

2006-07 CONTRACT FOR
GRADS Instructional Component
Between
NM GRADS System
And
Gadsden Schools

Recital. Socorro Consolidated Schools (SCS) is the Fiscal Agent for the New Mexico Graduation, Reality and Dual-Role Skills (GRADS) System. Funding for GRADS is provided by a state legislative appropriation, which flows from the New Mexico Public Education Department (PED) through a Joint Powers Agreement (JPA). On behalf of the NM GRADS System, and Pursuant to the terms of the Joint Powers Agreement, SCS will provide funds for the Gadsden School District (herein referred to as District), for its local GRADS program(s), as the program is described in the GRADS "Scope of Work" with the NM Public Education Department.

Appropriation. The NM GRADS System provides the sum of up to \$8,000 to the Gadsden School District through a direct appropriation from the Socorro Consolidated Schools, to provide GRADS Program instructional services at Santa Teresa HS. The funds are contingent upon a commitment to sustain the key elements of the New Mexico GRADS System model beyond the completion of the initial GRADS three-year funding cycle. Funds flow on a reimbursement basis and require the district Business Manager to document all expenditures and submit a GRADS "Cash Request / GRADS Reimbursement" form to the NM GRADS State Office semiannually by 12/1/06 and 4/30/07 respectfully.

The District agrees to:

- A. Provide a classroom with telephone and locking file cabinet for the GRADS class.
- B. Ensure that new GRADS teachers attend the New Teacher Orientation / Training on September 12 - 13, 2006 in Socorro, and the Fall training (October 5-6, 2006) to facilitate successful implementation/maintenance of their local GRADS program.
- C. Provide a substitute teacher and a school vehicle to enable the GRADS teacher(s) to attend required semi-annual trainings (1st and 2nd year teachers **must** also attend the new teacher orientation/training described above).
- D. Assign the teacher to teach no more than one other related health or Family and Consumer Sciences courses in addition to GRADS class(es).
- E. Provide a 5 to 10 day extended contract for the GRADS teacher to facilitate recruitment of new students, continued contact with at-risk students and students who deliver their babies during the summer vacation. Provide a written plan of activities to be conducted during the term of the extended contract which is developed by the GRADS teacher in collaboration with the Principal. This plan

- must be submitted to the Principal and a copy submitted to the GRADS System Director with other required end-of-the year reporting documents.
- F. Provide an extra planning period, for a total of two (2) preps, for the GRADS teacher. The second prep is to be devoted to Case Management with an emphasis upon: recruiting dropouts, making home/hospital visits, referring students to community service providers, and conducting individual conferences with GRADS students.
 - G. Allow the GRADS teacher to serve as a resource person to their district schools and be available to make presentations about local program at such schools.
 - H. Allow the GRADS teacher to make annual presentations to local administrators, faculty, and board of education regarding their GRADS program and its impact.
 - I. Allow the GRADS teacher to establish times for and conduct formal meetings with District Family & Consumer Sciences teachers to provide them with updates about GRADS and provide them an opportunity for faculty input.
 - J. Provide day-to-day supervision and evaluation of the GRADS teacher by the high school principal in compliance with all District policies, procedures and regulations. The teacher, an employee of the District, will be eligible to receive the benefits offered to comparable District staff under applicable employment policies of that District.
 - K. Return all resources provided by the NM GRADS system to the NM GRADS State Office if the District GRADS site fails to remain self-sustaining.
4. **"Extended Funding" for Self-Sustaining Sites.** After initial 3 year funding cycle, extended funding is provided to self-sustaining sites for **up to \$8,000** annually, if the program serves a minimum of eight (8) students enrolled in GRADS classes. This is made possible with the expectation that the district will:
- A. Continue to further support the local GRADS Program beyond the initial three-year funding cycle. The GRADS teacher at self-sustaining sites will continue to receive technical assistance, attend semi-annual trainings, collect and submit data and required reports. GRADS staff will conduct annual reviews of the program to assure continued compliance to the GRADS model Key Elements.
 - B. Assign the teacher to teach no more than one related health or Family and Consumer Sciences course in addition to GRADS class (es).
 - C. Provide a 5 to 10 day extended contract for the GRADS teacher to facilitate recruitment of new students, continued contact with at-risk students and students who deliver their babies during the summer vacation. A written plan of activities to be conducted during the term of the extended contract will be developed by the GRADS teacher with the Principal and will be submitted to the Principal with a *copy submitted to the GRADS System Director with other the end-of-year required reports.*
 - D. Provide an extra planning period, for a total of two (2) preps, for the GRADS *teacher. The second prep is to be devoted to Case Management with an emphasis upon: recruiting dropouts, making home/hospital visits, referring students to community service providers, and conducting individual conferences with GRADS students.*

E. Provide a substitute teacher and a school vehicle to enable the GRADS teacher to attend required semi annual trainings (1st and 2nd year teachers **must** also attend the new teacher orientation/training described above).

