



**BOARD BUSINESS MEETING B**

**Monday, December 13, 2021**

**5:30 PM**

**Board Room**

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

**AGENDA**

<b>1. Call to Order</b>	
A. Meeting Called to Order	
1. Roll Call of Board Members Present and Declaration of Quorum	
Present _____ Absent _____	
a. Mrs. Christina Martinez	
b. Ms. Alicia Sebastian	
c. Mr. Arthur Valdez	
d. Mr. Ed Garza	
e. Ms. Leticia Ozuna	
f. Mrs. Patti Radle	
g. Mrs. Sarah Sorensen	
2. Recording of Interim Superintendent Present	
a. Dr. Robert Jaklich	
3. Pledge of Allegiance to the U. S. Flag	
4. Salute to the Texas Flag - "Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."	
B. Citizens' Presentations - 60-minute total time limit for this item	
<b>2. Recognition</b>	
A. SAISD Board Holiday Performance	4
<b>3. Governance</b>	
A. Update on SAISD's Response to the Ongoing COVID-19 Crisis and Associated Expenditures	5
B. Update on District Initiatives	6

**BOARD OF TRUSTEES**



Christina Martinez, President  
Alicia Sebastian, Vice President

Arthur V. Valdez, Secretary  
Ed Garza, Trustee

1 Leticia Ozuna, Trustee  
Patti Radle, Trustee

Sarah Sorensen, Trustee  
Dr. Robert Jaklich, Interim Superintendent



C. Presentation on In-District Charter School Annual Performance Review	7
D. Approval of Schematic Design for Thirty-two Projects in the 2020 Bond Program	8
E. Approval of Contract for Collection of Delinquent Taxes	11
F. Approval of the Appointment of a Member to the SAISD Bond 2020 Citizens Advisory Committee (CAC)	15
G. Deliberation and Possible Action on the Selection of a Superintendent Search Firm	16
<b>4. Consent Agenda</b>	
A. Approval of the Partnership Agreement Between SAISD and Snack Pak 4 Kids San Antonio (SP4KSA)	17
B. Approval of Memorandums of Understanding (MOUs) Between SAISD and University Partners for Clinical Teaching Residencies	21
C. Approval of the Memorandum of Understanding (MOU) Between SAISD and Workforce Solutions Alamo (WSA), Child Care Quality (CCQ) Contractor	63
D. Approval of the Purchase of Pearson CoursewarePLUS	69
E. Approval of the Purchase of Commvault Hyperscale Backup Solution	71
F. Approval of the Purchase of Apple Technology	75
G. Approval of the Purchase of Firewall and Internet Content Filter Services	76
H. Approval of the Purchase of Chargers and Parts Needed for Students and Staff in SAISD	79
I. Approval of Procurement Services' Recommendations for Bids, Proposals, and Awards	81
J. Approval of Minutes for the following meetings:	
1. November 5, 2021 Internal Audit Subcommittee Meeting	101
2. November 8, 2021 Board Business Meeting A	102
3. November 15, 2021 Board Business Meeting B	105
<b>5. Closed Session</b>	
A. The Board will convene in Closed Session as authorized by the Texas Government Code Chapter 551, et. Seq. (TGC 551.071, TGC 551.072, and TGC 551.074)	
1. Deliberation regarding the purchase, exchange, lease or value of real estate, including legal issues on the acquisition process. (TGC 551.071 and TGC 551.072)	
2. Deliberation regarding personnel matters, including but not limited to employment, duties, discipline, reassignment, resignation, retirement, reclassification and dismissal of an employee. (TGC 551.071 and TGC 551.074)	

## BOARD OF TRUSTEES

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Ed Garza, Trustee

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Sarah Sorensen, Trustee  
Dr. Robert Jaklich, Interim Superintendent



- 3. Consultation with legal counsel regarding pending litigation related to face covering and vaccination requirements. (TGC 551.071)
- 4. Deliberation and consultation with attorney regarding proposal to terminate non-Chapter 21 contract teacher(s) for good cause. (TGC 551.071 and TGC 551.074)
- 5. Deliberation and consultation with attorney regarding proposal to terminate Chapter 21 term contract teacher(s) for good cause pursuant to TEC 21.211 (TGC 551.071 and TGC 551.074)

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

**6. Adjournment**

A. Adjournment

**NOTICE:**

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

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

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Patti Radle, Trustee

Sarah Sorensen, Trustee  
Dr. Robert Jaklich, Interim Superintendent

**SAISD BOARD AGENDA SUMMARY FORM**

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**AGENDA TITLE:** SAISD Board Holiday Performance

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

**REQUESTED BY:** Christina Martinez, Board President

**PRESENTER:**            Christina Martinez

**MEETING DATE:** December 13, 2021

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

As the District approaches the winter break, the Board of Trustees and Interim Superintendent, Robert Jaklich, will perform a holiday carol to bring holiday cheer.

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

N/A

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

N/A

**IV.        2021-2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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

**SAISD BOARD AGENDA SUMMARY FORM**

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**AGENDA TITLE:** Update on SAISD’s Response to the Ongoing COVID-19 Crisis and Associated Expenditures

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

**REQUESTED BY:** Dr. Robert Jaklich, Interim Superintendent

**PRESENTER:** Toni Thompson, Associate Superintendent, Human Resources

**MEETING DATE:** December 13, 2021

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

The Board will receive an update on SAISD’s Response to the Ongoing COVID-19 Crisis and associated expenditures, if applicable.

On March 17, 2020, SAISD Trustees approved a resolution giving the Superintendent authority to take reasonable action to address the needs of students and employees during the COVID-19 crisis. Several District administrators will provide updates and highlights of the District’s efforts.

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

N/A

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

N/A

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## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Update on District Initiatives

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

**REQUESTED BY:** Dr. Robert Jaklich, Superintendent

**PRESENTERS:**        Larry A. Garza, CFO & Assoc. Superintendent, Financial Services  
                              Toni Thompson, Associate Superintendent, Human Capital Management  
                              Dr. Ken Thompson, Chief Information Technology Officer  
                              Jill Rhodes Pruin, Interim Asst. Superintendent, Human Capital Management  
                              Dottie Carreon, Deputy CFO

**MEETING DATE:** December 13, 2021

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

The Board will receive a presentation covering the implementation of two recently board-approved initiatives, along with a brief update on state funding. The discussion topics for this presentation will include an update on the \$500 retention stipend for full-time permanent employees, a review of the implementation of the new substitute pay rates, and a discussion of “hold harmless” state funding support for the first 6-weeks of 2021-2022.

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

N/A – presentation for discussion only.

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

N/A

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## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Presentation on In-District Charter School Annual Performance Review

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

**REQUESTED BY:** Dr. Robert Jaklich, Interim Superintendent

**PRESENTER:** John Norman, Senior Executive Director, Office of Innovation

**MEETING DATE:** December 13, 2021

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

SAISD’s in-district charter schools empower district educators and mission-aligned partners with increased autonomy in return for increased accountability for student performance. State law and EL(LOCAL) require the Board of Trustees to annually monitor, evaluate, and publish the performance of SAISD’s in-district charter schools during a public board meeting. For this annual performance review, the Board will receive information on in-district charter schools and Senate Bill 1882 partnership schools regarding performance on their 2020-2021 charter performance contract goals.

The Board reviews in-district charter schools on a three-to-five-year cycle. At the end of each school’s charter term, the Board will determine whether the charter should be renewed, revoked or placed on probation. This presentation will include detailed information on the process for the Board to make these determinations for schools that are up for renewal consideration during the 2022-23 school year. General information on all our Senate Bill 1882 partnerships will also be shared with the Board.

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

N/A

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

N/A

### **IV. 2021 - 2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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**SAISD BOARD AGENDA  
SUMMARY FORM**

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**AGENDA TITLE:** Approval of Schematic Design for Thirty-two Projects in the 2020 Bond Program

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

**REQUESTED BY:** Willie T. Burroughs, Chief Operations Officer

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

**MEETING DATE:** December 13, 2021

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

The Board is requested to approve the schematic designs for the thirty-two of the thirty-six projects in the 2020 bond program.

The District has requested that the architect provide the schematic designs for approval by the Board of Trustees prior to the architectural firm proceeding to the design development phase of work. Thirty-two of the 2020 bond projects have completed the schematic design phase. The Schematic Design phase has not been completed for the Burnet Campus and Jefferson High School projects. The designs have been presented to the applicable Single Member District Trustee, Principal and Project Advisory Team. Also, a community design charrette was conducted for every project.

The designs include the anticipated schedule and budget for the completed designs.

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

Resolved that the Board approve the schematic designs as presented for thirty-two of the thirty-six projects in the 2020 bond program.

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

To be funded through bond 2020 funds.

**IV. 2021 - 2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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## Approval of Schematic Design for thirty-two projects in the 2020 bond program

Brackenridge High School	J.T. Brackenridge Elementary School
Burbank High School	Carvajal Elementary School
Edison High School	Collins Garden Elementary School
Fox Tech Campus	Gates Elementary School
Highlands High School	Graebner Elementary School
Sam Houston High School	Highland Hills Elementary School
Lanier High School	Highland Park Elementary School
Young Women's Leadership Academy	Huppertz Elementary School
Davis Middle School	Lamar Elementary School
Longfellow Middle School	Madison Elementary School
Rogers Middle School	Schenck Elementary School
Tafolla Middle School	Smith Elementary School
Bowden Academy	Storm Elementary School
Irving Dual Language Academy	Carroll Early Childhood Education Center
Martin Luther King Academy	CAST Med High School
Steele Montessori Academy	Neal Elementary School

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of Contract for Collection of Delinquent Taxes

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

**REQUESTED BY:** Larry A. Garza, Associate Superintendent, Financial Services and Business Operations

**PRESENTER:**        Larry A. Garza

**MEETING DATE:** December 13, 2021

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

The District's present contract for the collection of delinquent taxes is with the firm of Linebarger, Goggan, Blair, and Sampson, LLP and ends December 31, 2021. There is one renewal left under the current contract for either a three or five-year term. This contract was originally approved by the Board on November 14<sup>th</sup>, 2005 for a period of five years commencing on January 1, 2006 and ending December 31, 2010 with options to renew and extend the contract for four additional periods of three or five years. The contract was extended for three additional five-year periods.

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

Resolve that the Board approve the renewal and extension of the contract for the collection of delinquent taxes for a period of five years as the final contract renewal and extension beginning on January 1, 2022 and expiring December 31, 2026.

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

N/A

### **IV. 2021 - 2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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## **Agreement to Extend Contract for the Collection of Delinquent Taxes**

This agreement is between the **SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**, a political subdivision of the State of Texas, acting herein by and through its governing body, and **LINEBARGER GOGGAN BLAIR & SAMPSON, LLP**, Attorneys at Law.

**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT and LINEBARGER GOGGAN BLAIR & SAMPSON, LLP** previously entered into a written contract entitled “Contract for the Collection of Delinquent Taxes” on the 14<sup>th</sup> day of November, 2005 for a period of five years commencing January 1, 2006 and ending December 31, 2010 with options to renew and extend the contract for four additional periods of three or five years. A copy of that contract is attached and marked as Exhibit A. The contract was extended for three additional periods. A copy of the extension agreements (without the underlying contract already attached in Exhibit A ) are attached and marked as Exhibit B.

**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT and LINEBARGER GOGGAN BLAIR & SAMPSON, LLP** desire to, and do hereby extend the original contract as modified on similar terms for a period of five years as the final contract extension beginning on January 1, 2022 and expiring December 31, 2026.

This contract extension is executed on behalf of the **SAN ANTONIO INDEPENDENT SCHOOL DISTRICT and LINEBARGER GOGGAN BLAIR & SAMPSON, LLP** by the duly authorized persons whose signatures appear below.

WITNESS the signatures of all parties hereto in duplicate originals this, \_\_\_\_\_ day December, 2021, BEXAR COUNTY, TEXAS.

**SAN ANTONIO INDEPENDENT  
SCHOOL DISTRICT**

**LINEBARGER GOGGAN  
BLAIR & SAMPSON, LLP**

By: \_\_\_\_\_  
CHRISTINA MARTINEZ  
President

By: \_\_\_\_\_  
CLIFTON F. DOUGLASS III  
Managing Partner – San Antonio

ACTION APPROVING CONTRACT  
WITH LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

After having provided adequate notice as required by Sec. 2254.1036 of the Texas Government Code, the Agreement for Delinquent Tax Collection Services with Linebarger Goggan Blair & Sampson, LLP is approved and the Board President is authorized to execute this Agreement.

After exercising its due diligence, the Board of Trustees of San Antonio Independent School District finds that:

1. There is a substantial need for the legal services to be provided pursuant to the Agreement to Extend Contract for the Collection of Delinquent Taxes;
2. These legal services cannot be adequately performed by the attorneys and supporting personnel of the San Antonio Independent School District at a reasonable cost;
3. These legal services cannot reasonably be obtained from attorneys in private practice under a contract providing only for the payment of hourly fees, without regard to the outcome of the matter, because of the nature of delinquent tax penalties provided by Texas Tax Code Sections 6.30, 33.07, 33.08, 33.11, and 33.48 and because the San Antonio Independent School District does not have the funds to pay the estimated amounts required under a contract only for the payment of hourly fees;
4. Linebarger Goggan Blair & Sampson, LLP, is well qualified and competent to perform the legal services required to comply with the terms of this contract;

5. Linebarger Goggan Blair & Sampson, LLP has provided these specialized legal services to the San Antonio Independent School District in the past and the District has been well satisfied with the quality and outcome of the legal services provided.

6. The contract with Linebarger Goggan Blair & Sampson, LLP is the result of an arm's length transaction between the San Antonio Independent School District and Linebarger Goggan Blair & Sampson, LLP and is fair and reasonable.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2021.

SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

\_\_\_\_\_  
By: CHRISTINA MARTINEZ  
President

ATTEST:

\_\_\_\_\_  
ARTHUR V. VALDEZ  
Secretary

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Appointment of a Member to the SAISD Bond 2020 Citizens Advisory Committee (CAC)

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

**REQUESTED BY:** Christina Martinez, Board President

**PRESENTER:**        Sonia Quirino Canales, Community Relations Director  
                         Willie Burroughs, Chief Operations Officer

**MEETING DATE:** December 13, 2021

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

The Board is requested to approve the appointment of a member to the SAISD Bond 2020 Citizens Advisory Committee (CAC) to fill the committee member vacancy for Single Member District 5. The seat is vacant. Anna Castañeda applied to fill the CAC vacancy and is available to serve and represent District 5.

The Board approved the initial listing of 15 individuals to serve on the CAC on August 16, six additional members on September 13 and one additional member at the December 6, 2021 Board meeting. Per the charter, the CAC will consist of a maximum of 24 members. Each Board member may name up to three individuals to serve on the CAC. The Superintendent may also name up to three at-large members. The CAC will advise the Board of Trustees on the progress and status of Bond 2020 updates.

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

Resolved that the Board approve the appointment of Anna Castañeda to serve as a member of the SAISD's Bond 2020 Citizens Advisory Committee (CAC) representing District 5.

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

N/A

### **IV. 2021 - 2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** **Deliberation and Possible Action on the Selection of a Superintendent Search Firm**

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

**REQUESTED BY:** Christina Martinez, Board President

**PRESENTER:**            Christina Martinez

**MEETING DATE:** December 13, 2021

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

The Board will deliberate and take possible action on selecting a Superintendent search firm during the board meeting. On December 11, 2021, six qualified firms were interviewed and scored by the Board of Trustees. The selected firm will conduct a nationwide search for the next SAISD Superintendent.

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

Resolved that the Board deliberate and take possible action on selecting superintendent search firm, as presented.

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

Local funds.

### **IV. 2021 - 2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Partnership Agreement Between SAISD and Snack Pak 4 Kids San Antonio (SP4KSA)

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

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

**PRESENTER:**         Patti Salzmann

**MEETING DATE:** December 13, 2021

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

The Board is requested to approve the Partnership Agreement between SAISD and Snack Pak 4 Kids San Antonio (SP4KSA). The mission of SP4KSA is to address the impact hunger has on a child's ability to learn by providing weekend food supplements to students identified by their teachers as being chronically hungry. SP4KSA will identify community partners to both fund and provide volunteer services to support individual campuses.

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

Recommend that the Board approves the Partnership Agreement with SP4KSA as presented.

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

N/A – there is no cost to the District

### **IV. 2021 - 2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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## Partnership Agreement SAISD and SP4KSA

The mission of San Antonio Independent School District (SAISD) is to transform SAISD into a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community. The mission of Snack Pack 4 Kids San Antonio (SP4KSA) is to address the impact hunger has on a child's ability to learn by providing weekend food supplements to students identified by their teachers as being chronically hungry.

This partnership agreement between San Antonio Independent School District (SAISD) and Snack Pak 4 Kids San Antonio (SP4KSA) is to outline the roles and relationships of these two entities to cooperate and work together for the success of young people in San Antonio and Bexar County.

### TERMS OF AGREEMENT

#### SAISD agrees to:

- Act as a general liaison for communication between schools served and SP4KSA;
- Allow principals to designate a SP4KSA campus liaison (i.e. Family Engagement Specialist, Counselor, Social Worker, CISSA Site Coordinator, School Nurse, etc.) for each campus served by SP4KSA; campus liaisons will maintain communication with Community Partner Liaisons/SP4KSA for all aspects of program implementation; (monthly; approximate time – 30 minutes);
- Provide adequate campus space in which to store totes containing monthly supply of Snack Paks; provide assistance to store totes (monthly; approximate time - 15 minutes);
- Provide teachers with information from Feeding America (<https://www.feedingamerica.org>, document attached) in order to identify students who may be food insecure and who could benefit from weekend food supplements. Teachers will submit a Referral Form (Referral Form Masters provided each year by SP4KSA) to campus liaison for parental consent.
- Each SP4KSA campus liaison obtains and retains annual Consent form (Parent Permission Masters provided each year by SP4KSA) from parent/guardian for student participants; enters students in the database provided by SP4KSA (Work Order Central software system) to assure correct delivery, inventory, and planning (initially, approximate time, 4 hours, monthly, approximate time – 1 hour);
- Provide SP4KSA representatives approximately ten (10) minutes of time at a school staff meeting to share information about SP4KSA;
- Allow distribution of an online survey to teachers for program evaluation in May of each school year, assuming approval is requested and received from SAISD Administration (teacher time to complete – less than 5 minutes, annually);
- Facilitate allowing students who have received weekly Snack Paks to complete an online or paper Student Survey Monkey evaluation (provided by SP4KSA) relating primarily to products included in Snack Paks, assuming approval is requested and received from SAISD Administration (annual, administrative review -1 hour, completion of forms with students - 2 hours);
- Coordinate with SP4KSA to establish appropriate data sharing agreement (data requested includes students name, grade level, classroom teachers name and room number), if necessary.

#### SP4KSA agrees to:

- Identify, cultivate and support reputable Community Partner Liaisons (churches, civic organizations, neighborhoods, businesses, grantors) to both fund and provide volunteer services to support individual schools;
- Maintain communication with and provide support to the Individual campus liaison (Family Engagement Specialist, Counselor, Social Worker, CISSA site Coordinator, School Nurse, etc.) for all aspects of program administration;
- Provide annual Parent Permission Masters (including generic nutritional information representing a typical Snack Pak) in English and Spanish to be used by each school, assuring students with peanut allergies are appropriately identified by the parent/guardian completing the form;
- Provide weekly food supplement Snack Pak for each student identified; Paks will include 12-14 name brand, brand new food items, packed in generic (or HEB) plastic grocery bags;
- Provide peanut-free Paks as needed for each campus to serve students identified by their parents as requiring a peanut-free Pak. Peanut-free Paks will be provided in separately marked totes/bags to clearly distinguish them from standard Snack Paks; Green interlocking bins will contain white HEB bags with regular Snack Paks, orange interlocking bins will contain white HEB bags with Snack Paks including a jar of peanut butter to be distributed monthly, blue interlocking bins will contain blue grocery bags with peanut-free Snack Paks; All Snack Paks are delivered to the classroom in a blue reusable tote;

## Partnership Agreement SAISD and SP4KSA

- Assemble all Paks with the help of volunteers at the SP4KSA warehouse (3559 Belgium Lane, 78219), and store in SP4KSA interlocking totes;
- Deliver all Paks monthly during the academic year, August – June, to individual campuses to allow for weekly distribution to students;
- Provide and maintain Work Order Central database access to individual Campus Liaison, by campus. This software system contains the name, classroom, grade and current teacher for each identified child and prints lists by classroom, so bags can be efficiently delivered to each classroom. Instructions on each classroom list also direct substitute teachers as to the appropriate distribution to individual students (i.e. discreetly placed in the child’s own backpack or cubby during lunch or specials when other children are not in the classroom);
- Develop volunteer support and coordination as needed; assure SAISD background checks are completed by all individuals prior to any on-campus volunteer support;
- Coordinate with District personnel to determine data sharing agreement, if necessary, to maintain confidentiality of all student/family information;
- Apply for approval for ongoing operations annually, as well as approval of annual Teacher/Student surveys used for program evaluation during the last quarter of the academic year;
- Attend planning meetings, partner orientations, staff training, etc. as requested;
- Maintain (and provide a copy, if requested) of general indemnity insurance policy.

