance and transaction of business and Parties. In the event of litigation pertaining to the Agreement, the exclusive forum, venue and place of jurisdiction shall also be the County of El Paso and the State of Texas unless otherwise agreed in writing by the Parties. The

Parties acknowledge that each has had the unfettered opportunity to review, revise and negotiate the terms of this Agreement, and that if in the future there is a dispute as to the meaning of any provision herein, then no such provision shall be construed against the drafter of the Agreement.

- J. Exhibits Incorporated. All exhibits to this Agreement are incorporated by reference as if completely set out herein.
- K. Signature Warranty Clause. The signatories to this Agreement represent and warrant that they have the authority to execute this agreement on behalf of SSA and the Non-Member District, respectively.
- L. No Waiver of Immunities. Nothing in the Agreement shall be construed to waive any immunity from suit or liability enjoyed by SSA, the Member Districts, the Non-Member LEA's, or the past or present officers, employees, or agents of the Non-Member LEA's and Member Districts.
- M. Approval by Governing Bodies. This Agreement has been approved by the governing bodies of the SSA and the Non-Member LEA.
- N. Payment from Current Revenues. Each Party paying for the performance of governmental functions or services must make those payments from current revenues available to the paying Party.
- O. Assignment. Neither Party may assign their interests in this Agreement except upon receiving the written consent of the other Party.
- P. Either Party may terminate this agreement at any time with or without cause, by giving the other party written notice of its decision to terminate at least forty-five (45) business days prior to termination.

EXECUTED TO BE EFFECTIVE this _____ day of _____, 2014.

EPISD Regional Day School Program for the Deaf SSA

By: _____
Printed Name: _____
Title: _____

[Insert name of Non-member LEA]

By: _____

ATTEST:

ATTEST:

By: _____

By: _____

Exhibits:
Exhibit "A" – Rate Sheet

EXHIBIT C

STATE OF TEXAS

§
§
§
§
§

SERVICES AGREEMENT:
FOR DEAF EDUCATION
SERVICES

COUNTY OF EL PASO

The EPISD Regional Day School Program for the Deaf, an SSA, in El Paso County, Texas ("the SSA"), and _____ ("Non-Member Charter School"), a Charter School established by the Texas Education Agency, hereby enter into this Services Agreement ("the Agreement") for the provision of specific deaf education services for Non-Member Charter School students who are eligible for deaf education services pursuant to IDEA as further defined herein ("Deaf Services"), in order to provide access to the non-member Charter School students to the SSA's deaf education program as required by the Texas Education Agency ("TEA") RDSPD Guidelines. SSA and Non-Member Charter School may be referred to jointly herein as the "Parties," and individually as a "Party."

WHEREAS, the SSA is currently providing Deaf Services to its Member Districts; and

WHEREAS, pursuant to the Shared Services Arrangement Contract for the EPISD Regional Day School Program for the Deaf dated _____, the SSA may provide Deaf Services to Non-Member Charter Schools, as requested by TEA, by and through a Deaf Services Agreement; and

WHEREAS, Non-Member Charter School seeks Deaf Services for certain eligible students; and

WHEREAS, Non-Member Charter School has requested Deaf Services and the SSA agrees to provide the Deaf Services, by means of this Agreement; and

WHEREAS, both Parties acknowledge that such Agreement is consistent with the Division of IDEA Coordination, TEA, RDSPD SSA Procedures and will be in their best interests and the interests of the public to cooperate in the provision of Deaf Services as set forth in this Agreement;

NOW THEREFORE, the Parties, for and in consideration of the covenants and agreements herein set forth, to be kept and performed by them respectively, have agreed to and do hereby agree together as follows:

I. Purpose

The Non-Member Charter School and the Member Districts made a part of the SSA are entering into this Agreement for the purpose of allowing Non-Member Charter School students an opportunity to access SSA Deaf Services consistent with the terms of this

Agreement.

2. General Agreement

The Non-Member Charter School and SSA hereby agree to cooperate as further set forth in this Agreement in the provision of the Deaf Services. The Deaf Services consist of those identified on Exhibit "A" attached hereto.

3. SSA Responsibilities

The SSA shall utilize best efforts to provide Deaf Services to eligible students enrolled in a Non-Member Charter School as set forth on Exhibit "A".

