

Moody Early Childhood Center Board of Directors Agenda
Friday May 24, 2019 @ 1:00 p.m. in the
Family Engagement Room at MECC
1110 21st Street
Galveston, Texas 77550

1. Call to order
2. Introduction and welcome of new board member (Ms. Massey)
3. Review & Approval: Minutes of April 26, 2019 (enclosed)
4. Public Comment
5. Financial Reports (enclosed) (Mr. Howell & Ms. Brown)
6. Executive Director's Report distributed in a separate email) (Ms. Miller)
7. Review: Training Hours (distributed in a separate email) (Ms. Miller)
8. Committee Reports:
 - a. Governance and Board Development-(no report)
 - b. Resource Development (Ms. Massey)
 - c. Government Affairs (Ms. Kinnear & Ms. Adams)
 - d. Board of Advisors (Ms. Doherty)
9. Contract Approvals
 - a. Contract with GISD for 2019/2020 (enclosed) (Ms. Miller & Ms. Massey)
 - b. Contract for Child Nutrition Service for 2019/2020 (enclosed) (Ms. Miller)
 - c. Contract for Cleaning Services (enclosed) (Mr. Howell)
 - d. "Heads Up" summer program contract (distributed in a separate email) (Ms. Miller)
10. Updates:
 - a. Teen Health clinic and UTMB sensory lab (Ms. Miller)
 - b. Strategic Planning session (Ms. Massey)
11. Adjourn to Executive Session to discuss Personnel and Real Estate issues
12. Reconvene from Executive Session and take any action warranted
13. Confirm next meeting date
14. Adjourn

Moody Early Childhood Center
BOD Minutes
Friday, April 26, 2019
1:00 p.m. in the Family Engagement Room @ MECC
1110 21st Street, Galveston, Texas 77550

In Attendance:

Jeri Kinnear, Betty Massey, Angela Brown, Weez Doherty, John Prochaska, and Erica Adams (via Zoom)

Staff:

Karin Miller, Greg Howell

Ms. Massey called the meeting to order at 1:04 p.m. There was no comment from the public in attendance. On a motion from Ms. Adams and a second by Dr. Prochaska, the minutes of both the March 22nd and April 1st board meeting were approved as distributed.

Mr. Howell began the financial reports with Ms. Brown joining the meeting as his report began. Mr. Howell reviewed each MECC account, responding to board members' questions. Of particular note are the following:

- a) Now that all transfers accounting for expenditures from the recent Meadows Foundation grant are complete, the Capital Account has a balance of \$71,000 with Mr. Howell and Ms. Kinnear noting that this will be the source of funding for MECC's expenses incurred because of the opening of the Teen Health Pediatric Clinic later this summer. There will be several location adjustments needed that are not covered in the funding secured by Teen Health for the clinic build-out. Board members suggested that Ms. Massey approach Sealy Smith Foundation, the lead donor for the clinic to see if these expenses might be covered in a separate grant. If the response is negative, then this account will be used. The other priority will be the capital costs associated with the expansion to PreK4 if MECC is unsuccessful in its most recent (to be filed April 30th) request via GISD to TEA.
- b) The audit should be ready for Finance Committee review in the next 7-10 days and once that is completed, Mr. Howell and Ms. Brown will request a special Board meeting to review the audit and forward to GISD in time for its May board meeting.
- c) Mr. Howell and Ms. Miller worked with Mr. Ford and completed proposed revisions to the August 2018 TEA grant to GISD. Following discussion, on a motion from Ms. Brown and a second by Dr. Prochaska, the board unanimously approved the revisions as presented. Mr. Howell and Ms. Miller will forward these to GISD. Ms. Massey's questions made clear that if approved, some of the changes will be incorporated into the 2019/2020 operating budget plan.
- d) Then Mr. Howell presented amendments to the current operating budget which entailed a shift in funding allocation. On a motion from Dr. Prochaska and a second by Ms. Adams, those changes were approved unanimously.
- e) Finally, Mr. Howell presented the 2019/2020 Budget Development Plan which engendered discussion focused on the percentage to be used to calculate a raise pool, adjusting those

percentages to either 2% or 3% and stipulating that legal services be secured through an interview process, that insurance be negotiated with the current agency and an RFP be issued for audit and accounting services. On a motion by Ms. Kinnear and a second by Dr. Prochaska, the board unanimously approved the budget plan.

That concluded the financial reports. Ms. Miller reviewed her report, which had been distributed as part of the board packet. In addition, she reported that working with GISD, MECC will offer a free summer program for a select number of PreK3 advancing to PreK4 students and 23 Kindergarten students with the district paying for the program. Children enrolled in MECC's extended day program during the school year will be included in this summer program. Ms. Miller also stated that as MECC adds board members (an upcoming item on the agenda), she will include a "MECC 101" highlighting certain operational areas in her monthly reports. This month Ms. Miller reviewed the work of family advocates. She also responded to the board's request for ways in which staff could use volunteer assistance with a list of work.

Committee reports were next on the MECC agenda with Ms. Kinnear leading off with a draft of a letter of support addressed to State Representative Tan Parker for his work on adverse childhood experiences and HB4183. The board unanimously approved the letter for Ms. Kinnear's signature. Ms. Adams then took over the report from the Government Affairs Committee leading the board through the status of the education funding bills in the legislature. Ms. Massey thanked Ms. Kinnear and Ms. Adams for their diligent work.

Dr. Prochaska then reported on the Governance and Board Development Committee work. Included in the board packet was a draft confidentiality agreement which he proposed would be signed by the board and any non-board members serving on committees. Following discussion, on a motion from Dr. Prochaska and a second by Ms. Doherty the confidentiality agreement was approved. Ms. Massey asked board members to sign and return to Ms. Miller before the next board meeting.

Dr. Prochaska then placed the name of Rene Templer in nomination as a MECC board member. The board was familiar with Ms. Templer's long and highly successful career in early childhood education, and the nomination garnered a quick second from Ms. Kinnear, and unanimous approval.

The next topic in the Governance Committee report was the need to set committee meeting schedules and the appointment of board members to those committees. After discussion, the board agreed to the following:

- a) 2nd Thursday of the month @ 1:00pm Governance and Board Development followed by Resource Development (Massey/Prochaska/Miller-both committees);
- b) 3rd Thursday of the month @1:00pm Finance (Brown/Doherty/Kinnear/Howell/Miller);
- c) 4th Thursday of the month @1:00pm Scholarship (Kinnear/Templer/Miller/Ford/Family Advocates);
- d) Called as needed Government Affairs (Kinnear/Adams);
- e) 4th Friday of the month @1:00pm Board of Directors (all).

The final item in this report was the review of officer job descriptions which board members thought were thorough. Next month Dr. Prochaska will return to the task of developing evaluation tools for the board and for its two direct report employees.

Ms. Massey thanked Dr. Prochaska for his work and presented the Resource Development Committee report which included the following: a) allocation of \$35,000 by Galveston United Way; b) submission of a request to the Hamman Foundation for support for next fiscal year's scholarship fund; c) the anticipated submission of a joint request with New Life Day School for support for the family engagement program to First Presbyterian Church; d) the submission of a TEA charter expansion/start up for the PreK4 program due April 30th. On a motion by Ms. Adams and a second by Ms. Kinnear the board unanimously approved the aforementioned grant requests.

The board then reviewed the draft of the MOU with Head Start which had been included in the board packet. Ms. Miller and Ms. Massey explained the reduction in the partnership numbers was the result of a protracted negotiation with Head Start and GISD. On a motion from Ms. Kinnear and a second by Ms. Doherty the board unanimously approved the draft presented in the board packet.

Next up on the agenda was a series of brief updates:

- a) Ms. Doherty reported on the "Budget 101" workshop held earlier in the day, noting that 3 advisors were in attendance and complimenting Mr. Howell on his presentation. Ms. Doherty spoke with Mary Jo Urbani concerning distribution of the MECC video. Ms. Urbani recommended releasing the video via social media due to its broadest publicity but to keep an active review of comments. The next Board of Advisors meeting is June 6th, at 9 a.m. in the Family Engagement Room.
- b) Ms. Miller and Mr. Howell are taking the lead on the revisions to the agreement with GISD, which may come to a special early May board meeting called for the audit review.
- c) Ms. Miller told the board that Teen Health's PA will take up residence at MECC in early May, sharing an office with the school nurse while construction proceeds on the clinic. In June, the nurse and the PA will move into the clinic which will allow construction to start on Ms. Miller's new office (formerly the office of the school nurse) which will allow the family advocates to then move into Ms. Miller's former office suite freeing up their offices for the clinic and for a UTMB operated sensory room.
- d) Ms. Brown reported the Galveston Sustainable Communities Alliance will be taking responsibility for the dental education program to make it a city-wide effort.
- e) No word on Early Head Start.

Ms. Massey told the board that she thought it was time to renew discussions of MECC's strategic plan; members agreed and she, Ms. Miller and Mr. Howell will suggest a time and date to go back to work on this.

The board adjourned to Executive Session to discuss personnel issues and reconvened taking no action. The meeting was adjourned at 4:06 p.m.

Contract for GISD Child Nutrition to provide meals for Moody Early Childhood Center 2019-2020

Start Date: August 26, 2019-May 28,2020 (June 1,2020-August 21,2020 will have service for FREE breakfast and lunch through the Summer feeding program)

Meal serving times:

Breakfast

- 7:00 a.m.-7:30 a.m. Pre-K (serve in the dining room) (head start= 90 students Pre-K=60)
- 7:30 a.m.-8:00 a.m. Infants (12-17 m – delivery to classrooms)
- 8:00 a.m.- 8:30 a.m. Toddler (18-36 m-serve in dining room)

AM Snack 10:00 a.m. (juice/snack)

Lunch

- 10:30 a.m.-12:00 p.m. Pre-K (serve in the dining room)
- 12:00 p.m.-12:30p.m. Infants (12-17 m – delivery to classrooms)
- 12:30 p.m. -1:30 p.m. Toddler (18-36 m-serve in dining room)

PM Snack 3:30 p.m. (juice/snack)

Number of meals expected: 113 meals

2 classrooms of 12-17 months-T1 & T2 (24/20 children)

1 classroom of 18-23 months- T2 (24 children)

1 classroom of 2+- T3 (45 Children)

Description of daily process at Site:

Breakfast will be prepared and served in the serving area for Pre-K 3 and Toddlers (see times above) Infant meals will be packed igloos/coolers and brought to the designated classroom by

GISD CN each morning with Specific number of meals (44 meals) will be prepared by MECC staff each morning unless a change is communicated to the Cafeteria Staff. After breakfast (by 10:00 a.m.) an updated count can be given to the Cafeteria Staff for the remaining meals of the day. This will cut down on waste and cost. MECC will be billed for meals ordered. MECC staff is responsible for the disposal of all leftover meals. GISD Staff will pick up PM snack igloo/cooler at this time.

AM snack will be prepared in igloos/coolers and brought to the designated area for MECC staff to distribute. All snacks will be in one igloo. GISD CN staff will pick up the breakfast igloos/coolers at the time.

Lunch for the T1 and T2 children will be put into to go containers and placed on a cart MECC provides and MECC staff will take the meals to the designated area to serve the children. MECC staff will bring the AM snack igloo/coolers when picking up lunch. See serving time above.