Both parties agree, to the extent allowed by law, to indemnify and hold harmless each agency, its board members, staff, volunteers, and agents from any liability, loss or damage they may suffer as a result of claims, demands, costs or judgments against them arising out of the activities to be carried out pursuant to the obligations of the agreement. SAISD and SP4KSA acknowledge that any said loss or damage resulting from negligence or willful malfeasance is excluded from this agreement to identify and hold harmless. The terms of this agreement become effective on the date it is signed by both parties. Either party may terminate this agreement with 60-day written notice to the other.

\_\_\_\_\_  
Michelle Young, Executive Director  
Snack Pak 4 Kids San Antonio

\_\_\_\_\_  
Date

\_\_\_\_\_  
TBD  
San Antonio Independent School District

\_\_\_\_\_  
Date

<u>School</u>	<u>Community Partner Liaison</u>	<u>Other Partners/Funders</u>
Lamar Elementary*	Grace Northridge Church	CISSA
Hawthorne Academy*	Gathering Midtown Church	CISSA/TND Foundation
Dorie Miller Elementary*	Rotary Club of San Antonio	CISSA
Bowden Elementary*	Dignowity Hill Neighborhood	CISSA/TND Foundation
Jefferson High School*	Christ Episcopal Church	CISSA/Social Worker/Students
James Madison Elementary	Christ Episcopal Church	
Briscoe Elementary	First Baptist Church	
Green Elementary	First Baptist Church	
Ira Ogden Elementary	No Current Partner/Grant Funding	
M.L. King Academy	Rotary Club of San Antonio	
Rogers Elementary	Mission Vineyard Church	TND Foundation
Beacon Hill Elementary	No Current Partner or Funding	
Arnold Elementary	Christ Episcopal Church	

\*Requesting ratification for programs implemented at schools that are currently serving students.



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	Academics and School Leadership
Board Meeting Date:	December 13, 2021
Agenda Title:	Approval of the Partnership Agreement Between SAISD and Snack Pak 4 Kids San Antonio (SP4KSA)
Presenter:	Patti Salzman, Deputy Superintendent
Cost:	\$0 – There is no cost to the District
Board Goal:	Increase the District’s overall grade under State Accountability

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Cost Per Campus
Varies by campus	Varies by campus	13	\$0	\$0	\$0

### HISTORICAL DATA

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

<p>Questions to consider:</p> <p>If a renewal, include data that supports this renewal</p> <p>Is this an expansion of the program? If so, why?</p>	<p>Is this a renewal?   <input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p>
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## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of Memorandums of Understanding (MOUs) Between SAISD and University Partners for Clinical Teaching Residencies

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

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

**PRESENTER:**        Leanne Hernandez, Director, Organizational Learning

**MEETING DATE:** December 13, 2021

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

The Board is requested to approve the Memorandums of Understanding (MOUs) between SAISD and the following university partners' educator preparation programs: University of Texas San Antonio, Our Lady of the Lake University, Texas State University, and Incarnate Word University. This Grow Your Own opportunity is for preservice clinical teachers to earn a position as a paid Clinical Teaching Resident for year-long and/or semester-long placements.

Clinical teaching residents will complete their undergraduate program and teacher certification during the residency, making them eligible for full time teaching positions beginning in the following semester.

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

Be it resolved that the Board approves the MOUs between SAISD and the university partners, as presented.

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

TCLAS grant, Teacher and School Leader (TSL) grant  
\$10,000 per resident per semester

### **IV. 2021-2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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

**MEMORANDUM OF AGREEMENT  
BETWEEN  
The University of Texas at San Antonio  
AND  
San Antonio Independent School District**

Whereas, The University of Texas at San Antonio (“University”) and San Antonio Independent School District (“SAISD”) desire to set out in writing the terms and respective responsibilities of the two institutions for education and training of students from University who are participating in the paid teacher residency program with SAISD.

**I.  
Terms of the Agreement**

This Agreement will commence as of the date signed by both parties. The Agreement shall continue for a period of three years in which students may be selected for a clinical teaching residency unless either party desires to terminate the Agreement and thus gives the other party thirty (30) days’ written notice of intention to terminate. Any such termination notice given during the SAISD school year will not be effective until the end of that school year.

**II.  
Expectations of Parties**

The University and SAISD agree as follows:

**2.1 Recruitment:**

2.1.1 The University will:

- Recruit a cohort of University clinical teachers (during each funded semester/year) as Clinical Teaching Residents who are completing teacher certification in said University and who will complete a one-semester or two-semester Internship at an SAISD campus;
- University clinical teachers who are enrolled in the teacher certification program in the Education Department at University will be selected to participate in a one-semester or two-semester Internship as Clinical Teaching Residents at an SAISD campus.

2.1.2 SAISD will:

- Pay each Clinical Teaching Resident selected for participation in this program a \$10,000 stipend per semester.
- Provide mentor teachers to support the development of the Clinical Teaching Residents. Mentor teachers will:
  - Engage in weekly conferences with the Clinical Teaching Resident;
  - Guide the Clinical Teaching Resident in campus policies and procedures;

- Support the growth of the Clinical Teaching Resident through cooperative and guided lesson planning;
- Assist the Clinical Teaching Resident in constructing a child-centered curriculum based upon interests, needs, and experiences of individual students;
- Assist the Clinical Teaching Resident in relating curriculum goals to TEKS outcomes and STAAR objectives;
- Provide space in the classroom for the Clinical Teaching Resident to organize their portfolio and materials;
- Engage in Co-Teaching with the Clinical Teaching Resident;
- Explain any extra duties that the mentor teacher performs and allow the Clinical Teaching Resident to share these responsibilities as appropriate;
- Encourage participation in community activities;
- Involve the Clinical Teaching Resident in parent conferences, demonstrating the amount of preparation, documentation and follow-up required;
- Support the growth of the Clinical Teaching Resident through informal observations and feedback;
- Complete Formal Observations using the Clinical Teacher Evaluation Support (CTESS) Teacher Candidate Rubric, including a pre- and post-conference;
- Provide the Clinical Teaching Resident a copy of the observation. This compilation will be shared with the University supervisor. Point out positive performance but be honest about need for improvement. Keep the University Supervisor informed about goals and concerns.

### 2.1.3 SAISD in collaboration with University will:

- Work together to select teachers for the campus that have the knowledge and skills to serve as Mentor Teachers for the Clinical Teaching Residents in the University's Education Program. University will work closely with SAISD to identify highly competent and skilled teachers in SAISD and select teachers that are committed to the tenets of the new model. Recruitment efforts will include advertising the opportunities on SAISD campuses and in SAISD publications. The primary responsibility for the selected group of these teachers will be to mentor Clinical Teaching Residents and preclinical teacher candidates completing field practicum at the school. For detailed mentor job description, see Appendix C.
- Agree upon the number of clinical teacher residents participating in the Internship during any given time period.
- Participate in university and district Residency governance meetings.
- Engage in creating a long-term strategic plan to grow and sustain the residency program.

## **Residency year training and coursework:**

### 2.2.1 University will:

- Pre-screen all Clinical Teaching Resident candidates;
- Ensure that all Clinical Teaching Residents meet the University's requirements for clinical teaching;
- Provide clinical teaching orientation and provide Clinical Teaching Residents training in the following: Title IX, FERPA, Texas Education Code of Ethics, Substance Abuse Awareness and Prevention, Mental Health, Suicide Prevention and Awareness, as mandated by the Texas Education Agency;
- Provide training in lesson plan development, CTESS evaluations and observation, and professional cooperation and responsibilities;
- Meet with the Clinical Teaching Residents on a regular basis to provide additional professional development and support;
- Observe all Clinical Teaching Residents and work in cooperation with the mentor teachers to provide on-going support in their development of excellent teaching.
- Provide mentor training for district teachers participating in the Residency program
- Conduct residency governance meetings.

### 2.2.2 SAISD will provide:

- Qualified mentor teachers;
- Opportunities for Clinical Teaching Residents to develop their teaching skills;
- The mentor teacher will provide detailed observational assessments using the CTESS teacher observation rubric provide by the University;
- Professional development opportunities through SAISD.

2.3 **Selection:** The University will utilize a competency-based selection process that aligns with the SAISD selection model to select the most qualified candidates to enter the residency model. See Appendix A for the University application requirements.

- University will pre-screen all Clinical Teaching Resident candidates;
- University will work in collaboration with the SAISD campus principal to make the final selection of Clinical Teaching Residents.

2.4 **Placement:** The SAISD campus principal and the Office of Professional Preparation and Partnerships from University will work in collaboration to place Clinical Teaching Residents with their cooperating mentor teachers. See Clinical Teaching Resident Job Description and Responsibilities, Appendix B.

- Clinical Teaching Resident Candidates will submit a comprehensive portfolio as part of their screening and application process.

2.5 **Pre-service training**: University will provide training and coursework to ensure teacher residents are provided with foundational training before individuals enter the classroom as clinical teaching Residents.

## 2.6 **On-Going Support for Clinical Teaching Residents and Faculty**

2.6.1 University will:

- require participating students to be enrolled in required clinical teaching course which will be supervised by a University faculty member;
- provide on-going professional development for the mentor and clinical teachers.  
Topics will include: Collaborative Planning, Building Professional Competencies, Effective Team Conferencing and Conflict Resolution.
- University faculty may participate in the Professional Learning Communities within SAISD;
- University faculty may participate in student data collection and analysis and will use this data to guide Clinical Teaching Residents and Mentor Teachers in the development of effective strategies in response to the data.

2.6.2 SAISD will provide:

- Campus and district professional development;
- Clinical Teaching Residents and Mentor Teachers will participate in all required professional development opportunities provided by SAISD.

## **IV. Dispute Resolution**

The parties shall seek to resolve informally any dispute that arises between them under this Agreement. The parties shall provide each other with written notice of any dispute arising out of this Agreement. The parties shall submit their dispute to mediation before a mutually agreeable mediator as a pre-condition to filing a lawsuit in any court or county, whether in Justice of the Peace, County Court, or District Court. This provision, however, shall be inapplicable if the running of the statute of limitations prevents the parties from engaging in mediation before the necessity of filing suit.

## **VI. Nondiscrimination and Compliance**

- 6.1 In conducting its activities under this Agreement, neither party shall exclude or discriminate against any individual on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, or gender identity.
- 6.2 University may not access or request to access any SAISD education records as defined in the Family Education Rights and Privacy Act (“FERPA”) from Clinical Teaching Residents, or any other source, that has not first been de-identified as provided under FERPA.

- 6.3 SAISD hereby designates University as an SAISD “official” with a legitimate educational interest in SAISD’s education records as defined in FERPA. Such designation is solely for the purposes of FERPA compliance and for no other purpose, and to the extent SAISD has policies, rules, and procedures binding on SAISD officials generally, such policies, rules, and procedures will apply to University only insofar as such compliance is relevant to compliance by University and SAISD with FERPA. University shall implement reasonable administrative, technical, and physical safeguards to secure its facilities and systems from unauthorized access, and to secure SAISD education records. University shall: (a) abide by FERPA’s limitations on re-disclosure of personally identifying information in education records; (b) not use or disclose education records created or received from, by, or on behalf of SAISD or its students for any purpose other than the purpose for which such disclosure is made; and, (c) not use or disclose such education records except as permitted under this Agreement, as required by law, or as authorized by SAISD in writing.
- 6.3 University hereby designates SAISD as a University “official” with a legitimate educational interest in University’s education records as defined in FERPA. Such designation is solely for the purposes of FERPA compliance and for no other purpose, and to the extent University has policies, rules, and procedures binding on University officials generally, such policies, rules, and procedures will apply to SAISD only insofar as such compliance is relevant to compliance by University and SAISD with FERPA. SAISD shall implement reasonable administrative, technical, and physical safeguards to secure its facilities and systems from unauthorized access, and to secure University education records. SAISD shall: (a) abide by FERPA’s limitations on re-disclosure of personally identifying information in education records; (b) not use or disclose education records created or received from, by, or on behalf of University or the Clinical Teaching Residents for any purpose other than the purpose for which such disclosure is made; and, (c) not use or disclose such education records except as permitted under this Agreement, as required by law, or as authorized by University in writing.

## **VII. Governing Law**

The validity, construction, scope and performance of this Agreement shall be governed in accordance with the laws of the State of Texas. This Agreement is performable in Bexar County, Texas. Any claim relating to or arising out of this Agreement shall be brought in Bexar County, Texas

## **VIII. General Provisions**

- 8.1 Each party shall bear its own costs and expenses incurred under this Agreement without expectation of reimbursement from the other party. Nothing in this Agreement obligates either party to expend, exchange, or reimburse funds, services, or anything else of value.
- 8.2 Any notices required or permitted under this Agreement will be deemed given (a) three business days after it is sent by certified or registered mail, return receipt requested, (b) the next business day after it is sent<sup>26</sup> by overnight carrier, (c) on the date sent by facsimile

or email transmission with confirmation of transmission and receipt, if sent during the recipient's normal business hours and if not, on the next business day, or (d) on the date of delivery if delivered personally, and in each case, addressed to the intended recipient at the address below or such other address as the intended recipient may specify in writing:

UTSA: Belinda Bustos Flores, PhD  
Associate Dean of Professional Preparation & Partnerships  
University of Texas at San Antonio  
One UTSA Circle  
San Antonio, Texas 78249

SAISD: San Antonio Independent School District  
Office of the Superintendent  
514 W. Quincy St.  
San Antonio, TX 78212

- 8.3 This Agreement contains the entire understanding of the parties as to the matters contained in this Agreement and supersedes all other written and oral agreements between the parties as to those matters. The parties may execute other contracts, but those will not alter this Agreement unless expressly stated in writing. Any changes or amendments to this Agreement may be made only in writing and signed by both parties.
- 8.4 This Agreement is assignable only with the written consent of both parties.
- 8.5 The University is an agency of the State of Texas and nothing in this Agreement waives or relinquishes the University's right to claim any exemptions, privileges, and immunities as may be provided by law.
- 8.6 The failure of either party at any time to require performance by the other party of any provision of this Agreement will in no way affect the right to require such performance at any time thereafter nor will the waiver by either party of a breach of any provision be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of the provision itself.
- 8.7 Each provision of this Agreement is severable. If any provision is rendered invalid or unenforceable by statute or regulations or declared null and void by any court of competent jurisdiction, the remaining provisions will remain in full force and effect if the essential terms of this Agreement remain valid, legal, and enforceable.
- 8.8 If either party fails to fulfill its obligations under this Agreement, when such failure is due to an act of God, or other circumstance beyond its reasonable control, including but not limited to fire, flood, civil commotion, riot, war, revolution, acts of foreign or domestic terrorism, or embargos, then the other party shall excuse the failure for the duration of the event and for such a time as is reasonable to enable the parties to resume performance under this Agreement, provided however, that in no event will such time extend for more than 30 days.
- 8.9 This Agreement does not create a partnership or joint venture between the University and SAISD. Neither party may bind the other or otherwise act in any way as the

representative of the other, unless specifically authorized, in advance and in writing, to do so, and then only for the limited purpose stated in such authorization. The employees of each party are not, by reason of this Agreement, employees of the other party, nor are they entitled or eligible to participate in any benefits or privileges given or extended by the other party to its employees.

- 8.10 Each party shall comply with all federal, state, and local laws, ordinances and regulations in relation to this Agreement.
- 8.12 This Agreement may be executed in several counterparts, all of which taken together shall constitute one single agreement between the parties.
- 8.13 The headings in this Agreement are for reference and convenience only and shall not enter into the interpretation of this Agreement.
- 8.14 Failure of the University to insist upon strict conformance of the provisions of this Agreement shall not constitute a waiver of any of the provisions of this Agreement.
- 8.16 The parties represent and acknowledge that they have had the opportunity to review this Agreement with counsel of their choosing and are entering this Agreement freely and voluntarily.

**THE UNIVERSITY OF TEXAS  
AT SAN ANTONIO**

**SAN ANTONIO INDEPENDENT  
SCHOOL DISTRICT**

By: \_\_\_\_\_  
Kimberly Andrews Espy  
Provost and Senior Vice President for  
Academic Affairs

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

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

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

## **Appendix A**

### **Application Process**

#### **Clinical Teaching Resident Application Process:**

The successful candidate must complete the application for Clinical Teaching Internship and submit all supporting documents to the College of Education and Human Development Educator Preparation Program.

University clinical teachers are required to submit a complete academic transcript that demonstrates that they have completed the required preparation courses to be admitted into Clinical Teaching.

University clinical teacher must also complete and/or submit the following documents as part of their Clinical Teaching Resident application process:

- Complete the Application for Clinical Teaching Residency and submit all supporting documents to SAISD;
- Complete the required criminal background check for SAISD;
- Participate in a personal interview with the campus principal and/or University College of Education and Human Development Educator Preparation Program;
- Submit current copy of their academic transcript – University clinical teachers must have a 2.75 gpa to be considered for the Internship program at SAISD;
- The SAISD Office of Organizational Learning will review all Field Placement Evaluations and Observation Reports;
- Applicants will demonstrate readiness (based on their practice exams scores) for their required certification exams.

## **Appendix B**

### **Clinical Teaching Job Description and Responsibilities**

#### **The Clinical Teaching Experience**

The Clinical Teaching is the culminating experience for individuals enrolled in the University's teacher preparation program. Clinical Teaching Residents will be placed with an experienced certified cooperating teacher. Clinical Teaching Residents will complete a full year Internship experience; they will follow the same calendar as their cooperating teachers at SAISD campus. All Clinical Teaching Students and Residents will participate in staff development and complete their required course work. During the Clinical Teaching Internship, students demonstrate their ability to effectively plan and teach developmentally appropriate lessons, implement effective classroom management strategies, and apply a variety of evaluation methods and assessments to their instruction. Clinical teachers and Residents will be assessed on these important elements of teaching and their professional dispositions through observations completed by their university supervisor(s) and cooperating teachers.

The purpose of the Clinical Teaching Residency experience is to support pre-service teachers in the transition from college student to becoming a professional educator and to introduce them to the importance of collaboration. As they experience the day-to-day routine of the school and classroom, the Clinical Teacher Resident will gain a better understanding of the inter-relationships and dynamics of classrooms and schools under the guidance of an experienced mentor teacher and university faculty. Through this, the clinical teacher Resident will gain confidence in assuming their role of the teacher and grow professionally.

## Appendix C

### **UTSA SIGNATURE RESIDENCY COOPERATING/MENTOR TEACHER JOB DESCRIPTION**

#### **Summary**

*The role of the Cooperating/Mentor Teacher is to serve as a mentor, leader, and a coach who models and plans effective instruction and professional dispositions, creates a supportive classroom environment where clinical teacher residents are encouraged to take risks, and observes and provides specific feedback to Clinical Teacher Residents to have a lasting impact on student achievement. We see the Mentor Teacher as a leader throughout the school who provides support to a Clinical Teacher Resident and overtime will provide support to other teachers*

### **Responsibilities**

- \* Mentor a clinical teacher resident for the entire school year
- \* Establish a positive working relationship with clinical teacher resident
- \* Establish and maintain a schedule consistent planning time with clinical teacher resident
- \* Provide clinical teacher resident all lesson materials in advance and review (and potentially rehearse) clinical teacher resident planned lessons
- \* Clearly communicate expectations
- \* Regularly model effective instructional practices for clinical teacher resident
- \* Establish co-planning responsibilities with the clinical teacher resident and support/scaffold them in their understanding of core content areas
- \* Co-plan, co-teach, debrief, problem solve, and coach clinical teacher resident daily
- \* Support clinical teacher resident in leading small group and whole group instruction
- \* Monitor and support clinical teacher resident's progress towards performance targets
- \* Complete formal Clinical Teacher Evaluation Support System (CTESS) Midway and Summative reports of the clinical teacher resident and submit reports to UTSA EPP's online system.
- \* Include clinical teacher resident in Professional Learning Communities and school-based professional development
- \* Participate in Assistant Professor of Instruction/Clinical Supervisor led professional development, apply the new learning and bring back evidence of application (5-6 times a year).
- \* The allocation of non-instructional administrative duties should be kept to a minimum, and to no more than 5 hours per week. These duties should not interfere with instructional time.
- \* Solicit and willingly receive feedback to improve coaching skills from Assistant Professor of Instruction/clinical supervisor

### **Planning and Preparation**

- \* Set high expectations of achievement that are ambitious and measurable for all students. Set direction, verbally and with tools and materials, that clarify content and teaching process
- \* Lead, model, and coach clinical teacher resident to:
  - plan backward to align all lessons, activities, and assessments
  - design instruction that is enriched (developing higher-order thinking skills) and personalized (reflecting learning levels and interests of individual students)
  - design assessments that accurately assess student progress
  - Support clinical teacher resident's development in CTESS Domain 1.

### **Classroom Environment**

- \* Lead, model, and coach clinical teacher resident to:
  - hold students accountable for high expectations of behavior and engagement that are ambitious and measurable
  - create a virtual and/or physical classroom environments conducive to collaborative and individual learning
  - establish a culture of respect, enthusiasm, and rapport
  - Identify and address individual students' social, emotional, and behavioral learning needs and barriers
  - Support clinical teacher resident's development in CTESS Domain 3.

