



Executive Director  
Chief Juvenile Probation Officer  
Matthew "Kyle" Dobbs

## **FORT BEND COUNTY JUVENILE PROBATION DEPARTMENT**

122 Golfview Drive, Richmond, Texas 77469  
(281) 633-7400

**Fax:** (281) 633-7345 – Administration  
(281) 633-7344 – Court/Intake  
(281) 633-7343 – Psychology  
(281) 633-7342 – Detention  
(832) 471-1854 – Data

### **JUVENILE BOARD**

HON. TONI WALLACE  
Juvenile Board Chair  
HON. CHRISTOPHER MORALES  
HON. TYRA McCOLLUM  
HON. JULI MATHEW  
HON. TEANA WATSON  
HON. DEAN HRBACEK  
HON. SURENDRAN PATEL  
HON. STEVE ROGERS  
HON. MONICA RAWLINS  
HON. JANET HEPPARD  
HON. TAMEIKA CARTER  
HON. CHRISTIAN BECERRA  
HON. CHAD BRIDGES  
HON. KALI MORGAN  
HON. K.P. GEORGE

To: Honorable Commissioners Court

Re: Saved by the Bell Truancy Reduction Program

The Fort Bend County Juvenile Board (Juvenile Board) has been collaborating with Fort Bend County (County) and Fort Bend Independent School District (FBISD) since 2008 to address truancy through the Saved by the Bell Truancy Reduction Program. The goal of the program is to apply proactive casework management strategies, together with meaningful interventions, in order to prevent and address truancy issues and increase attendance.

As provided in the agreement, the County will fund six Juvenile Caseworkers through the Juvenile Probation Department Budget and the Juvenile Board will assign six Juvenile Caseworkers to address relevant issues. In return, FBISD agrees to fund the Juvenile Caseworkers in an amount not to exceed \$299,902.

These Juvenile Caseworkers work with Student Attendance Specialists, School Administrator's, Counselors, Social Workers, and Community Resources to address and resolve the social factors behind truancy, provide support, services, and intervention. The Juvenile Caseworkers also act as liaisons to coordinate and provide follow up with Justice of the Peace Courts for students referred civilly for remedial measures.

During the 2022-2023 school year, our Juvenile Caseworkers instituted 7,267 Truancy Intervention Measures including 1,614 home visits. Our Juvenile Caseworkers also provided services to students who were placed on remedial orders through the Justice Courts resulting in improved attendance, increased GPA, and decreased discipline issues.

As you can see, the work of our Juvenile Caseworkers is making a meaningful impact on lives of these students. The collaboration between the Juvenile Board, County, and FBISD is instrumental in preventing and resolving truancy, thereby reducing juvenile delinquency.

Sincerely,

Matthew "Kyle" Dobbs  
Executive Director  
Chief Juvenile Probation Officer  
Fort Bend County Juvenile Probation  
Office: 281-633-7331

STATE OF TEXAS §

§ KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF FORT BEND §

**INTERLOCAL AGREEMENT FOR TRUANCY PREVENTION AND INTERVENTION SERVICES  
BETWEEN FORT BEND COUNTY, FORT BEND COUNTY JUVENILE BOARD AND  
FORT BEND INDEPENDENT SCHOOL DISTRICT 2024-2024**

This Agreement for Truancy Prevention and Intervention Services is made by and between the **Fort Bend County** ("County"), **Fort Bend County Juvenile Board** ("BOARD"), and **Fort Bend Independent School District**, ("FBISD") all governmental entities under the Interlocal Cooperation Act.

**WHEREAS**, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code authorizes governmental entities to contract with each other to perform government functions and services which may include governmental functions in which the contracting parties are mutually interested;

**WHEREAS, County**, the Board and FBISD are mutually interested in the public goals of educational intervention, and truancy and dropout prevention;

**WHEREAS**, schools such as FBISD may enforce compulsory school attendance requirements by applying truancy prevention measures and if the truancy prevention measures fail to meaningfully address a student's conduct, may refer a student to an appropriate court;

**WHEREAS**, the County provides partial funding for, and the Board approves the budget of, the "Saved by the Bell" program which is a pro-active truancy abatement program in the Fort Bend County area administered by and through the Juvenile Probation Department; and

**WHEREAS**, the Texas Code of Criminal Procedure Article 45.056 authorizes a commissioners court, city council, school district board of trustees, juvenile board, or other appropriate authority to permit a county court, justice court, municipal court, school district, juvenile probation department or other appropriate governmental entity to jointly employ or contribute to the costs of a case manager employed by one governmental entity to provide services to prevent and deter truancy conduct.