4. Non-Member Charter School Responsibilities

- A. The Non-Member Charter School agrees to remit any funds assessed by the SSA within thirty (30) calendar days of receiving a statement from the SSA Fiscal Agent.
- B. The Non-Member Charter School retains sole responsibility for funds, if any, related to the American Recovery and Re-Investment Act of 2009.
- C. The Non-Member Charter School will be liable for any and all costs associated with its residentially placed students.
- D. The Non-Member Charter School agrees to maintain proper educational records; including eligibility folders, for students served by the SSA. It is further agreed that all student records of any student recipient of SSA services, shall be provided to the SSA prior to the initiation of SSA services. In the event records submitted are deemed unsatisfactory by the SSA or do not reflect IDEA compliance, such services may be rejected.
- E. The Non-Member Charter School shall provide suitable and sufficient classroom space to accommodate its students as well as office space for supportive personnel as requested by the SSA.
- F. Any participation in the SSA programs by a Non-Member Charter School representative or employee, whether on a paid or volunteer basis, shall be considered within the course and scope of the employee's Non-Member Charter School employment. Non-Member Charter School shall provide such employee or representative with appropriate supervision during all times they are performing duties associated with the provision of SSA services, regardless of the time of day or the location where the duties are performed. The SSA representative shall have no duty to supervise or provide supervision or assistance to such persons
- G. It is agreed and understood that the continued delivery of services to students of Member Districts of the SSA will take precedence over Non-Member Charter School students. When determining whether or not existing SSA personnel may serve Non-Member Charter School student(s), assurances shall be provided to the Member Districts that the Member District students will continue to receive appropriate services. This Agreement may be terminated, consistent with the termination clause set forth herein, should the SSA, at any time in its sole

discretion, determine that existing personnel or contract employees cannot adequately serve Non-Member Charter School students while maintaining its obligation to serve Member District students.

- H. Non-Member Charter Schools are responsible for the education of each student with auditory impairments who resides within that Non-Member Charter School's boundaries, whether such student is served in a local program, SSA, or other placements. Such responsibility includes the provision of any related services as determined necessary by the student's ARD Committee. Except as otherwise provided herein, the Non-Member Charter School, through this Agreement, may retain Deaf Services based upon the fee schedule set forth in Exhibit A.
- I. Child Find and the determination of eligibility for Deaf Services is the sole responsibility of the Non-Member Charter School. The Non-Member Charter School will not be allowed to access SSA services without the submission of the required evaluations for Deaf Services eligibility of its students.
- J. The Non-Member Charter School agrees to comply with applicable federal and state law and the SSA Administrative Guidelines. Non-compliance, as determined by the SSA, will result in a termination of services, as set forth in the termination clause herein.
- K. The Non-Member Charter School is solely responsible for transportation of its eligible students to each facility at which SSA Deaf Services are provided, and for related insurance for any vehicles as required for such transportation.
- L. The Non-Member Charter School is solely responsible for the provision of a Free and Appropriate Public Education (FAPE) to its students.
- M. The Non-Member Charter School is responsible for legal costs, court costs, and attorney's fees, resulting from litigation directly involving its student(s).

If and when applicable, the Non-Member Charter School will sign documents prepared by SSA and acceptable to _____.

5. Risk of Loss and Indemnification.

- A. Except as otherwise provided herein, Non-Member Charter School bears its own risk of loss. "Loss" includes, but is not limited to, damage to or loss of its own personal or real property, costs of administrative hearings, litigation expenses, awards of actual damages, court costs, attorneys fees, and settlement costs related to SSA services provided under this Agreement to Non-Member Charter Schools students.
- B. To the extent permitted under Texas law and without waiving any defenses including governmental immunity, Non-Member Charter School agrees to be responsible for its own acts of negligence, which may arise in connection with any and all claims for damages, costs and expenses to or by any person or persons and to any property which may arise out of or be occasioned by this Agreement or any of its activities or any act or omission of any employee or representatives of the parties to this Agreement.

- C. NON-MEMBER CHARTER SCHOOL SHALL INDEMNIFY AND HOLD EPISD RDSPD ("SSA") HARMLESS FROM ANY ACTIONS BROUGHT AGAINST THE SSA, ANY MEMBER DISTRICT OF THE SSA OR ANY EMPLOYEE, AGENT OR OFFICER OF THE SSA OR ITS MEMBER DISTRICTS FOR ANY REASON RELATED TO THE DEAF SERVICES AND/OR THIS AGREEMENT.

