



**2015-16 CONTRACT FOR
GRADS INSTRUCTIONAL Component
Between
NM GRADS System
And
Gadsden Independent School District**

1. **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 an Inter Governmental Agreement (IGA). On behalf of the NM GRADS System, and Pursuant to the terms of the IGA, SCS will provide funds for the Gadsden Independent 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.
2. **Appropriation.** The NM GRADS System provides the sum of up to \$ 6,000 to the District through a direct appropriation from the Socorro Consolidated Schools, to provide GRADS Program instructional services at Gadsden High School. The funds are contingent upon a commitment to sustain the Key Elements of the New Mexico GRADS System model (for a minimum of three years) beyond the initial GRADS funding. 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 5/15/16 respectfully.
3. **The District agrees to:**
 - A. Assure that the GRADS teacher is secondary licensed by NMPED, and it is highly recommended that they are endorsed in Family and Consumer Sciences (FACS), or Health (to ensure that students are counted properly for the STARS reporting). A licensed School Counselor or a Health Care Professional is also acceptable (or other approved teacher with an interest and ability to work with young parents).
 - B. Provide a classroom with telephone (or cell phone) and locking file cabinet for the GRADS class.
 - C. All GRADS teachers are required to attend the Spring training (March 2-3, 2016) in Albuquerque to facilitate successful implementation/ maintenance of their local GRADS program. Administrators are always welcome to attend GRADS trainings.
 - D. Provide a substitute teacher and a school vehicle (as per school policy) to enable the GRADS teacher to attend required fall and spring trainings and for 1st and 2nd year teachers to attend the new teacher training and shadowing experiences with other GRADS sites in the state of New Mexico.

- E. Based on need, the district is encouraged to allow 1st and 2nd year GRADS teachers participate in one GRADS shadowing experience per year of the mentor's classroom.
- F. Based on need, the district is encouraged to provide summer case management for the GRADS teacher to facilitate recruitment of new students, continued contact with at-risk students and students who deliver their babies when school is not in session (i.e. summer break, holidays, weekends, etc.). School Principal and GRADS Teacher collaborate to develop a written plan of activities to be conducted during the terms of the contract. Once the Principal has approved the plan, he/she will keep a copy, teacher will keep a copy and an approved copy will be sent to the NM GRADS office during the Fall Teacher's Training.
- G. Establish a process to provide a case management period for the GRADS teacher. The case management period 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, and attending GRADS related community meetings. These funds may be used to support after school activities for the GRADS teacher.
- H. 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.
- I. Allow the GRADS teacher to make annual presentations to local administrators, faculty, and local school board of education regarding their GRADS program and its impact.
- J. Allow the GRADS teacher to establish times for and conduct formal meetings with District Family & Consumer Sciences and Health teachers, SBHC Staff, school nurses, counselors and GRADS advisory committee members to provide them with updates about GRADS and provide them an opportunity to provide faculty input.
- K. Provide day-to-day supervision and evaluation of the GRADS teacher by the high school Administration 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.
- L. 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. **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, etc.
- B. Provide student instruction using GRADS approved curricula and address repeat pregnancies.
- C. Submit Enrollment/Exit Forms to GRADS State Office and enter the enrollment/exit forms into the on-line GRADS database. *ALL enrollment/exit forms must be entered and submitted to the GRADS State office no later than June 15,*

2016. Funding for the 2016-2017 school year is contingent upon the submission of the enrollment/exit forms.

- 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 included 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 or via the website (<http://www.nmgrads.org/RequiredForms.html>) *ALL required forms must be submitted to the GRADS State office no later than June 15, 2016.* **Funding for the 2016-2017 school year is contingent upon the submission of the required forms.**
- F. Maintain a current inventory of GRADS Implementation Kit, other resources and supplies provided by GRADS and attach a copy to the annual On-Site Review form for submission during the review, or no later than June 15, 2016.
- G. Conduct and document two to three conferences with the Principal and/or Superintendent, as appropriate to provide information on student progress, strengths, program successes, challenges and impact.
- H. Notify the NM GRADS System of pertinent issues, which have the potential to compromise program stability/sustainability.

5. **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.
- 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 at least one additional instructional resource annually.
- H. Provide a Regional Mentor and regional fall training to facilitate the GRADS teacher in the development and management of the local program.
- I. Maintain state and community linkages to foster ongoing support for teenage parent programs and pregnancy related issues.

- J. Compile local/state data annually to analyze GRADS System impact and ensure continual program model improvement.
 - K. Assess and pilot new curricula to enhance student mastery of GRADS competencies.
 - L. Encourage student leadership development through facilitation of student presentations at the NM state legislature, school board and other meetings.
 - M. Provide students with Peer Education training including risk-taking behavior reduction and presentation skills, which foster student leadership.
6. **Compensation.** Socorro Consolidated Schools will pay the District up to \$6,000 to be used toward the salary and fringe benefits of the GRADS Teacher(s) on an annual reimbursement basis (if all criteria are met).
7. **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.
8. **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.**



2015-16 CONTRACT
For GRADS INSTRUCTIONAL Component
Between
NM GRADS System
And
Gadsden Independent
School District

Site Components:

A. Teen Parent up to \$ 6,000

Gadsden Independent School District: Gadsden High School

FISCAL AGENT: SOCORRO CONSOLIDATED SCHOOLS

By: _____
 Sally Kosnick, NM GRADS Co-Director

Date: _____

INSTRUCTIONAL APPROPRIATION GRANTED TO GADSDEN INDEPENDENT SCHOOL DISTRICT: Up to \$6,000

(See childcare contract)

 Superintendent Date: _____

 School Board President Date: _____

 Principal Date: _____

 GRADS Teacher Date: _____