



Hidalgo County Head Start Program Policy Council Agenda

DATE: May 20, 2015

SUBJECT: Presentation for Discussion, Consideration and Approval to Enter into a Memorandum of Understanding (MOU) Between Hidalgo County Head Start Program and the Entities Listed on the Attached List

RATIONALE/NEED: Memorandum of Understanding (MOU) is to collaborate with Local Education Agencies, College, the University and Local Community Agencies in assisting the Head Start Children and families.

RECOMMENDATION: Administration recommends approval.

COST: There is no cost.

RELATED INFORMATION INCLUDED: Memorandums of Understanding

INITIATED BY: Ambrosio Tovar, Procurement Director

REVIEWED BY: Mr. Edmundo Garcia, Assistant Director

PROGRAM DIRECTOR'S APPROVAL: _____

A. Tovar
Edmundo Garcia
Jerome Flores

MOU List

moulist SY2015

#	ENTITY	SERVICE	TERM
1	Donna ISD	To evaluate, identify and serve children with disabilities	School Year 2015-2016
2	Edcouch-Elsa ISD	To evaluate, identify and serve children with disabilities	School Year 2015-2016
3	Edinburg CISD TLI	To provide literacy education to improve school readiness	School Year 2015-2016
4	Edinburg CISD	To evaluate, identify and serve children with disabilities	School Year 2015-2016
5	Hidalgo ISD	To evaluate, identify and serve children with disabilities	School Year 2015-2016
6	La Joya ISD	To evaluate, identify and serve children with disabilities	School Year 2015-2016
7	McAllen ISD Disabilities	Enrollment of Pre-School Program for Children with Disabilities (PPCD) in Head Start	School Year 2015-2016
8	McAllen ISD	To evaluate, identify and serve children with disabilities	School Year 2015-2016
9	Mercedes ISD TLI	To provide literacy education to improve school readiness	School Year 2015-2016
10	Mercedes ISD	To provide literacy education to improve school readiness	School Year 2015-2016
11	Mission CISD	To evaluate, identify and serve children with disabilities	School Year 2015-2016
12	Progreso ISD	To evaluate, identify and serve children with disabilities	School Year 2015-2016
13	PSJA ISD Partnership	To develop & foster a cohesive partnership to provide high quality early childhood for Head Start children.	
14	PSJA ISD SRI	To provide resources sharing, in-service training and joint training for staff and parents	School Year 2015-2016
15	PSJA ISD	To evaluate, identify and serve children with disabilities	School Year 2015-2016
16	Sharyland ISD	To evaluate, identify and serve children with disabilities	School Year 2015-2016
17	Valley View ISD SRI	To provide resources sharing, in-service training and joint training for staff and parents	School Year 2015-2016
18	Valley View ISD	To evaluate, identify and serve children with disabilities	School Year 2015-2016
19	Weslaco ISD	To evaluate, identify and serve children with disabilities	School Year 2015-2016
20	AVANCE Colonia's Early Head Start Program	To provide jointly coordinated delivery of services	School Year 2015-2016
21	Behavioral Health Solution of South Texas	Establish central data collection repository for Reg 11 to ensure accessible regional substance abuse & mental health training.	School Year 2015-2016
22	Community Development Corporation of Brownsville & Community Resource Group, Inc.	To provide training and development of financial literacy	School Year 2015-2016
23	County of Hidalgo Community Service Agency	To provide social services, assistance in housing, medical services, etc. to Head Start families	School Year 2015-2016
24	Easter Seals ECI	To provide jointly coordinated services to children with disabilities	School Year 2015-2016
25	Foster Grandparent Program of the Lower Rio Grand Valley	To provide training & resources for foster grandparents assisting in the Head Start classrooms	School Year 2015-2016
26	Hidalgo County Health & Human Services	To provide jointly coordinated health services to children and families	School Year 2015-2016
27	Hidalgo County WIC Program	To assist with referrals and review of Program Plans	School Year 2015-2016
28	Mujeres Unidas	Provide emotional & physical support & shelter to families	School Year 2015-2016
29	Partners Resource Network, Inc. - TEAM PROJECT	To provide training for families with children with disabilities	School Year 2015-2016
30	Region One Education Service Center Early Childhood Intervention Program (ECI)	To provide jointly coordinated services to children with disabilities	School Year 2015-2016
31	Region One Education Service Center Child Find/Child Serve	To provide resources, assistance and training for families with children with disabilities	School Year 2015-2016
32	South Texas College (GED)	To provide GED training and other educational services to Head Start parents	School Year 2015-2016
33	South Texas College (Lab)	Child development, Field & Lab Experiences	School Year 2015-2016
34	Texas A&M AgriLife Extension	To provide Parent Nutrition Classes & Review of Program Plans	School Year 2015-2016
35	Texas Attorney General	Educate parents on child support services	School Year 2015-2016
36	University of Texas RGV American-Coord Prog in Dietetics	To assist with Program Plan-Menus, Child Nutrition Forms and to provide student interns in the Head Start program	School Year 2015-2016

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Donna Independent School District

The Hidalgo County Head Start Program (HCHSP) and Donna Independent School District (Donna ISD) agree to work collaboratively in providing special services to children with special needs aged 3 to 4 years old who are deemed eligible for early childhood education as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Donna ISD may not be amended except by a written document signed by HCHSP and Donna ISD.

Donna Independent School District "Donna ISD" will:

- A. Diagnose and document of children referred from the HCHSP upon completion of the multi-disciplinary evaluation in an attempt to meet its 10% mandate of children with disabilities.
- B. At the discretion of the parent(s) notify the HCHSP's staff in writing of the Individual Education Plan (IEP) meeting five (5) days prior to scheduled date. The IEP meeting will be conducted within thirty (30) days of completing the child's evaluation and in the parent's dominant language.
- C. Access to special education and related services provided by the Donna ISD within thirty (30) days of parents signing the child's IEP and the Consent for Placement. Services will be delivered to the child in the least restrictive environment available. The IEP will be provided to parents in their dominant language.
- D. In-service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
- E. Provide necessary special education and related services in accordance with the state and federal statues and regulations to dually enrolled children.
- F. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- G. Provide on-site (at Head Start Center) services when deemed appropriate.
- H. Provide the HCHSP with progress reports on any children receiving special services every six (6) weeks. Head Start will secure parental consents.
- I. Address transition on IEP for those children exiting Head Start and enrolling with the Local Education Agency (LEA).
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Special Education and related services will be provided by personnel meeting state licensure qualifications.

Hidalgo County Head Start “HCHSP” will:

- A. Assist the Donna ISD in the location of children with disabilities through participation in Child Find activities (clinics, fairs, meetings, etc.).
- B. Participate in joint training for staff and parents.
- C. Secure parental consent for referral to the LEA after completing the required screening/assessment for those children showing a delay of six (6) months or more in any area or who were identified by parents or physicians as needing further evaluation.
- D. Address transition on IEP for those children exiting Head Start and enrolling with LEA.
- E. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- F. Participate in the Donna ISD’s December 1st child count as appropriate.
- G. Participate in the development and implementation of the IEP as appropriate, to include placement decisions.
- H. Transport and provide translation services as needed by parents to attend IEP meetings when requested. Also provide transportation for children to and from LEA Therapy site if possible.
- I. Complete health screenings on all children, within forty-five (45) days of enrollment, as required in the Head Start Performance Standards.
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Maintain the children’s, families’, and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients’ prior written consent and approval.

Collaboration Efforts between Donna Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency’s or program’s ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Donna Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Donna I.S.D.

Authorized Signature Date

Jesus Rene Reyna, Superintendent of Schools
Print Name and Title

Authorized Signature Date

Dr. Diana Villanueva, Special Education Director
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

Approved As To Form:
Oxford & González, P.C.

By: 

Stephen L. Crain

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Edcouch-Elsa Independent School District

The Hidalgo County Head Start Program (HCHSP) and Edcouch-Elsa Independent School District (EEISD) agree to work collaboratively in providing special services to children with special needs aged 3 to 4 years old who are deemed eligible for early childhood education as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and EEISD may not be amended except by a written document signed by HCHSP and EEISD.

