

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: August 27, 2007

Subject: Request for Approval of Agreement with Neighborhood Centers Inc. Head Start for 2007-2008

Administrator Responsible:

Name: Jennifer Blaine, Ed.D.

Position: Associate Superintendent for Curriculum and Instruction

Purpose of Agenda Item:

Information only Action needed Report

Additional Information and/or Back-Up:

A copy of the agreement for collaboration of services of Neighborhood Centers Inc. with Spring Branch Independent School District is included.

**NEIGHBORHOOD CENTERS INC.
COLLABORATION FOR SERVICES
with
SPRING BRANCH INDEPENDENT SCHOOL DISTRICT**

PARTIES: Neighborhood Centers Inc., a Texas non-profit corporation (“**NCI**”), for the benefit of Neighborhood Centers Inc. Head Start (**NCI-Head Start**) and the Spring Branch Independent School District (**SBISD**), a Texas Independent School District.

SERVICES: NCI-Head Start and SBISD will jointly provide an approved prekindergarten curriculum along with Head Start services in a collaborative classroom/s, as more particularly described in Section I: Scope of Services.

TERM: Twelve (12) months from August 27, 2007, (the “Effective Date”) through July 31, 2008. Subject to annual approval by the SBISD Board of Education, the term may renew for additional periods, after the Agreement is reviewed by both parties for any necessary revisions, unless terminated in accordance with the provisions hereof. Revisions will be incorporated into the Agreement by way of an amendment to the Agreement, which must be signed by both parties.

AGREEMENTS: NCI hereby contracts with SBISD to provide, and SBISD hereby contracts with NCI to provide the Services, in accordance with this Contract and the General Terms and Conditions set forth in Section IV: General Terms and Conditions, at sites listed on Attachment I, except as expressly modified in Special Provisions set forth below.

NOTICE ADDRESSES:

If to NCI:

Neighborhood Centers Inc.
Angela Blanchard
President and CEO
P.O. Box 271389
Houston, Texas 77277-1389

If to SBISD:

Spring Branch Independent School District
Duncan Klussmann, Ed. D.
Superintendent
2210 Ridgecrest
Houston, TX 77055

SPECIAL PROVISIONS:

ENTIRE AGREEMENT:

This Agreement, including its Attachments and any exhibits or schedules, all of which are expressly incorporated herein by reference, constitutes the entire agreement of the parties with respect to the subject matter hereof and supercedes all prior agreements, understandings or commitments of the parties, written or oral. This Agreement may be amended only by an agreement in writing executed by both parties, and no oral modifications of this Agreement shall be effective.

SECTION I: SCOPE OF SERVICES

1. The configuration of the collaboration and hours of operation will be decided based upon the mutually agreed upon needs of SBISD and the NCI-Head Start program.
2. NCI-Head Start will establish a procedure with SBISD to collect registration information on potential Head Start eligible children who enroll in SBISD's pre-kindergarten.
3. During the pre-kindergarten enrollment period until the Friday after Labor Day, NCI-Head Start staff will keep SBISD informed as to the number of registered pre-kindergarten children who are Head Start eligible.
4. NCI-Head Start will identify a minimum number of 15 Head Start eligible children, up to a maximum of 20 Head Start eligible children, for each pre-kindergarten session, and SBISD will group the Head Start eligible children together in a NCI-Head Start/SBISD "collaborative" classroom. In accordance with Head Start Program Performance Standards, twenty (20) is the maximum number of students permitted in the collaborative classroom; if the collaborative classroom serves three (3) year olds, the maximum number of students permitted is seventeen (17).
5. SBISD will provide the needed number of collaborative classroom facilities outfitted with age and size appropriate furniture, computers, equipment, learning materials, and supplies to support the SBISD curricula. SBISD will maintain the facility in a clean, safe and healthful condition. SBISD will provide eighty (80) square feet of outdoor space per child enrolled in a collaborative classroom for daily outdoor play.
6. The NCI-Head Start Senior Child Development Coordinator in conjunction with an employee designated by SBISD will identify the additional classroom and outdoor materials and field trips necessary to comply with Head Start Program Performance Standards and Texas Education Agency pre-kindergarten guidelines. Both individuals will review this list of identified items and will negotiate those materials to be purchased by each entity. Materials purchased by either party for the program will remain the property of the purchasing party.
7. SBISD will provide one Texas Education Agency (TEA) certified Early Childhood teacher, and NCI-Head Start will provide one teacher per collaborative classroom, credentialed with a minimum of an Associates (AA) degree. The collaborative classroom will be taught by way of a team teaching approach, with the SBISD teacher solely responsible for the care, supervision and education of the children in the classroom. The NCI-Head Start teacher will collaborate with the SBISD teacher in planning and implementing a developmentally appropriate curriculum which adheres to the TEA pre-kindergarten guidelines and the Head Start Program Performance Standards. The educational/instructional program will meet the unique needs of children who are in the school setting all day (i.e. allow for nap-time and other important routines), and will be offered in accordance with Spring Branch Independent School District's (SBISD) official school calendar, unless both parties agree otherwise.
8. The NCI-Head Start teacher may only be assigned responsibilities/duties related to the Head Start children participating in the collaborative classroom and cannot be used as a substitute teacher in another classroom. In the absence of a teacher from either SBISD or NCI-Head Start, both parties will be responsible for providing a substitute teacher for their representative only. Further, the NCI teacher