Lunch for the T2 and T3 children will be served through serving lines in the kitchen/dining area

PM snack will be prepared in igloos/coolers and brought to the designated area by GISD CN for MECC staff to distribute. All snacks will be in one igloo and will be delivered at 1:30 p.m.

Services dates: GISD CN will serve this contract Monday-Friday following the GISD school schedule.

No meal service on: September 2- Labor Day, October 7-Teacher Conference, November 25-29- Thanksgiving, December 23-Jan 6th- Christmas, January 20- MLK, February 17-Teacher Conference, March 9-13-Spring Break, April 10-Good Friday, May-25- Memorial Day, July 6- holiday

(Aug- 5, September-20 days, October-22 days, November -16 days, December- 15 days, January- 18 days. February-19 days, March -17 days, April-21 days, May- 19 days. (FREE summer feeding June 22 days, July-22 days, Aug-15 days of =231

GISD CN Director will work with the MECC Director for June, July and August- FREE Summer Feeding Program. Only 2 meals are served free (breakfast/lunch) during Summer Feeding; however, snacks can be purchased through the GISD CN department, if needed, to cover the AM and PM snacks.

Allergies and Special Diets: Parents must complete the Diet Modification form (to get this form parents can go to the GISD Child Nutrition website under information) and give a copy to the MECC Nurse and GISD Child Nutrition manager. With this note, we are able to accommodate the request properly.

Cost per Meals: **Breakfast \$1.75 (includes entrée, fruit & Milk)**
 AM Snack \$.55 (juice/snack)
 Lunch \$2.65 (includes entrée, fruit, vegetable & Milk)
 PM Snack \$.55. (juice/snack)

Price of meals includes: Food, non-food items (paper goods) and labor

Billing: Meals served daily will be signed for by a MECC staff member per meal service. An invoice will be sent monthly for all the meals served that month. Payment is expected within 30 days of sending invoice.

Jennifer Douglas, Director of Child Nutrition

**Tim Bargeron, Assistant Superintendent for
Business and Operations**

Karin Miller, Director of MECC

Betty Massey, MECC President

**K & K Quality
Contractors
Project Extension**

prepared exclusively for

Moody Early Childhood Center

1110 21st Street
Galveston, Texas 77550

May 17, 2019

K and K Quality Contractors
P.O. Box 16682
Galveston, Texas 77552
Phone: 281-492-4697
Mobile: 281-889-5152
kkqualityc@gmail.com

*The information provided in this Proposal and any attachments is confidential
and is intended only for Moody Early Childhood Center.*

1. INTRODUCTION

We are committed to the highest levels of cleanliness, sustainable and green cleaning practices, and proactive employee responsibility to maintain a workforce that is committed and consistent. Students require a clean, safe environment free from distractions so they can focus on their schoolwork and class schedules. We provide highly trained and knowledgeable cleaners to service your facility so your students can learn and grow in a clean, sanitary, and healthy environment. Having a clean school reduces distractions and puts the attention where it should be, on learning.

2. OVERVIEW

This Proposal is submitted by K and K Quality Contractors ("Contractor") to Moody Early Childhood Center ("Client"). The contractor proposes to provide custodial, light maintenance and lawn services for the school year. The cleaning services are to include daily cleaning of the entire school including the cafeteria, gymnasium, restrooms and grounds during the school year and complete cleaning of all the areas during the summer. The contractor will provide general landscaping that will include mowing and edging.

3. COMPANY PROFILE

K and K Quality Contractors understands a high standard of school cleaning services and maintenance is critical to a school's safety, security and busy daily operation. We are committed to providing superior services therefore focus exclusively on clients that require and demand quality.

4. PROPOSED SCOPE OF SERVICES

K and K Quality Contractors will provide systematic commercial cleaning, general maintenance (light bulbs, touch up paint) and lawn services by assigning full time staff to provide daily custodial, light maintenance and landscape services to the immediate green areas surrounding Moody Early Childhood Center for the school year.

5. SPECIFIC RESPONSIBILITIES OF PARTIES

Contractor will be responsible for the following tasks:

The cleaning services are to include daily cleaning of the cafeteria, restrooms gymnasium, cafeteria, and cleaning of the grounds during the school year and complete cleaning of all the areas during the summer.

- **DUSTING** of all horizontal and vertical surfaces. Includes desk accessories, mini blinds and high and low reach areas of ceilings and baseboards.
- **POLISHING & DAMP WIPING** of desks, tables, furniture, wall switches, touch points and other surfaces to remove all smudges, fingerprints, spills and cup rings.
- **TELEPHONES** are dusted and disinfected.
- **RECEPTION & CONFERENCE AREAS** receive special attention to ensure a

favorable impression on everyone entering your facility and/or attending meetings.

- **BREAK ROOMS / TEACHERS LOUNGES / CAFETERIAS** are cleaned to provide a pleasant and attractive atmosphere for employees.
- **WASHROOMS** are cleaned and disinfected to keep these areas fresh for all concerned. All paper products and supplies will be replenished.
- **PLAYGROUND/GYMNASIUM** all equipment disinfected; floors of gym cleaned.
- **TRASH & RECYCLABLES** are taken to the designated collection area. Liners in all receptacles will be kept fresh.
- **CARPETING** is vacuumed wall to wall (including edges and corners) using a HEPA filter commercial vacuum.
- **RESILIENT FLOORS** are swept or vacuumed, and damp mopped.
- **CLASSROOMS** will be given special attention to ensure all areas are clean and sanitary. Services for desks, whiteboards and other areas are included depending on needs.
- **LAWN CARE:** All immediate green areas will be landscaped as needed. Contractor will ensure all debris resulting from mowing and edging is immediately removed and placed in receptacle.
- **OTHER:** Complete facility window cleaning, pressure washing services, Deep cleaning during schools' breaks, VCT (Vinyl Composition Tile) and ceramic tile floor maintenance programs and carpet cleaning can be provided depending on needs for an additional agreed upon price. Flowerbed weeding, mulching and advanced landscaping is also available for additional agreed upon price. Other projects as stated for an additional agreed upon price.

Client's responsibilities include:

- **OFFICE SPACE:** The client shall supply K & K personnel an office to work out of, and storage area to house supplies purchased for MECC
- **SUPPLIES:** The client will be responsible for providing light bulbs, paper towels, as well antibacterial gel and soap for dispensers.
- **COMMUNICATION:** Answering Contractors questions as necessary
- **SPECIALTY ITEMS:** Items needed for special projects such as mulch, soil, lumber, plants, etc.

6. PROJECT TEAM

Only persons who have received the proper screening and training prior to employment shall be assigned duties under this contract. All personnel employed by K & K Quality Contractors will have been trained in school facility cleaning and maintenance performance. An individual will be assigned to the morning and evening shift. A supervisor will be available as a point of contact and routinely check the site.

Three-member project team:

- A. Supervisor/ Point of Contact
- B. Day Shift team member
- C. Evening Shift team member

DAILY CLEANING

To include:

- Wipe office desks every other day (except when an illness outbreak when they will be cleaned daily),
- Empty wastebaskets daily,
- Vacuum and sweep floors daily,
- Clean, disinfect, and refill dispensers in bathrooms daily,
- Clean and disinfect locker rooms daily,
- Clean door glass daily,
- General dusting of room, wipe down windowsills as needed,
- Remove marks on walls as they appear,
- Remove tape, stickers, gum, etc., from floor and walls.
- Cabinetry tops wiped weekly.
- Porcelain, chrome and stainless-steel fixtures cleaned and/or scoured as needed to keep scale from building up.

BREAKDOWN OF WORK

- Surface dust horizontal surfaces of desks, credenzas, tables, filing cabinets etc.
- Spot clean horizontal surfaces for removal of spillage, marks, and rings.
- Empty all trash and recycling receptacles and remove to a collection point.
Replace liners as necessary.
- Clean fingerprints and smudges from entrance glass and entry doors. Spot clean fingerprints and smudges from partition glass.
- Sweep and spot mop all hard surface floors. Vacuum all carpeted area walkways.
- Report all maintenance issues in Logbook

LANDSCAPING SCHEDULE

- Mow and edge greenery bi-monthly or as needed
- Remove all debris associated with landscaping

7. TIMETABLE/SCHEDULE

All services will be performed at a time designated by the Client. Contractor will perform the services according to the Schedule of Work set forth in Attachment 1 attached to and made part of this agreement proposal.

8. PROPOSED FEE

Contractor will provide the services outlined in this Proposal for the following fee: \$110,250.00 (one hundred ten thousand, two hundred and fifty dollars).

9. TERMS OF PAYMENT

Contractor will be paid according to the Schedule of Payments set forth in Attachment 1 attached to and made part of this Proposal. Client must pay Contractor within 10 days from the date of Contractor's invoice.

10. EQUIPMENT AND MATERIALS

Except for items listed below as the responsibility of Client, Contractor will provide all equipment, tools, cleaning chemicals, supplies and materials necessary to provide the services outlined in this Proposal. The following equipment or materials will be the responsibility of Client:

- Office Space
- Hand soap and sanitizer
- Paper towels
- Light Bulbs
- Specialty Items (mulch, soil)

11. EXPENSES

Contractor will be responsible for all expenses required for the performance of the services outlined in this Proposal.

- Trash liners
- Chemicals
- Toilet paper
- Equipment to perform cleaning duties

12. ADDITIONAL COMMENTS

DISPUTE RESOLUTION: The Deputy Executive Director shall represent the Moody Early Childhood Center (MECC) in the ongoing work relationship with the custodian. The Deputy Executive Director may delegate to other staff the opportunity to request cleaning services assumed to be included in this contract. Any disagreement by the Contractor with any such request shall be taken to the Executive Director who will render a decision. Disagreements between the Contractor and the Executive Director that are unable to be resolved shall be reduced to writing by each party and submitted to the MECC Board for resolution at the next regular or special meeting. The decision of the board shall be final.

INSURANCE AND INDEMNITY: Prior to commencing the work, Contractor shall obtain and thereafter maintain during the course of the work, insurance with companies

acceptable to the MECC for the coverage with minimal limits (unless a higher minimum is required by law) as follows:

- Certificates evidencing such coverage, including the statement to the effect that cancellation or termination of the insurance will not be effective until at least ten (10) days after receipt of written notice by the MECC, shall be furnished to the Deputy Executive Director before commencement of work.
- Contractor shall indemnify, defend, and hold harmless, the MECC against all loss, damage or expense (including reasonable attorneys' fees incurred by MECC) arising out of the performance of the work, including injury or death to any person or persons, resulting from the negligent acts or omission of Contractor or employees of Contractor, servants, agents or subcontractors. Willful or negligent acts or omissions of the MECC shall be excluded from this indemnity.
- The parties hereby release each other and their respective officers, employees, and agents from all claims for damage to the premises and to the fixtures, personal property, equipment and improvements of either the MECC or Contractor in or on the premises, including any and all structures or building of owner attached to the premises, notwithstanding that any such loss of damage may be due to or a result from the negligence of either of the parties to their respective officers, employees or agents.

13. NAMES

This agreement is made by Moody Early Childhood Center ("Client") and K & K Quality Contractors ("Contractor").

14. WORK SCHEDULE

Contractor will provide day, evening and summer cleaning. Services shall be performed between the hours of 6:30 AM and 9:00 PM, unless otherwise noted by MECC. Holiday and summer hours will be determined by MECC.