6. Insurance Requirements.

- A. Commercial General Liability. The Non-Member Charter School agrees to provide and maintain during the term of this Agreement coverage limits of \$1,000,000.00 for each occurrence and \$2,000,000 General Aggregate.
- B. Automobile Liability. The Non-Member Charter School will insure its owned or leased vehicles used in the transportation of students receiving Deaf Services from the SSA for the statutory maximum limits of school district liability for motor vehicle accidents. The Non-Member Charter School acknowledges that the SSA does not provide transportation and does not utilize vehicles for the furtherance of this program or in its role as Fiscal Agent.
- C. Workmen's Compensation. Coverage shall be provided for all liability arising out of the Non-Member Charter School's employment of its employees and anyone for whom the Non-Member Charter School shall be liable for Worker's Compensation claims. Worker's Compensation is required and no "alternative" form of insurance shall be permitted.
- D. General Provisions Applicable to Insurance.
1. The required insurance must be written by a company licensed to do business in Texas at the time the policy is issued, and rated no less than B in the most current edition of Best's Rating Manual at all times during the term of this Agreement.
 2. The General Liability and Automobile policy or policies so issued in the name of the Non-Member Charter School shall also name the SSA as an additional insured, as their respective interests may appear. The coverage afforded to the additional insured under the policy or policies shall be primary insurance. It is the intent of the parties to this Agreement that the General Liability coverage required herein shall be primary to and shall seek no contribution from all insurance available to the SSA, with the SSA's insurance being excess, secondary and non-contributing. The Commercial General Liability and Automobile coverage provided by the Non-Member Charter School shall be endorsed to provide such primary and non-contributing liability. If the additional insured has other insurance which is applicable to the loss, such other insurance shall be on an excess or contingent basis.

3. The Non-Member Charter School shall have its insurance carrier(s) furnish to the SSA insurance certificates in form satisfactory to the SSA specifying the types and amounts of coverage in effect, the expiration dates of each policy, a statement that no insurance will be canceled or materially changed while the Agreement is in effect without thirty (30) calendar days prior written notice to SSA, and a statement that the SSA is named as additional insured as provided above.

E. **Notice and Addresses.** All notices required hereunder must be given by certified mail or registered mail, addressed to the proper Party, at the following addresses:

To the SSA:

With a copy to:

Non-Member Charter School:

With a copy to:

Either Party may change the address to which notices are to be sent by giving the other Party notice of the new address in the manner provided in this section. Notices shall be deemed to have been received three (3) days after deposit in the mail.

F. **Parties Bound.** This Agreement shall be binding upon, and inure to the benefit of, the Parties to this Agreement and their respective heirs, executors, administrators, legal representatives, successors, and assigns.

G. **Prior Agreement Superseded.** This Agreement together with the terms of the Shared Services Arrangement Contract for the EPSD Regional Day School Program for the Deaf constitute the sole and only Agreement of the Parties regarding their responsibilities to each other concerning the Services and supersedes any prior understandings or written or oral agreements between the Parties respecting the Services. This Agreement in no way modifies or supersedes any document executed by the Parties prior to this Agreement which does not involve the Non-Member Services.

H. **Amendment.** No amendment, modification, or alteration of the terms of this Agreement shall be binding unless it is in writing, dated subsequent to the date of this Agreement, and duly executed by the Parties to this Agreement.

I. **Violation of Law.** The Parties shall not violate any federal, state or local laws, regulations or ordinances in the performance of this Agreement.

J. **Definition of Terms.** Unless the context otherwise indicates, all terms used herein

which are defined in the Texas Uniform Commercial Code shall have the meaning herein stated. All special education terms and acronyms used in this Agreement shall have the meanings and definitions provided to such terms and acronyms as set out in Chapter III, Part 300 of the Individuals with Disabilities Education Act (IDEA), 34 CFR 300 *et seq*, and the Texas Administrative Code, 19 TAC Chapter 89. Such terms and acronyms shall include, but not be limited to, FAPE or Free Appropriate Public Education, IEP or Individualized Education Program, LEA or Local Education Agency, LRE or Least Restrictive Environment, SEA or State Education Agency, MOE or Maintenance of Effort, ESEA or Elementary and Secondary Education Act, and ARD or Admission, Review and Dismissal.

