



2023-24 CONTRACT FOR
GRADS INSTRUCTIONAL Component
Between
NM GRADS System
And
Gadsden Schools

1. **Recital.** Socorro Consolidated Schools (SCS) is the Fiscal Agent for the New Mexico Graduation, Reality, And Dual-role Skills (GRADS) System. Funding for GRADS is provided by a state legislative appropriation, which flows from the New Mexico Public Education Department (PED) through an Inter-Governmental Agreement (IGA). On behalf of the NM GRADS System, and Pursuant to the terms of the IGA, SCS will provide funds for the Gadsden School District (herein referred to as District), for its local GRADS program(s), as the program is described in the GRADS “Scope of Work” with the NM Public Education Department.
2. **Appropriation.** The NM GRADS System provides the sum of up to \$ 40,000 to the District through a direct appropriation from the Socorro Consolidated Schools, to provide GRADS Program instructional services at Desert Pride Academy School. Funds flow on a reimbursement basis and require the district Business Manager to document all expenditures and submit a GRADS “Cash Request / GRADS Reimbursement” form to the NM GRADS State Office semiannually by 12/10/23 and 5/10/24 respectfully. Half of the funds must be spent by December, or your award letter will be reduced by the amount not spent.
3. **The District agrees to:**
 - A. Assure that the GRADS teacher is secondary licensed by NMPED, and it is highly recommended that they are endorsed in Family and Consumer Sciences (FACS), or Health (to ensure that students are counted properly for the STARS reporting). A licensed School Counselor or a Health Care Professional is also acceptable (or another approved teacher with an interest and ability to work with young parents).
 - B. Provide a classroom with a telephone (or cell phone) and a locking file cabinet for the GRADS class.
 - C. Provide a GRADS class (for credit) for expectant and parenting teens. GRADS students will be reported as GRADS students in the STARS reporting system. It is preferred that the GRADS class be a stand-alone

class. The GRADS class can be combined with a child development or health class (the students still should be coded as GRADS in STARS).

- D. Ensure that GRADS teachers in their 1st – 3rd years teaching GRADS attend the New Teacher Orientation /Training on September 7, 2023 at the GRADS state office in Socorro. All GRADS teachers are required to attend the Fall training (Nov 28-19, 2023) and spring training (date TBD) to facilitate the successful implementation/ maintenance of their local GRADS program. Administrators are always welcome to attend GRADS trainings.
- E. The district is encouraged to provide a substitute teacher and a school vehicle (as per school policy) to enable the GRADS teacher to attend required GRADS training and shadowing experiences with other GRADS sites in the state of New Mexico. GRADS funds can be used to pay for a substitute and school vehicle for GRADS-required trainings.
- F. The district is encouraged to allow 1st and 2nd-year GRADS teachers to participate in one GRADS shadowing experience per year of the mentor's classroom.
- G. Allow the GRADS teacher to serve as a resource person to their district schools and be available to make presentations about the local program at such schools.
- H. Allow the GRADS teacher to make annual presentations to local administrators, faculty, and local school board of education regarding their GRADS program and its impact.
- I. Allow the GRADS teacher to establish times for and conduct formal meetings with District Family & Consumer Sciences and Health teachers, SBHC Staff, school nurses, counselors, and GRADS advisory committee members to provide them with updates about GRADS and provide them an opportunity to provide faculty input.
- J. Provide day-to-day supervision and evaluation of the GRADS teacher by the high school Administration in compliance with all District policies, procedures, and regulations. The teacher, an employee of the District, will be eligible to receive the benefits offered to comparable District staff under applicable employment policies of that District.
- K. Return all resources provided by the NM GRADS System to the NM GRADS State Office if the District GRADS site fails to remain self-sustaining.