15. PAYMENT SCHEDULE

This is an extension of the current service agreement and will automatically renew annually on August 1st of each subsequent year with a 5% increase. This cleaning service agreement can be discontinued by either party with a 60-day notice. The Moody Early Childhood Center agrees to pay K & K Quality Contractors one hundred ten thousand two hundred fifty dollars (\$110,250) annually. Monthly fees are payable in equal increments of \$9,187.50 beginning August 2019.

K & K QUALITY CONTRACTORS

DATE

EXECUTIVE DIRECTOR
MOODY EARLY CHILDHOOD CENTE

DATE

ATTACHMENT I

DUTIES	GENERAL OFFICE AREAS, WORKROOM, STAFF LOUNGES	CLASSROOMS, LIBRARIES, COMPUTER LABS, CAFETERIAS	RESTROOM AREAS	NURSES OFFICES, CLINICAL AREAS	GYMNASIUMS, HALLWAYS, CORRIDORS	OUTSIDE REFUSE AREAS
Empty trash receptacle and pencil sharpeners	D	D	D	D	D	D
Clean / sanitize all interior and exterior trash containers	W	W	W	W	W	W
Clean / sanitize sick beds, student desks		W		D		
Vacuum high traffic areas & floor/entry mats	D	D		D	D	
Vacuum carpeted areas, wall to wall	W	W		W	W	
Spot clean carpets	D	D		D	D	
Dust mop all hard surface floors / spot mop	D	D	D	D	D	
Clean hard surface floors using auto scrubber floor machine	W	W	W	W	W*	
Clean entry door surfaces, door glass and adjacent glass and frames	D	D	D	D	D	
Wipe / dust all desks, shelves, wall artwork, file cabinets	M	M			M	
Clean whiteboards and trays	W	W	W	W	W	
High dusting: supply/return vents, cobwebs, window sills	M	M	M	M	M	
Clean sinks, mirrors, fixtures and countertops	D	D	D	D	D	
Clean / sanitize all toilet seats, inside bowl and base, clean / sanitize all urinals	D		D	D	D	

DUTIES	GENERAL OFFICE AREAS, WORKROOM, STAFF LOUNGES	CLASSROOMS, LIBRARIES, COMPUTER LABS, CAFETERIAS	RESTROOM AREAS	NURSES OFFICES, CLINICAL AREAS	GYMNASIUMS, HALLWAYS, CORRIDORS	OUTSIDE REFUSE AREAS
Sanitize tile / hard surface floors			D	D		
Clean and sanitize drinking fountains	D	D	D	D	D	
Clean interior and exterior glass surfaces	M	M	M	M	M	
Clean tabletops & countertops	D	D				
Spot clean walls, maintain free of graffiti and gum	W	W	D		W	
Clean 2x4 & 2x2 lay-in light fixture lenses	A	A	A	A	A	
Clean all rubber base in high traffic areas	M	M		M	M	
Machine scrub & high-speed burnish hard surface floors	A	A	A	A	A*	
Machine scrub and apply 2 coats of floor finish to all hard floor surfaces	SA	SA	SA	SA	SA*	
Clean all carpets using extracting method per manufacturer specifications	SA	SA		SA	SA	
Daily = D Weekly = W Monthly = M Quarterly = Q Semi-Annually = SA Annually = A						

* EXCLUDES GYMNASIUMS WITH HARDWOOD FLOORS

**AGREEMENT BETWEEN GALVESTON INDEPENDENT
SCHOOL DISTRICT AND MOODY EARLY CHILDHOOD
CENTER**

This Agreement (the "Agreement") is made and entered into as of ("Commencement Date") by and between GALVESTON INDEPENDENT SCHOOL DISTRICT, a public independent school district and political subdivision of the State of Texas, ("District") and MOODY EARLY CHILDHOOD CENTER ("Operating Partner" or "OP") (together, the "Parties") to operate MOODY EARLY CHILDHOOD CENTER (the School"). The purpose of this Agreement is to set forth the objectives, understandings, and agreements of the Parties in connection with the establishment and operation of Senate Bill No. 1882, adopted by the 85th Texas Legislature in 2017, codified as Texas Education Code §§ 11.174 and 42.2511 ("SB 1882"), which allows this cooperative partnership between a public education institution and an in- district charter.

ARTICLE I. RECITALS

1.01 Independent School District. The District is an independent school district created in accordance with the laws of Texas.

1.02 Authority to Contract. The Board of Trustees of the District is empowered by Texas Education Code ("TEC"), § § 11.157 and 11.17 4, to contract with a public or private entity for that entity to provide educational services for the District.

1.03 Statutory Authorization. This Agreement is made pursuant to and in accordance with SB 1882, which allows school districts to partner with either an open-enrollment charter school or other eligible entity to operate a district campus, including an in-district charter as in this Agreement.

1.04 Non-Profit Organization. Moody Early Childhood Center is an organization that is exempt or has applied for exemption from taxation under Section 501(c)(3), Internal Revenue Code of 1986 (26 U.S.C. § 501(c)(3)), and is hereby contracted to operate a charter granted to the School under TEC Subchapter C, Chapter 12 and is eligible under TEC §§ 11.174 and 12.101(a) to operate the School.

1.05 Charter Granted & Term of Charter. On this Commencement Date, the District hereby grants the School a charter in accordance with and under TEC Chapter 12, Subchapter C, specifically §§ 12.052, 12.0521, or 12.0522. This is not an in-district charter with the lowest performance rating in accordance with TEC § 12.0522(c), such that this Agreement is subject to the 15% limit in TEC § 12.0522(c). The District shall ensure that the charter is properly authorized under TEC Chapter 12, Subchapter C. A charter granted under TEC Chapter 12, Subchapter C begins on August 1, 2018 and expires on July 31, 2028 unless the specified performance goals set forth in Addendum A-3 are substantially met, as determined by the Board of Trustees of the District in accordance with TEC § 12.0531. Failure of the Texas Commissioner of Education to approve the Parties' relationship as an eligible partnership under TEC 11.17 4 shall render this Agreement null and void.

1.06 Consultation. The District has consulted with District-employed campus personnel regarding provisions

to be included in this Agreement. The District's consultation with campus personnel occurred at a meeting where personnel were able to ask questions and receive information. At that meeting, the District informed campus personnel of the opportunity to apply for an "assignment" at the School and campus personnel understand that all assignments shall be determined by OP and the District (as detailed in Article IX below) and that OP may have a separate Employee Handbook than what is required of the District. The District recognizes that all rights and protections afforded by current employment contracts it has with personnel shall not be affected by this Agreement.

1.07 Consideration. In consideration of the mutual agreements set forth in this Agreement, and for other good and valuable consideration, the Parties agree as follows:

ARTICLE II. PURPOSE OF AGREEMENT

2.01 Contract for Services. This Agreement constitutes a contract for services.

2.02 Premise of Agreement. This Agreement is predicated on an understanding that students benefit when decisions regarding educational programs, operations, and student services are made at the school level and that autonomy and accountability are mutually reinforcing principles.

2.03 Student Achievement. The primary purpose of this Agreement is to improve student outcomes by allowing the District to partner with OP to operate the School as an independent campus subject to transparent accountability requirements, which are set by TEC Chapters 39 and 39A. The provisions of this Agreement shall be construed and applied to achieve this purpose.

2.04 Continuation of Agreement for the Benefit of Students. The Parties intend that this Agreement shall continue in effect and may be renewed for successive five (5) year terms in accordance with the provisions of

ARTICLE III. DEFINED TERMS

3.01 School Campus. "School Campus" has the meaning assigned in the Texas Administrative Code Title 19, §97.1051 (3) and includes all components of the operation of the campus, including, without limitation, the grade levels served, the courses taught, the instructional materials, staffing, budgetary allocations, scheduling transportation, and other services and responsibilities associated with school operation.

3.02 Facilities. "Facilities" are defined as the building(s) located on the School Campus and related equipment, furnishings, and property improvements, including any athletic fields and related improvements, and the land on which the building(s) and related improvements are located as more fully defined in Article XIII.

3.03 Material Breach. A "Material Breach" of this Agreement shall include the failure of a Party to comply with or fulfill any material obligation, condition, term, representation, warranty, provision, or covenant contained in this Agreement, including without limitation any failure by either Party to meet generally accepted fiscal management and government accounting principles, or comply with all Applicable Law under Paragraph 3.04.

3.04 Applicable Law. "Applicable Law" means all state and federal laws, rules, regulations, and administrative and judicial determinations and decisions that govern the performance of this Agreement, as they currently exist or as they may be adopted, amended, or issued during the Term of this Agreement under Paragraph 4.01.

ARTICLE IV. TERM AND TERMINATION

4.01 Term. The term of this Agreement shall begin on the Commencement Date and end on June 30, 2023 ("Term"). At the end of the Term, and if the Agreement has not been terminated, then the Parties may elect to renew this Agreement for another five (5) years. This Agreement is subject to the termination provisions detailed in this Agreement.

4.02 Notice of Non-Renewal. If this Agreement has not been terminated *and* the District anticipates opting to not-renew the Term of this Agreement, then no later than April 1, 2023, the District shall notify the OP in writing of its intent to not-renew this Agreement.

4.03 Termination Right to a Public Hearing. If the School successfully achieves the student outcome goals specified in Addendum A-3, attached, the District must hold a public hearing at least sixty (60) days prior to any District action to terminate the Agreement. If the School fails to achieve the student outcome goals specified in Addendum A-3, the District shall not extend this Agreement without a public hearing at least sixty (60) days prior to any District action to extend or renew this Agreement.

4.04 Termination by Mutual Consent. This Agreement may be terminated at any time by mutual written agreement of OP and the District if termination is effective no sooner than the end of the then current school year.

4.05 Termination for Cause. Either Party may terminate this Agreement if the other Party fails to remedy a Material Breach of this Agreement within sixty (60) days after written notice by the non- breaching Party of such Material Breach; provided, however, that if the breach would affect the safety or well-being of a student or is not reasonably capable of being cured, then no such notice and opportunity to cure shall be required.

4.06 Termination Related to Program Performance. The District may terminate this Agreement if the School does not comply with the program requirements of TEC §§29.1532, 29.154 and the student outcome goals specified in Addendum A-3, attached, after the third year of School operation under this Agreement. Termination under this paragraph shall be effective at the end of the then- current school year so long as written notice of such termination is provided no later than thirty (30) days after receipt of the Commissioner of Education's evaluation or the determination of student outcome goals.

4.07 Material Reduction in Students. The District may terminate this Agreement if there is a material reduction in per-student funding available from the State of Texas below the amount for the prior fiscal year. "Material reduction" means a reduction of students by more than five percent (5%) of current funding per student per half day.

ARTICLE V. RELATIONSHIP OF THE PARTIES

5.01 Nature of Relationship. The relationship between the Parties hereto shall be that of contracting parties. OP shall operate as an independent contractor to the District and shall be responsible for delivering the services required by this Agreement. The relationship between and among the Parties was developed and entered into through arms-length negotiations and is based solely on the terms of this Agreement and such contracts and agreements as may be created in the future from time to time between the Parties and reduced to writing.