- K. **Enforceability.** If any provision of this Agreement proves unlawful or unenforceable by a court having jurisdiction over the Parties or the subject matter, such provision shall be severable from the other provision of this Agreement, and all remaining provisions shall be fully enforceable.
- L. **Governing Law and Place for Performance.** This Agreement shall be governed by the laws of Texas, which state shall also be deemed the place where this Agreement was entered into and the place of performance and transaction of business and Parties. In the event of litigation pertaining to the Agreement, the exclusive forum, venue and place of jurisdiction shall also be the County of El Paso and the State of Texas unless otherwise agreed in writing by the Parties. The Parties acknowledge that each has had the unfettered opportunity to review, revise and negotiate the terms of this Agreement, and that if in the future there is a dispute as to the meaning of any provision herein, then no such provision shall be construed against the drafter of the Agreement.
- M. **Exhibits Incorporated.** All exhibits to this Agreement are incorporated by reference as if completely set out herein.
- N. **Signature Warranty Clause.** The signatories to this Agreement represent and warrant that they have the authority to execute this agreement on behalf of SSA and the Non-Member District, respectively.
- O. **No Waiver of Immunities.** Nothing in the Agreement shall be construed to waive any immunity from suit or liability enjoyed by SSA, its Non-Member District or their past or present officers, employees, or agents.
- P. **Approval by Governing Bodies.** This Agreement has been approved by the governing bodies of the SSA and the Non-Member Charter School.
- Q. **Payment from Current Revenues.** Each Party paying for the performance of governmental functions or services must make those payments from current revenues available to the paying Party.

- R. Assignment. Neither Party may assign their interests in this Agreement except upon receiving the written consent of the other Party.
- S. Either Party may terminate this agreement at any time with or without cause, by giving the other party written notice of its decision to terminate at least forty-five (45) business days prior to termination.

EXECUTED TO BE EFFECTIVE this _____ day of _____, 2014.

EPISD Regional Day School Program for the Deaf SSA

By: _____
Printed Name: _____
Title: _____

ATTEST:

By: _____

[INSERT]

By: _____

ATTEST:

By: _____

Exhibits:
Exhibit "A" – Rate Sheet

Board of Trustees

Executive Summary of Board Agenda Item

Meeting Date: _____
Agenda Item No.: _____

Subject/Title for Agenda Posting: 2016 PBL World Conference

Justification Statement: To implement best practices in STEM/PBL learning, Reyes staff members need to attend professional development that will teach STEM/PBL strategies and activities that may be used in their classrooms. We have already begun to engage Reyes practitioners in this pedagogy through the grant funding we received from UTEP and Boeing. Attending the 2016 PBL World conference will further support and advance our learning about STEM/PBL practices.

Purpose of Agenda Item: Action Information Discussion
Committee Meeting: Policy/Instruction/Personnel/Student Services Committee
 Finance/Audit/Facilities/Planning Committee Meeting

Staff Responsible: Dr. Debra Y. Kerney

Print Name and Signature of Presenter

Debra Y. Kerney

Digitally signed by Debra Y. Kerney
DN: cn=Debra Y. Kerney, o=Canutillo ISD, ou=Congressman Silvestre &
Carolina Reyes Elementary School, email=dkerney@canutillo-isd.org, c=US
Date: 2016.03.01 15:23:42 -0700

Principal

Signature of Approver

Title

District Improvement Plan Objective, Goal or Need Addressed

Goal 2, Increase Student Achievement, Performance Objective 18

RATIONALE:

At Reyes Elementary we are committed to the district's mission and vision of providing high quality educational learning experiences for our students, which will provide them with 21st century skills and will prepare them for life. We believe that S.T.E.M. pedagogy and Project Based Learning are pathways to provide students with TEKS-based instruction and engagement. Our goal is to increase student achievement and ensure that students grasp the real-world concepts that they need in order to be successful now and later in life.

Our team of teachers and administrators would like to attend the 2016 PBL World Conference develop a plan for professional development so that we can train the rest of the Reyes staff during our August professional development week. We want the team to share what was learned and how this learning can be implemented school wide in order to enhance teaching and learning and ultimately benefit students.