must comply with SBISD policies and procedures and applicable federal, state and local laws, rules and regulations.

9. Both entities will share information regarding the children participating in the collaborative classroom. Documented or recorded information of SBISD shall remain with SBISD, while information of NCI-Head Start shall remain with NCI-Head Start. Confidentiality will be adhered to as stated in Section II: RECORDS and REPORTS.
10. NCI-Head Start will assist Head Start families participating in the collaborative classroom to access other services as identified by the family, such as, but not limited to: case management, medical and dental services, full-day child care, parent education and adult basic skills training. To support Head Start families in this manner, NCI-Head Start staff will contact families outside of the school day and will visit family residences.
11. NCI-Head Start parent involvement staff and an employee designated by SBISD will plan and implement parent involvement activities. All parents of children participating in the collaborative classroom/s are invited to participate in these parent involvement activities. SBISD will make available an area for the use of the collaborative program's parent involvement activities and an area for required monthly parent meetings.
12. NCI-Head Start encourages volunteers who have met NCI's and SBISD's screening process, which includes both Tuberculosis and criminal background checks, to participate and assist in the collaborative classroom activities.
13. NCI-Head Start and SBISD will provide access to either party's staff to attend any training relevant to the delivery of the collaborative classroom program.
14. Transportation of students is the sole responsibility of SBISD.
15. NCI-Head Start will provide comprehensive social and enrichment services to the collaborative classroom children and families as outlined on Attachment II: PROGRAM SERVICES CONTENT AREAS.
16. Children with a suspected or confirmed disability concern enrolled in a NCI-Head Start collaborative classroom program will be served according to the guidelines specified in Attachment III: SPECIAL EDUCATION SERVICES.
17. NCI-Head Start will conduct monthly "staffing" at the collaboration site, which may include staff from SBISD, to discuss results of the program services offered.

SECTION II: COMPENSATION

1. The parties hereto shall fund their respective obligations pursuant to the terms of the contract. Neither party hereto shall be entitled to compensation or reimbursement from the other party for the performance of their respective obligations.

SECTION III: RECORDS and REPORTS

1. STUDENT RECORDS

- a. Both parties agree to share and exchange such information about students in the program as necessary and appropriate to benefit the students in the program. Documented or recorded information of SBISD shall remain with SBISD, while information of NCI-Head Start shall remain with NCI-Head Start. The parent or guardian of a child participating in the collaborative program will be requested to consent to the sharing of information and educational records between SBISD and NCI-Head Start personnel involved in the program.
- b. Any educational records created or maintained by SBISD personnel related to the students serviced by SBISD in the program are confidential and protected by the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g. In addition, any health records created or maintained by SBISD personnel related to the students serviced by SBISD in the program are confidential and protected under the Health Insurance Portability and Accountability Act of 1996 (HIPAA). NCI-Head Start agrees that its personnel will comply with both FERPA and HIPAA to maintain the confidentiality of information in such education and/or health records in the manner and extent required by both FERPA and HIPAA.
- c. SBISD and NCI-Head Start personnel will keep such records confidential and shall not disclose such records except to their employees and agents who have a need to know or to third parties as required by law, e.g., under a properly issued subpoena or to outside regulatory agencies, such as: state child protective services, state child care licensing (where applicable) or local law enforcement.
- d. SBISD and NCI-Head Start will share child information as required by Head Start Performance Standards or SBISD enrollment requirements to include, but not be limited to, the child's immunization information, progress reports, Individual Education Plans (IEP), and parent-teacher conference documentation.