### **Instruction**

- \* Lead, model, and coach clinical teacher resident to:
  - hold students accountable for ambitious, measurable standards of academic achievement
  - identify and address individual students' development of organizational and time-management skills
  - invest students in their learning using a variety of influence techniques
  - incorporate questioning and discussion in teaching
  - incorporate small-group and individual instruction to personalize and tailor instruction to individual needs
  - monitor and analyze student assessment data to inform enriched instruction by teacher
  - communicate with students, provide authentic, timely feedback, and keep them informed of their progress
  - Support clinical teacher resident's development in CTESS Domain 2.

### **Professional Responsibilities**

- \* Solicit and receive feedback from supervisor to improve professional skills
- \* Engage in minimally biweekly informal check-ins with Assistant Professor of Instruction/Clinical Supervisor to share progress updates and align support for clinical teacher resident
- \* Model instructional tasks to aid clinical teacher resident
- \* Provide feedback, developmental advice, and assignments to develop clinical teacher resident's effectiveness and cultural efficaciousness
- \* Participate in professional development at school, collect artifacts, and share learning with the clinical teacher resident to support clinical teacher resident development
- \* Coach clinical teacher resident to reflect on their own practice, and progressively over time, generate and implement strategies to increase their effectiveness
- \* Support clinical teacher resident's development in CTESS Domains 4 and 5.

### **Qualifications**

- \* Knowledge of subject matter being taught
- \* Bachelor's degree
- \* At least 3 years of evidence, with a preference for 5 years of experience, of modeling exemplary teaching experience, (Proficient/distinguished evaluations)
- \* Valid teaching certificate in the certification area in which the clinical teacher resident is being certified
- \* Prior evidence of high-progress student outcomes in the relevant subjects (in the top 25% compared to other teachers in a state or on national tests) or, at entry level, evidence of superior prior academic achievements

**MEMORANDUM OF AGREEMENT  
BETWEEN  
UNIVERSITY PARTNER -Our Lady of the Lake University  
AND  
San Antonio Independent School District**

Whereas, Our Lady of the Lake University (“University”) and San Antonio Independent School District (“SAISD”) desire to set out in writing the terms and respective responsibilities of the two institutions for education and training of students from University who are participating in the paid teacher residency program with SAISD.

**I.  
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This Agreement will commence as of the date signed by both parties. The Agreement shall continue for a period of three years in which students may be selected for a clinical teaching residency unless either party desires to terminate the Agreement and thus gives the other party thirty (30) days’ written notice of intention to terminate. Any such termination notice given during the SAISD school year will not be effective until the end of that school year.

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**2.1 Recruitment:**

2.1.1 The University will:

- Recruit a cohort of students (during each funded semester/year) as Clinical Teaching Resident who are completing teacher certification in said University and who will complete a one-semester or two-semester Internship at a SAISD campus
- Students who are enrolled in the teacher certification program in the Education Department at University will be selected to participate in a one-semester or two-semester Internship as Clinical Teaching Residents at a SAISD campus.

2.1.2 SAISD will:

- Pay each Clinical Teaching Resident selected for participation in this program a \$10,000 stipend per semester.
- Provide mentor teachers to support the development of the Clinical Teaching Residents. Mentor teachers will:

- Engage in weekly conferences with the Clinical Teaching Resident
- Guide the Clinical Teaching Resident in campus policies and procedures
- Support the growth of the Clinical Teaching Resident through cooperative and guided lesson planning
- Assist the Clinical Teaching Resident in constructing a child-centered curriculum based upon interests, needs, and experiences of individual students
- Assist the Clinical Teaching Resident in relating curriculum goals to TEKS outcomes and STAAR objectives
- Provide space in the classroom for the Clinical Teaching Resident to organize their portfolio and materials
- Engage in Co-Teaching with the Clinical Teaching Resident
- Explain any extra duties that the mentor teacher performs and allow the Clinical Teaching Resident to share these responsibilities as appropriate
- Encourage participation in community activities
- Involve the Clinical Teaching Resident in parent conferences, demonstrating the amount of preparation, documentation and follow-up required
- Support the growth of the Clinical Teaching Resident through informal observations and feedback
- Complete Formal Observations using the T-TESS Pre-Service Teacher Candidate Rubric, including a pre- and post-conference
- Provide the Clinical Teaching Resident a copy of the observation. This compilation will be shared with the University supervisor. Point out positive performance but be honest about need for improvement. Keep the University Supervisor informed about goals and concerns.

### 2.1.3 SAISD in collaboration with University will:

- Work together to select teachers for the campus that have the knowledge and skills to serve as Mentor Teachers for the Clinical Teaching Residents in the University's Education Program. University will work closely with SAISD to identify highly competent and skilled teachers in SAISD and select teachers that are committed to the tenets of the new model. Recruitment efforts will include advertising the opportunities on SAISD campuses and in

SAISD publications. The primary responsibility for the selected group of these teachers will be to mentor Clinical Teaching Residents and students completing field practicum at the school.

- Agree upon the number of students participating in the Internship during any given time period.

## 2.2 **Residency year training and coursework:**

### 2.2.1 University will:

- Pre-screen all Clinical Teaching Resident candidates
- Ensure that all Clinical Teaching Residents meet the University's requirements for clinical teaching
- Provide clinical teaching orientation and provide Clinical Teaching Residents training in the following: Title IX, FERPA, Texas Education Code of Ethics, Substance Abuse Awareness and Prevention, Mental Health, Suicide Prevention and Awareness, as mandated by the Texas Education Agency
- Provide training in lesson plan development, T-TESS evaluations and observation, and professional cooperation and responsibilities
- Meet with the Clinical Teaching Residents on a regular basis to provide additional professional development and support
- Observe all Clinical Teaching Residents and will work in cooperation with the mentor teachers to provide on-going support in their development of excellent teaching.

### 2.2.2 SAISD will provide:

- Qualified mentor teachers
- Opportunities for Clinical Teaching Residents to develop their teaching skills
- The mentor teacher will provide detailed observational assessments using the pre-service teacher observation rubric provide by the University
- Professional development opportunities through SAISD.

2.3 **Selection:** The University will utilize a competency-based selection processes that aligns with the SAISD selection model to select the most qualified candidates to enter the residency model. See Appendix A for the University application requirements.

- University will pre-screen all Clinical Teaching Resident candidates

- University will work in collaboration with the SAISD campus principal to make the final selection of Clinical Teaching Residents.

2.4 **Placement:** The SAISD campus principal and the Director of Educator Preparation from University will work in collaboration to place Clinical Teaching Residents with their cooperating mentor teachers. See Clinical Teaching Resident Job Description and Responsibilities Appendix B

- Clinical Teaching Resident Candidates will submit a comprehensive portfolio as part of their screening and application process.
- The Office of Organizational Learning and the campus principal will work in collaboration to pair Clinical Teaching Residents with Cooperating Mentor teachers.

2.5 **Pre-service training:** University will provide training and coursework to ensure teacher residents are provided with foundational training before individuals enter the classroom as clinical teaching Residents.

## 2.6 **On-Going Support for Clinical Teaching Residents and Faculty**

2.6.1 University will:

- require participating students to be enrolled in a 6-hour clinical teaching course which will be supervised by a University faculty member
- provide on-going professional development for the mentor and clinical teachers  
Topics will include: Collaborative Planning, Building Professional Competencies, Effective Team Conferencing and Conflict Resolution
- University faculty may participate in the Professional Learning Communities within SAISD
- University faculty may participate in student data collection and analysis and will use this data to guide Clinical Teaching Residents and Mentor Teachers in the development of effective strategies in response to the data.

2.6.2 SAISD will provide:

- Campus and district professional development
- Clinical Teaching Residents and Mentor Teachers will participate in all required professional development opportunities provided by SAISD.

**IV.**  
**Dispute Resolution**

The parties shall seek to resolve informally any dispute that arises between them under this Agreement. The parties shall provide each other with written notice of any dispute arising out of this Agreement. The parties shall submit their dispute to mediation before a mutually agreeable mediator as a pre-condition to filing a lawsuit in any court or county, whether in Justice of the Peace, County Court, or District Court. This provision, however, shall be inapplicable if the running of the statute of limitations prevents the parties from engaging in mediation before the necessity of filing suit.

**V.**  
**Miscellaneous Provisions**

**VI.**  
**Nondiscrimination and Compliance**

- 6.1 In conducting its activities under this Agreement, neither party shall exclude or discriminate against any individual on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, or gender identity.
- 6.2 University may not access or request to access any SAISD education records as defined in the Family Education Rights and Privacy Act (“FERPA”) from Clinical Teaching Residents, or any other source, that has not first been de-identified as provided under FERPA.
- 6.3 SAISD hereby designates University as a SAISD “official” with a legitimate educational interest in SAISD’s education records as defined in FERPA. Such designation is solely for the purposes of FERPA compliance and for no other purpose, and to the extent SAISD has policies, rules, and procedures binding on SAISD officials generally, such policies, rules, and procedures will apply to University only insofar as such compliance is relevant to compliance by University and SAISD with FERPA. University shall implement reasonable administrative, technical, and physical safeguards to secure its facilities and systems from unauthorized access, and to secure SAISD education records. University shall: (a) abide by FERPA’s limitations on re-disclosure of personally identifying information in education records; (b) not use or disclose education records created or received from, by, or on behalf of SAISD or its students for any purpose other than the purpose for which such disclosure is made; and, (c) not use or disclose such education records except as permitted under this Agreement, as required by law, or as authorized by SAISD in writing.

- 6.3 University hereby designates SAISD as a University “official” with a legitimate educational interest in University’s education records as defined in FERPA. Such designation is solely for the purposes of FERPA compliance and for no other purpose, and to the extent University has policies, rules, and procedures binding on University officials generally, such policies, rules, and procedures will apply to SAISD only insofar as such compliance is relevant to compliance by University and SAISD with FERPA. SAISD shall implement reasonable administrative, technical, and physical safeguards to secure its facilities and systems from unauthorized access, and to secure University education records. SAISD shall: (a) abide by FERPA’s limitations on re-disclosure of personally identifying information in education records; (b) not use or disclose education records created or received from, by, or on behalf of University or the Clinical Teaching Residents for any purpose other than the purpose for which such disclosure is made; and, (c) not use or disclose such education records except as permitted under this Agreement, as required by law, or as authorized by University in writing.

## **VII. Governing Law**

The validity, construction, scope and performance of this Agreement shall be governed in accordance with the laws of the State of Texas. This Agreement is performable in Bexar County, Texas. Any claim relating to or arising out of this Agreement shall be brought in Bexar County, Texas

## **VIII. General Provisions**

- 8.1 Each party shall bear its own costs and expenses incurred under this Agreement without expectation of reimbursement from the other party. Nothing in this Agreement obligates either party to expend, exchange, or reimburse funds, services, or anything else of value.
- 8.2 Any notices required or permitted under this Agreement will be deemed given (a) three business days after it is sent by certified or registered mail, return receipt requested, (b) the next business day after it is sent by overnight carrier, (c) on the date sent by facsimile or email transmission with confirmation of transmission and receipt, if sent during the recipient’s normal business hours and if not, on the next business day, or (d) on the date of delivery if delivered personally, in each case, addressed to the intended recipient at the address below or such other address as the intended recipient may specify in writing:

University: Our Lady of the Lake University

Education Department  
411 S.W. 24<sup>th</sup> Street  
San Antonio, TX 78207

SAISD: San Antonio Independent School District  
Office of the Superintendent  
514 W. Quincy St.  
San Antonio, TX 78212

- 8.3 This Agreement contains the entire understanding of the parties as to the matters contained in this Agreement and supersedes all other written and oral agreements between the parties as to those matters. The parties may execute other contracts, but those will not alter this Agreement unless expressly stated in writing.
- 8.4 This Agreement is assignable only with the written consent of both parties.
- 8.5 The University is an agency of the State of Texas and nothing in this Agreement waives or relinquishes the University's right to claim any exemptions, privileges, and immunities as may be provided by law.
- 8.6 The failure of either party at any time to require performance by the other party of any provision of this Agreement will in no way affect the right to require such performance at any time thereafter nor will the waiver by either party of a breach of any provision be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of the provision itself.
- 8.7 Each provision of this Agreement is severable. If any provision is rendered invalid or unenforceable by statute or regulations or declared null and void by any court of competent jurisdiction, the remaining provisions will remain in full force and effect if the essential terms of this Agreement remain valid, legal, and enforceable.
- 8.8 If either party fails to fulfill its obligations under this Agreement, when such failure is due to an act of God, or other circumstance beyond its reasonable control, including but not limited to fire, flood, civil commotion, riot, war, revolution, acts of foreign or domestic terrorism, or embargos, then the other party shall excuse the failure for the duration of the event and for such a time as is reasonable to enable the parties to resume performance under this Agreement, provided however, that in no event will such time extend for more than 30 days.
- 8.9 This Agreement does not create a partnership or joint venture between the University and SAISD. Neither party may bind the other or otherwise act in any way as the representative of the other, unless specifically authorized, in advance and in writing, to do so, and then only for the limited purpose stated in such authorization. The employees of each party are not, by reason of this Agreement,

employees of the other party, nor are they entitled or eligible to participate in any benefits or privileges given or extended by the other party to its employees.

- 8.10 Each party shall comply with all federal, state, and local laws, ordinances and regulations in relation to this Agreement.
- 8.11 The matters covered herein and supersedes all other agreements on the same subject, whether oral or written. Any changes or amendments to this Agreement may be made only in writing and signed by both parties.
- 8.12 This Agreement may be executed in several counterparts, all of which taken together shall constitute one single agreement between the parties.
- 8.13 The headings in this Agreement are for reference and convenience only and shall not enter into the interpretation of this Agreement.
- 8.14 Failure of the University to insist upon strict conformance of the provisions of this Agreement shall not constitute a waiver of any of the provisions of this Agreement.
- 8.15 This Agreement shall not be assigned without the prior written consent of the other party.
- 8.16 The parties represent and acknowledge that they have had the opportunity to review this Agreement with counsel of their choosing and are entering this Agreement freely and voluntarily.

**OLLU UNIVERSITY**

**SAN ANTONIO INDEPENDENT  
SCHOOL DISTRICT**

By: *Alycia Maurer Ph.D.*  
Alycia Maurer, Ph.D., Educ Dept Chair  
University Educ Dept Representative

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

Date: 11.02.2021

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

**OLLU UNIVERSITY**

By: *Joan Y. Bieber*  
Joan Bieber, Ph.D., Associate Provost for Academic Affairs  
University Representative

Date: 11/2/2021

## **Appendix A**

### **Application Process**

#### **Clinical Teaching Resident Application Process:**

The successful candidate must complete the application for Clinical Teaching Internship and submit all supporting documents to the Educator Preparation Program.

Students are required to submit a complete academic transcript that demonstrates that they have completed all of the following required preparation courses:

Students must also complete and/or submit the following documents as part of their Clinical Teaching Resident application process:

- Complete the Application for Clinical Teaching Residency and submit all supporting documents to SAISD
- Complete the required criminal background check for SAISD
- Participate in a personal interview with the campus principal and/or University Educator Preparation Program
- Submit current copy of their academic transcript – students must have a 2.75 gpa to be considered for the Internship program at SAISD
- The Office of Organizational Learning will review all Field Placement Evaluations and Observation Reports
- Applicants will demonstrate readiness (based on their practice exams scores) for their required certification exams

## **Appendix B**

### **Clinical Teaching Job Description and Responsibilities**

#### **The Clinical Teaching Experience**

The Clinical Teaching is the culminating experience for individuals enrolled in University's teacher preparation program. Clinical Teaching Residents will be placed with an experienced certified cooperating teacher. Clinical Teaching Residents will complete a full year Internship experience; they will follow the same calendar as their cooperating teachers at SAISD campus. All Clinical Teaching Students and Residents will participate in staff development and complete their required course work. During the Clinical Teaching/Internship students demonstrate their ability to effectively plan and teach developmentally appropriate lessons, implement effective classroom management strategies, and the application of a variety of evaluation methods and assessments to their instruction. Clinical teachers and Residents will be assessed on these important elements of teaching and their professional dispositions through observations completed by their university supervisor(s) and cooperating teachers.

The purpose of the clinical teaching/Resident experience is to support pre-service teachers the transition from college student to becoming a professional educator and to introduce them to the importance of collaboration. As they experience the day-to-day routine of the school and classroom, the clinical teacher will gain a better understanding of the inter-relationships and dynamics of classrooms and schools under the guidance of an experienced mentor teacher and university faculty. Through this, the clinical teacher/Resident will gain confidence in assuming their role of the teacher and grow professionally.



**MEMORANDUM OF AGREEMENT**  
**Between**  
*University of the Incarnate Word*  
**AND**  
*San Antonio Independent School District*



Whereas University of the Incarnate Word (hereinafter referred to as “University”) and San Antonio Independent School District (“SAISD”) desire to set out in writing the terms and respective responsibilities of the two institutions for education and training of teacher candidates from the University who are participating in the paid teacher residency program with SAISD.

**SECTION I.**  
**Terms of the Agreement**

This agreement applies to the year-long Clinical Teacher Internship and the one-semester Clinical Teacher Residency and will commence as of the date signed by both parties. The Agreement shall continue for a period of three years in which students may be selected as a Clinical Teaching Intern or a Clinical Teaching Resident unless either party desires to terminate the Agreement and thus gives the other party thirty (30) days’ written notice of intention to terminate. Any such termination notice given during the SAISD school year will not be effective until the end of that school year.

**SECTION II.**  
**Expectations of Parties**

SAISD and the University will collaborate to:

- 2.1 Select Cooperating Teachers who have the knowledge and skills to serve as mentor teachers for the Clinical Teacher Interns/Residents. The University will work closely with SAISD to identify highly competent and skilled teachers in SAISD and select teachers that are committed to the tenets of the new model and established clinical teaching requirements. Recruitment efforts to identify Cooperating Teachers for Clinical Teacher Interns/Residents will include advertising the opportunities on SAISD campuses and in SAISD publications.
- 2.2 Agree upon the number and selection of participating Clinical Teacher Interns/Residents.

University Responsibilities

The University will:

- 2.3 During each funded semester/year, provide information about the clinical teaching residency options to teacher candidates preparing for the clinical teaching semester. The University will aid in supporting interested clinical teachers as they apply for the two-semester Clinical Teacher Internship or the one-semester Clinical Teacher Residency at a SAISD campus.
- 2.4 Ensure applicants are currently enrolled in the teacher certification program, are in good standing, and have met all University requirements for clinical teaching, including, but not limited to, passing the TExES certification exam in their initial teaching content area.
- 2.5 Support the rules and regulations governing teacher candidates that are mutually agreed upon between the University and SAISD.
- 2.6 Assign students to professional development training during designated district school days only when mutually arranged by the University and SAISD.

- 2.7 Maintain communication with SAISD district and campus personnel by email, virtual, face-to-face visits, or by telephone in order to provide prompt support of the teacher candidates.
- 2.8 Provide SAISD with written materials stating the expectations, policies, and procedures of the University's clinical teaching placements.
- 2.9 Provide university field supervisors to work with the Clinical Teachers, Cooperating Teachers, and campus administration to support the clinical teachers' development, conduct observations and evaluations, and act as a liaison to the University.
- 2.10 Provide training and coursework to ensure candidates are provided with foundational training before individuals enter the classroom as Clinical Teacher Intern/Resident candidates. This training/instruction will include:
  - a. Texas Education Agency mandated training for teacher candidates. This training will include Title IX, FERPA, Texas Education Code of Ethics, Substance Abuse Awareness and Prevention, Mental Health, Suicide Prevention and Awareness.
  - b. Training/instruction in lesson plan development, T-TESS evaluations and observation, and professional disposition and responsibilities.
- 2.11 Provide ongoing professional development in a Clinical Teaching Seminar and with University supervisor support during the semester of the designated clinical teaching,
- 2.12 Support selection processes by pre-screening all Clinical Teacher Intern/Resident candidates and ensuring all Clinical Teacher Intern/Resident candidates meet the University's requirements for clinical teaching.
- 2.13 Collaborate with the SAISD campus principal(s) to place Clinical Teacher Interns/Residents with their cooperating mentor teachers.
- 2.14 Provide Cooperating Teacher training that includes University program requirements and mentoring strategies
- 2.15 University faculty may participate in the Professional Learning Communities within SAISD and may participate in student data collection and analysis to guide Clinical Teacher Interns/Residents in the development of effective strategies in response to the data.

#### SAISD Responsibilities

SAISD will:

- 2.16 Pay selected Clinical Teacher Interns \$25,000/year and selected Clinical Teacher Residents \$10,000 per semester. SAISD assumes responsibility for payroll and administrative processes and incurred processing fees.
- 2.17 Orient the Clinical Teacher Interns/Residents to the district's policies and procedures.
- 2.18 Include the Clinical Teacher Interns/Residents in SAISD activities and professional development as appropriate.
- 2.19 Provide qualified cooperating/mentor teachers to support the development of the Clinical Teacher Interns/Residents. Cooperating teachers must have completed a minimum of three years' teaching experience on a standard certificate, be an accomplished educator as shown by student learning, and must be currently certified in the certification category for the clinical teaching assignment sought by the assigned clinical teacher.