Edcouch-Elsa Independent School District "EEISD" will:

- A. Diagnose and document children referred from the HCHSP upon completion of the multi-disciplinary evaluation in an attempt to meet its 10% mandate of children with disabilities.
- B. At the discretion of the parent(s) notify the HCHSP's staff in writing of the Individual Education Plan (IEP) meeting five (5) days prior to scheduled date. The IEP meeting will be conducted within thirty (30) days of completing the child's evaluation and in the parent's dominant language.
- C. Access to special education and related services provided by the EEISD within thirty (30) days of parents signing the child's IEP and the Consent for Placement. Services will be delivered to the child in the least restrictive environment available. The IEP will be provided to parents in their dominant language.
- D. In-service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
- E. Provide necessary special education and related services in accordance with the state and federal statutes and regulations to dually enrolled children.
- F. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- G. Provide on-site (at Head Start Center) services when deemed appropriate.
- H. Provide the HCHSP with progress reports on any children receiving special services every six (6) weeks. Head Start will secure parental consents.
- I. Address transition on IEP for those children exiting Head Start and enrolling with the Local Education Agency (LEA).
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Special Education and related services will be provided by personnel meeting state licensure qualifications.

Hidalgo County Head Start "HCHSP" will:

- A. Assist the Edcouch-Elsa ISD in the location of children with disabilities through participation in Child Find activities (clinics, fairs, meetings, etc.).
- B. Participate in joint training for staff and parents.
- C. Secure parental consent for referral to LEA after completing the required screening/assessment for those children showing a delay of six (6) months or more in any area or who were identified by parents or physicians as needing further evaluation.
- D. Address transition on IEP for those children exiting Head Start and enrolling with LEA.
- E. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- F. Participate in the EEISD's December 1st child count as appropriate.
- G. Participate in the development and implementation of the IEP as appropriate, to include placement decisions.
- H. Transport and provide translation services as needed by parents to attend IEP meetings when requested. Also provide transportation for children to and from LEA Therapy site if possible.
- I. Complete health screenings on all children, within forty-five (45) days of enrollment, as required in the Head Start Performance Standards.
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Edcouch-Elsa Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Edcouch-Elsa Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Edcouch-Elsa I.S.D.

Authorized Signature Date

Dr. Richard Rivera, Superintendent of Schools
Print Name and Title

Authorized Signature Date

Virginio Gonzalez, Special Education Director
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Date

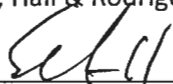
Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

Approved As To Form:
Oxford & González, P.C.

By: 
Stephen L. Crain

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:



Memorandum of Understanding Between

Edinburg Consolidated Independent School District

And

Hidalgo County Head Start Program

I. Purpose of the Memorandum of Understanding “MOU”

The purpose of this MOU is to establish a working arrangement between Edinburg Consolidated Independent School District (Edinburg CISD) and Hidalgo County Head Start Program to fulfill the partnership commitment as stipulated in the **Texas Literacy Initiative (TLI) Grant** provided by the Texas Education Agency (TEA) and described herein as the **TLI School READiness Program**.

This MOU supports a variety of activities, which aims to assist the Hidalgo County Head Start with its pre-literacy initiatives for 3 to 4 year olds and professional development for the teachers that are associated with the pre-literacy initiatives. As indicated in this MOU, the Edinburg CISD and the Hidalgo County Head Start will collaborate on the services that will enable each entity to increase the oral language and pre-literacy skills of participating preschool children.

This MOU represents the intent between the parties to work together to:

- Increase the oral language and pre-literacy of participating preschool children,
- Provide instructional service to 3 to 4 year olds,
- Offer teachers professional development for successful implementation of strategies learned,
- Provide teachers with the resources and tools needed to accomplish program goals.
- Offer staff just compensation for extra duties associated with the program, implementation and management.
- Administer readiness assessments for preschool children as required by Texas Education Agency-TLI Grant.
- Implement and manage program activities, efficiently and effectively.

II. Background

The purpose to the Texas Literacy Initiative is to improve school readiness success in the areas of language and literacy for disadvantaged students in targeted school districts, including their associated early childhood educators. Through the use of a Literacy Line model, the Edinburg CISD and Hidalgo County Head Start Program will collaborate to implement the Texas State Literacy Plan which is intended to provide instructional and programming alignment for language, pre-literacy, and literacy development and ease the transition for children across their entire learning careers. This partnership is necessary because to have a fully articulated Literacy Line, it must include all levels: age zero to school entry, elementary, middle and high school(s).

III. Collaborative Objectives and Acknowledgements

The Edinburg CISD and the Hidalgo County Head Start Program will create both prescriptive and customized services that facilitate the needs and primary goals of the grant from birth to preschool children. Specifically, the scope of work and services shall be focused on increasing the oral language and pre-literacy skills of participating preschool children at Hidalgo County Head Start Program.

Hidalgo County Head Start Program services that have been authorized by the TEA to facilitate this grant and assist in meeting these goals are the following:

1. Technical assistance and support from TLI leaders of the Texas Education Agency that include Education Service Centers, the Children’s Learning Institute and the University of Texas Health Science Center at Houston, the Institute of Public School Initiatives at the University of Texas at Austin, the Meadows Center for Preventing Educational Risk at the University of Texas at Austin, and the Vaughn Gross Center for Reading and Language Arts at The University of Texas at Austin.
2. Attend state-provided professional development training to support the Texas Literacy Initiative to include; (but not limited to)
 - o Participate in online training in Project Share, course facilitation, and building support structures for TLI-12 week course module based on LASER (Leadership, Assessment, Standards-based instruction, Effective instructional framework, Reporting and accountability, Sustainability)
 - o TLI Summer Institute (Evidence base professional development)
3. Conduct at least three data analysis meetings each fiscal year and communicate results to ECISD Project Manager at least ten days after completing the analysis.
4. Participate in Project Share.
5. Implement a comprehensive literacy program that addresses what is known from evidence about developmental factors and instructional practices critical for all children to become readers and writers.

The specific services and programs which the Hidalgo County Head Start Program will provide are stipulated in section V.

IV. Responsibilities of Edinburg CISD

Edinburg CISD is establishing this memorandum with Hidalgo County Head Start Program to implement TLI grant activities to improve the pre-literacy skills of 0-4 year olds and ease their transition into our schools. The Edinburg CISD will allocate \$65,850 to assist Hidalgo County Head Start Program in implementing the activities stipulated within this MOU. Hidalgo County Head Start Program will be on a cost reimbursement basis. The Edinburg CISD will reimburse Hidalgo County Head Start Program no more often than monthly for allowable costs incurred.

1. Collaboration with Hidalgo County Head Start Program to enhance their instruction by acquiring sets of literary materials and other curriculum resources.
2. Provide technical assistance and training to increase the use of data and data analysis.

3. To ensure fidelity at Hidalgo County Head Start Program, we will verify and review the relevance and accuracy of the information provided.

V. Responsibilities of Hidalgo County Head Start Program

The Hidalgo County Head Start Program agrees to service the school with its resources, programs, consultative services, and expertise regarding the delivery of a consolidated suite of tools and programs including:

1. Establish and implement a comprehensive literacy development and educating program to advance pre-literacy skills in students from birth through 4 year olds, including limited-English-proficient students and students with disabilities.
2. Use such funds for services and activities using research-based methods that have the characteristics of improving classroom literacy instruction and practice.
3. Prepare eligible children of the Edinburg CISD community to enter kindergarten on or above grade level and ready to benefit from the full array of public educational services to keep them on grade level in kindergarten and beyond.
4. Participate in Project Share.
5. Provide a professional development plan for educators that are age and developmentally appropriate for the age of the child served by the educator.
6. Monitor outcomes by collecting and reporting applicable data.
 - The percentage of participating four year old children who achieve significant gains on an assessment of letter knowledge, vocabulary, phonological awareness, and oral language skills.
 - Disaggregate data for disadvantaged children, including economically disadvantaged children, limited-English-proficient children, and children with disabilities, who achieve significant gains on an assessment of letter knowledge, vocabulary, phonological awareness, and oral language skills.
 - To ensure accountability for implementation, teachers will submit adequate documentation that evidences completion of tasks and attainment of academic performance.
7. Invoice the Edinburg CISD on the 15th of each month for allowable cost incurred in the performance of the activities contemplated in the Agreement. All invoices submitted will include a reference to this MOU, supporting documentation (i.e., copy of receipts), and certification as to truth and accuracy of invoice.

VI. Effective Date and Signature

This Memorandum of understanding shall be effective upon the signature of Edinburg CISD and Hidalgo County Head Start Program authorized officials.

The services and terms of this MOU will cover the following dates: September 1, 2015- August 31, 2016.

VII. Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Edinburg C.I.S.D.

Authorized Signature *Date*

Dr. Rene Gutierrez, Superintendent of Schools
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

Approved As To Form:
Oxford & González, P.C.