2. REPORTS

- a. SBISD will furnish to NCI-Head Start, on the forms and at the times indicated by NCI-Head Start, documentation of the estimates of services provided to the NCI program by SBISD. Reports are to include: the total square footage of the area utilized by the collaborative, number of SBISD teachers, special education services provided by SBISD, administrative and supervisory time, curricula, educational materials and equipment provided by the SBISD to the collaborative classrooms.
- b. SBISD will furnish to NCI-Head Start the name and contact information of the representative of SBISD who will be responsible thereafter for providing authorized signature on the in-kind contribution as outlined in section 2a.
- c. Collaborative classroom attendance reports must be faxed to NCI-Head Start Operations on a daily basis.

SECTION IV: INSURANCE

1. NCI Head Start and SBISD will each keep in force for period of this agreement liability insurance coverage of its respective employees.

SECTION V: GENERAL TERMS AND CONDITIONS

1. INDEPENDENT CONTRACTORS

- a. SBISD is, and at all times shall remain, independent, and nothing herein shall be construed as creating a relationship of principal-agent or employer-employee or a joint venture or partnership between SBISD.
- b. No employee or subcontractor of either party shall be entitled to the rights or benefits afforded to either party's employees, including without limitation disability or unemployment insurance, worker's compensation, medical insurance, sick leave, or any other employment benefit. Each party is responsible for providing at its own expense, any disability, unemployment, worker's compensation or other insurance or benefits and all training; permits; and licenses for its employees.
- c. SBISD shall have and maintain current and in good standing throughout the Term of the Collaboration all the current licenses, permits and rights required for the performance of its obligations under this Contract.

2. INDEMNITY.

- a. SBISD is a local government that enjoys sovereign or governmental immunity and its officers, employees, agents and volunteers enjoy official immunities and other immunities provided by law. Neither NCI-Head Start, nor SBISD shall waive or relinquish any immunity or defense on behalf of itself, its trustees, officers, employees, agents or volunteers as a result of its execution of this Agreement and performance of the functions or obligations described herein.
- b. SBISD shall have the full exclusive liability for payment of liens, taxes and assessments incurred by SBISD in connection with services provided by SBISD under this Agreement. NCI shall not be obligated to pay, and shall be promptly reimbursed by SBISD if NCI does pay any additional amount for bonds, benefits, taxes, penalties, or interest, if any, levied against NCI or SBISD by reason of any failure of SBISD to comply with the laws, rules or regulations of any taxing or governmental authority or the provisions of this paragraph, and to the extent permitted by law, SBISD shall indemnify and save NCI, its corporate affiliates, their respective officers, directors, employees and agents free and harmless from payment of any and all such benefits, taxes, penalties, and interest.
- c. No provision, term, or condition in the Contract regarding indemnification obligations shall be construed to limit, qualify or quantify the liability obligation assumed by SBISD in accordance with requirements set forth in the Contract.

3. TERMINATION

This Agreement may be terminated as follows:

- a. If either party commits any breach of or defaults in any terms or conditions of this agreement, including without limitation failing to maintain insurance coverage required by this Agreement, either party may terminate this Agreement immediately upon written notice of default to the other party.
- b. If at any time either party does not have the necessary current licenses, permits or rights required for the performance of its obligations under this Agreement, either party shall have the right to cancel this Agreement immediately upon written notice to the other party.
- c. Either party may terminate this Agreement, with or without cause, upon sixty (60) days prior written notice to the other party.
- d. SBISD acknowledges that services provided by NCI are contingent upon NCI's agreement with the Department of Health and Human Services (DHHS), and if funding is discontinued, NCI will terminate services immediately.

