



Administrative Committee Meeting

Wednesday, April 8, 2026 at 4:30 PM

John F. Barron Administration Building - Board Room

240 N. Crockett Street

San Benito, Texas 78586

1. Call to Order
2. Public Comment
 - 2.1. Public comments shall be limited to items on the agenda posted with notice of the meeting.
3. Presentation on TASB, Texas Association of School Boards, Pay Maintenance Review
4. Review and Discussion of Revision(s) to the 2025-2026 Compensation Plan
5. Review and Discussion of Affiliation Agreement Between UTRGV Department of Counseling and San Benito CISD
6. Review and Discussion of Memorandum of Understanding Between Unidos Contra La Diabetes and San Benito CISD
7. Committee Concerns
8. Adjournment

This notice for this meeting was posted in compliance with the Texas Open Meeting Act.



Request Approval of the Revision(s) to the 2025-2026 Compensation Plan

Superintendent's Recommendation:

The Superintendent recommends to the Board of Trustees to approve the Revision(s) to the 2025-2026 Compensation Plan.

Rationale:

Revision(s) to the compensation plan:

- TBA

Paperwork Impact:

N/A

Budgetary Information:

N/A

Resource Personnel:

Alfredo Perez, Superintendent of Schools

Erika Echarte, Executive Director of Administrative Services

Board Policy Reference and Compliance:



Request Approval of Affiliation Agreement Between UTRGV Department of Counseling and San Benito CISD

Superintendent's Recommendation:

The Superintendent recommends to the Board of Trustees to approve Affiliation Agreement Between UTRGV Department of Counseling and San Benito CISD.

Rationale:

Affiliation Agreement provides students enrolled in University's Master's Degree in Counseling with educational experience utilizing the personnel, equipment, and facilities of Facility.

Paperwork Impact:

N/A

Budgetary Information:

N/A

Resource Personnel:

Alfredo Perez, Superintendent of Schools

Erika Echarte, Executive Director of Administrative Services

Board Policy Reference and Compliance:

DEPARTMENT OF COUNSELING
PROGRAM AGREEMENT
(Education Experience)

Recitals

- A. The University of Texas Rio Grande Valley (“University”) and San Benito Consolidated Independent School District (“Facility”) have previously executed an Affiliation Agreement effective on June 1, 2022; and
- B. University and Facility desire to implement the provisions of such Affiliation Agreement by providing students enrolled in University’s **Master’s Degree in Counseling** with educational experience utilizing the personnel, equipment, and facilities of Facility.

Agreement

NOW THEREFORE, subject to the terms, conditions, and provisions of such Affiliation Agreement, the parties agree as follows:

- 1. **PROGRAM.** Facility Liaison and University Representative will design an educational experience in **Counseling** (“Program”) for University students utilizing the personnel, equipment, and facilities of Facility.
 - a. The duration of the Program and the educational experience provided will be consistent with the curriculum requirements of the University and with the standards of the Council for Accreditation of Counseling and Related Educational Programs (CACREP).
 - b. The Program will be reviewed periodically by the Facility Liaison and University Representative and, when appropriate, will be revised to meet the University curriculum requirements and the standards of the accrediting entity.
 - c. The educational experience for students in the Program will be an integral part of the services provided by Facility and students will be under the direct supervision of University personnel or Facility personnel who are licensed or otherwise qualified to perform such services.
- 2. **UNIVERSITY OBLIGATIONS.**
 - a. Assure that all students selected for participation in Program have satisfactorily completed all portions of the University curriculum that are a prerequisite for participation in the Program.
 - b. Develop criteria for the evaluation of the performance of University students participating in the Program and provide those criteria, with appropriate reporting forms, to the Facility personnel and University personnel who are responsible for supervising those students.

- c. Assign grades to students participating in the Program on the basis of the performance evaluations submitted in the reporting forms.
- d. Inform all University students and personnel participating in the Program that they are required to comply with the rules and regulations of Facility while on premises of Facility and to comply with the requirements of federal and state laws and regulations regarding the confidentiality of information in records maintained by Facility.
- e. Provide information requested by Facility related to students participating in the Program unless prohibited by federal or state law.
- f. Remove a student from the Program when the Facility determines that the student has violated the rules and regulations of the Facility; has disclosed information that is confidential by law; or has engaged in conduct that disrupts the activities carried on by the Facility or threatens the safety of Facility personnel, clients or students.