By:  _____
Stephen L. Crain

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Edinburg Consolidated Independent School District

The Hidalgo County Head Start Program (HCHSP) and Edinburg Consolidated Independent School District (ECISD) agree to work collaboratively in providing special services to children with special needs aged 3 to 4 years old who are deemed eligible for early childhood education as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and ECISD may not be amended except by a written document signed by HCHSP and ECISD.

Edinburg Consolidated Independent School District "ECISD" will:

- A. Diagnose and document children referred from the HCHSP upon completion of the multi-disciplinary evaluation in an attempt to meet its 10% mandate of children with disabilities.
- B. At the discretion of the parent(s) notify the HCHSP's staff in writing of the Individual Education Plan (IEP) meeting five (5) days prior to scheduled date. The IEP meeting will be conducted within thirty (30) days of completing the child's evaluation and in the parent's dominant language.
- C. Access to special education and related services provided by the ECISD within thirty (30) days of parents signing the child's IEP and the Consent for Placement. Services will be delivered to the child in the least restrictive environment available. The IEP will be provided to parents in their dominant language.
- D. In-service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
- E. Provide necessary special education and related services in accordance with the state and federal statutes and regulations to dually enrolled children.
- F. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- G. Provide on-site (at Head Start Center) services when deemed appropriate.
- H. Provide the HCHSP with progress reports on any children receiving special services every six (6) weeks. Head Start will secure parental consents.
- I. Address transition on IEP for those children exiting Head Start and enrolling with the Local Education Agency (LEA).
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Special Education and related services will be provided by personnel meeting state licensure qualifications.

Hidalgo County Head Start "HCHSP" will:

- A. Assist the ECISD in the location of children with disabilities through participation in Child Find activities (clinics, fairs, meetings, etc.).
- B. Participate in joint training for staff and parents.
- C. Secure parental consent for referral to LEA after completing the required screening/assessment for those children showing a delay of six (6) months or more in any area or who were identified by parents or physicians as needing further evaluation.
- D. Address transition on IEP for those children exiting Head Start and enrolling with LEA.
- E. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- F. Participate in the ECISD's December 1st child count as appropriate.
- G. Participate in the development and implementation of the IEP as appropriate, to include placement decisions.
- H. Transport and provide translation services as needed by parents to attend IEP meetings when requested. Also provide transportation for children to and from LEA Therapy site if possible.
- I. Complete health screenings on all children, within forty-five (45) days of enrollment, as required in the Head Start Performance Standards.
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Edinburg Consolidated Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Hidalgo Independent School District

The Hidalgo County Head Start Program (HCHSP) and Hidalgo Independent School District (HISD) agree to work collaboratively in providing special services to children with special needs aged 3 to 4 years old who are deemed eligible for early childhood education as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and HISD may not be amended except by a written document signed by HCHSP and HISD.

Hidalgo Independent School District "HISD" will:

- A. Diagnose and document children referred from the HCHSP upon completion of the multi-disciplinary evaluation in an attempt to meet its 10% mandate of children with disabilities.
- B. At the discretion of the parent(s) notify the HCHSP's staff in writing of the Individual Education Plan (IEP) meeting five (5) days prior to scheduled date. The IEP meeting will be conducted within thirty (30) days of completing the child's evaluation and in the parent's dominant language.
- C. Access to special education and related services provided by the HISD within thirty (30) days of parents signing the child's IEP and the Consent for Placement. Services will be delivered to the child in the least restrictive environment available. The IEP will be provided to parents in their dominant language.
- D. In-service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
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Hidalgo County Head Start "HCHSP" will:

- A. Assist the HISD in the location of children with disabilities through participation in Child Find activities (clinics, fairs, meetings, etc.).
- B. Participate in joint training for staff and parents.
- C. Secure parental consent for referral to LEA after completing the required screening/assessment for those children showing a delay of six (6) months or more in any area or who were identified by parents or physicians as needing further evaluation.
- D. Address transition on IEP for those children exiting Head Start and enrolling with LEA.
- E. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- F. Participate in the HISD's December 1st child count as appropriate.
- G. Participate in the development and implementation of the IEP as appropriate, to include placement decisions.
- H. Transport and provide translation services as needed by parents to attend IEP meetings when requested. Also provide transportation for children to and from LEA Therapy site if possible.
- I. Complete health screenings on all children, within forty-five (45) days of enrollment, as required in the Head Start Performance Standards.
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Hidalgo Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Hidalgo Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Hidalgo I.S.D.

Authorized Signature Date

Edward Blaha, Superintendent of Schools
Print Name and Title

Authorized Signature Date

Rebecca Rodriguez, Special Education Director
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Date

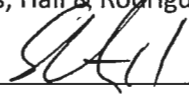
Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

Approved As To Form:
Oxford & González, P.C.

By: 

Stephen L. Crain

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

La Joya Independent School District

The Hidalgo County Head Start Program (HCHSP) and La Joya Independent School District (La Joya ISD) agree to work collaboratively in providing special services to children with special needs aged 3 to 4 years old who are deemed eligible for early childhood education as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and La Joya ISD may not be amended except by a written document signed by HCHSP and La Joya ISD.

La Joya Independent School District "La Joys ISD" will:

- A. Diagnose and document children referred from the HCHSP upon completion of the multi-disciplinary evaluation in an attempt to meet its 10% mandate of children with disabilities.
- B. At the discretion of the parent(s) notify the HCHSP's staff in writing of the Individual Education Plan (IEP) meeting five (5) days prior to scheduled date. The IEP meeting will be conducted within thirty (30) days of completing the child's evaluation and in the parent's dominant language.
- C. Access to special education and related services provided by the La Joya ISD within thirty (30) days of parents signing the child's IEP and the Consent for Placement. Services will be delivered to the child in the least restrictive environment available. The IEP will be provided to parents in their dominant language.
- D. In-service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
- E. Provide necessary special education and related services in accordance with the state and federal statues and regulations to dually enrolled children.
- F. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- G. Provide on-site (at Head Start Center) services when deemed appropriate.
- H. Provide the HCHSP with progress reports on any children receiving special services every six (6) weeks. Head Start will secure parental consents.
- I. Address transition on IEP for those children exiting Head Start and enrolling with the Local Education Agency (LEA).
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Special Education and related services will be provided by personnel meeting state licensure qualifications.

Hidalgo County Head Start "HCHSP" will:

- A. Assist the La Joya ISD in the location of children with disabilities through participation in Child Find activities (clinics, fairs, meetings, etc.).
- B. Participate in joint training for staff and parents.
- C. Secure parental consent for referral to LEA after completing the required screening/assessment for those children showing a delay of six (6) months or more in any area or who were identified by parents or physicians as needing further evaluation.
- D. Address transition on IEP for those children exiting Head Start and enrolling with LEA.
- E. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- F. Participate in the La Joya ISD's December 1st child count as appropriate.
- G. Participate in the development and implementation of the IEP as appropriate, to include placement decisions.
- H. Transport and provide translation services as needed by parents to attend IEP meetings when requested. Also provide transportation for children to and from LEA Therapy site if possible.
- I. Complete health screenings on all children, within forty-five (45) days of enrollment, as required in the Head Start Performance Standards.
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between La Joya Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: La Joya Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

La Joya I.S.D.

Authorized Signature Date

Dr. Alda T. Benavides, Superintendent
Print Name and Title

Authorized Signature Date

Andrea Garza, Special Education Director
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program


Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 

Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

McAllen Independent School District/

COMMUNITY BASED PRESCHOOL PROGRAM FOR CHILDREN WITH DISABILITIES

The Hidalgo County Head Start Program (HCHSP) and the McAllen Independent School District (MISD) agree to provide educational services to children aged 3 to 4 years old who are deemed eligible for early childhood education as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and MISD and may not be amended except by a written document signed by HCHSP and MISD.

McAllen Independent School District "MISD" will:

- Identify and determine the number of early childhood students that are residents in MISD and are eligible to receive special education services, according to the standards of the Texas Education Agency and in addition meet the Eligibility Criteria for Head Start, to participate in the collaborative pilot program effort. The pilot program will provide special education support of one special education teacher and two paraprofessionals to 12 special education students as determined by McAllen ISD teacher to student staffing rations with the option of increasing the number of students and staff based on Head Start Guidelines of student enrollment and staff availability.
- Provide a special education teacher(s) and a paraprofessional(s) for three hours of instruction daily at the satellite classroom setting(s): Austin One Stop (A-1) Head Start Center, 2100 North Fir Ave. to engage in developing a comprehensive educational service program.
- Verify student paperwork (i.e.: immunization, birth certificate, ARD documentation) to comply with MISD policy.
- Assure that curriculum and instructional guidelines are aligned with the state adopted curriculum and to the Pre-School Guidelines.
- All teachers of MISD will follow the MISD Board adopted MISD calendar.
- Provide all student supplemental services as specified by the Admission Review and Dismissal (ARD) Committee.
- Provide support in the classroom to ensure compliance of the Individual Educational Plan (IEP) for each student.
- All MISD teachers and paraprofessional will follow the MISD Special Education Guidelines and district requirements as assigned.
- McAllen ISD students will follow the Head Start School Calendar.