- 2.20 Cooperating Teachers will:
- a. Support and communicate with the Clinical Teacher Intern/Resident to provide direction, feedback, and guidance in all duties of a professional educator, including instructional planning and delivery, classroom and behavior management, and professional practices and responsibilities.
  - b. Guide the Clinical Teacher Intern/Resident in campus policies and procedures.
  - c. Involve the Clinical Teacher Intern/Resident in community activities, parent conferences, RTI meetings, ARD meetings, and documentation/record keeping responsibilities.
  - d. Collaborate with the University supervisor to support the growth of the Clinical Teacher Intern/Resident through informal and formal observations and evaluation.
- 2.21 Support the Clinical Teacher Intern/Resident in a gradual assumption of all teaching responsibilities (e.g., planning, teaching, assessment, RTI, ARDs, parent-teacher conferences, school events, district, and state assessments) and in experiencing the diverse student population's needs (e.g., cultural and economic diversity, English learners, special education, gifted and talented).
- 2.22 Collaborate with the SAISD Office of Organizational Learning, the campus principal(s), and the University's Director of Teacher Education or designee to place Clinical Teacher Interns/Residents with their cooperating mentor teachers.
- 2.23 Allow University faculty to participate in the Professional Learning Communities within SAISD and to participate in student data collection and analysis to guide Clinical Teacher Interns/Residents in the development of effective strategies in response to the data.
- 2.24 Maintain liability in accordance with Texas Administrative Code, Chapter 22 (TAC §22.51).

**SECTION III.  
Indemnification Agreement**

Each party shall be responsible for its own acts and omissions and shall be liable for payment of that portion of any and all claims, liabilities, injuries, suits and demands and expenses of all kind that may result or arise out of any alleged malfeasance or neglect caused or alleged to have been caused by said party, its directors, officers, employees, agents, students, faculty, and representatives in the performance or omission of any act or responsibility of said party under this Agreement. In the event that a claim is made against both parties, it is the intent of both parties to cooperate in the defense of said claim and to cause their insurers to do likewise. Both parties shall, however, retain the right to take any and all actions they believe necessary to protect their own interests.

**SECTION IV.  
Dispute Resolution**

The parties shall seek to resolve informally any dispute that arises between them under this Agreement. The parties shall provide each other with written notice of any dispute arising out of this Agreement. The parties shall submit their dispute to mediation before a mutually agreeable mediator as a pre-condition to filing a lawsuit in any court or county, whether in Justice of the Peace, County Court, or District Court. This provision, however, shall be inapplicable if the running of the statute of limitations prevents the parties from engaging in mediation before the necessity of filing suit.

**SECTION V.**  
**General Provisions**

- 5.1 This Agreement contains the entire understanding of the parties as to the matters contained in this Agreement and supersedes all other written and oral agreements between the parties as to those matters. The parties may execute other contracts, but those will not alter this Agreement unless expressly stated in writing.
- 5.2 Each party shall bear its own costs and expenses incurred under this Agreement without expectation of reimbursement from the other party. Nothing in this Agreement obligates either party to expend, exchange, or reimburse funds, services, or anything else of value.
- 5.3 This Agreement is assignable only with the written consent of both parties. Any changes or amendments to this Agreement may be made only in writing and signed by both parties.
- 5.4 If any provision of this Agreement is or becomes invalid or unenforceable, the remaining provisions shall continue to be effective.
- 5.5 The University is an agency of the State of Texas and nothing in this Agreement waives or relinquishes the University's right to claim any exemptions, privileges, and immunities as may be provided by law.
- 5.6 The failure of either party at any time to require performance by the other party of any provision of this Agreement will in no way affect the right to require such performance at any time thereafter nor will the waiver by either party of a breach of any provision be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of the provision itself.
- 5.7 Each provision of this Agreement is severable. If any provision is rendered invalid or unenforceable by statute or regulations or declared null and void by any court of competent jurisdiction, the remaining provisions will remain in full force and effect if the essential terms of this Agreement remain valid, legal, and enforceable.
- 5.8 If either party fails to fulfill its obligations under this Agreement, when such failure is due to an act of God, or other circumstance beyond its reasonable control, including but not limited to fire, flood, civil commotion, riot, war, revolution, acts of foreign or domestic terrorism, or embargos, then the other party shall excuse the failure for the duration of the event and for such a time as is reasonable to enable the parties to resume performance under this Agreement, provided however, that in no event will such time extend for more than 30 days.
- 5.9 This Agreement does not create a partnership or joint venture between the University and SAISD. Neither party may bind the other or otherwise act in any way as the representative of the other, unless specifically authorized, in advance and in writing, to do so, and then only for the limited purpose stated in such authorization. The employees of each party are not, by reason of this Agreement, employees of the other party, nor are they entitled or eligible to participate in any benefits or privileges given or extended by the other party to its employees.
- 5.10 Each party shall comply with all federal, state, and local laws, ordinances, and regulations in relation to this Agreement.
- 5.11 The parties represent and acknowledge that they have had the opportunity to review this Agreement with counsel of their choosing and are entering this Agreement freely and voluntarily.

**SECTION VI.**  
**Nondiscrimination and Compliance**

- 6.1 In conducting its activities under this Agreement, neither party shall exclude or discriminate against any individual on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, or gender identity.
- 6.2 University may not access or request to access any SAISD education records as defined in the Family Education Rights and Privacy Act (“FERPA”) from Clinical Teacher Interns/Residents, or any other source, that has not first been de-identified as provided under FERPA.
- 6.3 SAISD hereby designates University as a SAISD “official” with a legitimate educational interest in SAISD’s education records as defined in FERPA. Such designation is solely for the purposes of FERPA compliance and for no other purpose, and to the extent SAISD has policies, rules, and procedures binding on SAISD officials generally, such policies, rules, and procedures will apply to the University only insofar as such compliance is relevant to compliance by University and SAISD with FERPA. University shall implement reasonable administrative, technical, and physical safeguards to secure its facilities and systems from unauthorized access, and to secure SAISD education records. University shall: (a) abide by FERPA’s limitations on re-disclosure of personally identifying information in education records; (b) not use or disclose education records created or received from, by, or on behalf of SAISD or its students for any purpose other than the purpose for which such disclosure is made; and, (c) not use or disclose such education records except as permitted under this Agreement, as required by law, or as authorized by SAISD in writing.
- 6.4 Clinical Teacher Interns/Residents will provide a FERPA release to allow the University to share with SAISD candidates’ information when a legitimate educational interest presents. SAISD shall implement reasonable administrative, technical, and physical safeguards to secure its facilities and systems from unauthorized access, and to secure University and Clinical Teacher Intern/Resident data. SAISD shall: (a) abide by FERPA’s limitations on re-disclosure of personally identifying information in education records; (b) not use or disclose education records created or received from, by, or on behalf of University or the Clinical Teacher Interns/Residents for any purpose other than the purpose for which such disclosure is made; and, (c) not use or disclose such education records except as permitted under this Agreement, as required by law, or as authorized by University in writing.

**SECTION VII.**  
**Governing Law**

The validity, construction, scope, and performance of this Agreement shall be governed in accordance with the laws of the State of Texas. This Agreement is performable in Bexar County, Texas. Any claim relating to or arising out of this Agreement shall be brought in Bexar County, Texas

**SECTION VIII.**

**Notices**

Any notices required or permitted under this Agreement will be deemed given (a) three business days after it is sent by certified or registered mail, return receipt requested, (b) the next business day after it is sent by overnight carrier, (c) on the date sent by facsimile or email transmission with confirmation of transmission and receipt, if sent during the recipient’s normal business hours and if not, on the next business day, or (d) on the date of delivery if delivered personally, an in each case, addressed to the intended recipient at the address below or such other address as the intended recipient may specify in writing.

Notices to the University of the Incarnate Word shall be delivered to:

University of the Incarnate Word  
Dreeben School of Education  
ATTN: Dr. Denise Staudt, Dean  
4301 Broadway, CPO 293  
San Antonio, TX 78209

Notices to the San Antonio Independent School District shall be delivered to:

San Antonio Independent School District  
Office of the Superintendent  
514 W. Quincy St.  
San Antonio, TX 78212

**SECTION IX.**

**Attachments**

Incorporated by reference into this MOU are:

- Appendix A: SAISD Clinical Teaching Intern/Clinical Teaching Resident Application Process
- Appendix B: University Clinical Teaching Description

\_\_\_\_\_  
*Signature*

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

Dr. Denise Staudt  
Dean, Dreeben School of Education  
University of the Incarnate Word  
4301 Broadway, CPO 293  
San Antonio, TX 78209  
210-829-2761 / [staudt@uiwtx.edu](mailto:staudt@uiwtx.edu)

\_\_\_\_\_  
*Signature*

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

Dr. Robert A. Jaklich  
Interim Superintendent  
San Antonio Independent School District  
514 W. Quincy Street  
San Antonio, TX 78212  
210-554-2200 / [rjaklich1@saisd.net](mailto:rjaklich1@saisd.net)

\_\_\_\_\_  
*Signature*

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

Dr. Darrell Hayden  
CFO & Vice President of Administrative Services  
University of the Incarnate Word  
4301 Broadway  
San Antonio, TX 78209  
210-829-6038 / [haydon@uiwtx.edu](mailto:haydon@uiwtx.edu)

## **Appendix A**

### **SAISD Clinical Teaching Intern/Clinical Teaching Resident Application Process**

Clinical Teaching Internship/Clinical Teaching Residency applicants begin the application process by stating soliciting support from the UIW Director of Teacher Education (or designee) who will confirm the applicant has met all university requirements for clinical teaching. The applicant's coursework must be completed prior to clinical teaching, except for associated clinical teaching courses. Additionally, the applicant must have passed the content certification exam associated with their intended teaching certification.

The applicant must:

- Submit the application and supporting documents for the Clinical Teaching Internship/Clinical Teaching Residency per SAISD instructions.
- Complete the required criminal background check for SAISD.
- Participate in a personal interview with the campus principal and/or University Educator Preparation Program.
- Submit current copy of their academic transcript – applicants must have a minimum cumulative GPA of 2.75.
- Submit copies of field-based experience evaluations and observation documents for review by the SAISD Office of Organizational Learning.

#### Option 1: Two-Semester Clinical Teaching Internship

This option is available to fall UIW Clinical Teachers. Selected Clinical Teaching Interns agree to a year-long district placement. Upon completion of university and TEA requirements, the Clinical Teaching Intern will graduate in December and receive state licensure. The Clinical Teaching Intern will remain in the district position through the SAISD academic year. Responsibilities may be altered at the district's discretion following completion of the clinical teaching placement. Qualifying certification areas are to be determined by the district for each academic year. The Clinical Teaching Intern's responsibilities conclude at the end of the academic year. They are eligible to apply to teaching positions. Neither the Clinical Teaching Intern nor SAISD maintain employment obligations.

Stipend: \$25,000/year

#### Option 2: One-Semester Clinical Teaching Residency

This option is available to UIW Clinical Teachers in both the fall and spring semesters. Selected Clinical Teaching Residents agree to a one-semester district placement. Upon completion of university and TEA requirements, the Clinical Teaching Resident graduates and receives state licensure. The Clinical Teaching Resident will report to the assignment in accordance with the district's semester dates. Responsibilities may be altered at the district's discretion following completion of the clinical teaching placement. Qualifying certification areas are to be determined by the district for each academic year. The Clinical Teaching Resident's responsibilities conclude at the end of the assigned semester. They are then eligible to apply to posted positions. Neither the Clinical Teaching Resident nor SAISD maintain employment obligations.

Stipend: \$10,000/semester.

## **Appendix B**

### **UIW Clinical Teaching Description and Responsibilities**

The UIW Teacher Education Program is a field-based program that provides intensive, realistic, and high-quality experiences in school settings. This collaborative experience is intended to support preservice teachers in the transition from college student to professional educator. Clinical Teachers connect theory and practice, observe effective teaching practices, interact with diverse populations, and explore and develop their teaching skills in close interaction with Cooperating Teachers and University Supervisors.

The clinical teaching experience is the capstone of the Teacher Education Program. Each Cooperating Teacher and University Supervisor have been carefully selected to be a part of an educational support team that will assist the Clinical Teacher in becoming a successful member of the teaching profession. As a collaborative team effort, this experience can be exciting, challenging, and rewarding for all involved.

Clinical Teachers must complete a one-semester experience in a partnership district. They follow the same calendar as their placement district and adhere to the attendance requirements of their assigned campus. Likewise, Clinical Teachers are expected to participate in every aspect of their Cooperating Teacher's responsibilities as deemed appropriate by the placement campus. During the clinical teaching experience, teacher candidates are registered as full-time students at the University of the Incarnate Word and must attend an evening seminar on the UIW campus once a week.

Clinical Teachers are expected to demonstrate their ability to effectively plan and teach developmentally appropriate lessons, implement effective classroom management strategies, and apply a variety of evaluation methods and assessments in their instruction. Clinical Teachers are assessed on these important elements of teaching and their professional dispositions through T-TESS aligned observations and evaluations completed by their University Supervisor and Cooperating Teacher.

The Clinical Teaching Handbook, produced by the UIW Teacher Education Program annually, outlines expectations and responsibilities of the Clinical Teacher, Cooperating Teacher, and University Supervisor. All observation and evaluation documents are included.

NOTE: UIW Clinical Teachers selected for the SAISD paid Teacher Residency Program complete all UIW clinical teaching requirements and assume the additional responsibilities associated with the SAISD positions.

**MEMORANDUM OF AGREEMENT  
BETWEEN  
Texas State University  
AND  
San Antonio Independent School District**

Whereas, Texas State University (“University”) and San Antonio Independent School District (“SAISD”) desire to set out in writing the terms and respective responsibilities of the two institutions for education and training of students from University who are participating in the paid teacher residency program with SAISD.

**I.  
Terms of the Agreement**

This Agreement will commence as of the date signed by both parties. The Agreement shall continue for a period of three years in which students may be selected for a clinical teaching residency unless either party desires to terminate the Agreement and thus gives the other party thirty (30) days’ written notice of intention to terminate. Any such termination notice given during the SAISD school year will not be effective until the end of that school year.

**II.  
Expectations of Parties**

The University and SAISD agree as follows:

**2.1 Recruitment:**

2.1.1 The University will:

- Recruit a cohort of students (during each funded semester/year) as Clinical Teaching Residents who are completing teacher certification in said University and who will complete a one-semester or two-semester Internship at a SAISD campus.
- Students who are enrolled in the teacher certification program in the Education Department at University will be selected to participate in a one-semester or two-semester Internship as Clinical Teaching Residents at a SAISD campus.

2.1.2 SAISD will:

- Pay each Clinical Teaching Resident selected for participation in this program a \$10,000 stipend per semester.

SAISD will pay stipends directly to the Clinical Teaching Resident and will not submit payment to the University.

- Provide mentor teachers to support the development of the Clinical Teaching Residents. Mentor teachers will:
  - Engage in weekly conferences with the Clinical Teaching Resident
  - Guide the Clinical Teaching Resident in campus policies and procedures
  - Support the growth of the Clinical Teaching Resident through cooperative and guided lesson planning
  - Assist the Clinical Teaching Resident in constructing a child-centered curriculum based upon interests, needs, and experiences of individual students
  - Assist the Clinical Teaching Resident in relating curriculum goals to TEKS outcomes and STAAR objectives
  - Provide space in the classroom for the Clinical Teaching Resident to organize their portfolio and materials
  - Engage in Co-Teaching with the Clinical Teaching Resident
  - Explain any extra duties that the mentor teacher performs and allow the Clinical Teaching Resident to share these responsibilities as appropriate
  - Encourage participation in community activities
  - Involve the Clinical Teaching Resident in parent conferences, demonstrating the amount of preparation, documentation and follow-up required
  - Support the growth of the Clinical Teaching Resident through informal observations and feedback
  - Complete Formal Observations using the T-TESS Pre-Service Teacher Candidate Rubric, including a pre- and post-conference
  - Provide the Clinical Teaching Resident a copy of the observation. This compilation will be shared with the University supervisor. Point out positive performance but be honest about need for improvement. Keep the University Supervisor informed about goals and concerns.

2.1.3 SAISD in collaboration with University will:

- Work together to select SAISD teachers from the campus that have the knowledge and skills to serve as Mentor Teachers for the Clinical

Teaching Residents in the University's Education Program. University will work closely with SAISD to identify highly competent and skilled teachers in SAISD and select teachers that are committed to the tenets of the new model. Recruitment efforts will include advertising the opportunities on SAISD campuses and in SAISD publications. The primary responsibility for the selected group of these teachers will be to mentor Clinical Teaching Residents and students completing field practicum at the school.

- Agree upon the number of students participating in the Internship during any given time period.

## 2.2 **Residency year training and coursework:**

### 2.2.1 University will:

- Pre-screen all Clinical Teaching Resident candidates
- Ensure that all Clinical Teaching Residents meet the University's requirements for clinical teaching
- Provide clinical teaching orientation and provide Clinical Teaching Residents training in the following: Title IX, FERPA, Texas Education Code of Ethics, Substance Abuse Awareness and Prevention, Mental Health, Suicide Prevention and Awareness, as mandated by the Texas Education Agency
- Provide training in lesson plan development, T-TESS evaluations and observation, and professional cooperation and responsibilities
- Meet with the Clinical Teaching Residents on a regular basis to provide additional professional development and support
- Observe all Clinical Teaching Residents and will work in cooperation with the mentor teachers to provide on-going support in their development of excellent teaching.

### 2.2.2 SAISD will provide:

- Qualified mentor teachers
- Opportunities for Clinical Teaching Residents to develop their teaching skills
- The mentor teacher will provide detailed observational assessments using the pre-service teacher observation rubric provide by the University
- Professional development opportunities through SAISD.

2.3 **Selection:** The University will utilize a competency-based selection processes that aligns with the SAISD selection model to select the most qualified candidates to enter the residency model. See Appendix A for the University application requirements.

- University will pre-screen all Clinical Teaching Resident candidates
- University will work in collaboration with the SAISD campus principal to make the final selection of Clinical Teaching Residents.

2.4 **Placement:** The SAISD campus principal and the Director of Educator Preparation from University will work in collaboration to place Clinical Teaching Residents with their cooperating mentor teachers. See Clinical Teaching Resident Job Description and Responsibilities Appendix B

- Clinical Teaching Resident Candidates will submit a comprehensive portfolio as part of their screening and application process.
- The Office of Organizational Learning and the SAISD campus principal will work in collaboration to pair Clinical Teaching Residents with Cooperating Mentor teachers.

2.5 **Pre-service training:** University will provide training and coursework to ensure teacher residents are provided with foundational training before individuals enter the classroom as Clinical Teaching Residents.

## 2.6 **On-Going Support for Clinical Teaching Residents and Faculty**

2.6.1 University will:

- require participating students to be enrolled in a 6-hour clinical teaching course which will be supervised by a University faculty member
- provide on-going professional development for the mentor and clinical teachers  
Topics will include: Collaborative Planning, Building Professional Competencies, Effective Team Conferencing and Conflict Resolution
- University faculty may participate in the Professional Learning Communities within SAISD
- University faculty may participate in SAISD student data collection and analysis and will use this data to guide Clinical Teaching Residents and Mentor Teachers in the development of effective strategies in response to the data.

2.6.2 SAISD will provide:

- Campus and district professional development

- Clinical Teaching Residents and Mentor Teachers will participate in all required professional development opportunities provided by SAISD.

#### **IV. Dispute Resolution**

The parties shall seek to resolve informally any dispute that arises between them under this Agreement. The parties shall provide each other with written notice of any dispute arising out of this Agreement. If a dispute cannot be resolved informally, the parties shall follow the dispute resolution process provided for in Chapter 2260 of the Texas Government Code.

Notwithstanding any provision of this Agreement, nothing herein shall be construed as a waiver by either party of its constitutional, statutory or common law rights, privileges, immunities or defenses. To the extent the terms of this paragraph conflicts with any other provision in this Agreement, the terms of this paragraph shall control.

#### **V. Miscellaneous Provisions**

#### **VI. Nondiscrimination and Compliance**

- 6.1 In their execution of this agreement the parties and others acting by or through them shall comply with all federal and state laws prohibiting discrimination, harassment, and sexual misconduct. The parties agree not to exclude or discriminate against any individual on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, gender identity or gender expression.
- 6.2 University may not access or request to access any SAISD education records as defined in the Family Education Rights and Privacy Act (“FERPA”) from Clinical Teaching Residents, or any other source, that has not first been de-identified as provided under FERPA.
- 6.3 SAISD hereby designates University as a SAISD “official” with a legitimate educational interest in SAISD’s education records as defined in FERPA. Such designation is solely for the purposes of FERPA compliance and for no other purpose, and to the extent SAISD has policies, rules, and procedures binding on

SAISD officials generally, such policies, rules, and procedures will apply to University only insofar as such compliance is relevant to compliance by University and SAISD with FERPA. University shall implement reasonable administrative, technical, and physical safeguards to secure its facilities and systems from unauthorized access, and to secure SAISD education records. University shall: (a) abide by FERPA's limitations on re-disclosure of personally identifying information in education records; (b) not use or disclose education records created or received from, by, or on behalf of SAISD or its students for any purpose other than the purpose for which such disclosure is made; and, (c) not use or disclose such education records except as permitted under this Agreement, as required by law, or as authorized by SAISD in writing.