5.02 No Agency. Neither Party will be the agent of the other Party except to the extent otherwise specifically provided by this Agreement. Neither Party has the express nor implied authority to bind the other Party to any contractual duty other than what is specifically stated in this Agreement. Furthermore, both Parties shall represent to third parties and shall disclaim to such third parties, the extent of that Party's binding authority, which must be approved by the Parties' respective governing boards held in accordance with the Texas Open Meetings Act (appearing in minutes of such meeting) and as agreed to in writing by the Parties.

5.03 No Common Control. Neither Party is a division, subsidiary, affiliate, or any part of the other Party, nor has the right or authority to exercise any common control of any other Party. Nothing herein shall be construed to create a partnership or joint venture by or between the District and the OP.

5.04 Assurance of Independence. The OP and/or the School's governing body shall remain independent of the District. Both OP's and the School's governing bodies are not and shall not be comprised of any members of the District's Board of Trustees, the District's Superintendent, or any staff member responsible for granting this Agreement.

ARTICLE VI. APPLICABLE LAWS

6.01 Compliance with Applicable Law. The Parties shall perform their respective obligations under this Agreement in compliance with Applicable Law. The Parties stipulate that Applicable Law includes, but is not limited to, Title VI of the Civil Rights Act of 1964, as amended; Title VII of the Civil Rights Act; Title IX of the Education Amendments of 1974; Section 504 of the Rehabilitation Act of 1973 ("Section 504"); the Age Discrimination Act of 1975; the Americans with Disabilities Act; the Individuals with Disabilities in Education Act ("IDEA"); the Family Educational Rights and Privacy Act of 1974 ("FERPA"); the Every Student Succeeds Act to the extent specified in the Act; the Texas Education Code to the extent the School is not exempt; record retention laws and conflicts of interest laws under the Texas Local Government Code; the Texas Local Government Code, to the extent it applies to school districts; and any amendments, interpretations, and reauthorizations of the foregoing.

6.02 Scope of Applicable Law. The Parties agree that certain laws and regulations that apply to other schools within the District may not apply to the School or its operation as a consequence of the grant of a campus charter under Texas Education Code, Chapter 12. The Parties further agree that, except as provided in this Agreement, as identified in Addendum A-2, or required by Applicable Law, no provision, rule, or guideline of Texas law otherwise applicable to a governing body or school shall apply to the School or its operation.

6.03 Immunity. Nothing contained in this Agreement shall be read to waive the immunity granted by TEC, Chapter 22, Subchapter B, and TEC, Chapter 12, Subchapter C.

ARTICLE VII. GOVERNING POLICIES

7.01 Limitation on Authority. An educational or administrative service necessary for operation of the School, but not specifically reserved for the District to provide under this Agreement, shall be provided and solely managed by OP insofar as such delegation is permitted by state and federal law. A service is provided by OP if OP performs the service, contracts for its performance, or otherwise ensures and oversees provision of the service. Neither this paragraph nor this Agreement prohibits the District from contracting with another entity for the provision of services for the campus. Any and all services contracted for or performed for the School must be made in accordance with the responsibilities detailed in this Agreement.

7.02 Policy Election. OP shall operate in accordance with the District's Charter Policy specified in Addendum A-1 and other policies specified in Addendum A-2, as they currently exist or as they may be amended, so long as any such amendment does not constitute a Material Breach of this Agreement. If both Parties agree that an amendment amounts to a Material Breach, then the Parties may agree to operate under a prior (non-amended) policy so long as the prior policy is in compliance with the then-current Applicable Laws.

7.03 Adoption and Publication of School Policies. OP's Board of Directors shall research, draft, and adopt policies addressing matters not specified in Addendum A-2, attached to this Agreement, at a meeting open to the public. OP shall have the final decision in adopting policies applicable to the School, other than the policies specified in Addendum A-2. All policies adopted by OP shall comply with Applicable Law. OP shall also provide drafts of proposed policies or proposed amendments to policies currently in effect to the District for review and comment no later than 30 days prior to the meeting at which the policies are to be considered for adoption or amendment. OP will publish adopted policies and District Board Policies applicable by law or by election under this Agreement on the School's website.

7.04 Future Waivers and Exemptions. Pursuant to 19 TAC§ 97.1075(d)(6), the School is exempt from laws and rules to the fullest extent allowed by TEC, Chapter 12, Subchapter C, and is exempt from all District policies except for laws, rules, and policies that are specifically identified as applicable to the School in this Agreement and/or incorporated by reference herein. The Parties will collaborate in applying for waivers from any restrictions imposed by Applicable Law when it is jointly determined that such waiver would expand opportunities for students enrolled in the School. If the District is relieved from compliance from certain state or federal law or regulation through a waiver, adoption, or amendment of a local innovation plan under Chapter 12A, Texas Education Code, the School is automatically relieved from compliance regardless of whether such relief is addressed in this Agreement. Further, if a waiver from a local policy, procedure, protocol, or other requirement is granted to another school in the District that serves students at the same grade levels offered at the School, and the policy is not waived by this Agreement, the waiver applies to the School unless the District notifies the School otherwise in writing within 60 days of the waiver's application to the other school(s).

ARTICLE VIII. PERFORMANCE REQUIREMENTS

8.01 Student Outcome Goals. The primary responsibility of OP under this Agreement is to ensure that the

annual student outcome goals specified in Addendum A-3, or as amended, are achieved. Prekindergarten performance objectives may be based on TEC § 29.154, (which includes, but is not be limited to, diagnostic reading and the number of kindergarten students who were enrolled in the School's prekindergarten program in the previous school year), and/or 19 TAC § 102.1003(c), (d) (which lists the Texas Prekindergarten Guidelines). Student outcome goals shall be evaluated as to their developmental appropriateness. Additional objectives as well as a timeline may be developed for charters established at campuses that do not meet state accountability standards.

8.02 Performance Measurement. Methods, and Timeline. The Parties agree that achievement of annual student academic and financial performance targets agreed upon by the Parties and specified in Addendum A-3 will be determined using the methods, indicators, and timelines specified in that Addendum.

8.03 Performance Consequences. The Parties agree to specific consequences in the event that the OP does or does not meet the annual academic or financial performance expectations and goals described in Addendums A-3.

8.04 Responsibilities of OP Governing Board. The governing board of OP agrees that it is responsible for ensuring that OP achieves performance goals specified in Addendum A-3 and is obligated to oversee management of the School and intervene as required to ensure that performance goals are achieved.

8.05 Monitoring Performance. The District shall retain the right to monitor the performance of the School and OP under Addendum A-3.

ARTICLE IX. RESPONSIBILITIES

9.01 OP Responsibilities: The OP shall have the sole authority over matters involving academic curriculum and the instructional program (except for Special Education as detailed in Paragraph 9.02.2 below). In accordance with Paragraph 11.01, OP shall have sole authority to select, reassign at the School, or request removal by the District of District employees. OP shall have sole authority to hire or terminate OP's employees. OP must employ at least one employee at the School.

9.01.1 *Administration.* OP shall select and manage the School's Campus Chief Operating Officer, Principal, Assistant Principal, and any other role designated as an administrator, who may be employed by either the District or OP.

9.01.2 *Teaching Staff.* OP shall select and manage the School's teachers, teaching assistants, para-professionals, curriculum specialists, program coordinators, and any other academic instructional role, who may be employed by either the District or OP.

9.01.3 *Miscellaneous Instructors.* OP shall also select and manage the School's guidance counselors, librarians, extracurricular activity instructors, physical education instructors, and any other role directly involved in overseeing/creating academic curriculum, who may be employed by either the District or OP.

9.01.4 *Perimeter Lawn Area and Playgrounds.* OP shall maintain and repair only the School Campus' immediate perimeter of the building and the two smaller playgrounds located on the School Campus. Upon seeking written approval from the District, OP may decide to enhance the School's playgrounds with an addition and shall be responsible for funding any addition. The District shall give reasonable and timely approval for any such addition.

9.01.5 *Landscaping.* OP shall provide any necessary or desired landscaping for the School. Any changes to the current landscaping are subject to receiving written approval from the District. The District shall give reasonable and timely approval for any such addition.

9.01.6 *Signage.* OP shall maintain the School's signage. Subject to written approval from the District, OP may change or add to the School's signage at OP's expense. The District shall give reasonable and timely approval for any such addition.

9.01.7 *Building Operations.* Subject to written approval from the District, OP shall be able to alter the operations rooms within the School. For example, OP shall be able to make an existing office a classroom and vice versa. The District shall give reasonable and timely approval for any such addition.

9.01.8 *Substitute Teachers.* OP shall provide substitute teachers to the School as necessary.

9.01.9 *Health.* OP shall select the School's nurse and/or any other health care provider located on the District's premises.

9.01.10 *Bilingual Support and Assessment.* Pursuant to TEC § 12.056(b)(E), OP shall comply with TEC, Subchapter B, Chapter 29, and any bilingual support and assessment requirements (e.g. the Home Language Survey) that the District must comply with relating to the identification of bilingual speakers and shall select any necessary or desired bilingual support and assessment assistance needed at the School.

9.01.11 *Miscellaneous.* OP shall staff and oversee the School's registrar, secretaries, accounting staff, purchasing staff, human resources staff, and other administrative support staff.

9.02 **District Responsibilities:** The District shall maintain control of and shall be responsible for some non-academic and non-curriculum staff and personnel, which includes but is not limited to the below. The amount the District retains for these services may not exceed the District average cost per student for similar services rendered.

9.02.1 *Maintenance:* Subject to 9.01 above, the District shall maintain the School Campus and Facilities by overseeing and contracting for the maintenance of the campus via necessary repair work. Subject to 9.01 above, the District shall also be responsible for any improvements it deems necessary or desires to add to the School. The District shall maintain the remainder of the School Campus (that OP is not maintaining as detailed in 9.01.4), which includes the large open field at the eastern end of

the property. The District shall also provide regular pest control services.

9.02.2 *Record Keeping*: The District shall appoint and employ the personnel responsible for maintaining necessary records, which shall include, but not be limited to, student attendance, and State and Federal funds accounting.

9.02.3 *Food Services*. The District shall provide food and cafeteria services to the School in the manner detailed in this Paragraph. Food Services shall be provided by the District on an annual basis effective July 1st of each year during the term of this Agreement. The District shall serve food to students who are able to eat solid foods. OP understands that prices may vary depending on the students' program involvement. OP shall select an independent contractor of its choosing to provide food for non-solid-food eating students. The District will not be responsible for any meals served to ineligible students by the District's food service vendor. OP is responsible for the distribution and collection of meal applications for all students. OP fully understands that if ineligible School students eat District-provided food, OP shall bear the full responsibility for payment of those meals.

9.02.5 *Utilities*. The District shall provide the utilities and an alarm system for the School and shall ~~withhold funds invoice OP~~ for the costs associated with the same.

~~9.02.6 *Miscellaneous*. The District shall staff and oversee the School's payroll department and shall provide the necessary support for payroll.~~

9.03 Shared Responsibilities: In accordance with Paragraph 14.04 below, OP shall be able to select individual services for the District to provide at the average cost per student for similar services rendered. For these individual services, OP selects the service and the District provides the service and/or the District employee to perform the service. The District shall oversee its employees. The below list reflects the individual services OP opted to select from the District, which may be *added to* outside of this Agreement:

~~9.03.1 *Security*. OP shall select a part time traffic control officer who shall be a District employee.~~
The District shall provide security monitoring of the facilities, as well as will send emergency personnel as needed.-

9.03.2 *Transportation*: OP shall select from the District any and all necessary transportation to and from the School and school related activities and to and from the School and a regular student transportation route.