5. **The District Ensures that the "Local GRADS Teacher" will:**

- A. Provide Documented Case Management of students by providing scheduled conferences, home and hospital visits, referrals to needed community agencies and services, and etc.
- B. Provide student instruction using GRADS approved curricula.
- C. Submit monthly Enrollment Forms to GRADS State Office.
- D. Establish a GRADS Advisory Committee made up of local representatives of agencies and groups concerned about teen pregnancy, parenting, and job training. The local GRADS teacher will furnish the state GRADS office with a copy of the Advisory Committee membership list and minutes of semi-annual meetings. This may be done during the local program on-site review or include them with the required end-of-the-year reports.
- E. **Complete all required GRADS reports** by "due date" requirements listed in the teacher's CYA Binder (Future funding is contingent upon fulfillment of this requirement of the Public Education Department).
- F. Maintain a current inventory of GRADS Implementation Kit and other resources and supplies provided by GRADS and attach a copy to the annual On-Site Review form for submission during the review.
- G. Conduct two to three conferences with the Principal and / or Superintendent, as appropriate to provide information on student progress, strengths, program successes, challenges and impact. Such formal conferences will be held on a regularly scheduled basis during the school year.
- H. Notify the NM GRADS System of pertinent issues, which have the potential to compromise program stability/sustainability.

6. **The New Mexico GRADS System agrees to:**

- A. Provide sound fiscal management of the NM GRADS System in cooperation with the SCS business office to assure timely reimbursements to the local District.
- B. Conduct an annual GRADS on-site review to identify strengths, opportunities for enhancement, assess program compliance to GRADS key elements and documented program impact; and also to provide feedback to the Principal for performance evaluations of the local GRADS teacher and GRADS program.
- C. Provide on-going technical assistance for all GRADS components to facilitate the District in "program building" and compliance with the Public Education Department and the NM GRADS System requirements.
- D. Provide "component specific" professional development for Local GRADS program staff: (Underline components established at site –Intervention, On-site Childcare Center, Pregnancy Prevention, Career Readiness, GRADS DADS.)

- E. Provide local program staff with daily per diem for required trainings and committee meetings.
- F. Provide comprehensive resources for all components established at local site.
- G. Provide teacher with up to \$250 worth of additional instructional resources annually.
- H. Provide access to GRADS resource library of videos, curricula, software, and other resources on a check-out basis.
- I. Provide a Regional Mentor and regional fall training to facilitate the GRADS teacher in the development and management of the local program.
- J. Maintain state and community linkages to foster ongoing support for teenage parent programs and pregnancy related issues.
- K. Compile local / state data annually to analyze GRADS System impact and ensure continual program model improvement.
- L. Assess and pilot new curricula to enhance student mastery of GRADS competencies.
- M. Encourage student leadership development through facilitation of student presentations at the NM state legislature, school board and other meetings.
- N. Provide students with Peer Education training including risk-taking behavior reduction and presentation skills, which foster student leadership.

Compensation. Socorro Consolidated Schools will pay the District up to \$8,000 to be used toward the salary and fringe benefits of the GRADS Teacher(s) on a semi-annual reimbursement basis (if all criteria are met). Pregnancy Prevention funds can also be used for contract services, Salaries, Fringes, and GRADS Related Travel (see addendums A & B required for Districts who address both Intervention and Prevention).

Indemnity. SCS will not be responsible for any loss, liability or expense resulting from the GRADS teacher's performance of or failure to perform his or her duties. If SCS or GRADS System staff are made or becomes a party to any legal proceedings because of anything the teacher does or fails to do, the District will indemnify and defend SCS and GRADS staff against any loss, liability or expense incurred in connection with the proceedings. SCS may choose its own attorney to conduct its defense. This indemnity and obligation arising out of or related to events occurring during the GRADS System's contractual agreement period with the District will survive and continue after the termination of the GRADS System contract period.

Binding Effect. This Agreement constitutes the entire agreement of the parties, may be modified only in writing signed by all the parties, is specifically enforceable, is governed by the laws of New Mexico, and binds the parties to the benefit of the parties and their successors and assigns. **A copy of this contract shall be deemed as valid as the original.**

**2006-07 CONTRACT
For GRADS Instructional Component
Between
NM GRADS System
And
Gadsden
Public School District**

Site Components:

A. Teen Parent up to \$ 8,000

B. Pregnancy Prevention up to \$
(See attached addendums)

C. Childcare up to \$ 5,000
(See Childcare contract)

D. Magellan E. Fatherhood

Gadsden Public Schools: Santa Teresa High School

FISCAL AGENT: SOCORRO CONSOLIDATED SCHOOLS

By: _____ Date: _____
Jeanne Johnston, NM GRADS Business Manager

APPROPRIATION GRANTED TO GADSDEN PUBLIC SCHOOLS: Up to \$8,000
(See childcare contract)

Superintendent Date: _____

School Board President Date: _____

Principal Date: _____

GRADS Teacher Date: _____