- 6.3 University hereby designates SAISD as a University "official" with a legitimate educational interest in University's education records as defined in FERPA. Such designation is solely for the purposes of FERPA compliance and for no other purpose, and to the extent University has policies, rules, and procedures binding on University officials generally, such policies, rules, and procedures will apply to SAISD only insofar as such compliance is relevant to compliance by University and SAISD with FERPA. SAISD shall implement reasonable administrative, technical, and physical safeguards to secure its facilities and systems from unauthorized access, and to secure University education records. SAISD shall: (a) abide by FERPA's limitations on re-disclosure of personally identifying information in education records; (b) not use or disclose education records created or received from, by, or on behalf of University or the Clinical Teaching Residents for any purpose other than the purpose for which such disclosure is made; and, (c) not use or disclose such education records except as permitted under this Agreement, as required by law, or as authorized by University in writing.

## **VII. Governing Law**

The validity, construction, scope and performance of this Agreement shall be governed in accordance with the laws of the State of Texas.

## **VIII. General Provisions**

- 8.1 Each party shall bear its own costs and expenses incurred under this Agreement without expectation of reimbursement from the other party. Nothing in this Agreement obligates either party to expend, exchange, or reimburse funds, services, or anything else of value.
- 8.2 Any notices required or permitted under this Agreement will be deemed given (a) three business days after it is sent by certified or registered mail, return receipt

requested, (b) the next business day after it is sent by overnight carrier, (c) on the date sent by facsimile or email transmission with confirmation of transmission and receipt, if sent during the recipient's normal business hours and if not, on the next business day, or (d) on the date of delivery if delivered personally, and in each case, addressed to the intended recipient at the address below or such other address as the intended recipient may specify in writing:

University:

SAISD: San Antonio Independent School District  
Office of the Superintendent  
514 W. Quincy St.  
San Antonio, TX 78212

- 8.3 This Agreement contains the entire understanding of the parties as to the matters contained in this Agreement and supersedes all other written and oral agreements between the parties as to those matters. The parties may execute other contracts, but those will not alter this Agreement unless expressly stated in writing.
- 8.4 This Agreement is assignable only with the written consent of both parties.
- 8.5 The University is an agency of the State of Texas and nothing in this Agreement waives or relinquishes the University's right to claim any exemptions, privileges, and immunities as may be provided by law.
- 8.6 The failure of either party at any time to require performance by the other party of any provision of this Agreement will in no way affect the right to require such performance at any time thereafter nor will the waiver by either party of a breach of any provision be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of the provision itself.
- 8.7 Each provision of this Agreement is severable. If any provision is rendered invalid or unenforceable by statute or regulations or declared null and void by any court of competent jurisdiction, the remaining provisions will remain in full force and effect if the essential terms of this Agreement remain valid, legal, and enforceable.
- 8.8 If either party fails to fulfill its obligations under this Agreement, when such failure is due to an act of God, or other circumstance beyond its reasonable control, including but not limited to fire, flood, civil commotion, riot, war, revolution, acts of foreign or domestic terrorism, or embargos, pandemics or epidemics, then the other party shall excuse the failure for the duration of the event and for such a time as is reasonable to enable the parties to resume performance under this Agreement, provided however, that in no event will such time extend for more than 30 days.

- 8.9 This Agreement does not create a partnership or joint venture between the University and SAISD. Neither party may bind the other or otherwise act in any way as the representative of the other, unless specifically authorized, in advance and in writing, to do so, and then only for the limited purpose stated in such authorization. The employees of each party are not, by reason of this Agreement, employees of the other party, nor are they entitled or eligible to participate in any benefits or privileges given or extended by the other party to its employees.
- 8.10 Each party shall comply with all applicable federal, state, and local laws, ordinances and regulations in relation to this Agreement.
- 8.11 The matters covered herein and supersedes all other agreements on the same subject, whether oral or written. Any changes or amendments to this Agreement may be made only in writing and signed by both parties.
- 8.12 This Agreement may be executed in several counterparts, all of which taken together shall constitute one single agreement between the parties.
- 8.13 The headings in this Agreement are for reference and convenience only and shall not enter into the interpretation of this Agreement.
- 8.14 Failure of the University to insist upon strict conformance of the provisions of this Agreement shall not constitute a waiver of any of the provisions of this Agreement.
- 8.15 This Agreement shall not be assigned without the prior written consent of the other party.
- 8.16 The parties represent and acknowledge that they have had the opportunity to review this Agreement with counsel of their choosing and are entering this Agreement freely and voluntarily.

**UNIVERSITY**

**SAN ANTONIO INDEPENDENT  
SCHOOL DISTRICT**

By: \_\_\_\_\_  
University Representative

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

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

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

## **Appendix A Application Process**

### **Clinical Teaching Resident Application Process:**

The successful candidate must complete the application for Clinical Teaching Internship and submit all supporting documents to the Educator Preparation Program.

Students are required to submit a complete academic transcript that demonstrates that they have completed all of the following required preparation courses:

Students must also complete and/or submit the following documents as part of their Clinical Teaching Resident application process:

- Complete the Application for Clinical Teaching Residency and submit all supporting documents to SAISD
- Complete the required criminal background check for SAISD. Criminal background check results will be sent directly to SAISD for review and approval in accordance with SAISD policies.
- Participate in a personal interview with the campus principal and/or University Educator Preparation Program
- Submit current copy of their academic transcript – students must have a 2.75 gpa to be considered for the Internship program at SAISD
- The Office of Organizational Learning will review all Field Placement Evaluations and Observation Reports
- Applicants will demonstrate readiness (based on their practice exams scores) for their required certification exams

## **Appendix B**

### **Clinical Teaching Job Description and Responsibilities**

#### **The Clinical Teaching Experience**

The Clinical Teaching is the culminating experience for individuals enrolled in University's teacher preparation program. Clinical Teaching Residents will be placed with an experienced certified cooperating teacher. Clinical Teaching Residents will complete a full year Internship experience; they will follow the same calendar as their cooperating teachers at SAISD campus. All Clinical Teaching Students and Residents will participate in staff development and complete their required course work. During the Clinical Teaching/Internship students demonstrate their ability to effectively plan and teach developmentally appropriate lessons, implement effective classroom management strategies, and the application of a variety of evaluation methods and assessments to their instruction. Clinical Teaching Residents will be assessed on these important elements of teaching and their professional dispositions through observations completed by their university supervisor(s) and cooperating teachers.

The purpose of the Clinical Teaching Resident experience is to support pre-service teachers the transition from college student to becoming a professional educator and to introduce them to the importance of collaboration. As they experience the day-to-day routine of the school and classroom, the Clinical Teaching Resident will gain a better understanding of the inter-relationships and dynamics of classrooms and schools under the guidance of an experienced mentor teacher and university faculty. Through this, the Clinical Teaching Resident will gain confidence in assuming their role of the teacher and grow professionally.



## BOARD AGENDA CLARIFICATIONS

Provide this information for Academics Board Agenda Items involving a MOU

Department:	Organizational Learning
Board Meeting Date:	December 13, 2021
Agenda Title:	Approval of Memorandums of Understanding (MOUs) Between SAISD and University Partners for Clinical Teaching Residencies
Presenter:	LeAnne Hernandez, Director of Organizational Learning
Cost:	\$10,000 per person per semester
Board Goal:	Increase the district overall grade under state accountability and the percent of campuses rated accomplished or higher on the SAISD School Performance Framework (SPF)

### IMPACT & COST

Number of Students	Number of Teachers	Number of Campuses	Cost Per Student	Cost Per Teacher	Total Cost
	Up to 20			\$10,000	\$200,000 TCLAS grant funds
	Up to 40			\$10,000	\$500,000 TSL grant funds

### HISTORICAL DATA

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

<p>Questions to consider:</p> <p>If a renewal, include data that supports this renewal</p> <p>Is this an expansion of the program? If so, why?</p>	<p>Is this a renewal? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>A cohort of pre-service clinical teachers will earn a paid clinical teaching residency in a high need, hard to staff teaching area. Residency salaries will be paid using TCLAS and/or TSL funds awarded to SAISD as part of the ongoing initiative to improve the educator pipeline programs in the District. Residents will assume similar responsibilities to a certified teacher, under the supervision of a cooperating teacher, and will be able to support the campus where they are assigned with duties such as small group instruction, intervention, and limited substitute teaching. Residents will be eligible for hire in the semester following their residency.</p>
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## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** **Approval of the Memorandum of Understanding (MOU) Between SAISD and Workforce Solutions Alamo (WSA), Child Care Quality (CCQ) Contractor**

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

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

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

**MEETING DATE:** December 13, 2021

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

The Board is requested to approve the Memorandum of Understanding (MOU) with Workforce Solutions Alamo (WSA), Child Care Quality (CCQ) Contractor for the 2021-2022 school year. The SAISD Learning Center currently provides full-time childcare for 19 infants and toddlers ages six-weeks to three years old. Our program is licensed through the Texas Health and Human Services and participates in the Texas Rising Star Program. As a Rising Star designated center, SAISD is eligible to access funding and resources through Workforce Solutions Alamo. Based on the District's four-star designation (the highest designation available), SAISD is eligible for the largest distribution available. Funds and resources will be used to maintain high-quality care that supports infants and toddlers.

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

Recommend that the Board approves the MOU with Workforce Solutions Alamo, Child Care Quality Contractor for the 2021-2022 school year.

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

N/A

### **IV. 2021 - 2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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



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## Mentoring Service Agreement

### PROVIDER INFORMATION

<b>Provider Name *</b>	<b>License Number *</b>	<b>Phone *</b>
SAISD Learning Center	1029789	(210) 438-6813
<b>Contact Person *</b>	<b>Title *</b>	<b>Email *</b>
Ruth Trevino Miller	Director	rtrevinomiller1@saisd.net
<b>Physical Address *</b>	<b>Mailing Address</b>	<b>Current Star Level</b>
623 S. Pecos La Trinidad	623 S. Pecos-La Trinidad	4-Star <input type="checkbox"/>

### AGREEMENT INFORMATION

This agreement is intended to establish a mutual agreement between the provider and mentor program in order to improve the quality of child care while working toward Texas Rising Star (TRS) certification. The following listed points are designed to help ensure program success.

### PROVIDER TERMS *(Initial Each Line)*

- RTM I agree to follow the TRS Guidelines
- RTM I agree to follow Child Care Licensing Minimum Standards and notify my Mentor of any deficiencies cited following a visit from Child Care Licensing
- RTM I agree to meet and work collaboratively with my Mentor to fulfill my TRS Action Plan
- RTM I understand mentoring visits can be conducted as announced or unannounced
- RTM I agree to lead my program's quality improvement process
- RTM I agree to create a TECPDS and CLI Engage account for Director and staff
- RTM I agree to facilitate the training process for my staff by ensuring their participation in various professional development opportunities
- RTM I understand that not meeting the expectations set forth in this agreement may result in a written warning or termination from the mentoring program
- RTM I understand based on funding availability developmentally appropriate materials may be ordered for my facility.

RTM

I understand that participation in this mentoring program is voluntary and may be withdrawn at any time with written notice to my Mentor

MENTOR TERMS

I agree to work collaboratively with the provider

I agree to provide up-to-date and accurate information regarding the TRS Guidelines

I agree to inform the provider of upcoming professional development opportunities

I agree to guide the provider in the development of policies, procedures, and developmentally appropriate activities

I agree to guide the provider successfully through the TRS Plan

I agree to provide feedback and strategies from classroom observations to facilitate quality improvement

Mentoring services will be immediately terminated if the following occurs:

Ø The provider is deemed ineligible for TRS certification (withdrawal as a Child Care Services (CCS) provider, facility closure, change of ownership, number or severity of licensing deficiencies, etc.)

Ø The provider loses TRS certification for any reason

Provider Signature \*

Date \*

*Robert A. Jaklich*

10/8/2021



Submit

San Antonio Independent School District

Printed name: Dr. Robert Jaklich, Interim Superintendent

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

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



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## TRS Quality Initiative MOU

### PROVIDER INFORMATION

**Provider Name \***

SAISD Learning Center

**License Number \***

1029789

**Physical Address \***

623 S. Pecos-La Trinidad

**Mailing Address**

Address Line 1

Address Line 2

Address Line 2

San Antonio

City

78207

Zip Code

**Email \***

rtrevinomiller1@saisd.net

**Phone \***

(210) 438-6813

**Contact Person \***

Ruth Trevino Miller

**Title \***

Director

**Current Star Level \***

4-Star  3-Star  2-Star

0-Star (Working Towards TRS)

This Memorandum of Understanding (MOU) is effective for the period 10/1/2021 through 9/30/2022.

### AGREEMENT SUMMARY

This agreement is executed by and between the Child Care provider and the Workforce Solutions Alamo (WSA) Child Care Quality (CCQ) Contractor to improve and increase the quality of child care centers via equipment purchased and/or monetary incentive with WSA CCQ Contract funding. This MOU may be amended in writing by the Provider. The following details are agreed to ensure the successful implementation of the Texas Rising Star program:

Eligible Provider agrees:

- Provider must complete a TRS interest form, sign a mentoring agreement, W-9 and return this document before any items are purchased.
- All purchases are limited to developmentally appropriate resources, purchases must be reasonable and necessary.
- All equipment and/or materials must be installed and in use within 45 days of delivery. Provider agrees to properly install and use the equipment in accordance with manufacturer guidelines.
- Provider will need to contact Childcare Quality Initiative Specialists once items arrive and provider will not be allowed to open the boxes prior to a CCQ Contractor arrives to open the equipment.
- All items with an acquisition value under \$500 become property of the Provider upon delivery.
- All items with an acquisition value of \$500 or more are subject to removal by WSA if provider does not comply with all terms of agreement. These items will be tagged by WSA CCQ staff.
- Provider agrees to submit all packing slips to WSA within 30 days of delivery.
- Provider is not allowed to return items to the store. If an item is damaged the provider will need to contact the CCQ Contractor to make a return.
- Provider must be available by phone or email. Provider must be responsive to all contact attempts.
- Provider must participate in all data collection efforts by WSA or CCQ Contractor.

If applicable – Initial Texas Rising Star Provider agree:

- Provider must complete a TRS interest form, meet childcare licensing eligibility criteria for TRS, sign a mentoring agreement, W-9 and return this document before an initial monetary stipend is awarded.
- Once the TRS achievement is established an additional monetary incentive will be provided based the Texas Rising Star certification level and on funding availability.
- The monetary incentive obtained must be invested in the improvement of your facility.

<b>TRS Provider Incentives</b>	
<b>Description</b>	<b>Incentive</b>
Upon completion of TRS Interest form, meet eligibility criteria, and sign provider agreement and MOU.	\$500
<b>Certification obtained</b>	
2 Star	\$800
3 Star	\$1000
4 Star	\$1,200

Termination of Agreement and Removal of Equipment will occur if:

- The provider withdraws as a Child Care Services (CCS) provider within 1 year of the signed MOU.
- The provider loses TRS certification for any reason, included but not limited to:
  - Closure of the TRS facility
  - Change in ownership that results in ineligibility for being a CCS provider
  - Provider voluntary withdraws from the CCS Program
  - Provider is placed on Corrective or Adverse action by Child Care Licensing, Texas Workforce Commission, or the CCS Contractor

By signing below; I understand the expectations set forth in this agreement and I am committed to improving the quality of my childcare facility via equipment purchased and/or monetary incentive.

Signature \*

*Keith A. Miller*

Date \*

10/28/2021



Submit

### San Antonio Independent School District

Printed name: Dr. Robert Jaklich, Interim Superintendent

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

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

## SAISD BOARD AGENDA SUMMARY FORM

---

**AGENDA TITLE:** Approval of the Purchase of Pearson CoursewarePLUS

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

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

**PRESENTER:**     Garry Hardcastle, Senior Executive Director Learning and Compliance Support Services

**MEETING DATE:** December 13, 2021

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

The Board is requested to approve the purchase of Pearson CoursewarePLUS for 250 licenses for semester two of the 2021-2022 school year. The licenses are needed to provide access for students meeting the criteria for in-home learning for semester two.

The Pearson CoursewarePLUS offers course content in core and enrichment subject areas supplemental to the online programs currently offered in SAISD.

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

Recommend that the Board approve the purchase of Pearson CoursewarePLUS for 250 licenses for semester two of the 2021-2022 school year.

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

This purchase will be made utilizing the interlocal cooperative agreement with Houston ISD bid# 16-10-25, which expires June 30, 2022.

Funded with ESSER dollars; approximately \$492,000

### **IV. 2021 - 2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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



Pearson Virtual Schools USA  
 10960 Grantchester Way  
 Columbia, MD 21044  
 E-mail: [poblsalesops@pearson.com](mailto:poblsalesops@pearson.com)  
 Fax: 1-410-630-4931

**Bid: Houston ISD Bid# 16-10-25**  
**The terms in Bid# 16-10-25 supersede all other terms and conditions**

The fees & terms in this document are valid until expiration date.

Expiration Date 1/21/2022

**Customer Details:**

San Antonio Ind School District  
 Patti Salzmann  
[pasalzmann@saisd.net](mailto:pasalzmann@saisd.net)

**Sales Consultant Details:**

Rhiannon Delano

Product	Pearson Ref / ISBN	Selling Term/UOM	Quantity	Sales Price	Subtotal	Total Price
Full Time Student (Semester) with Certified Online Teacher and Live Tutor (FTSS-S-COT-LT)	N/A	0.00000	250.00	USD 1,968.00	USD 492,000.00	USD 492,000.00

**\*All prices in this Document in USD**

Subtotal USD 492,000.00  
 Grand Total USD 492,000.00

**Statement of Work**

This Quote and the delivery and usage of the products listed herein are governed by the Terms and Conditions for Virtual Learning Programs located at <https://www.pearson.com/obl-terms-conditions>, which are incorporated hereby. In the event of a conflict, prices listed in this Quote govern.

Please note that this quote excludes any applicable sales tax.

This Quote will be considered accepted if received before the Expiration Date noted above.

To accept this quote, please submit a signed and dated copy of this Quote, Attn: {Sales Consultant noted above}, via one of the methods below:

**E-mail:** [poblsalesops@pearson.com](mailto:poblsalesops@pearson.com)

OR

**Fax:** 410-630-4931

**Authorized by:**

\_\_\_\_\_

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

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

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

Is a PO required prior to billing? \_\_\_\_ If yes, please provide PO with signed quote.

## SAISD BOARD AGENDA SUMMARY FORM

---

**AGENDA TITLE:** Approval of the Purchase of Commvault Hyperscale Backup Solution

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

**REQUESTED BY:** Dr. Kenneth J. Thompson, Chief Technology, and Information Officer

**PRESENTER:**        Dr. Kenneth J. Thompson

**MEETING DATE:** December 13, 2021

---

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

The Board is requested to approve the purchase of Commvault Hyperscale Backup Solution. The current backup solution is due for a lifecycle refresh. This solution will help the District restore vital infrastructure needed to support students and staff. The solution provides data protection in the event of natural disasters, cyber-attacks, and lost data due to human error.

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

Resolve that the Board approve the purchase of Commvault Hyperscale Backup Solution as described above.