3. FACILITY OBLIGATIONS.

- a. Assign appropriate space on Facility premises for offices, lectures, and other non-experience related activities of the Program.
- b. Provide the equipment, supplies, qualified personnel, and supervised access to patients or clients required for the experience related activities of the Program.
- c. Obtain and maintain all licenses required for Facility and assure that all Facility personnel are appropriately licensed.
- d. Assume sole responsibility for the quality of Facility's students' or clients' care.
- e. Provide orientation sessions to inform University students and personnel concerning the rules and regulations of Facility.
- f. Permit representatives of the accrediting entity for the school or division of University in which students participating in the Program are enrolled to have reasonable access to premises of Facility for purposes related to the accreditation process.
- g. Appoint a person to serve for Facility as liaison ("Facility Liaison").

4. GENERAL PROVISIONS.

- a. University students and personnel will be responsible for their own transportation, meals, and health care while participating in the Program.
- b. This Program Agreement and the Affiliation Agreement constitute the entire agreements between the parties with respect to the subject matter and no prior or contemporaneous agreement, written or oral, will be effective to vary the terms of those Agreements. No amendment to this Program Agreement shall be effective

unless reduced to writing and signed by an authorized representative of each party.

- c. University and Facility will comply with all applicable federal, state, and local laws, ordinances, and regulations in the performance of this Program Agreement.
- d. The Program and all related activities shall be conducted in a manner that does not discriminate against any person on a basis prohibited by applicable law, including but not limited to: race, color, national origin, religion, sex, age, veteran status, or disability.
- e. The initial Program shall begin on February 5, 2026 and end on February 5, 2031. Subsequent Programs shall begin and end on dates determined by written agreement of Facility Liaison and University Representative. Either party may terminate this Program Agreement effective with the end of a Program by giving thirty (30) days written notice to the other party; otherwise this Program Agreement will terminate upon the termination of the Affiliation Agreement between the parties.

THE UNIVERSITY OF TEXAS
RIO GRANDE VALLEY:

San Benito Consolidated
Independent School District

By: _____
Luis H. Zayas, Ph.D
Provost and Executive Vice
President for Academic Affairs

By: _____
Fred Perez
Superintendent

Date: _____

Date: _____

By: _____
Dr. Christine Shupala
Vice Provost for Institutional
Accreditation, Program Development,
and Analysis

Date: _____

UTRGV Contract ID: _____



Request Approval of Memorandum of Understanding Between Unidos Contra La Diabetes and San Benito CISD

Superintendent's Recommendation:

The Superintendent recommends to the Board of Trustees to approve the Memorandum of Understanding Between Unidos Contra La Diabetes and San Benito CISD

Rationale:

UCD's Ambassador Program is dedicated to training community health workers, community members, students at local high schools, colleges, and universities to bring awareness and prevention to type 2 diabetes in the Rio Grande Valley. UCD does this in a structured format by partnering with community stakeholders who align with our vision and mission.

Paperwork Impact:

N/A

Budgetary Information:

N/A

Resource Personnel:

Alfredo Perez, Superintendent of Schools

Erika Echarte, Executive Director of Administrative Services

Janette Bristow, Health Services Coordinator

Board Policy Reference and Compliance:



Memorandum of Understanding Between Unidos Contra La Diabetes and San Benito CISD



1. **Parties**

This Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between **UNIDOS CONTRA LA DIABETES (UCD)**, whose address is 3102 E. US Business 83, Weslaco, TX 78596, and **San Benito CISD**, whose address is 240 N. Crockett St., San Benito, TX 78586.

2. **Purpose**

The purpose of this MOU is to establish the terms and conditions under which the **UCD, Ambassador Program (UCD Backbone Outreach Specialists – David Villarreal)** will work collaboratively with **San Benito CISD - Health Services (Janette Bristow, RN)**.

3. **Term of MOU**

This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in full force and effect for not longer than one (1) calendar year. This MOU may be terminated, without cause, by either party upon thirty (30) days written notice, which notice shall be delivered by hand or by certified mail to the address listed above.