We would like to take a team of 7 individuals, which includes 2 administrators and 5 teachers to attend the conference. The cost of the conference will be paid for using 255 professional development funds. The cost of registration is \$1,150 per person. Registration for 7 people will be a total cost of \$8,050. Currently, airline pricing is at about \$300 per person, or approximately \$2100. Additionally we would need to pay for reasonably priced hotel +

RECOMMENDATION/MOTION:

AMOUNT(S): \$13,000.00

ACCOUNT NO(S): 255.13.6411.00.916.24 255.23.6411.00.916.24

PROCUREMENT METHOD TYPE:

REQUESTING DEPARTMENT:

Congressman Silvestre & Carolina Reyes Elementary School

CONSEQUENCES OF NON-APPROVAL:

Staff would not be able to attend the PBL World Conference.

IMPLEMENTATION TIMELINE:

Conference will be June 22nd -26th, implementation will be Fall 2016

ATTACHMENT(S):





Executive Summary

To: Canutillo ISD Board Members
From: Dr. Debra Y. Kerney, Reyes Elementary Principal
Date: 3/1/2016
Re: PBL World Conference 2016

Overview

At Reyes Elementary we are committed to the district's mission and vision of providing high quality educational learning experiences for our students, which will provide them with 21st century skills and will prepare them for life. We believe that S.T.E.M. pedagogy and Project Based Learning are pathways to provide students with TEKS-based instruction and engagement. Our goal is to ensure that students grasp the real-world concepts that they need in order to be successful now and later in life. To implement best practices in STEM/PBL learning, Reyes staff members need to attend professional development that will teach STEM/PBL strategies and activities that may be used in their classrooms. We have already begun to engage Reyes practitioners in this pedagogy through the grant funding we received from UTEP and Boeing. Attending this conference will further support and advance our learning about STEM/PBL practices.

Problem

Teachers need additional training and professional development to be able to transform their classrooms into STEM/PBL spaces which we believe will optimize student learning and engagement.





Solution

We would like for teachers to attend the PBL World Conference June 22nd - 26th in Napa Valley, California to attend the PBL World 2015 conference in order to learn about how to use Project Based Learning to create effective, engaging 21st century classrooms.

Benefit to the District

Our team of teachers and administrators will attend the conference and meet afterward to plan for professional development so that we can train the rest of the Reyes staff during our August professional development week. We want the team to share what was learned and how this learning can be implemented schoolwide in order to enhance teaching and learning and ultimately benefit students.

Additional Conference Information

The following information is directly from the PLB Website and explains more about the conference:

Website: http://bie.org/for/pblworld_2015

PBL World is one of the premier conferences in the field of education for Project Based Learning (PBL). Our exemplary workshops, inspiring keynote speakers, and community building opportunities catalyze transformational change in teaching and learning. We bring together dedicated teachers, instructional coaches, and school leaders to build their capacity for implementing and sustaining Gold Standard PBL in the communities they serve.



PBL World features BIE’s Gold Standard PBL 101 Workshop, which provides participants with the skills and knowledge needed to design,

assess, and manage a rigorous, relevant, and standards-based project. We will also be offering BIE’s popular Leadership Academy, Coaching Academy, and PBL 201 sessions. During the Community of Practice Day on

Monday, join fellow PBL travelers for speakers and sessions that will inspire teachers and learn what is Possible with PBL.

Cost/Funding

We would like to take a team of 7 individuals, which includes 2 administrators and 5 teachers to attend the conference. The cost of the conference will be paid for using 255 professional development funds. Pricing is below. The cost of registration is \$1,150 per person. Registration for 7 people will be \$8,050. Right now airline pricing is at about \$300 per person, or approximately \$2100. Additionally we would need to pay for reasonably priced hotel accommodations and standard per diems. Because these expenses combined exceed \$10,000.00, we are informing board members about the costs involved and requesting approval.

PBL 101 Package (4 days)

\$1,150

For teachers, instructional coaches and principals

The PBL 101 Package starts off with the Community of Practice Day and is followed by BIE's Gold Standard PBL 101 Workshop.

PACKAGE DETAILS

Monday

Community of Practice Day





The Community of Practice Day is an opportunity to hear from fellow PBL travelers who will *Inspire What is Possible with PBL*.

[Learn more »](#)

Tuesday

-

Thursday

PBL 101 Workshop

Based on the Buck Institute for Education’s model for Gold Standard PBL, this three-day workshop engages participants in learning how to design, assess, and manage a rigorous, relevant, standards-focused project. The workshop models the project process. Facilitated by one of BIE’s expert National Faculty, the workshop is a balanced blend of direct instructions, video analysis, hands-on work, resources sharing, and peer collaboration. Participants have substantial time to plan their own project, and receive formative feedback from peers and the facilitator. Participants receive a copy of the PBL 101 Workbook.