Company Name: Netsync  
Address: 2500 West Loop South, Ste. 410  
City/State/Zip: Houston, TX 77027  
Phone No: 512-413-7998  
Point of Contact: David Tijerina  
E-mail Address: dtijerina@netsync.com

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

Contract Number: DIR-TSO-3763 / DIR-TSO-4167  
Contract Term: Expires January 10, 2022 / July 3, 2022  
Budget Code: 671-53-6399-65-950-99-43  
Program Start Date: December 14, 2021  
**Total Cost Approximately: \$ 636,000.00**

### **IV. 2021 - 2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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

Quote #:	AAAQ351045
Date:	11/19/2021
Valid for:	30 Days

Sell To Contact	Inside Sales	Account Manager
San Antonio ISD fhoy@saisd.net 210.244.2932	Jennifer Huie jhuie@netsync.com 214-629-0979	David D Tijerina dtijerina@netsync.com 512-413-7998

Please send purchase order to: [PO@netsync.com](mailto:PO@netsync.com)

Line #	Part	Description	Qty	Unit Price	Ext Price
Main Site					Sub Total 635,924.60

Commvault Solution

1.0	CV-SOLUTION	Commvault Solution - Hyperscale, Metallic Office 365, Metallic Cloud Storage, Customer Readiness Assessment - 3 YR	1	482,613.30	482,613.30
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Dell

2.0	PowerEdge R740XD2	PowerEdge R740XD2 - [amer_r740xd2_13235]	3	31,937.30	95,811.90
2.1.0	210-ARCU	PowerEdge R740xd2 Server	3	0.00	0.00
2.2.0	329-BFBM	PowerEdge R740xd2 MLK Motherboard, V2	3	0.00	0.00
2.3.0	461-AADZ	No Trusted Platform Module	3	0.00	0.00
2.4.0	321-BDXY	Chassis Config 0, 24x3.5" HDD, Single PERC, for Riser Config 1 or 4	3	0.00	0.00
2.5.0	340-COPN	PowerEdge R740XD2 Shipping	3	0.00	0.00
2.6.0	340-CKUB	PowerEdge R740xd2 Shipping Material	3	0.00	0.00
2.7.0	389-DSVD	PowerEdge R740XD2 CCC and BIS Marking, No CE Marking	3	0.00	0.00
2.8.0	338-BSDO	Intel Xeon Silver 4216 2.1G, 16C/32T, 9.6GT/s, 22M Cache, Turbo, HT (100W) DDR4-2400	3	0.00	0.00
2.9.0	338-BSDO	Intel Xeon Silver 4216 2.1G, 16C/32T, 9.6GT/s, 22M Cache, Turbo, HT (100W) DDR4-2400	3	0.00	0.00
2.10.0	379-BDCO	Additional Processor Selected	3	0.00	0.00
2.11.0	370-ABXX	DIMM Blanks for System with 2 Processors	3	0.00	0.00
2.12.0	412-AARI	1 CPU Standard Thermal for 3.5" Chassis	3	0.00	0.00
2.13.0	370-AEVR	3200MT/s RDIMMs	3	0.00	0.00
2.14.0	370-AAIP	Performance Optimized	3	0.00	0.00
2.15.0	780-BCDI	No RAID	3	0.00	0.00
2.16.0	405-AAND	PERC H730P Controller Card	3	0.00	0.00
2.17.0	403-BCHJ	BOSS controller card + with 2 M.2 Sticks 480GB (RAID 1),FH	3	0.00	0.00
2.18.0	611-BBBF	No Operating System	3	0.00	0.00
2.19.0	605-BBFN	No Media Required	3	0.00	0.00
2.20.0	528-BIYY	OpenManage Enterprise Advanced	3	0.00	0.00
2.21.0	528-CIBI	iDRAC9 Datacenter 14G	3	0.00	0.00
2.22.0	379-BCQV	iDRAC Group Manager, Enabled	3	0.00	0.00
2.23.0	379-BCRG	iDRAC, Factory Generated Password	3	0.00	0.00
2.24.0	330-BBMT	Riser Config 4, Butterfly - 1xFH+4xLP, Dual CPU, R740xd2	3	0.00	0.00
2.25.0	542-BBBP	On-Board LOM	3	0.00	0.00
2.26.0	450-ADWM	Dual, Hot-plug, Redundant Power Supply (1+1), 1100W	3	0.00	0.00
2.27.0	325-BCHU	PowerEdge 2U Standard Bezel	3	0.00	0.00
2.28.0	384-BBBL	Performance BIOS Settings	3	0.00	0.00

Quote #:	AAAQ351045
Date:	11/19/2021
Valid for:	30 Days

Line #	Part	Description	Qty	Unit Price	Ext Price
2.29.0	800-BBDM	UEFI BIOS Boot Mode with GPT Partition	3	0.00	0.00
2.30.0	770-BCFZ	PEC Static Rails	3	0.00	0.00
2.31.0	631-AACK	No Systems Documentation, No OpenManage DVD Kit	3	0.00	0.00
2.32.0	332-1286	US Order	3	0.00	0.00
2.33.0	822-8356	Dell Hardware Limited Warranty Plus On-Site Service	3	0.00	0.00
2.34.0	822-8402	ProSupport Plus Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 3 Years	3	0.00	0.00
2.35.0	822-8448	ProSupport Plus Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 2 Years Extended	3	0.00	0.00
2.36.0	822-8449	ProSupport Plus Mission Critical: 7x24 HW/SW Technical Support and Assistance, 5 Years	3	0.00	0.00
2.37.0	951-2015	Thank you for choosing Dell ProSupport Plus. For tech support, visit //www.dell.com/contactdell	3	0.00	0.00
2.38.0	975-3462	Dell Limited Hardware Warranty Plus Service, Extended Year (s)	3	0.00	0.00
2.39.0	900-9997	On-Site Installation Declined	3	0.00	0.00
2.40.0	370-AEVP	64GB RDIMM, 3200MT/s, Dual Rank	24	0.00	0.00
2.41.0	400-AWMU	12TB 7.2K RPM SATA 6Gbps 512e 3.5in Hot-plug Hard Drive	72	0.00	0.00
2.42.0	540-BCKU	Broadcom 57414 Dual Port 25GbE SFP28 LOM Mezz Card	3	0.00	0.00
2.43.0	540-BBVK	Broadcom 57414 Dual Port 10/25GbE SFP28 Adapter, PCIe Low Profile	6	0.00	0.00
2.44.0	405-AAEV	SAS 12Gbps HBA External Controller, LP Adapter	3	0.00	0.00
2.45.0	492-BBDI	C13 to C14, PDU Style, 12 AMP, 6.5 Feet (2m) Power Cord, North America	6	0.00	0.00
3.0	PowerSwitch S5224-ON	PowerSwitch S5224-ON - [amer_s5224-on_12925]	2	8,686.00	17,372.00
3.1.0	210-APHT	Dell EMC S5224F-ON Switch, 24x 25GbE SFP28, 4x 100GbE QSFP28 ports, PSU to IO air, 2x PSU, OS10	2	0.00	0.00
3.2.0	343-BBRX	VLT Tech Sheet Document	2	0.00	0.00
3.3.0	343-BBLP	Dell EMC S52XX-ON Series User Guide	2	0.00	0.00
3.4.0	634-BRWJ	OS10 Enterprise, S5224F-ON	2	0.00	0.00
3.5.0	818-4983	Dell Hardware Limited Warranty 1 Year	2	0.00	0.00
3.6.0	818-5025	ProSupport Plus:Mission Critical 4-Hour 7x24 On-Site Service with Emergency Dispatch,1 Year	2	0.00	0.00
3.7.0	818-5032	ProSupport Plus Mission Critical:7x24 HW/SW Technical Support and Assistance, 5 Years	2	0.00	0.00
3.8.0	818-5033	ProSupport Plus:Mission Critical 4-Hour 7x24 On-Site Service with Emergency Dispatch, 4 Years Extended	2	0.00	0.00
3.9.0	951-2015	Thank you for choosing Dell ProSupport Plus. For tech support, visit //www.dell.com/contactdell	2	0.00	0.00
3.10.0	975-3461	Dell Limited Hardware Warranty Extended Year(s)	2	0.00	0.00
3.11.0	997-6306	Info 3rd Party Software Warranty provided by Vendor	2	0.00	0.00
3.12.0	900-9997	On-Site Installation Declined	2	0.00	0.00
3.13.0	848-8540	1 Year ProSupport Plus OS10 Enterprise Software Support-Maintenance	2	0.00	0.00
3.14.0	470-ABOU	Dell Networking Cable, 100GbE QSFP28 to QSFP28, Passive Copper Direct Attach Cable, 0.5 Meter	2	0.00	0.00
3.15.0	470-ACEV	Dell Networking, Cable, SFP28 to SFP28, 25GbE, Passive Copper Twinax Direct Attach Cable, 3 Meter	4	0.00	0.00
3.16.0	450-AASX	Dell Networking, Jumper Cord, 250V, 12A, 2 Meters, C13/C14, US	2	0.00	0.00

# NETSYNC

2500 West Loop South, Ste.  
410/510  
Houston, TX 77027 USA  
713.218.5000

# QUOTE

AAAQ351045

Quote #:	AAAQ351045
Date:	11/19/2021
Valid for:	30 Days

Line #	Part	Description	Qty	Unit Price	Ext Price
3.17.0	450-AASX	Dell Networking, Jumper Cord, 250V, 12A, 2 Meters, C13/C14, US	2	0.00	0.00
4.0	403-BCLH	6.4TB Enterprise NVMe Mixed Use Drive, AIC, PCIe 4.0	6	5,286.90	31,721.40
<b>Cisco Optics</b>					
5.0	SFP-25G-AOC3M=	25GBASE Active Optical SFP28 Cable, 3M	12	132.30	1,587.60
6.0	SFP-25G-AOC7M=	25GBASE Active Optical SFP28 Cable, 7M	12	163.80	1,965.60
7.0	SFP-10G-SR-S=	10GBASE-SR SFP Module, Enterprise-Class	16	199.50	3,192.00
8.0	QSFP-H40G-AOC10M=	40GBASE Active Optical Cable, 10m	4	303.60	1,214.40
<b>Cables</b>					
9.0	LC2-OM4-2M-ENC	LC to LC 50/125 OM4 10G Aqua 8 Multimode Duplex 2 Meter Fiber Cable	8	12.90	103.20
10.0	LC2-OM4-0.5M-ENC	LC to LC 50/125 OM4 10G Aqua 8 Multimode Duplex .5 Meter Fiber Cable	8	12.90	103.20
11.0	LC2-OM4-3M-ENC	LC to LC 50/125 OM4 10G Aqua 8 Multimode Duplex 3 Meter Fiber Cable	16	15.00	240.00

## Notes

Dell Marketing|DIR-TSO-3763  
Cisco Systems TX|DIR-TSO-4167

Total	635,924.60
Tax/Vat	0.00
Shipping	0.00
<b>Grand Total USD</b>	<b>635,924.60</b>

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Purchase of Apple Technology

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

**REQUESTED BY:** Dr. Kenneth J. Thompson, Chief Technology, and Information Officer

**PRESENTER:**        Dr. Kenneth J. Thompson

**MEETING DATE:** December 13, 2021

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

The Board is requested to approve the purchase and implementation of Apple Inc., to make purchases of Apple technology for the use of the student and staff of SAISD as needed. This service will help maintain updated purchases needed to ensure the learning and teaching of all on request.

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

Resolve that the Board approve the purchase of Apple technology as described above.

Company Name: Apple, Inc.  
Address: 12545 Riata Vista Cir  
City/State/Zip: Austin, TX 78727  
Phone: 512-674-6553  
Point of Contact: Bob Morrison  
Email Address: Bob\_Morrison@apple.com

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

Budget Code: n/a  
Program Start Date: November 15, 2021  
Program End Date: May 7, 2022  
Total Approximately Cost: \$5,000,000.00

### **IV. 2021 - 2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

- SAISD students will demonstrate respectful behavior and perform at or above grade level. All secondary students will be encouraged to participate in extracurricular, leadership or public service activities.
- SAISD will engage families and the community to be active partners in the education of our children.
- SAISD will recognize the outstanding achievements of our students, staff and community members.
- SAISD will have strong District-wide leadership and will recruit and retain quality staff.
- SAISD will ensure fiscal health.
- SAISD will facilitate a successful Bond initiative and its implementation.
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## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Purchase of Firewall and Internet Content Filter Services

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

**REQUESTED BY:** Dr. Kenneth J. Thompson, Chief Technology, and Information Officer

**PRESENTER:**         Dr. Kenneth J. Thompson

**MEETING DATE:** December 13, 2021

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

The Board is requested to approve the purchase of firewall and internet content filter services to support the increase in student and staff devices. These services and hardware will provide the necessary security and protection for students and staff accessing online digital resources.

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

Resolve that the Board approve the purchase of firewall and internet content filter services as described above.

Company Name: Netsync  
Address: 2500 West Loop South, Ste 410/510  
City/State/Zip: Houston, TX 77027  
Phone No: 712-413-7998  
Point of Contact: David Tijerina  
E-mail Address: [dtijerina@netsync.com](mailto:dtijerina@netsync.com)

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

Contract Number: DIR-CPO-4430  
Budget Code: 671-53-6639-65-950-99-H52 & 671-53-6399-65-950-99-H52  
Program Start Date: December 14, 2021  
Program End Date: 07-10-2024  
Total Approximately Cost: \$300,000

### **IV. 2021 - 2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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- SAISD will ensure fiscal health.

- [ ] SAISD will facilitate a successful Bond initiative and its implementation.
- [ ] SAISD will become a national model urban school district where every child graduates and is educated so that he or she is prepared to be a contributing member of the community.

# NETSYNC

2500 West Loop South, Ste.  
410/510  
Houston, TX 77027 USA  
713.218.5000

# QUOTE

AAAQ348059

Quote #:	AAAQ348059
Date:	10/14/2021
Valid for:	30 Days

Sell To Contact	Inside Sales	Account Manager
San Antonio ISD hsandoval1@saisd.net 210.244.2900	Jennifer Huie jhuie@netsync.com 214-629-0979	David D Tijerina dtijerina@netsync.com 512-413-7998

Please send purchase order to: [PO@netsync.com](mailto:PO@netsync.com)

Line #	Part	Description	Qty	Unit Price	Ext Price
Main Site					Sub Total 235,640.24
Fortigate 3401E 1 YR					
1.0	FG-3401E-BDL-950-12	FortiGate-3401E Hardware plus 1 Year 24x7 FortiCare and FortiGuard Unified Threat Protection (UTP)	2	106,035.93	212,071.86
2.0	FN-TRAN-SFP+SR	10GE SFP+ transceiver module, short range for all systems with SFP+ and SFP/SFP+ slots	12	70.62	847.44
3.0	SP-FG3040B-RAIL	Rack mount sliding rails for FG-1000C/-DC, FG-1100/1101E, FG-1200D, FG-1500D/DC, FG-1800/1801F/-DC, FG-3040B/-DC, FG-3140B/-DC, FG-3240C/-DC, FG-3000D/-DC, FG-3100D/-DC, FG-3200D/-DC, FG-2200/2201E, 2600/2601F, FG-3300/3301E, FG-3400/3401E, FG-3600/3	2	140.58	281.16
4.0	FC-10-F34E1-211-02-12	FortiGate-3401E 1 Year 4-Hour Hardware Delivery Premium RMA Service (Requires 24x7 or ASE FortiCare)	2	9,782.63	19,565.26
5.0	FMG-VM-10-UG	Upgrade license for adding 10 Fortinet devices/Virtual Domains; allows for total of 2 GB/Day of Logs and 200 GB storage capacity.	2	605.00	1,210.00
6.0	FC2-10-M3004-248-02-12	FortiManager - VM Support 1 Year 24x7 FortiCare Contract (1 - 110 devices/Virtual Domains)	1	1,664.52	1,664.52

## Notes

Updated to 1 YR  
Netsync DIR-CPO-4430|DIR-CPO-4430

Total	235,640.24
Tax/Vat	0.00
Shipping	0.00
<b>Grand Total USD</b>	<b>235,640.24</b>

## SAISD BOARD AGENDA SUMMARY FORM

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**AGENDA TITLE:** Approval of the Purchase of Chargers and Parts Needed for Students and Staff in SAISD

**PURPOSE:** [ ] PRESENTATION/DISCUSSION  
[X] DISCUSSION/ACTION

**REQUESTED BY:** Kenneth J. Thompson, Chief Technology Officer, Technology

**PRESENTER:** Kenneth J. Thompson

**MEETING DATE:** December 13, 2021

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

The Board is requested to approve the purchase and implementation of chargers and parts needed to support the repair and replacement needs of technology items for students and staff as needed to keep up with the demand of broken/misplaced chargers and parts.

### II. RECOMMENDATION AND/OR ALTERNATIVES CONSIDERED

Company Name: Vivacity Tech  
Address: 641 Fairview Ave. North, Ste 150  
City/State/Zip: Saint Paul, MN 55104  
Phone No: 877-731-2069  
Point of Contact: Ryan Heineman  
E-mail Address: [ryan@vivacitytech.com](mailto:ryan@vivacitytech.com)  
Contract Number: TIPS 200105, Technology Solutions, Products and Services  
Contract Term: Expires May 23, 2023

Company Name: eTech Parts Plus  
Address: 2380 Dean Way #160  
City/State/Zip: Southlake, TX 76092  
Phone No: 817-484-0004 x 2225  
Point of Contact: Bryce Kelley  
E-mail Address: [bryce@etechparts.com](mailto:bryce@etechparts.com)  
Contract Number: TIPS 210101, Technology Solutions, Products and Services  
Contract Term: Expires May 31, 2026

Company Name: AG Video Production  
Address: 4733 SW 1<sup>st</sup> Street  
City/State/Zip: Coral Gables, FL 33134  
Phone No: 786-209-8971  
Point of Contact: Alexander Gonzalez  
E-mail Address: [alexgvideos@gmail.com](mailto:alexgvideos@gmail.com)  
Contract Number: TIPS 210101, Technology Solutions, Products and Services  
Contract Term: Expires May 31, 2026

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

Budget Code: 671-11-6399-00-950-11-D20

Program Start Date: December 14, 2021-

**Total Cost Approximately: \$300,000**

**IV. 2020 - 2021 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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

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**AGENDA TITLE:** Approval of Procurement Services' Recommendations for Bids, Proposals, and Awards

**PURPOSE:** [ ] PRESENTATION/DISCUSSION  
[X] DISCUSSION/ACTION

**REQUESTED BY:** Willie Burroughs, Chief Operations & Building Security Officer

**PRESENTER:** Willie Burroughs

**MEETING DATE:** December 13, 2021

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

Procurement Services' Recommendations to Board of Trustees for December 13, 2021.

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

1. The Board is requested to approve the purchase of the Rental of Vehicles for the Child Nutrition Program. This purchase will be used to rent trucks and vehicles on an "as needed" basis to deliver food items to all cafeterias District-wide. Resolved that the Board approve the contract and, further, that the Board authorize the Superintendent or his designee to exercise any renewals or extensions of the contract term pursuant to the contract's provisions.
  - Recommended by: Child Nutrition Services
  - Submitted by: Dr. Jennifer Sides
  - Selection Method: Request for Proposal - RFP #21-043(VC)
  - Contract Term: Period covering December 14, 2021 through December 13, 2022 with the option to renew for four (4) additional one (1) year periods
  - Funding Source: Federal – 240-35-6269-00-887-99-000

**VENDOR**

Penske Truck Leasing

**AWARD AMOUNT**

\$180,000 (annually) approximately

2. The Board is requested to approve the purchase of Medical Stop Loss – Specific and Aggregate Stop Loss Insurance for District-wide use on an “as needed” basis. This purchase caps individual claimant and maximum aggregate risk for the district’s self-funded medical and prescription benefit plan. Resolved that the Board approve the contract and, further, that the Board authorize the Superintendent or his designee to exercise any renewals or extensions of the contract term pursuant to the contract’s provisions.
- Recommended by: Employee Benefits, Risk Management & Safety Department
  - Submitted by: Lorena Rios
  - Selection Method: Request for Proposal - RFP #21-037(VC)
  - Contract Term: Period covering January 1, 2022 through December 31, 2022 with the option to renew for one (1) additional year period
  - Funding Source: Local – 771-98-6299-16-735-2-99-000

<u>VENDOR</u>	<u>AWARD AMOUNT</u>
Reunion Health Services	\$1,447,674 (annually) approximately

3. The Board is requested to approve the purchase of twenty-nine white fleet vehicles. This purchase will replace aging and high mileage vehicles. Insurance coverage will be provided by a different vendor separately funded. Annual estimate of insurance costs will be \$50,738 to be expensed in the 2021-2022 budget year.
- Recommended by: Transportation Department
  - Submitted by: Nathan Graf
  - Selection Method: The Interlocal Purchasing System (TIPS) - #200206
  - Contract Term: Period covering December 14, 2021 through June 30, 2022
  - Funding Source:
    - Local – 470-35-6631-00-887-99-000 – \$334,030.41
    - Local - 470-51-6631-00-930-99-000 – \$247,929.00
    - Local - 470-52-6631-00-884-99-000 – \$660,677.75

<u>VENDOR</u>	<u>AWARD AMOUNT</u>
Silsbee Ford	\$1,242,637 approximately

**III. BUDGET CODE NUMBER, DESCRIPTION AND AMOUNT**  
N/A

**IV. 2021 - 2022 DISTRICT GOAL/PRIORITIES (CHECK ALL THAT APPLY)**

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**PROCUREMENT SERVICES CONSENT AGENDA FORM**

1. Description of goods, services and/or contract recommended for purchase: Rental of vehicles for the Child Nutrition Program

2. How will goods and/or services be used? (List Campus/Grades impacted): To rent trucks and vehicles on an as needed basis to deliver food items to all cafeterias.