Hidalgo County Head Start Program "HCHSP" will:

- Provide a co-teacher(s) to assist in the three hours of instruction daily in the classroom setting(s): Austin One Stop (A-1) Head Start Center, 2100 North Fir Street.
- Assure that all Federal Head Start Program guidelines are adhered to.
- Complete student paperwork to comply with childcare licensing and Head Start Guidelines (i.e.: immunizations, dental and health data, birth certificate, emergency information).
- Provide certification that the agency is a childcare facility licensed by the State of Texas and will provide MISD with a copy of its current license, and will inform MISD immediately of any changes in its license status.
- Purchase and maintain a certificate of insurance for Commercial General Liability i) Bodily Injury and Property Damage \$300,000 ea. Occurrence, ii) Personal Advertising Injury \$300,00 ea. Occurrence, iii) General Aggregate \$600,000 and iv) Products Completed Operations Coverage \$600,000 aggregate. MISD must be named as an additional insured and HCHSP waives any right to subrogation against MISD.
- Provide a safe, clean, well-lighted, and comfortable and age appropriate facility that meets Texas childcare requirements and Head Start standards.

Collaboration Efforts between MISD and HCHSP:

- To coordinate and collaborate monthly to plan, share resources and intensify services to meet the needs of the identified and eligible pre-school children.
- To provide age appropriate educational supplemental materials and supplies needed to accommodate the classroom settings.
- To coordinate and provide parental informational sessions/trainings to strengthen partnerships and participation between parents/families and schools/centers and to encourage parent communication for the purpose of child's progress,
- To investigate the need for student support services such as transportation, meal program and provision of any other health and social services.
- Provide scheduled co-planning time for MISD teacher and HCHSP co-teacher on a weekly basis.
- Provide professional development sessions based on the context of early childhood development.
- Assure that progress and development records of each child are maintained.
- Coordinate assessment instruments for the utilization of progress monitoring of diagnostic results.

Neither party may assign this Agreement, without the prior written consent of the other party. Both parties agree to abide by the rules and regulations or standards set by law and regulatory agencies having authority over the subjects herein.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

McAllen ISD Board President

Mrs. Erica de la Garza-Lopez

Date

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Date


Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

Approved As To Form:
Oxford & González, P.C.

By: 

Stephen L. Crain

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

McAllen Independent School District

The Hidalgo County Head Start Program (HCHSP) and McAllen Independent School District (MISD) agree to work collaboratively in providing special services to children with special needs aged 3 to 4 years old who are deemed eligible for early childhood education as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and MISD may not be amended except by a written document signed by HCHSP and MISD.

McAllen Independent School District "MISD" will:

- A. Diagnose and document children referred from the HCHSP upon completion of the multi-disciplinary evaluation in an attempt to meet its 10% mandate of children with disabilities.
- B. At the discretion of the parent(s) notify the HCHSP's staff in writing of the Individual Education Plan (IEP) meeting five (5) days prior to scheduled date. The IEP meeting will be conducted within thirty (30) days of completing the child's evaluation and in the parent's dominant language.
- C. Access to special education and related services provided by the MISD within thirty (30) days of parents signing the child's IEP and the Consent for Placement. Services will be delivered to the child in the least restrictive environment available. The IEP will be provided to parents in their dominant language.
- D. In-service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
- E. Provide necessary special education and related services in accordance with the state and federal statues and regulations to dually enrolled children.
- F. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- G. Provide on-site (at Head Start Center) services when deemed appropriate.
- H. Provide the HCHSP with progress reports on any children receiving special services every six (6) weeks. Head Start will secure parental consents.
- I. Address transition on IEP for those children exiting Head Start and enrolling with the Local Education Agency (LEA).
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Special Education and related services will be provided by personnel meeting state licensure qualifications.

Hidalgo County Head Start "HCHSP" will:

- A. Assist the MISD in the location of children with disabilities through participation in Child Find activities (clinics, fairs, meetings, etc.).
- B. Participate in joint training for staff and parents.
- C. Secure parental consent for referral to LEA after completing the required screening/assessment for those children showing a delay of six (6) months or more in any area or who were identified by parents or physicians as needing further evaluation.
- D. Address transition on IEP for those children exiting Head Start and enrolling with LEA.
- E. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- F. Participate in the MISD's December 1st child count as appropriate.
- G. Participate in the development and implementation of the IEP as appropriate, to include placement decisions.
- H. Transport and provide translation services as needed by parents to attend IEP meetings when requested. Also provide transportation for children to and from LEA Therapy site if possible.
- I. Complete health screenings on all children, within forty-five (45) days of enrollment, as required in the Head Start Performance Standards.
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between McAllen Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: McAllen Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

McAllen I.S.D.

Authorized Signature Date

James J. Ponce, Ed. D., Superintendent
Print Name and Title

Authorized Signature Date

Sherry Mays, Special Education Director
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Date


Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

Approved As To Form:
Oxford & González, P.C.

By: 
Stephen L. Crain

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:



Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Mercedes Independent School District

Hidalgo County Head Start Program (HCHSP) and Mercedes Independent School District (MISD) agree to provide educational services to struggling students 3-4 years old who are deemed eligible for pre-kindergarten education services as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between HCHSP and MISD and may not be amended except by a written document signed by HCHSP and MISD.

Mercedes Independent School District "MISD" will provide:

- Texas Literacy Initiative (TLI) certified Early Childhood teachers to provide services on a set schedule.
 - Each TLI teacher will be assigned IPADS for small group instruction.
- Supplemental materials and supplies purchased as needed to accommodate struggling student instruction.
- A Parent Specialist to coordinate efforts between MISD and HCHSP to include consultation with teachers and/or director.
 - Will assist/ensure:
 - Data collection is done appropriately and on a timely basis.
 - Required assessments and evaluation data is completed and maintained.
 - Data documentation is filed with grant director for security.
- A Program Coordinator for consultations and site visits.
- Opportunity for Hidalgo County Head Start Program staff to participate in staff development provided by Texas Literacy Initiative.
- Parent training information (i.e. events and/or informative meetings to involve and educate parents). Specific topics may be requested through parent specialist.
- Assistance to complete appropriate reports and documentation to meet grant requirements.
- TLI teacher weekly planning/preparation periods.
- C-PALLS assessment.

MISD TLI Staff will:

- Follow appropriate HCHSP dress code policy.
- Report to Hidalgo County Head Start Program at the times set forth in the approved schedule.
- Utilized the allotted time for student instruction.
- Collaborate with Hidalgo County Head Start Program teachers;
 - To monitor/review student progress every three (3) to (6) weeks.
 - To use results to create/update lesson plans specific to student needs.

Hidalgo County Head Start Program "HCHSP" will provide:

- A site director to coordinate efforts between MISD and HCHSP.
- A classroom area to accommodate TLI teacher for small group instruction.
- A curriculum that is planned around play activities that support early literacy.
- Information to the TLI staff concerning times and dates of yearly calendar.
- Opportunities for HCHSP staff to attend MISD workshops.
- A child care facility licensed by the State of Texas.
- Information to MISD of any change in its license status.
- A copy of the current child care license.
- Documentation of completed report to the Kindergarten Readiness System.
- Letter of support to MISD.

Collaboration Efforts:

- MISD TLI personnel and HCHSP will participate in ongoing problem solving and evaluation of implementation.
- Meeting between the site director and TLI director will take place beginning of the year (BOY), Middle of the year (MOY), and End of the year (EOY).
 - To establish a consistent early literacy line to meet the language and literacy need of disadvantaged students.
 - To create vertical alignment for 0–4 that is appropriate to Texas Pre-Kindergarten guidelines.

Miscellaneous Provisions:

- This agreement shall not benefit or obligate any person or entity who is not a party. The parties shall cooperate fully in opposing any attempt by any third party to claim any benefit, protection or other consideration under this agreement.
- Any notice required under this agreement must be in writing and be directed to the following persons: Mercedes Independent School District, and Hidalgo County Head Start Program
- Both parties agree to abide by the rules and regulations or standards set forth by both law and regulatory agencies.
- This Agreement may not be assigned by either party without the prior written consent of the other party.