4. **CRIMINAL HISTORY RECORD INFORMATION**

- a. NCI-Head Start and SBISD will obtain and assess criminal record information on each potential and actual employee and regular volunteers for the program on an annual basis. Neither NCI-Head Start or SBISD will employ or allow to serve any person who has ever been convicted of any disqualifying offense, been on probation or received deferred adjudication for any disqualifying offense, or has presently pending any criminal charges of any disqualifying offense before a determination of guilt is made including any person who is presently on deferred adjudication.
- b. Disqualifying offenses are as follows:
 1. Any felony or misdemeanor involving moral turpitude.
 2. A felony or misdemeanor classified as public indecency under the Texas Penal code, or involving mistreatment of minors as amended.
 3. A violation of any law intended to control the possession or distribution of any substance included as a controlled substance in either state or federal controlled substances statutes, as amended.
 4. Other similar criminal offenses.
- c. SBISD shall remove any employees from direct participant contact who are alleged to have committed child abuse or neglect; or an offense against the person, an offense against the family, or an offense involving public indecency under the Texas Penal Code; or an offense under the Texas Controlled Substances Act. If it is determined that the employee has not committed such offenses, the employee may again be reassigned to direct participant contact; however, SBISD shall notify NCI of its intent to do so ten (10) working days prior to the reassignment. SBISD must provide the reasons for the reassignment. If the employee is found to have committed any of the offenses listed in this paragraph, the employee shall not be reassigned to duties involving any direct contact with participants.

5. **BUSINESS ETHICS**

During the course of pursuing contracts, and the course of contract performance, NCI-Head Start will maintain business ethics standards aimed at avoiding real or apparent impropriety or conflicts of interest. No substantial gifts, entertainment, payments, loans or other considerations beyond that which would be collectively categorized as incidental shall be made to any employees or officials of SBISD, its authorized agents and representatives, or to family members of any of them. At any time Provider believes there may have been a violation of this obligation, NCI-Head Start shall notify SBISD of the possible violation. SBISD is entitled to request a representation letter from NCI, its subcontractors or vendors at any time to disclose all things of value passing from NCI, its subcontractors or vendors to SBISD's personnel or its authorized agents and representatives.

6. **BUSINESS CERTIFICATES/TAXES**

All Provider or Professional Services Providers entering into a contract with SBISD must adhere to the following applicable Texas laws as they pertain to their individual type of ownership.

Corporations (domestic or foreign *) shall be properly registered with the Texas Secretary of State and the Comptroller of Public Accounts as required by TITLE 34, Part 1, Chapter 3, Subchapter V, Rule 3.546 of the Texas Administrative Code. A current "Certificate of Good Standing" from the Texas Comptroller of Public Accounts shall be made available upon request stating that the corporation charter is current and all Texas Franchise Reports and Taxes are paid.

Partnerships and Joint Stock Companies, and Limited Liability Partnerships (domestic or foreign*) shall be properly registered with the Texas Secretary of State in accordance with TITLE 105--PARTNERSHIP AND JOINT STOCK COMPANIES, CHAPTER ONE --- PARTNERSHIPS, LIMITED PARTNERSHIPS, TEXAS REVISED LIMITED PARTNERSHIP ACT, Article 6132a-1. "Texas Revised Limited Partnership Act." All partners in a partnership must file a "Certificate of Limited Partnership" with the secretary of state, which shall be made available for inspection upon request.

The Provider whether Corporate, Partnership, or Sole Owner must be current on SBISD Property Taxes. If commercial personal property is located in the jurisdiction, current renditions of these properties must be filed with the Chief Appraiser, as required by Chapter 22, Section 22.01, of the Texas "PROPERTY TAX CODE."

*Note: Foreign means formed under laws of another state, Domestic means formed under Texas laws.

7. DEBARMENT CLAUSE

NCI certifies, to the best of its knowledge and belief, that it is not presently debarred, suspended for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency.