3. Submitted by: Dr. Jennifer Sides Child Nutrition Services 11/15/2021  
Printed Name Department Date

4. Recommended Vendor(s): Company Name: Penske Truck Leasing  
Address: 3641 E. Houston St.  
City/State/Zip: San Antonio, TX 78219  
Phone No: 210-884-2387  
Point of Contact: George Gamez  
E-mail Address: George.Gamez@penske.com  
*(Use a separate sheet to identify multiple vendors)*

5. Selection Method Used: (check one)  
 Competitive Purchase (RFP, RFQ, IFB), Contract #: RFP 21-043 (VC)  
 Purchasing Coop (i.e. ESC 20, DIR, BuyBoard), Coop Name / Contract #: \_\_\_\_\_  
 Interlocal (i.e. NISD, Judson ISD, NEISD), Contract #: \_\_\_\_\_  
 Professional Services  
 Sole Source Contract Expiration Date: 12/13/2022  
 Other

6. Purchase valid from: 12/14/2021 through: 12/13/2022

7. For Competitive Purchases Only: Renewals: Yes  No   
No. of Renewals: 4 one year

8. Type of Request: (check one)  
 One-Time Purchase  
 Purchase throughout the school year or on an "as needed" basis  
 Expenditure

9. Total Cost for Goods and/or Services to be Purchased: \$ 180,000/yr  
*Approximately*

10. Funding Source(s) – check all that apply: Federal  State  Local  Bond

Provide Budget Codes & Descriptions: 240-35-6269-00-887-99-000

11. Provide a copy of General Ledger Inquiry showing corresponding balances.



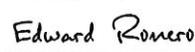
12. Additional Impact:

A. Other Estimated Financial Impact (other costs that will be needed as a result of this purchase):

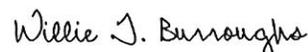
1) C & I (Goods, Materials, Services)	\$ 0
2) Facilities (Additional Space, Infrastructure, Utilities)	\$ 0
3) Transportation (Additional Routes)	\$ 0
4) HR (Additional Staff)	\$ 0
5) Technology (Cabling/Equipment, etc.)	\$ 0
6) Vehicle Insurance ( <i>Director, Employee Benefits signs below</i> )	\$ 0

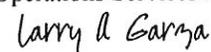
Requestor Signature	Type Name	Date
	Jenny Arredondo	11/16/2021
Sr. Executive Director/Executive Director Signature	Type Name	Date

Associate Superintendent/Assistant Superintendent Signature	Type Name	Date
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Deputy Superintendent Signature	Type Name	Date
	Edward M. Romero	11/16/2021
Director of Operations, Business Services Signature	Type Name	Date

**COORDINATION CONDUCTED WITH (if required):**

	Willie Burroughs	11/16/2021
Chief Operations & Building Security Officer, Operations Services Division Signature	Type Name	Date

	Larry Garza	11/16/2021
Chief Financial Officer, Financial Services Signature	Type Name	Date

	Dr. Kenneth Thompson	
Chief Information Technology & Accountability Officer, Information Technology & MIS Signature	Type Name	Date

	Toni Thompson	
Associate Superintendent, Human Capital Management Signature	Type Name	Date

	Kedrick Wright	
Deputy Chief Operations Officer, Construction Services Signature	Type Name	Date

	Lorena Rios	
Director, Employee Benefits, Risk Management & Safety Signature	Type Name	Date

Revised: October 8, 2021

Reviewed By: RC



12. Additional Impact:

A. Other Estimated Financial Impact (other costs that will be needed as a result of this purchase):

- |   |      |
|---|------|
| 1) C & I (Goods, Materials, Services)                                   | \$ 0 |
| 2) Facilities (Additional Space, Infrastructure, Utilities)             | \$ 0 |
| 3) Transportation (Additional Routes)                                   | \$ 0 |
| 4) HR (Additional Staff)  | \$ 0 |
| 5) Technology (Cabling/Equipment, etc.)                                 | \$ 0 |
| 6) Vehicle Insurance ( <i>Director, Employee Benefits signs below</i> ) | \$ 0 |

<u>Lorena Rios</u>	<u>Lorena Rios</u>	<u>11/4/2021</u>
Requestor Signature	Type Name	Date
<u>Toni Thompson</u>	<u>Toni Thompson</u>	<u>11/8/2021</u>
Sr. Executive Director/Executive Director Signature	Type Name	Date
_____ Associate Superintendent/Assistant Superintendent Signature	_____ Type Name	_____ Date
_____ Deputy Superintendent Signature	_____ Type Name	_____ Date
<u>Edward Romero</u>	<u>Edward M. Romero</u>	<u>11/10/2021</u>
Director of Operations, Business Services Signature	Type Name	Date

**COORDINATION CONDUCTED WITH (if required):**

<u>Willie J. Burroughs</u>	<u>Willie Burroughs</u>	<u>11/10/2021</u>
Chief Operations & Building Security Officer, Operations Services Division Signature	Type Name	Date
<u>Larry D. Garza</u>	<u>Larry Garza</u>	<u>11/15/2021</u>
Chief Financial Officer, Financial Services Signature	Type Name	Date
_____ Chief Information Technology & Accountability Officer, Information Technology & MIS Signature	<u>Dr. Kenneth Thompson</u> Type Name	_____ Date
_____ Associate Superintendent, Human Capital Management Signature	<u>Toni Thompson</u> Type Name	_____ Date
_____ Deputy Chief Operations Officer, Construction Services Signature	<u>Kedrick Wright</u> Type Name	_____ Date
_____ Director, Employee Benefits, Risk Management & Safety Signature	<u>Lorena Rios</u> Type Name	_____ Date

Revised: October 8, 2021

Reviewed By: RC

**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT**  
**2022 Stop Loss Renewal - \$500,000 Specific Deductible Option**  
 Effective January 1, 2022

		Current	Renewal - BAFO	BAFO	BAFO
		Reunion / Sirius	Reunion / Sirius	Aetna	SABS / Zurich
		Aetna	Aetna	Aetna	Aetna
		Medical & RX	Medical & RX	Medical & RX	Medical & RX
<b>Reinsurance Carrier</b>					
PPO Network					
Coverages Under the Specific & Agg					
<b>Specific Level</b>		<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>
Specific Contract Basis		24/12	24/12	Paid	24/12
Aggregate Contract Basis		24/12	24/12	Paid	24/12
<b>Premiums</b>					
Employee Only	4350	\$12.35	\$12.16	\$15.76	\$9.80
Employee + Family	2162	\$30.02	\$30.40	\$15.76	\$32.38
Aggregate	6512	\$0.39	\$0.31	\$0.39	\$1.72
<b>Annual Stop Loss Premium and Fees</b>		<b>\$1,453,985.04</b>	<b>\$1,447,674.24</b>	<b>\$1,262,025.60</b>	<b>\$1,486,034.40</b>
<b>Third Party Administrator/Carrier</b>		<b>Aetna</b>	<b>Aetna</b>	<b>Aetna</b>	<b>Aetna</b>
Medical Administration (Average)	6512	\$39.00	\$39.00	\$39.00	\$39.00
<b>Annual Administrative Costs</b>		<b>\$3,047,616.00</b>	<b>\$3,047,616.00</b>	<b>\$3,047,616.00</b>	<b>\$3,047,616.00</b>
<b>Annual Fixed Costs - Admin / Stop Loss</b>		<b>\$4,501,601.04</b>	<b>\$4,495,290.24</b>	<b>\$4,309,641.60</b>	<b>\$4,533,650.40</b>
<b>Fixed Cost Increase / Decrease</b>		<b>\$0.00</b>	<b>-\$6,310.80</b>	<b>-\$191,959.44</b>	<b>\$32,049.36</b>
<b>Percentage Increase / Decrease</b>		<b>0.0%</b>	<b>-0.1%</b>	<b>-4.3%</b>	<b>0.7%</b>
<b>Aggregate Factors</b>					
Employee Only	4350	\$804.15	\$804.15	\$827.23	\$522.62
Employee + Family	2162	\$804.15	\$804.15	\$827.23	\$1,373.26
<b>Estimated Maximum Claims Liability</b>		<b>\$62,839,497.60</b>	<b>\$62,839,497.60</b>	<b>\$64,643,061.12</b>	<b>\$62,908,621.44</b>
<b>Estimated Expected Cost</b>		<b>\$54,773,199.12</b>	<b>\$54,766,888.32</b>	<b>\$56,024,090.50</b>	<b>\$54,860,547.55</b>
Aggregating Specific		\$0	\$0	\$0	\$0
Potential Additional Liability (Lasers)		\$200,000	\$75,000	\$0	\$100,000
<b>Estimated Maximum Cost</b>		<b>\$67,541,098.64</b>	<b>\$67,409,787.84</b>	<b>\$68,952,702.72</b>	<b>\$67,542,271.84</b>
<b>Maximum Cost Increase / Decrease</b>		<b>\$0.00</b>	<b>-\$131,310.80</b>	<b>\$1,411,604.08</b>	<b>\$1,173.20</b>
<b>Percentage Increase / Decrease</b>		<b>0.0%</b>	<b>-0.2%</b>	<b>2.1%</b>	<b>0.0%</b>
		Claimant 1 will have a \$700,000 laser	Claimant 2 will have a \$575,000 laser	No additional liability	Claimant 2 will have a \$600,000 laser
Annual Aggregate Maximum		\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000

### PROCUREMENT SERVICES CONSENT AGENDA FORM

1. Description of goods, services and/or contract recommended for purchase: Purchase of 29 white fleet vehicles.

2. How will goods and/or services be used? (List Campus/Grades impacted): To replace aging and high mileage vehicles

3. Submitted by: Nathan Graf Department Transportation Date 11/03/2021  
Printed Name Department Date

4. Recommended Vendor(s): Company Name: Silsbee Ford  
Address: 1211 US HWY 96 N  
City/State/Zip: Silsbee, TX 77656  
Phone No: 409-880-9191  
Point of Contact: Glen Angelle  
E-mail Address: ganelle.cowboyfleet@gmail.com  
*(Use a separate sheet to identify multiple vendors)*

5. Selection Method Used: (check one)  
 Competitive Purchase (RFP, RFQ, IFB), Contract #: \_\_\_\_\_  
 Purchasing Coop (i.e. ESC 20, DIR, BuyBoard), Coop Name / Contract #: TIPS 200206  
 Interlocal (i.e. NISD, Judson ISD, NEISD), Contract #: \_\_\_\_\_  
 Professional Services  
 Sole Source Contract Expiration Date: 04/30/2023  
 Other

6. Purchase valid from: 12/14/2021 through: 06/30/2022

7. For Competitive Purchases Only: Renewals: Yes \_\_\_\_\_ No   
No. of Renewals: \_\_\_\_\_

8. Type of Request: (check one)  
 One-Time Purchase  
 Purchase throughout the school year or on an "as needed" basis  
 Expenditure

9. Total Cost for Goods and/or Services to be Purchased: \$ 1,242,637.16  
*Approximately*

10. Funding Source(s) – check all that apply: Federal \_\_\_\_\_ State \_\_\_\_\_ Local  Bond \_\_\_\_\_

Provide Budget Codes & Descriptions: \_\_\_\_\_  
470-35-6631-00-887-99-000 □ \$334,030.41 □  
470 51 6631 00 930 99 000 □ \$247,929.00  
470 52 6631 00 884 99 000 □ \$660,677.75

11. Provide a copy of General Ledger Inquiry showing corresponding balances.



12. Additional Impact:

A. Other Estimated Financial Impact (other costs that will be needed as a result of this purchase):

1) C & I (Goods, Materials, Services)	\$ <u>N/A</u>
2) Facilities (Additional Space, Infrastructure, Utilities)	\$ <u>N/A</u>
3) Transportation (Additional Routes)	\$ <u>N/A</u>
4) HR (Additional Staff)	\$ <u>N/A</u>
5) Technology (Cabling/Equipment, etc.)	\$ <u>N/A</u>
6) Vehicle Insurance ( <i>Director, Employee Benefits signs below</i> )	\$ <u>50,738.00</u>

<u>Nathan Graf</u>	Nathan Graf	<u>11/3/2021</u>
Requestor Signature	Type Name	Date

<u>Nathan Graf</u>	Nathan Graf	<u>11/5/2021</u>
Sr. Executive Director/Executive Director Signature	Type Name	Date

_____ Associate Superintendent/Assistant Superintendent Signature	Type Name	_____ Date
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_____ Deputy Superintendent Signature	Type Name	_____ Date
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<u>Edward Romero</u>	Edward M. Romero	<u>11/5/2021</u>
Director of Operations, Business Services Signature	Type Name	Date

**COORDINATION CONDUCTED WITH (if required):**

<u>Willie J. Burroughs</u>	Willie Burroughs	<u>11/8/2021</u>
Chief Operations & Building Security Officer, Operations Services Division Signature	Type Name	Date

<u>Larry D. Garza</u>	Larry Garza	<u>11/15/2021</u>
Chief Financial Officer, Financial Services Signature	Type Name	Date

_____ Chief Information Technology & Accountability Officer, Information Technology & MIS Signature	Dr. Kenneth Thompson Type Name	_____ Date
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_____ Associate Superintendent, Human Capital Management Signature	Toni Thompson Type Name	_____ Date
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_____ Deputy Chief Operations Officer, Construction Services Signature	Kedrick Wright Type Name	_____ Date
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<u>Lorena Rios</u>	Lorena Rios	<u>11/5/2021</u>
Director, Employee Benefits, Risk Management & Safety Signature	Type Name	Date

Revised: October 8, 2021

Reviewed By: RC



**PRODUCT PRICING SUMMARY**  
**TIPS USA 200206 TRANSPORTATION VEHICLES**  
**VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656**

End User: SAN ANTONIO ISD Prepared by: GLEN ANGELE  
 Contact: NATHAN GRAF Phone: 409-880-9191  
 Email: \_\_\_\_\_ Email: gangelles.cowboyfleet@gmail.com  
 Product Description: 2022 FORD F-150 CREW CAB Date: July 29, 2021

A. Bid Item: 1 A. Base Price: \$ 26,123.00

B. Factory Options

Code	Description	Bid Price	Code	Description	Bid Price
		\$ -			
				40/20/40 VINYL SEATS	
	POWER LOCKS/WINDOWS			VINYL FLOORS	
				REAR CAMERA	
				AIR	
				AM/FM/RADIO	
	3.3L V6			10-SPEED TRANS	

Total of B. Published Options: \$ -  
 Published Option Discount (5%) \$ -

C.

Description	Bid Price	Options	Bid Price
		QUOTE GOOD TILL 10-30-21	

Total of C. Unpublished Options: \$ -

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -  
 E. Lot Insurance (for in-stock and/or equipped vehicles): \$ -  
 F. Contract Price Adjustment: \_\_\_\_\_ \$ -  
 G. Additional Delivery Charge: 285 miles \$ 498.75  
 H. Subtotal: \$ 26,621.75  
 I. Quantity Ordered 1 x H = \$ 26,621.75  
 J. Trade in: \_\_\_\_\_ \$ -  
 K. \_\_\_\_\_ \$ -  
 L. Total Purchase Price \$ 26,621.75



**PRODUCT PRICING SUMMARY**  
**TIPS USA 200206 TRANSPORTATION VEHICLES**  
**VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656**

End User: SAN ANTONIO ISD Prepared by: GLEN ANGELE  
 Contact: NATHAN GRAF Phone: 409-880-9191  
 Email: \_\_\_\_\_ Email: gangelles.cowboyfleet@gmail.com  
 Product Description: 2022 FORD F-350 CC Date: October 16, 2021

A. Bid Item: 2 A. Base Price: \$ 28,561.00

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
		\$ -			
	6.2L V8			QUOTE GOOD TILL 10-30-21	
	10-SPD. AUTO				
	AIR				
	40/20/40 VINYL SEATS				
	60 CA				

Total of B. Published Options: \$ -

Published Option Discount (5%) \$ -

**C.**

Description	Bid Price	Options	Bid Price
9 FT. FLATBED	\$ 4,399.00		

Total of C. Unpublished Options: \$ 4,399.00

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -

E. Lot Insurance (for in-stock and/or equipped vehicles): \$ -

F. Contract Price Adjustment: \_\_\_\_\_ \$ -

G. Additional Delivery Charge: 285 miles \$ 498.75

H. Subtotal: \$ 33,458.75

I. Quantity Ordered 1 x H = \$ 33,458.75

J. Trade in: \_\_\_\_\_ \$ -

K. \_\_\_\_\_ \$ -

L. Total Purchase Price \$ 33,458.75



**PRODUCT PRICING SUMMARY**  
**TIPS USA 200206 TRANSPORTATION VEHICLES**  
**VENDOR- Silsbee Ford, 1211 Hwy. 96 N., Silsbee TX 77656**

End User: SAN ANTONIO ISD Prepared by: GLEN ANGELE  
 Contact: NATHAN GRAF Phone: 409-880-9191  
 Email: \_\_\_\_\_ Email: gangelles.cowboyfleet@gmail.com  
 Product Description: 2022 FORD F-350 CC Date: October 16, 2021

A. Bid Item: 3 A. Base Price: \$ 28,561.00

B. Factory Options

Code	Description	Bid Price	Code	Description	Bid Price
		\$ -			
	6.2L V8			QUOTE GOOD TILL 10-30-21	
	10-SPD. AUTO				
	AIR				
	40/20/40 VINYL SEATS				
	60 CA				
Total of B. Published Options:					\$ -
Published Option Discount (5%):					\$ -

C.

Description	Bid Price	Options	Bid Price
9 FT. FLATBED / STAKE	\$ 6,349.00		
Total of C. Unpublished Options:			\$ 6,349.00

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -

E. Lot Insurance (for in-stock and/or equipped vehicles): \$ -

F. Contract Price Adjustment: \_\_\_\_\_ \$ -

G. Additional Delivery Charge: 285 miles \$ 498.75

H. Subtotal: \$ 35,408.75

I. Quantity Ordered 1 x H = \$ 35,408.75

J. Trade in: \_\_\_\_\_ \$ -

K. \_\_\_\_\_ \$ -

L. Total Purchase Price \$ 35,408.75



**PRODUCT PRICING SUMMARY**  
**TIPS USA 200206 TRANSPORTATION VEHICLES**  
**VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656**

End User: SAN ANTONIO ISD Prepared by: GLEN ANGELLE  
 Contact: NATHAN GRAF Phone: 409-880-9191  
 Email: \_\_\_\_\_ Email: gangelles.cowboyfleet@gmail.com  
 Product Description: 2022 FORD TRANSIT 150 PASS. Date: October 16, 2021

A. Bid Item: 4 A. Base Price: \$ 31,824.00

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
		\$ -			
	3.5L V6				
	10-SPD. AUTO			REAR CAMERA	
	POWER LOCKS/WINDOWS			VINYL FLOORS	
	FRT/REAR A/C				
	VINYL BUCKET SEATS			QUOTE GOOD TILL 10-30-21	
	8 PASSENGER SEATING				
	130" WHEELBASE				

Total of B. Published Options: \$ -

Published Option Discount (5%) \$ -

**C.**

Description	Bid Price	Options	Bid Price
		DISCOUNT	\$ (1,500.00)

Total of C. Unpublished Options: \$ (1,500.00)

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -

E. Lot Insurance (for in-stock and/or equipped vehicles): \$ -

F. Contract Price Adjustment: \_\_\_\_\_ \$ -

G. Additional Delivery Charge: 285 miles \$ 498.75

H. Subtotal: \$ 30,822.75

I. Quantity Ordered 4 x H = \$ 123,291.00

J. Trade in: \_\_\_\_\_ \$ -

K. \_\_\_\_\_ \$ -

L. Total Purchase Price \$ 123,291.00



**PRODUCT PRICING SUMMARY**  
**TIPS USA 200206 TRANSPORTATION VEHICLES**  
**VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656**

End User: SAN ANTONIO ISD Prepared by: GLEN ANGELLE  
 Contact: NATHAN GRAF Phone: 409-880-9191  
 Email: \_\_\_\_\_ Email: gangelles.cowboyfleet@gmail.com  
 Product Description: 2022 FORD TRANSIT 1 TON Date: October 16, 2021

A. Bid Item: 5 A. Base Price: \$ 28,650.00

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
		\$ -			
	3.5L V6				
	10-SPD. AUTO			REAR CAMERA	
	POWER LOCKS/WINDOWS				
	FRT A/C			QUOTE GOOD TILL 10-30-21	
	VINYL BUCKET SEATS				
	9500# GVWR				
	130" WHEELBASE				
Total of B. Published Options:					\$ -
Published Option Discount (5%):					\$ -

**C.**

Description	Bid Price	Options	Bid Price
Total of C. Unpublished Options:			\$ -

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -

E. Lot Insurance (for in-stock and/or equipped vehicles): \$ -

F. Contract Price Adjustment: \_\_\_\_\_ \$ -

G. Additional Delivery Charge: 285 miles \$ 498.75

H. Subtotal: \$ 29,148.75

I. Quantity Ordered 3 x H = \$ 87,446.25

J. Trade in: \_\_\_\_\_ \$ -

K. \_\_\_\_\_ 94 \_\_\_\_\_

L. Total Purchase Price \$ 87,446.25



**PRODUCT PRICING SUMMARY**  
**TIPS USA 200206 TRANSPORTATION VEHICLES**  
**VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656**

End User: SAN ANTONIO ISD Prepared by: GLEN ANGELE  
 Contact: NATHAN GRAF Phone: 409-880-9191  
 Email: \_\_\_\_\_ Email: gan@elle.cowboyfleet@gmail.com  
 Product Description: 2022 FORD POLICE INTERCEPTOR SUV Date: October 16, 2021

A. Bid Item: 7-8 A. Base Price: \$ 36,568.00

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
	HYBRID				
	REAR AIR	\$ 610.00		POWER LOCKS/WINDOWS	
				CRUISE	
	GRILL WIRING	\$ 50.00		AM/FM/CD	
	OBD-II SPLIT CONECT	\$ 55.00		REAR CAMERA	
	RR TAILING HOUSING	\$ 60.00			
	3.3L V6			QUOTE GOOD TILL 10-30-21	

10-SPD. AUTO Total of B. Published Options: \$ 775.00

Published Option Discount (5%) \$ (38.75)

**C.**

Description	Bid Price	Options	Bid Price
		DISCOUNT	\$ (1,000.00)

Total of C. Unpublished Options: \$ (1,000.00)

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -

E. Lot Insurance (for in-stock and/or equipped vehicles): \$ -

F. Contract Price Adjustment: EMERGENCY EQUIPMENT (SLICK TOP) \$ 5,415.70

G. Additional Delivery Charge: 293 miles \$ 512.75

H. Subtotal: \$ 42,232.70

I. Quantity Ordered 5 x H = \$ 211,163.50

J. Trade in: \$ -

K. \$ -

L. Total Purchase Price 95 \$ 211,163.50





**PRODUCT PRICING SUMMARY**  
**TIPS USA 200206 TRANSPORTATION VEHICLES**  
**VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656**

End User: SAN ANTONIO ISD Prepared by: GLEN ANGELLE  
 Contact: NATHAN GRAF Phone: 409-880-9191  
 Email: \_\_\_\_\_ Email: gangelles.cowboyfleet@gmail.com  
 Product Description: 2022 FORD POLICE INTERCEPTOR SUV Date: October 16, 2021

A. Bid Item: 11-12 A. Base Price: \$ 36,568.00

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
	HYBRID	\$ -			
	REAR AIR	\$ 610.00		POWER LOCKS/WINDOWS	
				CRUISE	
	GRILL WIRING	\$ 50.00		AM/FM/CD	
	OBD-II SPLIT CONECT	\$ 55.00		REAR CAMERA	
	RR TAILING HOUSING	\$ 60.00			
	3.3L V6			QUOTE GOOD TILL 10-30-21	

10-SPD. AUTO Total of B. Published Options: \$ 775.00

Published Option Discount (5%) \$ (38.75)

**C.**

Description	Bid Price	Options	Bid Price
		DISCOUNT	\$ (1,000.00)

Total of C. Unpublished Options: \$ (1,000.00)

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -

E. Lot Insurance (for in-stock and/or equipped vehicles): \$ -

F. Contract Price Adjustment: EMERGENCY EQUIPMENT ( PATROL ) \$ 6,042.00

G. Additional Delivery Charge: 293 miles \$ 512.75

H. Subtotal: \$ 42,859.00

I. Quantity Ordered 8 x H = \$ 342,872.00

J. Trade in: \$ -

K. \$ -

L. Total Purchase Price \$ 342,872.00



**PRODUCT PRICING SUMMARY**  
**TIPS USA 200206 TRANSPORTATION VEHICLES**  
**VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656**

End User: SAN ANTONIO ISD Prepared by: GLEN ANGELLE  
 Contact: NATHAN GRAF Phone: 409-880-9191  
 Email: \_\_\_\_\_ Email: gangelles.cowboyleft@gmail.com  
 Product Description: 2022 FORD F-150 CREW CAB (PD) Date: October 16, 2021

A. Bid Item: 13-14 A. Base Price: \$ 26,123.00

B. Factory Options

Code	Description	Bid Price	Code	Description	Bid Price
		\$ -			
				40/20/40 VINYL SEATS	
	POWER LOCKS/WINDOWS			VINYL FLOORS	
	3.3L V6			REAR CAMERA	
				AIR	
				AM/FM/RADIO	
				10-SPEED TRANS	

Total of B. Published Options: \$ -

Published Option Discount (5%) \$ -

C.