Termination:

MISD may terminate the Agreement with or without cause, by giving 10 days written notice to HCHSP.

Term:

This Agreement is in effect from August 25, 2015 through May 29, 2016, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Mercedes Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Mercedes I.S.D.

Authorized Signature Date

Dr. Daniel Trevino, Jr., Superintendent
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

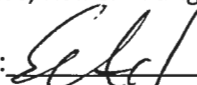
Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 

Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Mercedes Independent School District

The Hidalgo County Head Start Program (HCHSP) and Mercedes Independent School District (MISD) agree to work collaboratively in providing special services to children with special needs aged 3 to 4 years old who are deemed eligible for early childhood education as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and MISD may not be amended except by a written document signed by HCHSP and MISD.

Mercedes Independent School District "MISD" will:

- A. Diagnose and document children referred from the HCHSP upon completion of the multi-disciplinary evaluation in an attempt to meet its 10% mandate of children with disabilities.
- B. At the discretion of the parent(s) notify the HCHSP's staff in writing of the Individual Education Plan (IEP) meeting five (5) days prior to scheduled date. The IEP meeting will be conducted within thirty (30) days of completing the child's evaluation and in the parent's dominant language.
- C. Access to special education and related services provided by the MISD within thirty (30) days of parents signing the child's IEP and the Consent for Placement. Services will be delivered to the child in the least restrictive environment available. The IEP will be provided to parents in their dominant language.
- D. In-service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
- E. Provide necessary special education and related services in accordance with the state and federal statutes and regulations to dually enrolled children.
- F. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- G. Provide on-site (at Head Start Center) services when deemed appropriate.
- H. Provide the HCHSP with progress reports on any children receiving special services every six (6) weeks. Head Start will secure parental consents.
- I. Address transition on IEP for those children exiting Head Start and enrolling with the Local Education Agency (LEA).
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Special Education and related services will be provided by personnel meeting state licensure qualifications.

Hidalgo County Head Start “HCHSP” will:

- A. Assist the MISD in the location of children with disabilities through participation in Child Find activities (clinics, fairs, meetings, etc.).
- B. Participate in joint training for staff and parents.
- C. Secure parental consent for referral to LEA after completing the required screening/assessment for those children showing a delay of six (6) months or more in any area or who were identified by parents or physicians as needing further evaluation.
- D. Address transition on IEP for those children exiting Head Start and enrolling with LEA.
- E. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- F. Participate in the MISD’s December 1st child count as appropriate.
- G. Participate in the development and implementation of the IEP as appropriate, to include placement decisions.
- H. Transport and provide translation services as needed by parents to attend IEP meetings when requested. Also provide transportation for children to and from LEA Therapy site if possible.
- I. Complete health screenings on all children, within forty-five (45) days of enrollment, as required in the Head Start Performance Standards.
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Maintain the children’s, families’, and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients’ prior written consent and approval.

Collaboration Efforts between Mercedes Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency’s or program’s ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Mercedes Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Mercedes I.S.D.

Authorized Signature Date

Dr. Daniel Trevino, Jr., Superintendent
Print Name and Title

Authorized Signature Date

Paulita Guzman, Special Education Director
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Date

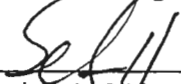
Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

Approved As To Form:
Oxford & González, P.C.

By: 

Stephen L. Crain

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Mission Consolidated Independent School District

The Hidalgo County Head Start Program (HCHSP) and Mission Consolidated Independent School District (MCISD) agree to work collaboratively in providing special services to children with special needs aged 3 to 4 years old who are deemed eligible for early childhood education as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and MCISD may not be amended except by a written document signed by HCHSP and MCISD.

Mission Consolidated Independent School District "MCISD" will:

- A. Diagnose and document children referred from the HCHSP upon completion of the multi-disciplinary evaluation in an attempt to meet its 10% mandate of children with disabilities.
- B. At the discretion of the parent(s) notify the HCHSP's staff in writing of the Individual Education Plan (IEP) meeting five (5) days prior to scheduled date. The IEP meeting will be conducted within thirty (30) days of completing the child's evaluation and in the parent's dominant language.
- C. Access to special education and related services provided by the MCISD within thirty (30) days of parents signing the child's IEP and the Consent for Placement. Services will be delivered to the child in the least restrictive environment available. The IEP will be provided to parents in their dominant language.
- D. In-service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
- E. Provide necessary special education and related services in accordance with the state and federal statutes and regulations to dually enrolled children.
- F. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- G. Provide on-site (at Head Start Center) services when deemed appropriate.
- H. Provide the HCHSP with progress reports on any children receiving special services every six (6) weeks. Head Start will secure parental consents.
- I. Address transition on IEP for those children exiting Head Start and enrolling with the Local Education Agency (LEA).
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Special Education and related services will be provided by personnel meeting state licensure qualifications.

Hidalgo County Head Start "HCHSP" will:

- A. Assist the MCISD in the location of children with disabilities through participation in Child Find activities (clinics, fairs, meetings, etc.).
- B. Participate in joint training for staff and parents.
- C. Secure parental consent for referral to LEA after completing the required screening/assessment for those children showing a delay of six (6) months or more in any area or who were identified by parents or physicians as needing further evaluation.
- D. Address transition on IEP for those children exiting Head Start and enrolling with LEA.
- E. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- F. Participate in the MCISD's December 1st child count as appropriate.
- G. Participate in the development and implementation of the IEP as appropriate, to include placement decisions.
- H. Transport and provide translation services as needed by parents to attend IEP meetings when requested. Also provide transportation for children to and from LEA Therapy site if possible.
- I. Complete health screenings on all children, within forty-five (45) days of enrollment, as required in the Head Start Performance Standards.
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Mission Consolidated Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Mission Consolidated Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Mission C.I.S.D.

Authorized Signature Date

Ricardo Lopez, Superintendent
Print Name and Title

Authorized Signature Date

Carolina I. Campos, Special Education Director
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: SLC
Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Progreso Independent School District

The Hidalgo County Head Start Program (HCHSP) and Progreso Independent School District (Progreso ISD) agree to work collaboratively in providing special services to children with special needs aged 3 to 4 years old who are deemed eligible for early childhood education as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Progreso ISD may not be amended except by a written document signed by HCHSP and Progreso ISD.

Progreso Independent School District "Progreso ISD" will:

- A. Diagnose and document children referred from the HCHSP upon completion of the multi-disciplinary evaluation in an attempt to meet its 10% mandate of children with disabilities.
- B. At the discretion of the parent(s) notify the HCHSP's staff in writing of the Individual Education Plan (IEP) meeting five (5) days prior to scheduled date. The IEP meeting will be conducted within thirty (30) days of completing the child's evaluation and in the parent's dominant language.
- C. Access to special education and related services provided by the Progreso ISD within thirty (30) days of parents signing the child's IEP and the Consent for Placement. Services will be delivered to the child in the least restrictive environment available. The IEP will be provided to parents in their dominant language.
- D. In-service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
- E. Provide necessary special education and related services in accordance with the state and federal statutes and regulations to dually enrolled children.
- F. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- G. Provide on-site (at Head Start Center) services when deemed appropriate.
- H. Provide the HCHSP with progress reports on any children receiving special services every six (6) weeks. Head Start will secure parental consents.
- I. Address transition on IEP for those children exiting Head Start and enrolling with the Local Education Agency (LEA).
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Special Education and related services will be provided by personnel meeting state licensure qualifications.

Hidalgo County Head Start "HCHSP" will:

- A. Assist the Progreso ISD in the location of children with disabilities through participation in Child Find activities (clinics, fairs, meetings, etc.).
- B. Participate in joint training for staff and parents.
- C. Secure parental consent for referral to Local Education Agency (LEA) after completing the required screening/assessment for those children showing a delay of six (6) months or more in any area or who were identified by parents or physicians as needing further evaluation.
- D. Address transition on Individual Education Plans (IEP) for those children exiting Head Start and enrolling with LEA.
- E. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- F. Participate in the Progreso ISD's December 1st child count as appropriate.
- G. Participate in the development and implementation of the IEP as appropriate, to include placement decisions.
- H. Transport and provide translation services as needed by parents to attend IEP meetings when requested. Also provide transportation for children to and from LEA Therapy site if possible.
- I. Complete health screenings on all children, within forty-five (45) days of enrollment, as required in the Head Start Performance Standards.
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Progreso Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Progreso Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Progreso I.S.D.