MISCELLANEOUS PROVISIONS

- a. SBISD may not assign its rights or obligations under this Agreement to a third party without the express prior written consent of NCI. NCI may withhold such consent in its sole discretion.
- b. The failure of either party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.
- c. If, for any reason, any provision or portion of any provision of this Agreement is held invalid, such invalidity shall not affect any other provision or portion of any provision not held so invalid, and each other provision of this Agreement shall continue in full force and effect.
- d. If any legal action is commenced or necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which that party may be entitled.
- e. All notices given under this Agreement must be in writing and delivered to the respective addresses of the parties set forth in the Agreement or to any new address provided by a party in accordance with this notice provision. If notice is given by mail, it must be by certified mail, return receipt requested. Notice may also be by facsimile, by courier or overnight delivery. All notices hereunder shall be effective only on actual receipt (as evidenced by signature or by electronic confirmation of a facsimile), except that if notice is given by facsimile on a day that is not a regular business day of the recipient or after 5:00 p.m. on a regular business day of the recipient, such notice shall be effective on the next regular business day of the recipient.

Attachment I:
SBISD SCHOOLS
2007-2008 Head Start Collaborations

1. Bear Boulevard
2. Tiger Trail

Attachment II:
SOCIAL AND ENRICHMENT SERVICES

Every child enrolled in the SBISD and NCI-Head Start collaborative classroom program must receive the following types of program services in specific content areas to meet Federal Head Start Performance standards:

Content Area	Services	Staff
Health and Nutrition	<p>Immunizations must be current by child's 1st day of school. Each enrolled child must have at least one Tb skin test (with results) before entering school.</p> <p>within 90 days of child's 1st day at school:</p> <ul style="list-style-type: none"> ▪ Physical exam, including blood work ▪ Dental exam & every 6 months thereafter <p>within 45 days of child's 1st day at school:</p> <ul style="list-style-type: none"> ▪ Vision screening ▪ Hearing screening ▪ Height & weight measurements. Results are shared with school nurse. ▪ Family-style meal service should be followed to the extent possible. ▪ Special diets must be identified. Information is shared with school Food Service Manager and/ or school nurse. ▪ Meetings with school nurse and school Food Service Manager as needed. 	<ul style="list-style-type: none"> • School Nurse • NCI-Head Start Family Wellness Specialists • School Food Service Manager • NCI-Head Start Family Wellness Specialists
Mental Wellness	<p>within 45 days of child's 1st day at school:</p> <ul style="list-style-type: none"> ▪ Social/emotional screening <p>Completion of monitoring tool (PLOP=Present Level of Performance) 30-60 days from date of screening.</p>	<ul style="list-style-type: none"> ▪ Staff ▪ NCI-Head Start Mental Wellness Mentor
Disability	<p>within 45 days of child's 1st day at school:</p> <ul style="list-style-type: none"> ▪ Speech/language screening <p>Completion of monitoring tool (PLOP) 30-60 days from date of screening.</p> <p>Annual meeting with school principal to discuss overall issues and plans.</p>	<ul style="list-style-type: none"> ▪ Staff ▪ NCI-Inclusion Specialist
Family & Community Partnership	<p><i>if school offers:</i> GED, ESL or computer classes & volunteer opportunities.</p>	<ul style="list-style-type: none"> • NCI-Head Start Parent Training and Family & Community Partnerships Specialists.

Content Area	Services	Staff
Education	<p>Scheduled activities shared between school and NCI-Head Start staff:</p> <p><u>Fall & Spring – (2 times per year):</u></p> <ul style="list-style-type: none"> ▪ Parent/Teacher conferences ▪ Home visits ▪ Transition planning <p><u>Spring:</u></p> <ul style="list-style-type: none"> ▪ Exit tracking –gathering parent’s identifying info to track child ▪ Permission to get child’s test scores after child leaves Head Start <p><u>Three (3) times per year:</u></p> <ul style="list-style-type: none"> ▪ Ongoing assessment (Brigance) ▪ Individualization (IEGs) <p>Miscellaneous tasks to be shared by staff:</p> <ul style="list-style-type: none"> ▪ Child’s portfolio ▪ One lesson plan created by both teachers ▪ Room arrangement 	<ul style="list-style-type: none"> ▪ Pre-K Coordinator / Education Coaches ▪ NCI–Head Start Curriculum Coordinators and/or Child Development Specialists

Monthly meetings will be held between the Principal and the designated Operation Manager throughout the school year to address areas of concerns and/or follow-up on children enrolled in the Head Start collaborative program.

Staff participating in the collaboration will be notified of trainings provided by either the school or NCI-Head Start.

SBISD AND NCI-HEAD START STAFF ARE ENCOURAGED TO ATTEND THE MEETINGS AND THE TRAININGS.