Description	Bid Price	Options	Bid Price
		QUOTE GOOD TILL 10-30-21	

Total of C. Unpublished Options: \$ -

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -

E. Lot Insurance (for in-stock and/or equipped vehicles): \$ -

F. Contract Price Adjustment: EMERGENCY EQUIPMENT \$ 4,592.35

G. Additional Delivery Charge: 285 miles \$ 498.75

H. Subtotal: \$ 31,214.10

I. Quantity Ordered 1 x H = \$ 31,214.10

J. Trade in: \_\_\_\_\_ \$ \_\_\_\_\_

K. \_\_\_\_\_ \$ \_\_\_\_\_

L. Total Purchase Price \$ 31,214.10



**PRODUCT PRICING SUMMARY**  
**TIPS USA 200206 TRANSPORTATION VEHICLES**  
**VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656**

End User: SAN ANTONIO ISD  
 Contact: NATHAN GRAF  
 Email: \_\_\_\_\_  
 Product Description: 2022 FORD F-550 REG. CAB

Prepared by: GLEN ANGELLE  
 Phone: 409-880-9191  
 Email: gangelles.cowboyfleet@gmail.com  
 Date: October 16, 2021

A. Bid Item: 19-23 A. Base Price: \$ 35,333.00

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
		\$ -		EXT. WHITE	
	205 WD 120CA	\$ 495.00		AIR	
	7.3L V8 GAS				
	10-SPD AUTO				
	18000 GVWR				
	40/20/40 VINYL SEATS				
	AM/FM/RADIO				

Total of B. Published Options: \$ 495.00

Published Option Discount (5%) \$ (24.75)

**C.**

Description	Bid Price	Options	Bid Price
18 FT. BOX W/2000LB TOMMYGATE	\$ 14,558.83	2022 PRICE ADJ.	\$ 795.00
		DISCOUNT	\$ (400.00)

Total of C. Unpublished Options: \$ 14,953.83

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -

E. Lot Insurance (for in-stock and/or equipped vehicles): \$ -

F. Contract Price Adjustment: \_\_\_\_\_ \$ -

G. Additional Delivery Charge: 285 miles \$ 498.75

H. Subtotal: \$ 51,255.83

I. Quantity Ordered 2 x H = \$ 102,511.66

J. Trade in: \_\_\_\_\_ \$ -

K. \_\_\_\_\_ \$ -

L. Total Purchase Price \$ 102,511.66



**PRODUCT PRICING SUMMARY**  
**TIPS USA 200206 TRANSPORTATION VEHICLES**  
**VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656**

End User: SAN ANTONIO ISD Prepared by: GLEN ANGELLE  
 Contact: NATHAN GRAF Phone: 409-880-9191  
 Email: \_\_\_\_\_ Email: ganqelle.cowboyfleet@gmail.com  
 Product Description: 2022 FORD F-550 REG. CAB Date: 10-16-21

A. Bid Item: 15-18 A. Base Price: \$ 35,333.00

B. Factory Options

Code	Description	Bid Price	Code	Description	Bid Price
		\$ .		EXT. WHITE	
	205 WD 120CA	\$ 495.00		AIR	
	7.3L V8 GAS				
	10-SPD AUTO			QUOTE GOOD TILL 10-30-21	
	22000 GVWR				
	40/20/40 VINYL SEATS				
	AM/FM/RADIO				

Total of B. Published Options: \$ 495.00

Published Option Discount (5%) \$ (24.75)

C.

Description	Bid Price	Options	Bid Price
F6K 22.000 UPGRADE	\$ 3,978.00	18FT. REEFER BOX W/2000LB TOMMY GATE	\$ 61,305.00
		DISCOUNT	\$ (400.00)

Total of C. Unpublished Options: \$ 64,883.00

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -  
 E. Lot Insurance (for in-stock and/or equipped vehicles): \$ -  
 F. Contract Price Adjustment: \_\_\_\_\_ \$ -  
 G. Additional Delivery Charge: 285 miles \$ 498.75  
 H. Subtotal: \$ 101,185.00  
 I. Quantity Ordered 2 x H = \$ 202,370.00  
 J. Trade in: \_\_\_\_\_ \$ -  
 K. \_\_\_\_\_ \$ -  
 L. Total Purchase Price \$ 202,370.00

**Minutes of Internal Audit Subcommittee Meeting  
San Antonio Independent School District Board of Trustees  
Friday, November 5, 2021**

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Internal Audit Subcommittee Meeting of the Board of Trustees of the San Antonio ISD was held on Friday, November 5, 2021, beginning at 12:13 p.m., Room 1300, 514 W. Quincy Street, San Antonio, TX 78212.

**1. Meeting Called to Order**

- a. Mr. Ed Garza, Board Member and Subcommittee Chair
- b. Ms. Alicia Sebastian, Board Vice President
- c. Ms. Leticia Ozuna, Board Member – absent
- d. Dr. Robert Jaklich, Interim Superintendent
- e. Mr. Pablo Escamilla, Legal Counsel, Escamilla & Poneck
- f. Mrs. Nicole Franco, Chief of Staff
- g. Mrs. Lourdes Martinez, Chief Internal Auditor
- h. Ms. Rosalia Vielma, Manager, Internal Audit
- i. Mrs. Theresa Mendoza, Board Coordinator

**2. Internal Audit Update**

Staff provided an Internal Audit update during the subcommittee meeting. This was a discussion-only item. no action was required.

**3. Adjournment**

Mr. Garza adjourned the meeting at 1:15 p.m.

**MINUTES APPROVED**

The foregoing minutes of the Internal Audit Subcommittee Meeting of the Board of Education of the San Antonio Independent School District held on November 5, 2021 were duly approved at a meeting held on December 13, 2021.

**ATTEST:**

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**Christina Martinez**  
President, Board of Education  
San Antonio Independent School District

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**Arthur Valdez**  
Secretary, Board of Education  
San Antonio Independent School District

**Minutes of Board Business Meeting A  
San Antonio Independent School District Board of Trustees  
Monday, November 8, 2021**

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NOTE: These minutes reflect all agenda items in the order as originally posted and do not necessarily reflect the order in which the items were discussed and/or voted on.

Board Business Meeting A of the Board of Trustees of the San Antonio ISD was held on Monday, November 8, 2021, beginning at 5:34 p.m., Board Room, 514 W. Quincy Street, San Antonio, TX 78212.

**1. Call to Order**

A. Meeting Called to Order

1. Roll Call of Board Members Present and Declaration of Quorum Present 6 Absent 1

- a. Mrs. Christina Martinez
- b. Ms. Alicia Sebastian – absent
- c. Mr. Arthur Valdez
- d. Mr. Ed Garza
- e. Ms. Leticia Ozuna
- f. Mrs. Patti Radle
- g. Mrs. Sarah Sorensen

2. Recording of Interim Superintendent Present

- a. Dr. Robert Jaklich

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

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

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

***For details regarding their comments, please refer to the video recording for this meeting located at [www.saisd.net](http://www.saisd.net) on the SAISD Board Page.***

- 1. Linda Ann Chapman, San Antonio resident
- 2. Jason Vasquez, SAISD parent
- 3. Jack Finger, San Antonio resident
- 4. Mary Brorley, San Antonio resident
- 5. Rose Hill, Peoples Monument
- 6. April Duvall, SAISD employee
- 7. Tim Taylor, Peoples Monument
- 8. Courtney Pessa, San Antonio resident
- 9. Maribel Gardea, Mindshift
- 10. Elizabeth Ferguson, San Antonio resident
- 11. Crist Ferguson, San Antonio resident
- 12. Charles Flowers, San Antonio resident
- 13. Bianca Maldonado, SAISD parent
- 14. Norma Gonzales, San Antonio resident
- 15. Walter Blohm, San Antonio resident
- 16. Alejandra Lopez, San Antonio Alliance
- 17. Michelle Gonzales, San Antonio resident

## **2. Recognition**

- A. Recognition of Students and Teachers at Jefferson High School Theatre and Media Production for National School Bus Safety Week Video  
This was a discussion-only item. No action was required.

## **3. Governance**

- A. Update on SAISD's Response to the Ongoing COVID-19 Crisis and Associated Expenditures  
This was a discussion-only item. No action was required.
- B. Update on the 2021-2022 Budget  
This was a discussion-only item. No action was required.
- C. Update on SAISD's Planned Expenditures Under the Elementary and Secondary School Emergency Relief (ESSER) Fund  
This was a discussion-only item. No action was required.
- D. Update on Extra-Curricular Programs  
This was a discussion-only item. No action was required.
- E. Approval of the One-time Employee Retention Stipend for the 2021-2022 School Year using the Elementary and Secondary School Emergency Relief (ESSER) Funds  
Motion by Mr. Valdez; second by Ms. Ozuna; approved by a vote of 6-0 with Ms. Sebastian being absent.

## **4. Consent Agenda**

Motion by Mr. Valdez; second by Mrs. Radle; approved by a vote of 6-0 with Ms. Sebastian being absent. Consent items included 4A, 4B, 4C, and 4D.

- A. Approval of the Agreements for Community-Based Work Based Learning Program Between SAISD and Various Businesses
- B. Approval of the Memorandum of Understanding (MOU) Between SAISD and FIRST® LEGO League
- C. Approval of Monthly Budget Reports and Amendments for November 2021
- D. Approval of Request for Waiver of Penalty and Interest

## **5. Closed Session**

- A. Mrs. Martinez convened the Board in Closed Session at 10:26 p.m. as authorized by the Texas Government Code Chapter 551, et. Seq. (TGC 551.071, TGC 551.072, and TGC 551.074) to discuss and/or receive information about the items under this section listed as 5A1, 5A2, 5A3, 5A4, and 5A5.
- B. Mrs. Martinez reconvened the Board in Open Session at 11:23 p.m. and took appropriate action on the items discussed in Closed Session. Items 5A1 through 5A5 are listed as follows:
1. Deliberation regarding the purchase, exchange, lease or value of real estate, including legal issues on the acquisition process. (TGC 551.071 and TGC 551.072)  
No action taken.
  2. Deliberation regarding personnel matters, including but not limited to employment, duties, discipline, reassignment, resignation, retirement, reclassification and dismissal of an employee. (TGC 551.071 and TGC 551.074)  
No action taken.
  3. Consultation with legal counsel regarding pending litigation related to face covering and vaccination requirements. (TGC 551.071)  
No action taken.
  4. Discussion and consideration of the Superintendent's recommendation for the hiring of the candidate for the position of Senior Executive Director for the Office of Continuous Improvement. (TGC 551.074)  
Motion by Mr. Valdez; second by Mrs. Radle; approved by a vote of 6-0 with Ms. Sebastian being absent. The Board approved the hiring of Tyler Shoemith for the position of Senior Executive

Director for the Office of Continuous Improvement for the remainder of the 2021-2022 school year subject to the Superintendent's authority to reassign.

5. Consultation with Superintendent and discussion regarding the adjustment of salary commensurate with duties for the position of Interim Assistant Superintendent for Human Capital Management. (TGC 551.074)

Motion by Mr. Valdez; second by Mr. Garza; approved by a vote of 6-0 with Ms. Sebastian being absent. The Board approved the adjustment of salary commensurate with duties for the position of Interim Assistant Superintendent for Human Capital Management.

**6. Adjournment**

- A. Mrs. Martinez adjourned the meeting at 11:24 p.m.

**MINUTES APPROVED**

The foregoing minutes of the Board Business Meeting A of the Board of Education of the San Antonio Independent School District held on November 8, 2021 were duly approved at a meeting held on December 13, 2021.

**ATTEST:**

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**Christina Martinez**  
**President, Board of Education**  
**San Antonio Independent School District**

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**Arthur Valdez**  
**Secretary, Board of Education**  
**San Antonio Independent School District**

**Minutes of Board Business Meeting B**  
**San Antonio Independent School District Board of Trustees**  
**Monday, November 15, 2021**

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NOTE: These minutes reflect all agenda items in the order as originally posted and do not necessarily reflect the order in which the items were discussed and/or voted on.

Board Business Meeting B of the Board of Trustees of the San Antonio ISD was held on Monday, November 15, 2021, beginning at 5:32 p.m., Board Room, 514 W. Quincy Street, San Antonio, TX 78212.

**1. Call to Order**

A. Meeting Called to Order

1. Roll Call of Board Members Present and Declaration of Quorum Present 7 Absent 0

- a. Mrs. Christina Martinez
- b. Ms. Alicia Sebastian – arrived at 5:43 p.m.
- c. Mr. Arthur Valdez
- d. Mr. Ed Garza
- e. Ms. Leticia Ozuna
- f. Mrs. Patti Radle
- g. Mrs. Sarah Sorensen

2. Recording of Interim Superintendent Present

- a. Dr. Robert Jaklich

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

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

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

***For details regarding their comments, please refer to the video recording for this meeting located at [www.saisd.net](http://www.saisd.net) on the SAISD Board Page.***

- 1. Rachel Ponce, community member
- 2. John Heerwagen, CVS
- 3. Alejandra Lopez, San Antonio Alliance

**2. Recognitions**

A. Recognition of the SAISD Winter Card Contest Winners

This was a discussion-only item. No action was required.

B. Recognition of Maria Guerrero, SAISD Alumna from Lanier High School, Class of 2019

This was a discussion-only item. No action was required.

C. Presentation of Check from CPS Energy for SAISD's Participation in the 2021 Commercial Demand Response and SCORE Programs

This was a discussion-only item. No action was required.

**3. Governance**

A. Update on SAISD's Response to the Ongoing COVID-19 Crisis and Associated Expenditures

This was a discussion-only item. No action was required.

B. Selection of the SAISD Board of Trustees to Cast Votes for the Election of Bexar Appraisal District Board of Directors for the 2022 - 2023 Term

Motion by Mrs. Radle; second by Mr. Valdez; approved by a vote of 7-0 with all Board members present. The Board approved to cast all 423 votes to Dr. Adriana Rocha Garcia for the Election of the Bexar Appraisal District Board of Directors for the 2022 - 2023 Term.

- C. Approval of District's Annual Financial Report for Fiscal Year Ended June 30, 2021  
Motion by Mrs. Radle; second by Ms. Sebastian; approved by a vote of 7-0 with all Board members present.
- D. Approval of the Annual District Contribution to the San Antonio Foundation for Excellence in Education, Inc. (SAISD Foundation)  
Motion by Mrs. Radle; second by Ms. Sebastian; approved by a vote of 7-0 with all Board members present.
- E. Presentation on the Bond Program  
This was a discussion-only item. No action was required.
- F. Presentation on the Human Capital Management Initiatives  
This was a discussion-only item. No action was required.
- G. Approval of the Substitute Pay Rates  
Motion by Mrs. Sorensen; second by Ms. Sebastian; approved by a vote of 7-0 with all Board members present.

#### 4. Consent Agenda

Motion by Ms. Sebastian; second by Mrs. Radle; approved by a vote of 7-0 with all Board members present. Consent items included 4A, 4B, 4C, 4D, 4E, 4F, 4G, 4H, and 4I. Item 4J was pulled from the Consent agenda for separate discussion.

- A. Approval of the Memorandum of Understanding (MOU) between SAISD and St. Mary's University Upward Bound Program for College Readiness and Preparation Services
- B. Approval of the Memorandum of Understanding (MOU) between SAISD and the National Hispanic Institute (NHI) for Participation in the Student Leadership Program
- C. Approval of the Memorandum of Understanding (MOU) between SAISD and Texas A&M University-Kingsville for College Enrollment, Persistence, and Completion Initiatives
- D. Approval of the Purchase of Pure Storage
- E. Approval of General Contractors for Video Surveillance Security systems at 12 Campuses
- F. Approval of Minor General Contractor for the 2021 Head Start Playground Enhancements at Arnold, DeZavala, Hirsch, JT Brackenridge and Neal Elementary Schools
- G. Approval of the Purchase and Installation of 2021 Head Start Fencing at Foster and Graebner Elementary Schools and Knox Early Childhood Education Center
- H. Approval of Minor General Contractor for Outdoor Learning Enhancements at Foster, Graebner, Madison, and Maverick Elementary Schools and Knox and Nelson Early Childhood Education Centers
- I. Approval of Procurement Services' Recommendations for Bids, Proposals, and Awards
- J. Approval to Renew the Memorandum of Understanding with Girl Scouts of Southwest Texas for the Gamma Sigma Girls and Gamma Sigma Pearls Programs  
Motion by Ms. Ozuna; second by Mrs. Radle; approved by a vote of 7-0 with all Board members present.
- K. Approval of Minutes for the following meetings:
  - 1. October 2, 2021 Board Workshop
  - 2. October 12, 2021 Board Business Meeting A
  - 3. October 18, 2021 Board Business Meeting B

#### 5. Closed Session

- A. Mrs. Martinez convened the Board in Closed Session at 8:58 p.m. as authorized by the Texas Government Code Chapter 551, et. Seq. (TGC 551.071, TGC 551.072, and TGC 551.074) to discuss and/or receive information about the items under this section listed as 5A1, 5A2, 5A3, 5A4, 5A5, and 5A6.
- B. Mrs. Martinez reconvened the Board in Open Session at 11:26 p.m. and took appropriate action on the items discussed in Closed Session. Items 5A1 through 5A6 are listed as follows:

1. Deliberation regarding the purchase, exchange, lease or value of real estate, including legal issues on the acquisition process. (TGC 551.071 and TGC 551.072)  
No action taken.
2. Deliberation regarding personnel matters, including but not limited to employment, duties, discipline, reassignment, resignation, retirement, reclassification and dismissal of an employee. (TGC 551.071 and TGC 551.074)  
No action taken.
3. Deliberation with internal auditor and consultation with counsel on student activity fund audits, overtime pay prior year follow up, Frontline special project and related legal matters. (TGC 551.074 and TGC 551.072)  
Motion by Mr. Valdez; second by Mrs. Sorensen; approved by a vote of 7-0 with all Board members present. The Board approved and accepted the internal auditor's report as discussed in closed session.
4. Consultation with legal counsel regarding pending litigation related to face covering and vaccination requirements. (TGC 551.071)  
No action taken.
5. Consultation with attorney and discussion of status of case and possible resolution in CIVIL ACTION NO. 5:21-CV-00270-XR; Jose L. Flores v. SAISD; in the U.S. District Court for the Western District of Texas, San Antonio Division. (TGC 551.071 and TGC 551.074)  
No action taken.
6. Consultation with legal counsel regarding legal issues related to Superintendent Search. (TGC 551.071)  
No action taken.

**6. Adjournment**

- A. Mrs. Martinez adjourned the meeting at 11:28 p.m.

**MINUTES APPROVED**

The foregoing minutes of the Board Business Meeting B of the Board of Education of the San Antonio Independent School District held on November 15, 2021 were duly approved at a meeting held on December 13, 2021.

**ATTEST:**

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**Christina Martinez**  
**President, Board of Education**  
**San Antonio Independent School District**

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**Arthur Valdez**  
**Secretary, Board of Education**  
**San Antonio Independent School District**