Authorized Signature Date

Dr. Ismael Cantu, Interim Superintendent
Print Name and Title

Authorized Signature Date

Aracely Navarro, Special Education Director
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: SLC
Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

**Memorandum of Understanding Between
Pharr-San Juan- Alamo Independent School District and the
Hidalgo County Head Start Program
2015-2016**

Purpose

This collaborative partnership establishes an Agreement between **Hidalgo County Head Start Program (HCHSP)** and the **Pharr-San Juan-Alamo Independent School District (P-SJ-A)** to provide Head Start services to age and income eligible pre-K children per the guidelines established by the Department of Health and Human Services (DHHS) and Texas Education Agency (TEA). The intentions are to collaboratively develop and foster a cohesive partnership to provide a high quality early childhood program for children and their families; to ensure that each Agency assumes the responsibility to communicate with the other and share leadership responsibilities to maximize resources; and to ensure that these collaboration arrangements between P-SJ-A and HCHSP are developed, implemented, and reviewed annually to improve quality of services.

HCHSP is a governmental entity under the auspices of Hidalgo County. **P-SJ-A** is a public education institution of the state of Texas. **HCHSP** and **P-SJ-A** each have Boards of Directors (Hidalgo County Head Start Policy Council, Hidalgo County Commissioners' Court and Pharr-San Juan-Alamo School Board) established per applicable statues and local ordinances and/or procedures which operate within the scope of their defined duties. Each Board has received information regarding the nature and scope of the proposed partnership and have, approved the partnership and granted signatory authority to the individual designated as authorized to bind their respective organizations. Signatory authorities are listed on the end of this Agreement. Each designee shall insure that their respective Board of Directors are informed of the various aspects and elements of this Partnership Agreement signature page.

The terms and conditions set forth in the following document shall constitute the entire Agreement between P-SJ-A and HCHSP and may not be amended except by a written document signed by both entities.

Days and Hours of Operation

Days of operation shall not be less than one-hundred seventy-two (172) days, during the months of August through May. The daily operations will be from 7:45 am to 5:15 am.

Term

The Term of this Memorandum of Understanding is for one (1) year commencing August 1, 2015 and ending July 31, 2016. Head Start shall have the option of renewal to extend the term of the MOU hereof, commencing on the first day of July 2016, for a term or other terms as may be subsequently agreed to upon by both parties.

Program Description

Eligible children are 3 or 4 year olds as of September 1, 2015, will be dual-enrolled and served by P-SJ-A and HCHSP. Collaboratively, the HCHSP children will receive 3 hours of instruction in cognitive development by a certified School Readiness Integration (SRI) teacher. The dual-enrolled 3 year old children as well as few 4 year olds will be served at the six (6) HCHSP centers in the Tri-City area and the 4 year olds as well as a few 3 year olds in some cases will be collaboratively served at the designated elementary campuses in P-SJ-A.

PSJA Responsibilities

P-SJ-A will provide appropriate educational and supportive services to ensure children and families are school ready. P-SJ-A shall comply with and provide in a satisfactory manner as outlined in the Head Start Performance Standards, the Head Start Act of 2007, guidance from the Office of Heat Start (OHS), OMB circulars and as applicable either the Texas Education Agency (TEA), United States Department of Agriculture (USDA), or the Texas Department of Family and Protective Services (TDFPS) Childcare Licensing Regulations.

A. P-SJ-A will:

- a. Provide access to classrooms for 4 year olds as well as a few 3 year olds at designated campuses throughout the district.
- b. Assign a principal, instructional coach/es, and program specialist to supervise, monitor, support and evaluate the teacher.
- c. Provide certified early childhood bilingual teachers to deliver 3 hours of instruction in cognitive development to participating HCHSP children.
- d. Coordinate efforts with HCHSP to identify at least 10% of funded enrollment of Head Start children with special needs and follow the referral process for identification and provision of services.
- e. Permit HCHSP representatives to attend ARDs conducted by P-SJ-A involving Head Start children.
- f. Supplement health services, educational services, parental training and other services as required by the children and their families.
- g. Assign special education teachers to provide services to children who are identified in need of special services through the P-SJ-A Special Education Program.
- h. Arrange for a substitute when the P-SJ-A SRI teacher is absent.
- i. Provide support staff to assist with various services to the children, parents, and teachers.
- j. Provide instructional resources essential to implement a high quality comprehensive early childhood education program.
- k. Meet monthly or on a regular basis with HCHSP designated personnel to facilitate the instructional process and other services.
- l. Provide an overview of the collaboration with the participating Administrators.
- m. Finance the P-SJ-A personnel and other resources.

B. The P-SJ-A SRI Teacher/Staff will:

- a. Provide 3 hours of daily instruction in cognitive development to the HCHSP children utilizing the State Adopted Curriculum (4 yr. olds), Pre-K Guidelines (4 yr. olds), the Infant, Toddler, and Three-Year-Old Early Learning Guidelines (3 yr. olds), and Frog Street Toddler Program (3 yr. olds)
- b. Attend and/or assist in delivery of collaborative Professional Development for P-SJ-A and HCHSP as deemed appropriate.
- c. Implement the Texas School Ready! Project as an early education approach to prepare children to be Kindergarten Ready and Beyond.
- d. The P-SJ-A teacher will participate and support requirements of the Texas School Ready! Project.
- e. Participate with the HCHSP staff in the recruitment process.
- f. Implement a curriculum which is planned, purposeful, playful and engaging designed to support the child's social, emotional, cognitive, and physical development.
- g. Attend HCHSP collaboration meetings as deemed necessary during the school year.

- h. Complete and fulfill the required documentation for P-SJ-A and HCHSP with the assistance of both Human Resource Departments (Example: Food Handlers Permit, First Aid, CPR, etc.).
- i. Collaborate with the HCHSP teacher to provide high quality early childhood instruction and prevent a duplication of efforts.
- j. Inform the Center Manager and HCHSP teacher when she/he is going to be absent and utilize the Substitute System to obtain a designated substitute.
- k. Follow collaboration protocol with any issues/concerns which may arise.
- l. Follow PSJA requirements, policies and procedures as well as the Head Start Performance Standards and the Texas Child Care Licensing Minimum Standards.
- m. Comply with any other responsibilities assigned by the immediate supervisor.
- n. Coordinate efforts with the HCHSP staff to register the children online.

HCHSP Responsibilities

C. HCHSP will:

- a. Assign a teacher and an assistant to the collaborative classrooms.
- b. Assign a Center Manager and Support Service personnel to monitor and oversee the Head Start program at the designated P-SJ-A campuses.
- c. Coordinate efforts with P-SJ-A to identify children with special needs and follow the P-SJ-A referral process for identification and services.
- d. Identify personnel who will attend the ARDs conducted by P-SJ-A.
- e. Assist with the distribution, completion, and submission of the required P-SJ-A student enrollment documents within the first week of a child's enrollment.
- f. Coordinate with district staff to transition children to the P-SJ-A public schools at the end of each school year.
- g. Provide assistance with daily attendance reporting.
- h. Provide information concerning implementation of the integration of services as requested by designated district personnel.
- i. Provide a designated space to store instructional materials.
- j. Meet monthly or as needed with the designated P-SJ-A personnel.
- k. Schedule a time for the HCHSP teacher and P-SJ-A teacher plan weekly to implement a high quality early childhood instruction and prevent a duplication of efforts.
- l. Ensure that the classroom size meets the adult/child ratio as required by state and federal standards.
- m. Finance program operations based on the HCHSP grant.
- n. Meet and maintain Texas child care licensing requirements and produce a copy of current license and promptly inform P-SJ-A of any change in license status.

Partnership Responsibilities

A. Collaboratively P-SJ-A and HCHSP will:

- a. Implement an early childhood program utilizing best early childhood practices.
- b. Coordinate and collaborate to plan for instruction, share resources and intensify services to meet the needs of eligible four year old (Pre-K children) and three year old children.
- c. Schedule a weekly planning time for lesson planning and preparation.
- d. Share information on upcoming workshops and conferences on Early Childhood and Head Start.

- e. Develop a Collaboration Guide which details the partnership and its daily operation.
- f. Review program operations to avoid duplication of efforts.
- g. Meet on a regular basis to discuss the progress of the collaboration.
- h. Perform children's assessment and evaluation, and collaborative program evaluation, to meet P-SJ-A and HCHSP requirements.
- i. Analyze and share data for program planning and improvement.
- j. Work together to meet attendance goal.
- k. Inform all stakeholders of the collaboration and Memorandum of Understanding (MOU).
- l. Provide family services, parent engagement activities and home visits.
- m. Embrace and support the collaboration efforts of the Texas School Ready! Project.
- n. Support all events which promote the partnership.
- o. Organize, plan and develop a plan to sustain the partnership and promote a collaborative culture.