4. **The District Ensures that the “Local GRADS Teacher” will:**
 - A. **Complete all required GRADS reports** by the “due date”. (Requirements listed in the teacher’s CYA Binder or via the website (<http://www.nmgrads.org/RequiredForms.html>) *ALL required forms must be submitted to the GRADS State office no later than May 31, 2024. Funding for the 2024-2025 school year is contingent upon the submission of the required forms.*
 - B. Provide Documented Case Management of students by providing scheduled conferences, home and hospital visits, referrals to needed community agencies and services, etc.
 - C. Provide student instruction using GRADS-approved curricula and address repeat pregnancies.
 - D. Submit Enrollment/Exit Forms to GRADS State Office and enter the enrollment/exit forms into the online GRADS database. *ALL enrollment/exit forms must be entered and submitted to the GRADS State office no later than June 30, 2024. Funding for the 2024-2025 school year is contingent upon the submission of the enrollment/exit forms.*
 - E. Establish a GRADS Advisory Committee made up of local representatives of agencies and groups concerned about teen pregnancy, parenting, and job training. The local GRADS teacher will furnish the state GRADS office with a copy of the Advisory Committee membership list and minutes of semi-annual meetings. This may be included in the required end-of-the-year reports.
 - F. Maintain a current inventory of the GRADS Implementation Kit, other resources, and supplies provided by GRADS.
 - G. Request and document two to three conferences with the Principal and/or Superintendent, as appropriate, to provide information on student progress, strengths, program successes, challenges, and impact.
 - H. Notify the NM GRADS System of pertinent issues, which have the potential to compromise program stability/sustainability.
5. **The New Mexico GRADS System agrees to:**
 - A. Provide sound fiscal management of the NM GRADS System in cooperation with the SCS business office to assure timely reimbursements to the local District.
 - B. Provide technical assistance (via email, phone, and/or site visit) to GRADS sites to identify strengths, opportunities for enhancement, assess program compliance to GRADS Key Elements and documented program impact; and also to provide feedback to the Principal for performance evaluations of the local GRADS teacher and GRADS program.

- C. Provide ongoing technical assistance for all GRADS components to facilitate the District in “program building” and compliance with the Public Education Department and the NM GRADS System requirements.
 - D. Provide professional development for Local GRADS program staff.
 - E. Provide local program staff with paid hotel accommodations for required GRADS trainings.
 - F. Provide comprehensive resources for all components established at the local site.
 - G. Provide teacher with at least one additional instructional resource annually, as funding allows.
 - H. Provide a GRADS New Teacher training, Fall Training, and Spring Training (as funding allows) to facilitate the GRADS teacher in the development and management of the local program.
 - I. Maintain state and community linkages to foster ongoing support for young parent programs and pregnancy-related issues.
 - J. Compile local/state data annually to analyze GRADS System impact and ensure continual program model improvement.
6. **Compensation.** Socorro Consolidated Schools will pay the District up to \$40,000 to be used toward the salary and fringe benefits of the GRADS Teacher, Case Manager, Fatherhood mentor, supplies, travel, or other identified needs for young parents on a semi-annual reimbursement basis (if all criteria are met).
7. **Indemnity.** SCS will not be responsible for any loss, liability, or expense resulting from the GRADS teacher’s performance of or failure to perform his or her duties. If SCS or GRADS System staff are made or become a party to any legal proceedings because of anything the teacher does or fails to do, the District will indemnify and defend SCS and GRADS staff against any loss, liability, or expense incurred in connection with the proceedings. SCS may choose its own attorney to conduct its defense. This indemnity and obligation arising out of or related to events occurring during the GRADS System’s contractual agreement period with the District will survive and continue after the termination of the GRADS System contract period.
8. **Binding Effect.** This Agreement constitutes the entire agreement of the parties, may be modified only in writing signed by all the parties, is specifically enforceable, is governed by the laws of New Mexico, and binds the parties to the benefit of the parties and their successors and assigns. **A copy of this contract shall be deemed as valid as the original.**



2023-24 CONTRACT
For GRADS INSTRUCTIONAL Component
Between
NM GRADS System
And
Gadsden
School District

Gadsden Schools: Desert Pride Academy

FISCAL AGENT: SOCORRO CONSOLIDATED SCHOOLS

By: _____
 Jeanne Johnston, NM GRADS Director

Date: _____

INSTRUCTIONAL APPROPRIATION GRANTED TO GADSDEN SCHOOLS: Up to \$40,000

(See childcare contract, if applicable)

 Superintendent Date: _____

 School Board President Date: _____

 Principal Date: _____

 GRADS Teacher Date: _____