9.03.3 *Special Education*: OP shall provide select District employees to provide necessary Special Education services. OP shall determine whether any potential eligible District-enrolled Special Education student's goals, objectives, modifications, accommodations, related services, behavior interventions and supplementary aids and services (i.e. "Individualized Education Program" or "IEP") can be implemented at the School. If OP determines the School cannot meet the potential student's IEP, then OP shall notify the District and the District shall place the student at the appropriate school located in the District. The District shall have authority to operate, maintain, oversee, and intervene

in the School's Special Education program, which OP shall comply with in accordance with State and Federal laws, including but not limited to the IDEA and Section 504. The District shall retain final say in Special Education matters. It is OP's responsibility to notify any parent of a child with a suspected disability. This Paragraph also applies to infants and toddlers under 20 U.S.C. § 1431, which allows for the District to enhance development of infants and toddlers with disabilities to minimize their potential for developmental delay, and to recognize the significant brain development that occurs during a child's first three (3) years of life.

ARTICLE X. SCHOOL OPERATIONS

10.01 OP's Governing Board. OP represents that a true and accurate list of its current directors ("Directors") is attached to this Agreement as Addendum A-6. If there is any change to the Directors during the Term of this Agreement, OP shall provide written notice to the District of the change within 30 days. No District Board of Trustees member, Superintendent, or any staff member responsible for granting this Agreement shall be appointed to OP's Governing Board. District staff may not compromise a majority of OP's Governing Board.

10.02 Budgetary Authority of OP. OP has sole authority to approve or amend the budget for the School.

10.03 Campus Chief Operating Officer ("COO"): The ~~Chief Administrator~~ Executive Director of the School shall be the COO, who shall be appointed by the OP. The COO shall oversee the School's day-to-day operations. The COO shall be assigned to record, prepare, disseminate, and maintain meeting minutes. The School's overall educational framework, mission, budgetary approval, and policies shall be developed and adopted by OP with input from the Board of Directors. The School shall be subject to the direction, control, policies, practices, and procedures of the COO, subject to the requirements of this Agreement and input from the Board of Directors. The COO shall ensure that the curriculum meets the requirements of state law, subject to the academic program review and input from the Board of Directors.

10.03.1 ~~Principal~~ Deputy Executive Director. The head of the School shall be the ~~School Principal~~ Deputy Executive Director, who shall be subject to the control of the COO but may be required to report to and attend Board of Directors meetings, if requested.

10.03.2 *OP Employee*. OP shall hire and manage at least one employee at the School, which may be, but is not limited to, the COO.

10.04 Advisory Board. OP's Board of Directors shall appoint an Advisory Board comprised of early childhood professionals in a variety of disciplines, including but not limited to education, health and child development; community members with a demonstrated interest in early childhood education; and at least two (2) representatives recommended jointly by the District's Superintendent of the Schools in consultation with the Chair of the Board of Trustees. This Advisory Board will meet at least quarterly and serve as an advisor to both the Board of the School and its administrative head of school. From time to time, advisors may be asked to serve on task forces and committees to assist OP's Board of Directors. The Advisory Board shall elect a chair and vice-chair and may form its own committees as necessary.

10.05 Grade Levels. Beginning in the 2018-2019 school year the School will serve infants, toddlers and Prekindergarten students. OP shall not change the grade levels previously served at the School without the District's written consent.

10.06 Enrollment Policies. Prekindergarten students who meet the requirements of TEC § 29.153 shall be eligible for free enrollment at the School. Prekindergarten students who do not meet the requirements of TEC § 29.153, shall be eligible for enrollment at the School under TEC § 29.1531. The Parties will collaborate and agree on a process for enrollment of students into the School, which may include an application. In addition to the agreed-upon admission policies, the following applies:

10.06.1 OP is prohibited from discriminatory admission, suspension, or expulsion of a student on the basis of a student's national origin, ethnicity, race, religion, disability, gender, or academic achievement.

10.06.2 Subject to Paragraph 10.07, OP shall give preference for admission to students who were previously enrolled at the School.

10.07 Discipline and Expulsion Policies. Subject to TEC §§ 37.005(c), 37.007(h), OP shall comply with the District's discipline policies. OP understands that TEC §§ 37.005(c), 37.007(h) limits suspension and expulsion of prekindergarten students.

10.08 Schedule. OP will have sole authority in determining the school day, school year, bell schedule, schedule for before and after-school services and for extra-curricular activities. OP's schedule shall comply with the State of Texas' required minutes of instruction. OP agrees to provide this information to the District no later than 45 days before start of school and to confer with the District prior to altering.

10.09 District Meetings, Initiatives. and Training. School staff under the supervision and control of OP will not be required to participate in District training events or other meetings unless directed by OP. OP agrees that all School staff shall comply with and receive training required by Applicable Law.

10.10 Contractor Criminal History Background Checks. The District shall conduct criminal history background checks for all vendors and contractors selected by the District as well as for all District employees. OP shall conduct criminal history background checks for all vendors and contractors selected by OP as well as for all OP employees, or OP may contract with the District for such checks. The District and OP shall adhere to reporting requirements, definitions, and laws further detailed in Paragraph 11. 03.

10.11 Technology Infrastructure; Network Services. The District shall be responsible for providing, repairing, and maintaining technology infrastructure and network services at the School ~~to the extent reasonably necessary to permit OP to establish its own internet and phone service at the School of a standard reasonably comparable to other District schools.~~ The District shall furnish equitable technology equipment to that of the other schools in the district to OP to ensure consistency between the standard equipment and the needs of the School. The District shall also provide proper "cyber" insurance and antivirus to protect OP's data & personnel information. OP shall provide the District with a list of equipment purchased and collaborate with the District to ensure consistency between the standard equipment and the needs of the School. The initial

information technology equipment located at the School as of the commencement of the Term is included in the term "furnishing."

10.12 Media Requests. The Parties agree to collaborate on responses to any media requests or press releases related to the School. The Parties shall collaborate prior to responding to any media request or making a press release and further agree that any statement made will have prior approval by each Party, which shall be reasonably and timely granted. This requirement does not apply to general communications regarding OP or the District that may include references to the School. OP agrees to comply with all Applicable Law and District policies related to photographs, audio, or video recordings of students.

10.13 Communications with Students' Parents. ~~Parties agree to jointly approve a protocol for both general and urgent communications with students' parents within 60 days of the execution of this Agreement.~~ The District shall notify the OP of any communication to be shared with students' parents. OP will distribute the same communication released by the district through electronic media and/or notes home. In the event of a campus emergency, OP will alert the District for information to be distributed as needed.

10.14 Child-Care Licensing. OP is responsible for ensuring that the School meets at least the minimum requirement to comply with applicable child-care licensing standards adopted by the Department of Protective and Regulatory Services under Human Resources Code § 42.042. OP shall bear the financial cost of ensuring compliance with the same.

ARTICLE XI. STAFFING

~~11.01 Employment. All personnel and staff originally employed by the District may apply to be assigned to the School's campus. OP and the District shall have the respective authority to select personnel and staff assignments as detailed and limited by Article IX. However, OP shall have sole authority to determine whether any open positions exist in the School and shall have initial and final authority to approve the assignment of a District employee applicant to the School, irrespective of seniority or other District imposed criteria, as detailed and limited by Article IX. Any and all personnel and staff who apply for and are selected for assignment to the School and who are current District employees shall remain District employees. However, OP shall have authority to supervise, manage, and rescind the assignment of any District employee at the School. Personnel and staff of the School that are employees of the District are eligible to participate in the Teacher Retirement System of Texas ("TRS"); the District shall notify TRS of its eligible employees. However, it has been explained to all assigned staff and all assigned staff understands that they may be subject to separate rules for the School and may be reassigned as determined by the OP. Any and all personnel and staff who were not originally District employees and instead were hired directly by OP for the School, are not District employees and instead are employees of OP. OP's employees are also eligible for the TRS. OP shall notify TRS of its eligible employees who elect to participate in TRS.~~

~~11.02 Documentation. The OP shall explain to the School's Principal and administrative team that District procedures surrounding employment contracts shall be applicable to all District employees, and as such the administration shall document employment and performance concerns in accordance with the District's policies specified in Addendum A 2.~~

11.03 Criminal History Background Checks. Unless contracted for by the District as stated in Paragraph ~~10.12~~ 10.10, OP shall perform all criminal history background checks required by Applicable Law, including without limitation those required for School personnel, applicants, vendors, contractors, and volunteers and shall take action required by law upon completing the background check. OP and the School's employees shall adhere to the laws in Senate Bill 7 in the 85th Texas Legislature and codified in TEC §§ 21.006 and 22.087 and shall adhere to any District policies relating to TEC §§ 21.006 and 22.087. OP shall notify the District of any unlawful conduct or criminal misconduct discovered by or reported to the School's principal, School's COO, or School's Advisory Board within seven (7) business days of notice. OP shall comply with any subsequent investigation by the District as OP understands that the District is bound by the reporting requirements of TEC §§ 21.006 and 22.087. Additionally, OP also understands that the District's Superintendent may investigate and report any educator misconduct that he or she believes in good faith may be subject to sanctions under 19 Administrative Code, Chapter 249 and/or Chapter 247, Educators' Code of Ethics. OP' s failure to comply with this paragraph's reporting requirements shall amount to a Material Breach of this Agreement.

11.04 Child Abuse Reporting. All District and OP employees working at the School shall comply with all Applicable Law governing mandatory child abuse and neglect reporting, including but not limited to the Texas Family Code Chapter 261, TEC §§ 38.004, 38.0041, and the Texas Administrative Code § 61.1051.

11.05 Certified Personnel. The District's personnel assigned to the School shall be certified for the position for which they are assigned unless OP selects a District employee who is not certified for an assignment, and the District agrees to the assignment. OP may directly employ an uncertified person for an assignment.

11.06 Employment Records. OP is responsible for maintaining the employment records for all School Personnel (both District employees and OP employees). The employment records of District employees are the property of the District and OP shall make these employment records available to the District. All employment records of OP employees only are the property of OP.

11.07 Employee Complaints and Grievances. The Parties agree that the District's employees' complaints and grievances will be governed by the District's policies and OP's employees' complaints and grievances will be governed by OP's policies.

11.08 Non-Solicitation. OP agrees it will not solicit or hire any District employees unless and until it receives written confirmation from the District that the employee has been released from any contractual obligations with the District. The District agrees it will not solicit or hire any employee of OP unless it receives written confirmation from OP that the employee has been released from any contractual obligation with OP. Nothing in this Agreement alters the nature of OP employees or changes the employment relationship between any employee and his/her employer.

11.09 Teacher Retirement System. An employee of the OP is eligible for membership in and benefits from the Teacher Retirement System of Texas if the employee would be eligible for membership and benefits if holding the same position at any Texas public school.

~~11.10 District Non-Renewal. For purposes of personnel and employment decisions under Article XI of this Agreement, OP shall notify the District at least thirty (30) days prior to the District's non-renewal deadline which District employees will not be accepted or asked to return to the School for the following school year.~~

~~11.11 Replacement Personnel. If OP opts to remove a District employee from his/her assignment at the School during the School's academic year, any replacement employee hired by OP shall be paid from the 95% of OP's SB-1882 Funds as detailed in Paragraph 14.03.~~

11.12 Nepotism Restrictions. The School shall comply with all nepotism restrictions as more fully described in **Addendum A-7**, including its ATTACHMENT, both of which are attached to this Agreement. All persons employed by School prior to the effective date of this Agreement will be considered grandfathered in and exempt from nepotism restrictions.

