

MEMORANDUM OF UNDERSTANDING
Between
Northside Independent School District
Adult and Community Education Program
&
Boerne Independent School District

The following Memorandum of Understanding (The Agreement) establishes the terms of agreement between NISD Adult and Community Education Program and the Boerne ISD.

WHEREAS, the parties are in the business of providing literacy and related adult educational services to individuals in the community, and such services include High School Equivalency (GED®), Digital Literacy, relevant workforce readiness skills, and college and career transition support.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereby mutually agree as follows:

1. Responsibilities of Parties under this Agreement:

The parties agree that the cost of services provided hereunder shall be contributed as an in-kind contribution to the program, except as noted.

2. Responsibilities of NISD Adult and Community Education Program:

During the term of this Agreement, September 3, 2025 and continues in effect as long as both parties mutually agree, NISD Adult and Community Education Program will:

- 2.1. Provide instruction for English as a Second Language (ESL), High School Equivalency GED® and/or Digital Literacy classes online or in-person and workforce readiness skills with college and career transition support as agreed upon.
- 2.2. Provide coordination and guidance for the adult education program.
- 2.3. Track participant data (i.e. testing scores, attendance and progress)
- 2.4. Provide testing and learning materials to participants.
- 2.5. Provide staff development opportunities for staff providing instruction under this agreement.



- 2.6. Maintain regular communication with the BISD on the status of class and students.
- 2.7. Ensure performance measures compliance by Texas Workforce Commission.

3. Responsibilities of Boerne Independent School District

During term of this agreement, the BISD will provide:

- 3.1. Provide NISD Adult Education outreach/recruitment opportunities to NISD clients.
- 3.2. Outreach and recruitment of no less than 15 students referred annually.
- 3.3. Provide classroom space related to amenities and parking, as warranted by specific classes.
- 3.4. Cost of water, electricity, gas and janitorial services for the classroom at BISD.

4. Duration of Agreement

The MOU shall be effective upon signature by the parties and remains in effect unless or until canceled by either party. A party may cancel this agreement upon written notice to the other party. This agreement is subject to the availability of funding of NISD and BISD.

- 5. Neither party hereto intends to waive its immunities in entering into this Agreement or performing under this Agreement. This Agreement is not intended to be a joint enterprise for the purposes of determining liability.
- 6. This Agreement supersedes all prior agreements, written or oral, between the parties and shall constitute the entire Agreement and understanding between parties with respect to the subject matter hereof.

Northside Independent School District Adult and Community Education Program	Boerne Independent School District
Name: Dr. Susan Cleveland	Name: Larissa Flores
Title: Executive Director	Title: Chief Instructional Officer, Boerne ISD
Signature: 	Signature:

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Name: Dr. Susan Cleveland	Name: Larissa Flores Dr. Kristin Craft
Title: Executive Director	Title: Chief Instructional Officer, Boerne ISD Superintendent
Signature: 	Signature: 

