

# NEW MEXICO HIGHER EDUCATION DEPARTMENT NM GEAR UP



## MEMORANDUM OF AGREEMENT BETWEEN THE STATE OF NEW MEXICO HIGHER EDUCATION DEPARTMENT GADSDEN INDEPENDENT SCHOOL DISTRICT

This agreement is made and entered into by and between **The State of New Mexico Higher Education Department and New Mexico GEAR UP, Gaining Early Awareness and Readiness for Undergraduate Programs**, hereafter referred to as **NM GEAR UP**, and **Gadsden Independent School District** (Gadsden, Chaparral and Santa Teresa High Schools), hereafter referred to as the "**Grantee**". This agreement shall become effective only when and if signed by **NM GEAR UP**.

IT IS HEREBY AGREED BETWEEN THE PARTIES:

### 1. Scope of Services:

The scope of work shall include objectives listed below as well as evaluation measures that quantitatively show levels of anticipated achievement. The **Grantee** shall assist **NM GEAR UP** to:

- A. Increase academic performance and readiness for postsecondary participation
  1. Implement or continue research-based models for accelerated learning
  2. Determine the success of individual interventions
  3. Increase postsecondary participation rates
- B. Increase the rate of high school graduation and participation in postsecondary education
- C. Increase aspirations and awareness of postsecondary and financial options for students and families
  1. Individualized academic and college preparation counseling and support for students and families
  2. College and financial information and counseling
- D. Effect systemic change in the New Mexico educational system
  1. Teacher professional development to develop capacity for college preparation and career readiness curriculum

### 2. Compensation:

The Higher Education Department shall pay to the **Grantee** monthly stipends for school site coordinators and academic intervention program expenses described in the attached Scope of Services and upon approval of the four-year plan.



*Gaining Early Awareness and Readiness for Undergraduate Programs*  
1068 Cerrillos Road, Santa Fe, New Mexico 87505-1650  
Phone: 505-476-6559, Fax: 505-476-6557 <http://hed.state.nm.us>

3. **Term:**

The term of the NM GEAR UP grant is July 1, 2008 through June 30, 2012.

4. **Termination:**

This Agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty (30) days prior to the intended date of termination. By such termination, neither party may nullify obligations already incurred for performance or failure to perform prior to the date of termination.

5. **Data Collection and Evaluation:**

School staff will participate in training conducted by NM GEAR UP staff and program contractors. School staff will collect and record data for all GEAR UP contacts with students using manual and online data collection systems.

6. **Records and Audits:**

The **Grantee** shall maintain, for five (5) years, detailed time records which indicate the date, time and nature of services rendered. These records shall be subject to inspection by the **Higher Education Department** and the State Auditor. The **Higher Education Department** shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose the right of the Higher Education Department to recover excessive and/or illegal payments.

7. Amendment:

This Agreement shall not be altered, changed or amended except by an instrument, executed in writing by all parties.

8. **Scope of Agreement:**

This Agreement incorporates all the agreements, covenants, and understandings between the parties having been merged into this written Agreement. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

9. **Notice:**

This Agreement shall be governed by the laws of the State of New Mexico.

10. **Other Provisions:**

See Section 1, Scope of Services

**NEW MEXICO HIGHER EDUCATION DEPARTMENT  
NM GEAR UP**



IN WITNESS THEREOF, the Parties have set their signature hereto:

STATE OF NEW MEXICO HIGHER EDUCATION DEPARTMENT  
NEW MEXICO GEAR UP

BY: \_\_\_\_\_ Date: \_\_\_\_\_  
LaVerne W. Ellerbe,  
GEAR UP State Director

GRANTEE

BY: \_\_\_\_\_ Date: \_\_\_\_\_  
Cynthia Nava, Superintendent, Gadsden ISD

BY: \_\_\_\_\_ Date: \_\_\_\_\_  
James Kelch, Principal, Santa Teresa High School

BY: \_\_\_\_\_ Date: \_\_\_\_\_  
Carrey Chambers, Principal, Gadsden High School

BY: \_\_\_\_\_ Date: \_\_\_\_\_  
James Diggs, Principal, Chaparral High School



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