ARTICLE XII. ACADEMIC PLAN

12.01 Curriculum and Program. OP will have sole authority to approve all curriculum decisions beyond the minimum requirements in TEC 29.1532 (relating to Prekindergarten Program Requirements), lesson plans, instructional strategies, and instructional materials, as defined in TEC, §31.002(1), to be used at that campus. This authority includes sole authority over educational programs for specific, identified student groups, such as gifted and talented students, students of limited English proficiency, students at risk of dropping out of school, and other statutorily defined populations.

12.02 Educational Plan. OP will implement the education plan described in its proposal to operate the School, attached as Addendum A-3. OP will ensure that curriculum satisfies the minimum requirements outlined in TEC § 29.1532. OP agrees to notify the District of any significant alteration of this plan.

12.03 Selection of Instructional Materials. OP has sole authority to select instructional materials (as defined in TEC, §31.002(1)) for the School and any other standards that may be required under Applicable Law.

12.04 Assessments. OP has sole authority over the selection and administration of student assessments not required by state or federal law.

12.05 Extracurricular Programming and Participation. Students enrolled at the School may join any extra-curricular activity offered to District students to the same extent as other students so long as participation does not interfere with the School's schedule, tutorials, or other parts of the program as determined by the OP School leader and so long as such enrollment adheres to the rules and guidance of the University Interscholastic League ("UIL").

12.06 Student Behavior. Students enrolled at the School will be required to follow the District's Code of Student Conduct. OP reserves the right to develop its own Code of Student Conduct. OP agrees that it will not modify expulsion provisions without consent of the District and agrees to notify the District of any other modification in writing at least 60 days in advance of implementation. OP agrees that a student shall not be suspended or expelled from the School for attendance or academic performance reasons.

12.07 Due Process. OP will cooperate with the District to ensure that due process is afforded with respect to student removals and expulsions.

ARTICLE XIII. FACILITIES

13.01 Facilities. The District shall provide facilities, in the form of classrooms, office furniture, equipment, and storage areas for the School at the cost detailed in Article XIV. The parties may expand or reduce the amount of space allotted to use by OP during the term as mutually determined and agreed upon by the parties. Facilities do not include classroom materials (e.g. books, notepads, pencils, etc.) or any other resources needed for the School's academic curriculum.

13.02 Ownership. The Parties acknowledge that all Facilities are owned by the District.

13.03 Permitted Use. Beginning on August 1, 2018 ("Possession Date"), and during the Term of this Agreement, OP may use and occupy the Facilities solely for the operation of the School as permitted by this Agreement and Applicable Law. To the extent OP wishes to use the Facilities for educational activities, separate from the School but associated with its educational purposes, OP must seek approval from the District, and such approval shall not be unreasonably denied but any costs for such facility use shall be reimbursed to the District by OP. Any use of the Facilities by any other individual, group, or organization shall be governed by the District's facilities use policies. Prior to the Possession Date, the District may provide OP access to certain District facilities as requested by OP in order to allow OP to conduct job fairs, assess facilities, and take other reasonable steps necessary to prepare for the implementation of this Agreement.

13.04 Furniture and Equipment for Classrooms and Instructional Areas. In consultation with OP regarding the furniture and equipment needs of the OP classrooms, the District, ~~in the first year of the agreement for the term of this agreement~~, will supply existing chairs, desks, bookcases, bookshelves, file cabinets, computer tables, conference tables, and other furniture as reasonably required for the School. Such furniture and equipment will be substantially the same as furniture and equipment provided in other classrooms for the same grade level and/or same subject at the District. Such furniture and equipment do not include classroom materials (e.g. books, notepads, pencils, etc.) or any other resources needed for the School's academic curriculum. OP also may furnish other furniture, fixtures, and equipment, at OP's cost and expense, as OP determines what is needed to implement the Program. The title to all furniture and equipment supplied by the District for use by OP remains vested in the District. The title to all furniture and equipment purchased with federal, state, or local funds for use by OP at the School remains vested in the District. The title to all furniture and equipment provided by OP with funds other than funds received from this Agreement remains vested in OP. OP and the District shall tag and identify their respective property so that ownership is clear. Each Party shall maintain an inventory list of all of its assets ~~[we think we should define "assets" assets" will be defined as an equipment with value >\$1000]~~ located at the School.

13.05 Fixtures and Alterations. OP may attach non-permanent materials and fixtures to the walls of the School's classrooms but may not make any other alterations (including adding/removing fixtures) in or to the School's classrooms or any other part of the District's facilities used by OP that would alter the walls, floors, or any other permanent structure of the District's premises without written consent of the District.

13.06 Order and Maintenance. Subject to Paragraph 9.02.1, OP shall keep the School classrooms and any other portion of the District's premises, such as office space and storage area used exclusively for OP in a neat and orderly manner. Both Parties shall comply with the Applicable Laws regarding standards of safety and health

of students. The District shall be responsible for routine maintenance and major repairs of the School including, upgrades, HV AC equipment, roof repairs, and parking lot repairs. The District shall maintain all other portions of the School in a neat and orderly manner. OP shall immediately (no later than 12 hours of discovery) notify the District of any immediate and urgent repairs needed at the School.

13.07 Insurance Coverage. In addition to the requirements of Article XV below, each Party, at its own expense, shall maintain its own insurance throughout the Term of this Agreement. The insurance required under this Agreement shall be bound to the following:

13.07.1 Comprehensive or commercial general liability insurance for not less than \$1,000,000 (combined single limit for bodily injury and property damage per occurrence and in the aggregate). Each Party may elect to carry what other insurance that Party decides is necessary or advisable for its obligations under this Agreement. Such insurance shall be written to cover claims incurred, discovered, manifested, or made during or after the Term:

- i) Automobile insurance to cover losses for motor vehicles accidents by that Party; and
- ii) Workers Compensation insurance as may be required by Applicable Law for that Party.

13.07.2 The District shall obtain and maintain property insurance for the School as it deems necessary and advisable to carry. Each Party may elect to carry insurance to insure its own personal property located at the School. The District shall have no obligation to replace, repair, or compensate OP for any loss affecting OP's property, trade fixtures, furniture, equipment, playgrounds which OP is responsible for under Paragraph 9.01.4, or other installations or for any physical or personal injuries, losses, or damages to or sustained by OP, its agents, invitees, OP's improvements, equipment, or personal property.

13.07.3 Neither Party will be responsible for the negligence or liability of the other Party.

13.08 Surrender of the Facilities. On the termination of this Agreement, OP shall leave the Facilities in good condition and repair. OP shall return and surrender to the District all exterior door keys, interior door keys, mail box keys, security access cards, and improvements that were provided to OP by the District. The obligations under this Section shall survive the termination of this Agreement.

ARTICLE XIV. FINANCIAL MATTERS

14.01 Payment Sources & Structure. The Parties understand that this Agreement allows for the School to receive the District's usual funds from the State's Foundation School Program ("FSP Funds") that all eligible students within the District receive, and to receive *additional* SB 1882 funds ("SB 1882 Funds") for those eligible students due to this partnership Agreement.

14.02 FSP Funds. FSP funds are based primarily on the weighted average-daily-attendance ("WADA") allocation received by the District under TEC Chapter 42, Tiers I and II for eligible students enrolled in the District and in actual attendance at the School. The Parties understand and agree that the District shall retain

the ~~necessary FSP Funds and~~ federal funds to pay for the educational and support services that the District is required to provide under Paragraph 9.02 of this Agreement. ~~For operational services,~~ which include but are not limited to: transportation; utilities; normal/regular maintenance and repairs; special education; District employees assigned to the School; School security; crossing guards; and food services. ~~the District will invoice the OP on a quarterly basis starting October 15th, with 15 day terms. The District also agrees to give the Business Manager of the OP, view only access to Skyward for the purpose of checking the accrued expenses for both validation and forecast.~~ The amount the District retains for these required services may not exceed the District average cost per student for similar services rendered. Any unused FSP Funds or federal funds, which OP is legally able to receive, shall be held by the District in a designated account for the School and spent in accordance with the budget and at OP's direction. [Note for MAYA - we want to change this to reflect the "flow thru" of FSP funds from the district to the OP (i.e., the District is not going to retain funds to offset expenditures – we will give them 100% of their funds and the OP will reimburse the District. This approach should be reflected in all subsequent funding sections].

14.02.1 *Instructional Materials Allotment.* The Instructional Materials Allotment attributable to the School shall not be included in FSP Funds calculation and shall be held by the District in a designated account for the School and spent in accordance with the budget and at OP's direction

14.03 SB 1882 Funds. The Parties agree that the District shall withhold no more than 5% of all SB 1882 Funds annually for District administrative services, including mandatory state and federal reporting and data system administration and authorizing oversight. Itemization and cost of administrative services for 2018-2019 are set forth in Addendum A-5, attached. The Parties understand and agree that SB 1882 Funds are separate from the FSP Funds retained to pay for educational and support services. The remaining 95% of SB 1882 Funds shall be held by the District in a designated account for the School and spent in accordance with the budget and at OP's direction. The Parties also agree that OP shall be limited to spending no more than 5% of its SB 1882 funds on its operations outside of the School. Both Parties acknowledge and agree that the goal of this Agreement is to focus effort, money, assistance, and aid to the School's students.

~~14.03.1 *Facilities Allotment.* In addition to the 5% of the SB 1882 Funds retained by the District, the District shall retain the portion of the SB 1882 Funds designated as Facilities Allotment funds, and shall use such funds to pay for bonds, maintenance, and/or the renovation of the School Facilities.~~

~~14.04 Individual Service Pricing. The District shall annually publish a service menu and price list for educational and support services other than or in addition to what the District is required to provide under Paragraph 9.02. The service menu shall be an extension of Paragraph 9.03 and not a replacement of Paragraph 9.03. The District must publish its service menu no later than April 1 for the following school year. Such additional services may include but are not limited to: professional development; participation of School students in extra-curricular activities; transportation for field trips; and transportation or food services needed on days in which the District is not operating (if the School operates on a different schedule than other District schools). Prices will be stated in a per pupil, per square foot, or per day basis format. Prices will be the at cost prices for District schools.~~

~~14.05 Distribution of Funding Allocation. Payments of the funding allocation set forth above shall be made in~~

monthly installments on the 15th day of each month during the term, commencing on September 15, 2018 and shall be held by the District in a designated account for the School and spent in accordance with the budget and at OP's direction. Payments shall be issued on an average monthly basis, based initially on a projected first-year enrollment of ___ students at an estimated ___ attendance rate; an estimated ___ Limited English Proficient ("LEP") students; and an estimated ___ economically disadvantaged students, given to the District by April 30th over 142 equal periods, provided that the 11th payment may be withheld by the District to allow for any required adjustments for the reasons stated below. The estimated weights will be adjusted to actual weights for purposes of determining the compensation hereunder and the amount of the 11th month payment. The 11th payment shall not be withheld for more than 30 days, and if the District is unable to determine the actual weights within 30 days after the 11th payment is initially due, it shall make such payment based on estimated weights as described above; any adjustment determined thereafter shall be held by the District in a designated account for the School and spent in accordance with the budget and at OP's direction upon such determination if warranted, or shall be withheld in 10 equal amounts from the next payment due to OP if the final determination indicates an overpayment based on actual weights. In the event that the 15th shall fall on a Saturday or Sunday, payment shall be made on the following Monday. In the event that the 15th shall fall on a holiday, payment shall be made on the preceding day or preceding Friday as applicable.