PBL Leadership Package (4 days)

\$1,150

For past PBL 101 participants currently in a leadership role at their site/district

The PBL Leadership Package starts off with the Community of Practice Day and is followed by BIE's two-day PBL Leadership Academy. Enjoy complimentary access to the Ed Leaders Tech for Schools Workshop, co-hosted by EdSurge and BIE.



Street Address: 7965 Artcraft Rd. • El Paso, TX 79932 | Mailing Address: P.O. Box 100 • Canutillo, TX 79835
Phone (915) 877-7440 • Fax (915) 877-7470 • www.canutillo-isd.org

The Canutillo Independent School District does not discriminate on the basis of race, color, national origin, gender, age or disability in its employment practices, or in providing education services, activities and programs, including technical education programs.



PACKAGE DETAILS

Monday

Community of Practice Day

Join fellow PBL travelers for speakers and sessions that will *Inspire What is Possible with PBL*. [Learn more »](#)

Tuesday –
Wednesday

PBL Leadership Academy

Effective, sustainable implementation of Project Based Learning requires a clear vision, key leadership practices, and deep understanding of the Gold Standard PBL framework. This two-day workshop builds leadership capacity through rich exploration of BIE's design elements and teaching practices. Participants also engage in collaborative learning experiences to understand the structure, tools, and practices that are necessary to create the vision for successful PBL at their schools. Every participant receives a copy of [Setting the Standard for Project Based Learning](#).

Thursday

Ed Leaders Tech for Schools Workshop

The Ed Leaders Tech for Schools Workshop is focused on deep engagement between education leaders and edtech companies through a personalized program based on district priorities for supporting teachers and schools leaders in using Project Based Learning. The workshop showcases innovative, effective technology tools for





Congressman Silvestre & Carolina Reyes Elementary School
Canutillo Independent School District

Excellence Through Integrity and Innovation

classrooms and schools that directly support
high-quality PBL.

Thank you for your consideration.



Street Address: 7965 Artcraft Rd. • El Paso, TX 79932 | Mailing Address: P.O. Box 100 • Canutillo, TX 79835
Phone (915) 877-7440 • Fax (915) 877-7470 • www.canutillo-isd.org

The Canutillo Independent School District does not discriminate on the basis of race, color, national origin, gender, age or disability in its employment practices, or in providing education services, activities and programs, including technical education programs.

PBL World is coming to Napa Valley, California, June 13-16, 2016. The conference includes exemplary workshops, inspiring keynote speakers, and community building opportunities to catalyze transformational change in teaching and learning. We bring together dedicated teachers, instructional coaches, and school leaders to build their capacity for implementing and sustaining Gold Standard Project Based Learning in the communities they serve.

PBL World features [Buck Institute for Education's](#) Gold Standard PBL 101 Workshop, which provides participants with the skills and knowledge needed to design, assess, and manage a rigorous, relevant, and standards-based project. We will also be offering BIE's popular Leadership Academy, Coaching Academy, and PBL 201 sessions. During the Community of Practice Day on Monday, join fellow PBL travelers for speakers and sessions that will *Inspire What is Possible with PBL*.

**Join us in Napa Valley
June 13-16, 2016**

[Register Now](#)

FEATURED PROGRAMS

- **Community of Practice Day**
- **PBL 101 Workshop**
- **PBL 201 Sessions**
- **PBL Leadership Academy**
- **PBL Coaching Academy**
- **Ed Leaders Tech for Schools Workshop**

[See Details & Pricing »](#)



Stephen Ritz, PBL Champion 2016

Stephen has energized and inspired people around the world with his passion, energy and "sí, se puede" attitude. We are proud to announce Stephen Ritz as this year's PBL Champion. As the closing keynote, Stephen is given the PBL World stage to deliver a call to action to the PBL community.

[See all Keynote Speakers »](#)

Where is PBL World 2016?



[American Canyon High School, Napa Valley, CA](#)



Details

When

Monday, June 13, 2016 - Thursday, June 16, 2016

10:00 AM - 3:30 PM

Pacific Time

Where

American Canyon High School
3000 Newell Drive
Napa Valley, California 94503
USA