In consideration of the foregoing and further consideration of the mutual promises, covenants and conditions herein, the parties hereby agree as follows:

I. Scope of Service

- A. As allowed by Texas CCP Article 45.056, the Board, agrees to allow Juvenile Probation Department personnel to be assigned to FBISD students when a judge has

referred the student to the Saved by the Bell program. The specific personnel shall be six (6) case managers whose duties shall be:

1. Assisting the Fort Bend County Justice Courts in administering the court's juvenile docket and in supervising the court's orders in juvenile cases for FBISD students;
  2. Prevention services for FBISD students considered at risk of entering the juvenile justice system; and
  3. Intervention services to FBISD juveniles engaged in misconduct before cases are filed, excluding traffic offenses.
- B. County shall allocate funding for the assigned case managers from the general fund to the Juvenile Probation Department Budget, using the County's regular budget process.
- C. Scheduling and the manner in which services are provided by the case managers shall be determined by the Juvenile Probation Department, with reasonable consideration given to programing requests from FBISD.
- D. It is expressly understood and agreed to by the Parties that:
1. The case managers shall be subject to the management and supervision of the Chief Probation Officer in the same manner as all other juvenile probation department employees, even though they may perform their duties on FBISD property. Such control and supervision includes, but is not limited to: hiring, supervision, discipline, and termination of the case managers; and
  2. The case managers will not be required to perform any FBISD administrative duties; and
  3. The execution of any truancy prevention measures legally required of FBISD is the sole responsibility of FBISD personnel.
  4. Interpretation, application and enforcement of law remains with the Justice Court or the Court entering the Order and is in no way delegated to any other Party as a result of this Agreement.

## II. Duration of Agreement

Unless mutually initiated, cancelled, or terminated earlier with thirty (30) days written notice, the term of this Interlocal Agreement will be from October 1, 2023 through September 30, 2024.

## III. Compensation

- A. FBISD shall be obligated to provide funding in the amount of two hundred ninety-nine thousand nine hundred two dollars (**\$299,902.00**). Funding from FBISD shall be provided to the Fort Bend County Treasurer on or before December 31 of each year during the

term of this Agreement and will be deposited in the Fort Bend County General Fund. Failure of FBISD to provide funding to Board as provided herein may result in the rejection of FBISD students from the Saved by the Bell Program.

- B. The Parties agree that two hundred ninety-nine thousand nine hundred two dollars (\$299,902.00) is fair compensation for the services or functions performed under the Agreement for the services to be provided and must be from current revenues available to FBISD.

IV. Relationship of Parties

The Parties agree that in performing services specified in this agreement, that each is an independent contractor and shall have control of its work and the manner in which it is performed. Neither Party, its agents, employees, volunteer help or any other person operating under this Agreement, shall be considered an agent or employee of the other and neither shall be entitled to participate in any pension or other benefits that the other provides its employees.

V. Notice to Parties

- A. Any notice given hereunder by either party to the other shall be in writing and sent by certified mail, return receipt requested.

- B. Notice to Board shall be sent to:

Fort Bend County Juvenile Board  
ATTN: Chair  
301 Jackson Street  
Richmond, Texas 77469

- C. Notice to County shall be sent to:

Fort Bend County  
Attn: County Judge  
401 Jackson  
Richmond, Texas 77469

- D. Notice to FBISD:

Fort Bend ISD  
Attn: Executive Director of Student Affairs  
16431 Lexington Boulevard  
Sugar Land, Texas 77479

- E. Each party may change the address for notice to it by giving notice of such change in accordance with the provisions of this paragraph.