14.06 Limitations. Payment shall be issued contingent on current Average Daily Attendance ("ADA") and Full Time Equivalent ("FTE") records (as applicable) in balance ten (10) days after receipt of the monthly invoice for the periods covered in this Agreement and submitted to the District. In no case shall the District be obligated to pay any amount for students not included in the District's eligible ADA count to the Texas Education Agency. Notwithstanding any terms herein to the contrary, the District's obligation to compensate OP is expressly subject to the receipt, adjustment, or modification of funds by the District from the State of Texas specifically allocated for those eligible students in attendance at OP. In the event that such funding is not received or reduced, the District shall not be obligated to OP in any amount, and OP may terminate this Agreement, and any prior payments made by the District shall be retained by OP in consideration of and as payment for educational services provided up to the date of such termination. This paragraph shall not be construed to relieve the District of any responsibility or obligation to OP if the District fails to receive funding as a result of a failure by the District or its agents or contractors to fulfill requirements necessary for securing funding from the State of Texas.

14.07 Procedure for Initiating Payment. By April 30 of each calendar year under this Agreement, OP shall submit its projected enrollment for the upcoming school year to the District, which shall use the projected enrollment to calculate the monthly payments for the next school year, adjusted by OP for any agreed-upon program changes. For the second year of School's operation, attendance rates and percentages of LEP and economically disadvantaged students shall be calculated based on actual figures from the first year of operation. For the third year and succeeding years, attendance rates and percentages of LEP and economically disadvantaged students shall be calculated based on an average of the prior two (2) years.

14.08 Refund upon Termination. In the event of termination during the Term of this Agreement, OP agrees to refund to the District within ninety (90) days of the date of termination, all advanced but unearned funds.

14.09 Federal and State Grants. In addition to the funding described above, OP may also be eligible for Federal

entitlement grants, such as Title I, as approved by the Federal granting agencies and the State. Such funding must be spent as approved and designated by Federal and State agencies. OP admits knowledge of and agrees that the District's obligation hereunder for payment of Federal and/or State grants is limited to and expressly subject to receipt of any funds from the Texas Education Agency. In the event the District is ever required to refund any funds received from TEA specifically designated for any Federal or State grant program, then it is understood and agreed that OP shall be liable for and shall refund such amounts received. If OP obtains a federal of state grant specifically for the School and for a cost originally assigned to the District, OP shall use the grant money for the cost and the District shall not pay for the cost.

14.10 Contracting, Purchasing and Procurement. OP may establish school-level systems for obtaining, contracting with, and paying its vendors for goods it acquires and services it provides under this Agreement. OP will ensure compliance with applicable state and federal contracting and payment laws. OP reserves the right to contract for any services it deems beneficial in operation of the School.

14.11 Accounting and Audits. OP shall comply with generally accepted fiscal management and accounting principles. The Parties shall comply with the financial performance goals detailed in Addendum A-3, which shall include, but is not limited to a completion of OP's annual financial report, receipt of an unqualified audit opinion, and specific consequences in the event that OP does not meet the financial performance goals. In addition to any audits required by Applicable Law, OP shall submit to the District within 180 days following the end of each fiscal year ~~during the Term of this Agreement starting with the 2nd completed fiscal year,~~ financial statements audited by an independent certified public accountant. ~~The OP will provide the District with the financial audit from the first Fiscal Year of this Agreement, but will not include any Federal Funding so the 180 day timeline does not apply.~~ The District shall also retain the right to conduct its own campus audit of the School and annual audit of OP as it deems necessary. OP agrees to comply with all rules, regulations, ordinances, statutes, and other laws, whether local, state or federal, including, but not limited to, all audit and other requirements of the Single Audit Act of 1984. In the event an audit occurs and any expenditures relating to this Agreement are disallowed, OP agrees to reimburse the District immediately for the requisite full amount.

ARTICLE XV. RECORDS AND REPORTING

15.01 Records Management System. The District shall maintain a records management system that conforms to the system required of school district under the Local Government Records Act, Section 201.001 *et seq.*, Local Government Code, and rules adopted thereunder; provided, however, that records subject to audit shall be retained and available for audit for a period of not less than five (5) years from the latter of the date of termination or renewal of this Agreement.

15.02 State and Federal Reporting. OP shall report timely and accurate information to the District as necessary for the District to comply with all applicable state and federal requirements. OP shall report information in the manner requested by the District and correct any demonstrable errors as requested by the District, provided that the manner of reporting or correction requested is not unduly burdensome to OP.

15.03 Lawful Disclosure. To the extent that OP or the District will come into possession of student records and

information, and to the extent that OP or the District will be involved in the survey, analysis, or evaluation of students incidental to this Agreement, both parties agree to comply with all requirements of the FERP A and the Texas Public Information Act. In the event that the District is required to furnish information or records of the School pursuant to the Texas Public Information Act, OP shall furnish such information and records to the District, and the District shall have the right to release such information and records. Either OP or the District may object to disclosure of information and records under FERP A or the Texas Public Information Act.

ARTICLE XVI. INTELLECTUAL PROPERTIES

16.01 Proprietary Materials. Each of the Parties shall own its own intellectual property including without limitation all trade secrets, know-how, proprietary data, documents, and written materials in any format. Any materials created exclusively by the District for the School shall be owned by the District, and any materials created exclusively by OP for the School shall be OP's proprietary material. The Parties acknowledge and agree that neither has any intellectual property interest or claims in the other Party's proprietary materials. Notwithstanding the foregoing, materials and work product jointly created by the Parties shall be jointly owned by the Parties and may be used by the individual Party as may be agreed upon by both Parties from time to time.

16.02 Name. OP owns the intellectual property right and interest to the name "Moody Early Childhood Center." The Parties agree that the name "Moody Early Childhood Center" may be used by either Party during the Term of the Agreement. The Parties agree that after the expiration or termination of this Agreement, the District shall not use the name "Moody Early Childhood Center" for its own individual purposes.

ARTICLE XVII. INSURANCE

17.01 Insurance Coverage. OP shall secure and keep in force during the Term of this Agreement commercial general liability insurance coverage, including contractual coverage, automobile liability insurance coverage, and sexual misconduct and molestation coverage, with minimum liability limits of \$1,000,000 per occurrence, with a \$2,000,000 annual aggregate. The District is to be named as an additional insured under such coverage for any liability arising, directly or indirectly, under or in connection with this Agreement, or with regard to the operations of the School or any event arising therefrom. The District shall maintain casualty insurance on the Facilities and on its personal property and commercial general liability coverage applicable to any services it provides at the School, in substantially the same manner as it maintains such insurance with respect to other District schools. OP shall also maintain (a) broad form casualty coverage for all personal property located or used at the School, including the Furnishings, which coverage shall be on a full replacement value basis, and (b) worker's compensation insurance to the extent required by the laws of the State of Texas. Any deductible or other similar obligation under OP's insurance policies shall be the sole obligation of OP and shall not exceed \$25,000. Notwithstanding the foregoing requirement regarding insurance coverage, the District shall have the right to self-insure part or all of said insurance coverage in the District's sole discretion. In the event that the District elects to self-insure all or any part of any risk that would be insured under the policies and limits described above, and an event occurs where insurance proceeds would have been available but for the election to self-insure, the District shall make funds available to the same extent that they would have been available had such insurance policy been carried.

17.02 Form of Policies. All of OP's insurance policies shall be issued by insurance companies qualified to operate in Texas and otherwise reasonably acceptable to the District. Such policies shall name the District, and such other related parties as the District elects, as additional insureds. Evidence of insurance shall be delivered to the District on or before the Possession Date, and thereafter within thirty (30) days prior to the expiration of the term of each such policy, or immediately upon OP's obtaining a new policy. Such coverage may be maintained under a blanket insurance policy of OP.

17.03 Evidence of Insurance. Upon request, a Party will furnish a certificate of insurance to the other Party evidencing the required coverage within thirty (30) days after the Possession Date of this Agreement and annually thereafter. Each Party will provide to the other Party notice of any cancellation or material adverse change to such insurance within thirty (30) days of such occurrence.

17.04 Cooperation. To the extent that it is reasonably practicable, each Party will comply with any information or reporting requirements required by any of the other Party's insurers.

17.05 Insurance Companies. All insurance coverage described in this Article shall be obtained from companies that are authorized to do business in the State of Texas.

ARTICLE XVIII. INDEMNIFICATION

18.01 OP AGREES TO COMPLY WITH THE FOLLOWING INDEMNITY PROVISION:

OP covenants and agrees to FULLY INDEMNIFY, DEFEND and HOLD HARMLESS, the DISTRICT and the elected officials, employees, officers, directors, volunteers and representatives of the DISTRICT, individually and collectively, from and against any and all costs, claims, liens, damages, losses, expenses, fees, fines, penalties, proceedings, actions, demands, causes of action, liability and suits of any kind and nature, including but not limited to, personal or bodily injury, death and property damage, made upon the DISTRICT directly or indirectly arising out of, resulting from or related to OP'S activities under this AGREEMENT, including any acts or omissions of OP, any agent, officer, director, representative, employee, consultant or subcontractor of OP, and their respective officers, agents employees, directors and representatives while in the exercise of the rights or performance of the duties under this AGREEMENT. The indemnity provided for in this paragraph shall not apply to any liability resulting from the negligence of the DISTRICT officers or employees, in instances where such negligence causes personal injury, death, or property damage. IN THE EVENT OP AND THE DISTRICT ARE FOUND JOINTLY LIABLE BY A COURT OF COMPETENT JURISDICTION, LIABILITY SHALL BE APPORTIONED COMPARATIVELY IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, WITHOUT, HOWEVER, WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO THE DISTRICT UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW. The provisions of this INDEMNIFICATION are solely for the benefit of the Parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity. OP shall advise the DISTRICT in writing within 24 hours of any claim or demand against the DISTRICT or OP known to OP related to or arising out of OP'S activities under this

AGREEMENT.

ARTICLE XIX. SERVICE-LEVEL AGREEMENTS

19.01 District Authority. The District has sole decision-making authority regarding the delivery of any service related its responsibilities detailed in Paragraph 9.02. The District shall coordinate and cooperate with OP to determine dates of contracted service at the School and OP shall allow service contractors on School grounds absent any serious and legitimate complaints or concerns. OP shall inform the District of any service the District provides that is not complaint with Child Care Licensing requirements. The District understands that OP must comply with these licensing requirements and the District agrees to have its service vendors comply with the same and/or notify OP when the licensing requirements are too burdensome for the District and its vendor(s) to comply with. If the District is unable to have a specific vendor comply with the licensing requirements, then OP may select its own vendor for that specific service.

ARTICLE XX. GENERAL AND MISCELLANEOUS

20.01 Entire Agreement. This Agreement, including all referenced attachments and terms incorporated by reference contains the entire agreement of the parties. All prior representations, understandings, and discussions are merged into, superseded by and canceled by this contract.

