



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: July 20, 2026

Agenda Section: Consent

Agenda Item Title: City Education Partners - School Empowerment Network Aspiring Leaders Program

From/Presenters: Jennifer Gutierrez, Deputy Superintendent

Description: This Memorandum of Understanding (MOU) between South San Antonio ISD and City Education Partners establishes a cooperative relationship supporting participation in the School Empowerment Network Aspiring Leaders Program. This partnership will provide leadership development opportunities for aspiring campus leaders through professional learning, coaching, networking, and collaboration focused on strengthening instructional leadership and improving student outcomes.

The MOU outlines the roles and responsibilities of both organizations in implementing the program and reflects the District's commitment to developing a strong leadership pipeline aligned with our strategic priorities. Participation in the program will enhance leadership capacity across our district while fostering continuous improvement and organizational excellence.

Historical Data: This is our first year partnering with the School Improvement Network for the Aspiring Leaders Program.

Recommendation: Approve the MOU with City Education Partners to support participation in the School Improvement Network Aspiring Leaders Program

Purchasing Director and Approval Date: N/A

Funding Budget Code and Amount: N/A

Goal 2: SSAISD will recruit, retain, and develop a collaborative and highly effective staff.



CITY EDUCATION PARTNERS

MEMORANDUM OF UNDERSTANDING (MOU)

between

City Education Partners (CEP) and South San Antonio Independent School District (SSISD)

This Memorandum of Understanding (MOU) establishes a cooperative relationship between City Education Partners (CEP) and South San Antonio Independent School District (SSISD), referred to individually as a “Party” and collectively as the “Parties.” This MOU outlines the expectations and responsibilities of each Party, fostering an environment of mutual respect and collaboration to enhance educational outcomes in San Antonio.

1. PURPOSE OF AGREEMENT:

This legally binding MOU establishes a partnership between City Education Partners (CEP) and South San Antonio Independent School District (SSISD) to support participation in the School Empowerment Network (SEN) Aspiring Leaders Program. Through a shared investment model, the Parties seek to strengthen the school leadership pipeline by developing high-potential leaders who demonstrate readiness for expanded leadership responsibilities and drive measurable improvements in teacher effectiveness, school performance, and student outcomes. This agreement outlines the responsibilities, commitments, and reporting requirements of each Party to ensure successful implementation and impact.

2. CONFIDENTIALITY:

Each Party understands that it may receive or have access to nonpublic or sensitive information belonging to the other Party (“Confidential Information”). Each Party agrees to keep Confidential Information private and not share it with others, except with team members who need to know to support this work. Each Party will use Confidential Information only to support the work described in this MOU. These expectations of

confidentiality will continue even after this MOU ends.

3. TERM:

The term of this MOU begins on the date it is signed by the Parties and will continue through **June 30, 2027**, unless earlier terminated by mutual written agreement.

4. FEE & PAYMENT STRUCTURE:

This MOU does not require the exchange of funds between City Education Partners (CEP) and South San Antonio Independent School District (SSISD). However, CEP and SSISD agree to share the cost of participation in SEN programming through direct payments to the School Empowerment Network (SEN).

CEP will remit its portion of program costs directly to SEN. SSISD agrees to remit its portion of program costs directly to SEN according to SEN's invoicing schedule.

Participation in the program is contingent upon fulfillment of these financial commitments.

SEN Service	COST	
Leader Development July 2026 - May 2027	\$19,000 per participant	Total Per Participant: \$21,500
Residencies Spring 2027	\$2,500 per participant	CEP will contribute \$16,500 per participant and CMO will contribute the remaining \$5,000
Cohort 2 Total	\$21,500 x 2 = \$43,000	
Cohort 2 Total (CEP)	\$33,000	
Cohort 2 Total (SSISD)	\$10,000	

Payment obligations outlined herein are solely between SEN and SSISD. CEP serves as a cost-sharing partner and is not responsible for collecting or administering payments on behalf of SEN.

Payment to School Empowerment Network. As a participating organization in the 2026-2027 City-Wide Aspiring Leaders program, South San ISD agrees to pay its tuition cost-share directly to School Empowerment Network (SEN). The cost-share is \$5,000 per enrolled participant, for a total of \$10,000 for two participants. SEN will invoice South San ISD directly in two equal installments of \$5,000 each (50% of the total per invoice), with the first invoice sent on December 30, 2026 and the second on June 30, 2027. Payment is due within 30 days of each invoice date. Cost-share obligations remain in effect for any participant who withdraws after the program start date, consistent with the withdrawal terms set forth in this MOU.

5. RESPONSIBILITIES UNDER THIS AGREEMENT:

SSISD commits to:

- Ensuring participants attend and actively engage in all required SEN learning experiences, coaching sessions, site visits, performance tasks, and capstone activities.
- Providing participants opportunities to apply program learning through teacher coaching, instructional leadership, and continuous improvement initiatives.
- Supporting participants in successfully meeting SEN gate requirements and end-of-year expectations outlined in Exhibit A.
- Providing data and information reasonably necessary to assess participant growth and program impact.
- Remitting its agreed-upon cost-share directly to SEN.

City Education Partners commits to:

- Providing its agreed-upon cost-share contribution directly to SEN.
- Supporting alignment between the program and broader regional talent strategy goals.
- Reviewing interim and final reports to assess program effectiveness and inform future leadership development investments.
- Convening periodic check-ins, as appropriate, to review implementation progress and lessons learned.
- Remitting its agreed-upon cost-share directly to SEN.

6. REPORTING & MEETING SCHEDULE:

Parties will meet at least once per semester to review implementation progress and

participant outcomes.

SSISD will submit an Interim Report by December 4, 2026 and a Final Report by June 30, 2027. Reports shall include evidence of progress toward the SEN Program Timeline, Outcomes, and Program (linked in the overview) including participant growth, program completion, leadership readiness, impact on teachers and students, and key lessons learned.

VII. EFFECTIVE DATE AND SIGNATURE

This agreement shall be effective upon the signature of all parties below.

Dalia Flores Contreras
CEO, City Education Partners
Date: _____

[Name]
[Title], [Partner Organization]
Date: _____

EXHIBIT A: PROGRESS REPORT TEMPLATE

Submission Deadlines

- Interim Report: December 4, 2026
- Final Report: June 30, 2027

Reports may be submitted in narrative format and should address the following:

- Participant progress toward **SEN program milestones and requirements**.
- Leadership growth and development.
- Observable impact on teachers, school performance, and/or student outcomes.
- Readiness for expanded leadership responsibilities, including any promotions or increased responsibilities.
- Key successes, challenges, and lessons learned.