4. **Roles and Responsibilities**

UCD and San Benito CISD Health Services will work together to provide (2) Ambassador trainings, focusing on Diabetes Awareness and Prevention during a school year. Both parties will attend meetings as needed to prepare for the training sessions. San Benito CISD Health Services will dedicate staff time and costs, if applicable, per this MOU. Specific roles and responsibilities to be fulfilled by **UCD** and **San Benito CISD Health Services** as outlined below:

San Benito CISD Health Services

- San Benito CISD Health Services will dedicate a staff member (Janette Bristow, RN) to be the UCD Ambassador Coordinator. Should a new staff member be assigned to the initiative, San Benito CISD Health Services will notify UCD.
- The UCD Ambassador Coordinator will facilitate communication between UCD and San Benito CISD Health Services
- Be the liaison between Student Ambassadors and UCD; sending out reminders and notifying and/or of events Student Ambassadors would be participating in,
- Will provide UCD with a classroom/training room to conduct 4-hr. training session on diabetes prevention and awareness,
- Will be responsible for maintaining and storing UCD Life Is Sweet Enough Display Kit for use at events throughout the school year,
- Will contact UCD for supplies as needed (printed self-risk assessments).

Unidos Contra La Diabetes

- UCD's Ambassador Program is dedicated to training community health workers, community members, students at local high schools, colleges and universities to bring awareness and prevention to type 2 diabetes in the Rio Grande Valley. UCD does this in a structured format by partnering with community stakeholders who align with our vision and mission. Life Is Sweet Enough is included in the UCD Ambassador program which works towards reduction of sugary beverages and increasing drinking water for healthier outcomes. UCD's mission is to reduce new incidences of type 2 diabetes in the Rio Grande Valley.
 - UCD will provide the following items to San Benito CISD Health Services Student Ambassadors:
 - UCD Ambassador Backpack which includes a USB which includes:
 - PowerPoint Adult Presentation (English and Spanish)
 - PowerPoint Children's Presentation (English and Spanish)
 - Adult Self-Risk Assessments
 - Children Self-Risk Assessments
 - Presentation/Outreach Tracking Sheet
 - UCD Pin
 - UCD Refillable Water Bottle
 - Stress Ball
 - UCD Ambassador T-Shirt
 - Ambassador Guidelines & Frequently Asked Questions
 - UCD will provide Student Ambassadors with assorted UCD decals and A1c blood drop stress balls (or other UCD promotional items) as requested and as quantities are available.
 - UCD will provide a \$35 gift card (H-E-B) incentive to each student who participates in the training session with the opportunity to earn additional gift cards (\$70) should they be willing to do the following:
 - Provide educational talking sessions in the community with 10 or more people
 - Collect 40 or more adult self-risk assessments, when possible
 - Collect 40 or more children's self-risk assessments, when possible (must be completed by a parent),
 - Attend events in the school and use the Life Is Sweet Enough beverage kit to bring awareness to the amount of sugar in soft and energy drinks.
 - UCD will promote the initiative on social media platforms, monthly newsletters, highlighting San Benito CISD Health Services Student Ambassadors dedication to healthier lifestyles for their students and will promote positive outcomes as a best practice for other organizations.

5. General Provisions

A. Amendments

Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

B. Applicable Law

The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Texas. The courts of the State of Texas shall have jurisdiction over any action arising out of this MOU and over the parties.

C. Entirety of Agreement

This MOU represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.

D. Severability

Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

E. Sovereign Immunity

San Benito CISD Health Services and their respective governing bodies do not waive their sovereign immunity by entering into this MOU, and each fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this MOU.

F. Third Party Beneficiary Rights

The parties do not intend to create in any other individual or entity the status of a third party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only between the parties to this MOU, and shall insure solely to the benefit of the parties to this MOU. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU. The parties to this MOU intend and expressly agree that only parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

6. Signatures

In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

San Benito CISD

Printed name

Date

Signature

Title

Unidos Contra La Diabetes

Moises Arjona Jr, MS, CHWI

Printed name

03-13-2026

Date



Signature

Chief Executive Officer

Title