20.02 Severability. The parties intend that each provision hereof constitute a separate agreement between or among them. Accordingly, the provisions hereof are severable and in the event that any provision of this Agreement shall be deemed invalid or unenforceable in any respect by a court of competent jurisdiction, the remaining provisions hereof will not be affected, but will, subject to the discretion of such court, remain in full force and effect, and any invalid or unenforceable provision will be deemed, without further action on the part of the parties, amended and limited to the extent necessary to render the same valid and enforceable and reflect the intent of the parties.

20.03 Waiver. No waiver of any provision of this Agreement will be effective unless in writing, nor will such waiver constitute a waiver of any other provision of this Agreement, nor will such waiver constitute a continuing waiver unless otherwise expressly stated.

20.04 Venue and Jurisdiction. OP and the District agree that this Agreement shall be governed by and construed in accordance with the laws of the State of Texas, and all obligations of the Parties created hereunder are performable in Galveston County, Texas. Any action or proceeding to enforce the terms of this Agreement or adjudicate any dispute arising out of this Agreement shall be brought in a court of competent jurisdiction in Galveston County or in the United States District Court for the Southern District of Texas, Galveston Division.

20.05 Governing Law. The laws of the State of Texas, without regard to its conflict of laws provisions, will govern this Agreement, its construction, and the determination of any rights, duties, obligations, and remedies of the parties arising out of or relating to this Agreement.

20.06 Assignment. Except as otherwise provided in this Agreement, neither Party may assign or delegate any

rights or obligations under this Agreement without the prior written consent of the other Party.

20.06 Assignment. Except as otherwise provided in this Agreement, neither Party may assign or delegate any rights or obligations under this Agreement without the prior written consent of the other Party.

20.07 Successors and Assigns. This Agreement will be binding upon, and inure to the benefit of, the parties and their respective successors and permitted assigns.

20.08 Headings and Captions. The headings and captions appearing in this Agreement have been included only for convenience and shall not affect or be taken into account in the interpretation of this Agreement.

20.09 Competition. OP, its subsidiaries, and/or its related entities shall not fund or operate any educational institution in the District's Attendance Area during the Term of this Agreement.

20.10 Days. Any timeline in this Agreement referencing "days" shall mean calendar days.

20.11 Notice. Any notice or communication required or permitted hereunder shall be given in writing, sent by (a) personal delivery, or (b) expedited delivery service with proof of delivery, (c) United States mail, postage prepaid, registered or certified mail, or (d) via facsimile, telegram or e-mail, address as follows:

If to the OP:

Betty Massey, President
Moody Early Childhood Center
1110 21st Street
Galveston, Texas 77550

If to the DISTRICT:

Kelli Moulton, Superintendent of GISD
Galveston Independent School District
3904 Avenue T
Galveston, Texas 77550

Entered into this _____ day of _____, 2018

By: _____
Betty Massey, President
Moody Early Childhood Center

By: _____
Kelli Moulton, Superintendent
Galveston Independent School District

ADDENDUMS REFERENCE

Addendum A-1: District's Charter Policy

- Local policy
- Model district ELA (LEGAL) and ELA (LOCAL) policies can be found here: o <https://tea.texas.gov/Texas Schools/District Initiatives/SB 1882 Implementation Update/>

Addendum A-2: Adopted School Policies

- Local district or operating partner policies and bylaws

Addendum A-3: Student Outcome Goals, Financial Performance Goals, and Performance Consequences

- Please reference the student outcome performance measure template, which can be found here: o <https://tea.texas.gov/Texas Schools/District Initiatives/SB 1882 Implementation Update/>

Addendum A-4: Charter Proposal (Application)

- Model charter application can be found here: o <https://tea.texas.gov/Texas Schools/District Initiatives/SB 1882 Implementation Update/>

Addendum A-5: District Services and Fees

- To be developed locally

Addendum A-6: OP's Governing Board

- List the members of OP's Governing Board at the time this Agreement is entered into

Addendum A-7: Nepotism

- Nepotism Restrictions and Accompanying Attachment

ADDENDUM A-2

The below shall serve as the governing policies for the School partnership between OP and the District. The Parties have reviewed and agreed that the following District Policies shall be applied and enforced at the School (all policies below include Legal, Local, Regulation, and Exhibit, when applicable, and unless otherwise stated):

Note: Not all Districts have adopted all of the following policies; the below list is intended as a template only.

1. Evaluation of Employees: BJCD, DN, DNA, DNB
2. Child Abuse: BQ, DH, DIA, FFG, FFH, GRA
3. Civil Rights: DAA, DIA, FB, FFH, GA, FB, FFH, FN, GRA
4. Code of Ethics: BBD, BBF, CAA, DBD, DH
5. Complaints/grievances: DAA, DGBA, DIA, EFA, GA, GF, FB, FFH, FNAA, FNG
6. Conditions of Employment: DBA, DAA, DBB, DEC, DB, DC, DK, DBE, DBD, DECA
7. Conduct: FO, DH, GKA, FNC, FNCA, FNCA, FNCC, FNCD, FNCE, FNCG, FNCH, FNCI, FO
8. Contracted Bus Services: CAN
9. Criminal Activity: DH, DI, FL, FOD, GRA, DJA, DBAA, GKG
10. Crossing Guards: GRB
11. Custodial Services: CLB, GKD
12. Custodian of Records: CPC, FL, GBA
13. Disabilities: EHB, EHBA, EHBAA, EHBAB, EHBAC, EHBAD, EHBAE, EHBH, FB, DBB
14. For District Employees: DFCA, DCD, DFAA, DCED, DFAA, DFBA, DFCA, DFBA
15. Discrimination: DAA, DAB, DAC, DIA, CS, DAA, DIA, GA, EHBA, FB, FD, FDBA, FFH
16. Drugs: DH, DI, FNCF, FNF, DHE
17. Due Process: DGBA, FNG, GF, DFCA, DFD, DFAA, FOA, FOD, FOE, FOF, BJCE, BJCF, DFBA, DFBB
18. Duty-free Lunch: DL
19. Dyslexia: BQ, EHB, EHBC, EKB, EKC, EI
20. Emergency: BE, CKD, FFAC, FOE, CKC, CH, CKC, FFB, FFE
21. Facilities: DL, GKD, GKA, GKC, CS, CT, CV, CVA, CVB, CVC, CVD, CVE, CVF, CS
22. Fair Labor Standards Act: DEAB
23. FERPA: FL
24. FMLA; CRD, DECB
25. Federal Gun Free School Zones Act: GKA
26. Felony Offenses: BBC, DF, DH, FOC, FOD, GRA
27. First Amendment: BED, CPAB, DF, EFA, EMB, EMI, FMA, FNA, FNAA, GKDA
28. Flag Display: CLE
29. Food Allergy Management Plan: FFAF
30. Food Service: COB, CO, FF A, COA, FF A. CFEA
31. FAPE: EHBA, EHBAA, EHBAB, EHBAC, EHBAD, EHBAE
32. Gender-based Harassment: DAA, DIA, FB, FFH, FNC
33. Grandparent (resident caretaker): CAN, FD
34. Guns: CKC, DH, EHAD, FNCG, FOD, GKA
35. Harassment: DAA, DH, DIA, DIA, FB, FFH, FFI, FNC, DIA
36. HIPPA: CRD

37. Holidays: DED, EB, FEA
38. Homeless Students: CAN, EHBC, EHBD, EHDC, EI, FB, FD, FDC, FFAB, FFC
39. Illness: DBB, FEC, FFAC, FFAD
40. Immunizations: FD, FF AB
41. Inclement Weather: CKC
42. Intellectual Property Rights: CY
43. Juveniles: FODA, FED, EEM, GRAC
44. Law Enforcement: GRA, CKE, GKA, FL, GRA, DH, FFG, FNF, CI
45. Learning Disabilities: EHB, EHBA, EHBAA, EHBAB, EHBAC, EIE
46. Legal Services: BDD
47. Life Skills Program: EHAD
48. Maintenance: CNBA, CLB
49. Metal Detectors: FNF, GKA
50. Minutes from Meetings: BDAA, BE< BEC
51. Nursing Mothers: DGB
52. Office Management: CPA, BBI, CQ, CY, CPAB, CPAA, CPC
53. Records: BBE, DBB, DHE, FFAD, FL, GBAA, CPC, FL, BGA, FBAA, EHBA, EHBAA, EHBAD, EHBAE, EHBAF, FL
54. Records, attendance: FE, FEA, FEB, FEC, FED, FEE, FEF
55. Religious Freedom Restoration Act: FNA
56. Repairs: CNB
57. Retirement: DPB, CFEA

ADDENDUM A-7

NEPOTISM RESTRICTIONS AT CHARTER SCHOOLS

I. NEPOTISM RESTRICTION ON SCHOOL SUPERVISORS

Principals and supervisors at a charter school may hire and/or retain employees at the same school or work location who are related within the first, second, or third degree of consanguinity or affinity. Notwithstanding this provision, principals and supervisors are subject to the prohibition against employees reporting directly or indirectly to their own relatives, as described herein:

A charter school employee shall not be assigned to work in a school, building, or department where the employee reports directly or indirectly to an administrator to whom the employee is related within the second degree by blood or marriage. If such situations develop as a result of marriage, administrative transfer due to reorganization, or similar circumstance, both of the employees involved shall bring it immediately to the attention of the appropriate administrator for resolution.

II. LIMITED NEPOTISM RESTRICTION RELATING TO THE SCHOOL'S CHIEF ADMINISTRATIVE OFFICIAL

There is no restriction against the top administrative official at a charter school, whatever the official title, (e.g., superintendent, president, founder of schools, CEO etc.) from appointing a person, to whom the official is related, to a position at the charter school, whether as an employee or as an independent contractor. However, if the person appointed to a position at the charter is related to the top administrative official by consanguinity (blood) within the third degree or by affinity (marriage) within the second degree, the official shall, before making the appointment, make a determination that the positives of appointing the person outweighs any possible negatives associated with a nepotistic appointment.

ID. LIMITED NEPOTISM RESTRICTION RELATING TO SCHOOL BOARD MEMBERS

There is no restriction against the charter appointing a person, who is related to charter board member, to a position at the charter school, whether as an employee or as an independent contractor. However, if the person appointed to a position at the charter is related to a charter board member by consanguinity (blood) within the third degree or by affinity (marriage) within the second degree, the top administrative official at the school shall, before making the appointment, make a determination that the positives of appointing the person outweighs any possible negatives associated with a nepotistic appointment.

ATTACHMENT TO ADDENDUM A-7

The following illustrations depict the relationships that violate the nepotism restrictions set forth in EXHIBITB.

CONSANGUINITY (Blood Kinship):

Charter School top administrative official or board member is prospective employee's:

First Degree Parent Child

Second Degree Grandparent Grandchild Sister/Brother

Third Degree Great-Grandparent Great-Grandchild Aunt/Uncle Niece/Nephew

AFFINITY (Marriage Kinship): Charter School top administrative official or board member's spouse is the prospective employee.

OR

Charter School top administrative official or board member's spouse is prospective employee's:

OR

Prospective employee's spouse is Charter School top administrative official or board member's:

First Degree Parent Child

Second Degree Grandparent Grandchild Sister/Brother

NOTE: The spouses of two persons related by blood are not by that fact related. The affinity chart supposes only one affinity relationship between the Charter School top administrative official or board member and prospective employee through either of their spouses.