## VI. Insurance

- A. FBISD shall furnish certificates of insurance to Board evidencing compliance with the insurance requirements hereof. Certificates shall indicate name of FBISD, name of insurance company, policy number, term of coverage and limits of coverage. FBISD shall cause its insurance companies to provide Board with at least 30 days prior written notice of any reduction in the limit of liability by endorsement of the policy, cancellation or non-renewal of the insurance coverage required under this Agreement. FBISD shall obtain such insurance written on an Occurrence form from such companies having Bests rating of A/VII or better, licensed or approved to transact business in the State of Texas, and shall obtain such insurance of the following types and minimum limits:
- B. Workers' Compensation insurance in accordance with the laws of the State of Texas, or state of hire/location of Services, and Employers' Liability coverage with a limit of not less than \$1,000,000 each employee for Occupational Disease, \$1,000,000 policy limit for Occupational Disease; and Employer's Liability of \$1,000,000 each accident.
- C. FBISD agrees to maintain General Liability Coverage with limits of not less than \$1,000,000 per occurrence, \$2,000,000 in aggregate and Policy shall include contractual liability coverage.
- D. Business Automobile Liability coverage applying to owned, non-owned and hired automobiles with limits not less than \$1,000,000 each occurrence combined single limit for Bodily Injury and Property Damage combined.
- E. Board and the members of the Board shall be named as additional insured to all required coverage except for Workers' Compensation and Professional Liability (if required). All Liability policies written on behalf of FBISD shall contain a waiver of subrogation in favor of Board and members of the Board. For Commercial General Liability, the County shall be named as an Additional Insured on a Primary & Non-Contributory basis.
- F. If required coverage is written on a claims-made basis, FBISD warrants that any retroactive date applicable to coverage under the policy precedes the effective date of the Agreement; and that continuous coverage will be maintained or an extended discovery period will be exercised for a period of 2 years beginning from the time that work under the Agreement is completed.

## VII. Indemnification

To the extent allowed by law, FBISD agrees to promptly defend, indemnify and hold County and the Board harmless from and against any and all claims, demands, suits, causes of action, and judgments for (a) damages to the loss of property of any person; and/or (b) death, bodily injury, illness, disease, loss of services, or loss of income or wages to any person, arising out of or incident to, concerning or resulting from the negligent or willful act or omissions of the FBISD, its agents, officers, and or employees in the performance of this Agreement.

## VIII. Governmental Immunity

It is expressly understood and agreed that in the execution of this Agreement, the Parties hereto do not intend to waive, nor shall be deemed to waive, any immunity or defense at law

or in equity, that would otherwise be available to each against claims arising in the exercise of governmental powers and functions, including the defense of governmental immunity.

IX. Miscellaneous Provisions

- A. This Agreement contains the entire Agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this instrument shall be of no force or effect except in a subsequent modification in writing signed by all parties.
- B. This Agreement shall be governed by and constructed in accordance with the laws of the State of Texas.
- C. No assignment of this Agreement or of any right accrued hereunder shall be made, in whole or in part, by either party without the prior written consent of the other party. Venue shall be in Fort Bend County, Texas.
- D. The undersigned officer and/or agents of the parties hereto are the properly authorized officials of the party presented and have the necessary authority to execute this Agreement on behalf of the parties hereto and each party hereby certifies to the other that any necessary approvals have been duly passed and approved and are now in full force and effect.
- E. The parties to this Agreement do not intend by this Agreement that any specific third party may obtain a right by virtue of the execution or performance of this Agreement.
- F. In the event that any one or more of the terms, provisions or conditions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect the other terms, provisions or conditions; and the Agreement shall be construed as if such invalid, illegal, or unenforceable term, provision or condition had never been contained in it.

*{Remainder left blank}*

*{Execution page follows}*

IN WITNESS WHEREOF, the parties hereto have signed or have caused their respective names to be signed to multiple counterparts to be effective on the 8th day of August, 2023.

**FORT BEND COUNTY:**

  
\_\_\_\_\_  
County Judge KP George  
KP George  
County Judge

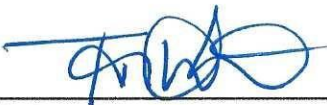
Attest:



  
\_\_\_\_\_  
Laura Richard, County Clerk


Date: August 8, 2023

**FORT BEND COUNTY JUVENILE BOARD:**


  
\_\_\_\_\_  
Chair  
FBC Juvenile Board

Date: 7/27/23

**FORT BEND INDEPENDENT SCHOOL DISTRICT:**

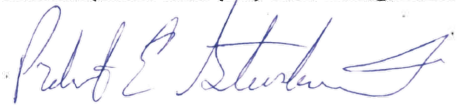
  
\_\_\_\_\_  
Judy Dae, President  
Board of Trustees  
Date: July 24, 2023

Attest:

  
\_\_\_\_\_  
David Hamilton, Secretary  
Board of Trustees

**AUDITOR'S CERTIFICATE**

I hereby certify that funds are available from current revenues legally available in the amount of \$ 299,902.00 to accomplish and pay the obligation of Fort Bend County under this Interlocal Agreement.

  
\_\_\_\_\_  
Ed Sturdivant, Fort Bend County Auditor