Attachment III:
SPECIAL EDUCATION SERVICES

**SPRING BRANCH INDEPENDENT SCHOOL DISTRICT (SBISD),
LOCAL EDUCATION AGENCY (LEA)**

I. Spring Branch Independent School District will do the following:

1. Identify a special education liaison as a contact person.
2. Schedule and conduct pre-referral meetings to discuss any child's educational program and the need for further evaluation to determine eligibility and the need for special education services.
3. Notify Head Start staff and parent(s) of the dates and times of all school district's Admission, Review and Dismissal (ARD) Committee meetings for a child that is being referred or has been identified as a child with a disability and is identified as a Head Start student.
4. Complete necessary assessments within timelines for referred children with suspected disabilities and parent completion of forms as required by IDEA and the State Board of Education.
5. Provide copy of the Assessment and Written Report of eligibility on each Head Start child evaluated by SBISD and a copy of ARD/IEP document with release of information form signed by parent or guardian.
6. Recommend services at the SBISD ARD Committee meeting including PPCD itinerant teacher, transportation and other related services, as agreed upon.
7. Dually enroll eligible Head Start students in the district's itinerate program or the Preschool Program for Children with Disabilities (PPCD) for services when the child meets eligibility requirements based on the ARD Committee recommendations.
8. Provide instructional and related services needed for the child's educational success as determined by the ARD Committee and as required by IDEA and the State Board of Education.
9. Provide periodic progress reports for NCI-Head Start children receiving special education services while participating in center(s) located within the district. Periodic progress reports will be provided based on campus and/or charter school distribution procedures with release of information form signed by parent or guardian on file.
10. Upon request, present at a Head Start parent meeting a description of procedures and services for students with disabilities.
11. Provide opportunities for NCI-Head Start staff to participate in SBISD staff development activities.

Attachment III:

Collaboration between Spring Branch Independent School District and Neighborhood Centers Inc., effective August 1, 2007

SPECIAL EDUCATION SERVICES
(continued)

II. Neighborhood Centers Inc. – Head Start program agrees to:

1. Identify a NCI Special Education Mentor who will serve as a Liaison to SBISD.
2. Send SBISD a list of classroom sites in SBISD attendance boundaries.
3. Collect and submit information requested for the referral to the Special Education campus referral chairperson at the child's home campus. The referral packet will include information from the parent, the child's teachers (NCI-Head Start and SBISD), screening information, and previous assessments, if available. Demographic information will include the child's name, address, parent's name and contact number(s). NCI-Head Start staff will obtain written consent for the exchange of information from the parent prior to submitting the request for referral.
4. Participate in all Referral and ARD meetings with parent(s) and the SBISD staff.
5. Secure copies of evaluation reports and ARD/IEP Committee reports with written parent exchange of information.
6. Communicate the results of Referral and ARD meetings to the appropriate Center staff.
7. Develop an Individual Service Plan (ISP) for the child using the child's Individual Education Plan (IEP) and the child's annual program goals.
8. Review the periodic progress reports and adjust the child's educational program accordingly.
9. Distribute information about SBISD Parent Meetings.
10. Arrange for a Head Start representative to meet with parents before, during, or after 120 day transition meetings with Early Childhood Intervention (ECI) Programs and the SBISD for Child Find purposes.
11. Inform the SBISD by May 1st annually of child exiting Head Start, in an effort to transition out of the Head Start program.

REPRESENTATION:

SBISD represents, warrants and certifies that all information provided to NCI by SBISD in connection with this Agreement is true and correct in all respects to the best of its knowledge and belief. The execution, delivery and performance of this Agreement by SBISD has been duly authorized, and the person executing this Agreement on behalf of SBISD has been duly authorized to do so.

EXECUTION:

This Agreement may be executed in multiple counterparts, all of which shall constitute one agreement. A facsimile of an executed counterpart shall have the same effect as the original executed counterpart.

NEIGHBORHOOD CENTERS INC.:

**SPRING BRANCH
INDEPENDENT SCHOOL DISTRICT:**

By: _____

Angela Blanchard
President and CEO

Date: _____

By: _____

Duncan Klussmann, Ed. D.
Superintendent

Date: _____