Transportation Services

- a. **P-SJ-A** will provide transportation services to and from the Longoria, Farias, and Palacios Head Start Center sites to accommodate needs of children to be served. At a minimum, P-SJ-A will provide a bus, a bus driver and a bus aide to each site. Insurance, vehicle maintenance and fuel costs will be borne by the district.
- b. **HCHSP** will provide appropriate safety restraint equipment to accommodate all children who will be transported to **P-SJ-A** facilities. The safety child alarm system will also be installed in each bus used.
- c. Transportation staff will be required to meet PSJA and Head Start Program transportation requirements including training.

General Conditions

- This Agreement shall not serve to create a principal agent relationship, partnership or joint venture between the parties hereto, nor does it authorize either party to serve as the legal representative or agent of the other. Neither party shall have any right or authority to assume, create, or incur any liability or any obligation of any kind, expressed or implied or in the name of or on behalf of the other party, except as agreed in this MOU.
- This Agreement is made in Texas and shall constitute the complete understanding of P-SJ-A and HCHSP, and may not be modified in any manner without the express written consent of all parties.
- Notwithstanding those rules and regulations or standards set by both laws and regulatory agencies, the parties agree that if a dispute arises related to this MOU, the parties will not be required to submit the dispute to arbitration, but to non-binding mediation in Hidalgo County, Texas.
- This MOU is performable in Hidalgo County, Texas.
- Either party may terminate this Agreement, with or without cause by providing 90 days written notice to the other.
- Each party shall, to the extent allowed by law, hold harmless and indemnify the other party on claims or losses sustained by individuals directly or indirectly involved with performance of services in connection with this Agreement.

Insurance

At all times during the term of this Memorandum of Understanding (MOU), **Head Start** and **P-SJ-A** shall maintain in place a commercial general liability insurance policy insuring its property against bodily injury and property damage claims brought in connection with this MOU. **Head Start** and **P-SJ-A** agree to carry insurance in the amounts shown below:

- Workers Compensation Insurance with statutory limits, and Employer’s Liability Insurance with limits of not less than \$1,000,000:

Employers Liability - Each Accident	\$1,000,000
Employers Liability - Each Employee	\$1,000,000
Employers Liability - Policy Limit	\$1,000,000

- Commercial General Liability Insurance with limits of not less than:

Each Occurrence Limit	\$1,000,000
Damage to Rented Premises	\$ 100,000
Personal & Advertising Injury	\$1,000,000

Business Auto Liability Insurance covering all owned, non-owned or hired automobiles, with limits of not less than \$1,000,000 Combined Single Limit Bodily Injury and Property Damage.

Indemnification

To the extent allowed by law, Head Start will and does hereby agree to indemnify, protect, defend with counsel approved by Grantee Board, and hold harmless P-SJ-A and their respective elected officials, employees, representatives and agents (collectively “**Indemnitees**”) from and against all damages, losses, liens, causes of action, suits, judgments, expenses, and other claims of any nature, kind, or description, including reasonable attorneys’ fees incurred in investigating, defending or settling any of the foregoing (collectively “**Claims**”) by any person or entity, arising out of, caused by, or resulting from Head Start’s performance under or breach of this Agreement and that are caused in whole or in part by any negligent act, negligent omission or willful misconduct of Head Start, anyone directly employed by Head Start or anyone for whose acts Head Start may be liable. The provisions of this section will not be construed to eliminate or reduce any other indemnification or right which any Indemnitee has by law or equity. All parties will be entitled to be represented by counsel at their own expense.

To the extent allowed by law, P-SJ-A will and does hereby agree to indemnify, protect, defend with counsel approved by Head Start, and hold harmless Head Start and Hidalgo County, and their respective elected officials, officers, directors, attorneys, employees, representatives and agents (collectively “**Indemnitees**”) from and against all damages, losses, liens, causes of action, suits, judgments, expenses, and other claims of any nature, kind, or description, including reasonable attorneys’ fees incurred in investigating, defending or settling any of the foregoing (collectively “**Claims**”) by any person or entity, arising out of, caused by, or resulting from HCHSP’s performance under or breach of this Agreement and that are caused in whole or in part by any negligent act, negligent omission or willful misconduct of Head Start employees, anyone directly employed by the HCHSP or anyone for whose acts the HCHSP may be liable. The provisions of this Section will not be construed to eliminate or reduce any other indemnification or right which any Indemnitee has by law or equity. All parties will be entitled to be represented by counsel at their own expense.

The below signed authorities agree to the statements in this document in order to develop a strong collaboration and an open communication system at all levels which will enable both **P-SJ-A** and **HCHSP** to provide the children the best services available.

Pharr-San Juan-Alamo Independent School District.

Authorized Signature Date

Dr. Daniel P. King, Superintendent of Schools
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

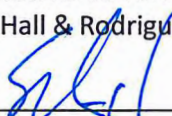
Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 

Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Pharr-San Juan-Alamo Independent School District

This agreement is made and entered into by the Pharr-San Juan-Alamo Independent School District (P-SJ-A ISD) and Hidalgo County Head Start Program (HCHSP).

The purpose of this Agreement is to establish a working and cooperative relationship between the parties in order to plan services appropriate for the communities' pre-kindergarten clients. It is the objective of the Pharr-San Juan-Alamo Independent School District to collaborate with partners in our communities, in order to provide the highest level of services to children and families; to foster the development of a continuum of family centered services, and to advocate for a community that shares responsibility for the healthy development of children and families of all cultures.

Pharr-San Juan-Alamo Independent School District School agrees to:

- A. Assist the Program in the identification of eligible 3 and 4 year old children at the beginning of each school year in an annual round up.
- B. Address transition for those children exiting Hidalgo County Head Start Program (HCHSP) and enrolling with P-SJ-A ISD.
- C. In-service training for staff and parents in order to provide the continuity of services deemed necessary by both parties.
- D. Provide on-site services when deemed appropriate.
- E. Provide District Staff for consultations and site visits.
- F. Provide fifteen certified teachers in early childhood.
- G. Provide technical assistance for 45 classrooms as needed.
- H. Provide assistance for identification of special needs children.
- I. Provide a substitute when the P-SJ-A ISD employee is absent from duty to replace the teacher(s).
- J. Meeting between P-SJ-A ISD and the HCHSP administration to be held at least three times during the year; Fall, spring, and early summer to review the partnership agreement, curriculum, and assessment data.
- K. Provide parent training information/parent volunteers.
- L. Provide any other materials that are needed to provide a quality education.
- M. Provide support staff including: a lead teacher, a resource math and language arts teacher, nurse, parent educator and two teacher assistants.
- N. Provide two special education community based teachers to assist with the special needs children in the classrooms.

PSJA ISD Staff will:

- A. Provide a principal/director and other support staff to see the program implementation.
- B. Follow the dress code policy of HCHSP and P-SJ-A ISD.
- C. Attend HCHSP staff meetings at least two times per school year.
- D. Co-teach with the HCHSP staff assigned to the Head Start classroom taking equal responsibility for lesson plans, daily preparation and instruction to the students.
- E. Provide technical support to all 45 classrooms and make sure that computers are working appropriately.
- F. Provide training dual language, thinking maps, and any other training as necessary for Pre-Kinder.
- G. Provide cognitive instruction 3 hours in the morning and 3 hours in the afternoon.
- H. Provide the necessary paperwork for P-SJ-A ISD staff to comply with the child care licensing (i.e.: teacher certification, results of criminal background check, TB test results, CPR training, and food handling services).
- I. Coordinate efforts between HCHSP & P-SJ-A ISD calendars.
- J. Provide state approved curriculum, and any other materials that are needed to provide a quality education.

Hidalgo County Head Start Program "HCHSP" agrees to:

- A. Provide a site director to coordinate efforts between P-SJ-A ISD and HCHSP.
- B. Provide 45 classroom areas to accommodate the children.
- C. Provide a co-teacher and a teacher assistant assigned to the Head Start classrooms.
- D. Provide access to and use of telephone for educational purposes.
- E. Provide a designated area for a file cabinet during all school days of the P-SJ-A ISD calendar.
- F. Provide daily breakfast, lunch, and a snack.
- G. Provide opportunities for P-SJ-A ISD to attend HCHSP staff professional development.
- H. Provide HCHSP site center manager to oversee afternoon staff maintaining classroom environment after P-SJ-A ISD program is finished for the day.
- I. Support and assist substitutes when needed in the Head Start classrooms.
- J. Provide daily attendance rosters for ADA purposes via fax, e-mail, and or phone.
- K. Provide a concerted effort to ensure student's daily attendance (ADA).

- L. Provide technical support when computers are not working.
- M. Coordinate assessment instruments for the utilizations of progress monitoring of 0 results. (pre-LAS, m-CLASS, and LAP-D)
- N. Generate support and leverage the resources in the entire community to improve school readiness.
- O. Assist with transportation as needed.

Collaboration Efforts between Pharr-San Juan-Alamo Independent School District and HCHSP:

- A. Coordinate and collaborate to plan, share resources and intensify services to meet the needs of the identified and eligible pre-k children.
- B. Provide age appropriate educational supplemental materials and supplies needed to accommodate the classroom settings.
- C. Coordinate and provide parental informational sessions/ training to strengthen partnerships and participation between parents/ families and schools/ centers and to encourage parent communication for the purpose of the child's progress.
- D. Coordinate co-planning time for both P-SJ-A ISD teacher and HCHSP co-teacher on a weekly basis.
- E. Provide professional development sessions based on the context of early childhood development.
- F. Assure that progress and development records / permanent files of each child are maintained.

Insurance:

HCHSP shall purchase and maintain in force a general liability insurance policy that will protect HCHSP from all claims which arise out of or result from HCHSP operations under this Agreement. HCHSP shall provide P-SJ-A ISD a certificate of insurance naming P-SJ-A ISD as an additional insured and waiving any right of subrogation against P-SJ-A ISD. HCHSP shall to the extent allowed by law hold P-SJ-A ISD harmless and indemnify P-SJ-A ISD from suits, claims or losses sustained by individuals directly or indirectly involved with the performances of services in connection with this agreement.

Termination:

Either Party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Pharr-San Juan-Alamo Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Pharr-San Juan-Alamo I.S.D.

Authorized Signature Date

Dr. Daniel P. King, Superintendent
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Date


Date

ATTEST:

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Stephen L. Crain

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Pharr-San Juan-Alamo Independent School District

The Hidalgo County Head Start Program (HCHSP) and Pharr-San Juan-Alamo Independent School District (P-SJ-A ISD) agree to work collaboratively in providing special services to children with special needs aged 3 to 4 years old who are deemed eligible for early childhood education as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and P-SJ-A ISD may not be amended except by a written document signed by HCHSP and P-SJ-A ISD.

Pharr-San Juan-Alamo Independent School District "P-SJ-A ISD" will:

- A. Diagnose and document children referred from the HCHSP upon completion of the multi-disciplinary evaluation in an attempt to meet its 10% mandate of children with disabilities.
- B. At the discretion of the parent(s) notify the HCHSP's staff in writing of the Individual Education Plan (IEP) meeting five (5) days prior to scheduled date. The IEP meeting will be conducted within thirty (30) days of completing the child's evaluation and in the parent's dominant language.
- C. Access to special education and related services provided by the P-SJ-A ISD within thirty (30) days of parents signing the child's IEP and the Consent for Placement. Services will be delivered to the child in the least restrictive environment available. The IEP will be provided to parents in their dominant language.
- D. In-service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
- E. Provide necessary special education and related services in accordance with the state and federal statutes and regulations to dually enrolled children.
- F. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- G. Provide on-site (at Head Start Center) services when deemed appropriate.
- H. Provide the HCHSP with progress reports on any children receiving special services every six (6) weeks. Head Start will secure parental consents.
- I. Address transition on IEP for those children exiting Head Start and enrolling with the Local Education Agency (LEA).
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Special Education and related services will be provided by personnel meeting state licensure qualifications.

Hidalgo County Head Start “HCHSP” will:

- A. Assist the P-SJ-A ISD in the location of children with disabilities through participation in Child Find activities (clinics, fairs, meetings, etc.).
- B. Participate in joint training for staff and parents.
- C. Secure parental consent for referral to LEA after completing the required screening/assessment for those children showing a delay of six (6) months or more in any area or who were identified by parents or physicians as needing further evaluation.
- D. Address transition on IEP for those children exiting Head Start and enrolling with LEA.
- E. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- F. Participate in the P-SJ-A ISD’s December 1st child count as appropriate.
- G. Participate in the development and implementation of the IEP as appropriate, to include placement decisions.
- H. Transport and provide translation services as needed by parents to attend IEP meetings when requested. Also provide transportation for children to and from LEA Therapy site if possible.
- I. Complete health screenings on all children, within forty-five (45) days of enrollment, as required in the Head Start Performance Standards.
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Maintain the children’s, families’, and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients’ prior written consent and approval.

Collaboration Efforts between Pharr-San Juan-Alamo Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency’s or program’s ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Sharyland Independent School District

The Hidalgo County Head Start Program (HCHSP) and Sharyland Independent School District (Sharyland ISD) agree to work collaboratively in providing special services to children with special needs aged 3 to 4 years old who are deemed eligible for early childhood education as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Sharyland ISD may not be amended except by a written document signed by HCHSP and Sharyland ISD.

Sharyland Independent School District "Sharyland ISD" will:

- A. Diagnose and document children referred from the HCHSP upon completion of the multi-disciplinary evaluation in an attempt to meet its 10% mandate of children with disabilities.
- B. At the discretion of the parent(s) notify the HCHSP's staff in writing of the Individual Education Plan (IEP) meeting five (5) days prior to scheduled date. The IEP meeting will be conducted within thirty (30) days of completing the child's evaluation and in the parent's dominant language.
- C. Access to special education and related services provided by the Sharyland ISD within thirty (30) days of parents signing the child's IEP and the Consent for Placement. Services will be delivered to the child in the least restrictive environment available. The IEP will be provided to parents in their dominant language.
- D. In-service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
- E. Provide necessary special education and related services in accordance with the state and federal statutes and regulations to dually enrolled children.
- F. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- G. Provide on-site (at Head Start Center) services when deemed appropriate.
- H. Provide the HCHSP with progress reports on any children receiving special services every six (6) weeks. Head Start will secure parental consents.
- I. Address transition on IEP for those children exiting Head Start and enrolling with the Local Education Agency (LEA).
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Special Education and related services will be provided by personnel meeting state licensure qualifications.

Hidalgo County Head Start "HCHSP" will:

- A. Assist the Sharyland ISD in the location of children with disabilities through participation in Child Find activities (clinics, fairs, meetings, etc.).
- B. Participate in joint training for staff and parents.
- C. Secure parental consent for referral to LEA after completing the required screening/assessment for those children showing a delay of six (6) months or more in any area or who were identified by parents or physicians as needing further evaluation.
- D. Address transition on IEP for those children exiting Head Start and enrolling with LEA.
- E. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- F. Participate in the Sharyland ISD's December 1st child count as appropriate.
- G. Participate in the development and implementation of the IEP as appropriate, to include placement decisions.
- H. Transport and provide translation services as needed by parents to attend IEP meetings when requested. Also provide transportation for children to and from LEA Therapy site if possible.
- I. Complete health screenings on all children, within forty-five (45) days of enrollment, as required in the Head Start Performance Standards.
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Sharyland Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term::

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Sharyland Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Sharyland I.S.D.

Authorized Signature Date

Dr. Maria Filomena Leo, Interim Superintendent
Print Name and Title

Authorized Signature Date

Debra Alaniz-Roque, Special Education Director
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Date


Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

Approved As To Form:
Oxford & González, P.C.

By: 

Stephen L. Crain

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Valley View Independent School District

This Agreement is made and entered into by Valley View Independent School District (Valley View ISD) and Hidalgo County Head Start Program (HCHSP).

The purpose of this Agreement is to establish a working and cooperative relationship between the parties in order to plan service appropriate for each Agency's or Program's clients. It is the objective of Valley View Independent School District to collaborate with partners in our communities, in order to provide the highest level of services, and to advocate for a community that shares responsibilities for the healthy development of children and families of all cultures.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Valley View ISD may not be amended except by a written document signed by HCHSP and Valley View ISD.

Valley View Independent School District School agrees to:

- A. Assist the HCHSP in the identification of eligible 3-4 year old children at the beginning of each school year in an annual round-up.
- B. Participate in joint training for staff and parents.
- C. Address transition for those children exiting Head Start and enrolling with Local Education Agency (LEA).
- D. Participate in resource sharing (i.e. equipment, materials, staff, etc.)
- E. Provide in-service training for staff and parents in order to provide the continuity of services as deemed necessary for both parties.
- F. Provide on-site services when deemed appropriate.
- G. Address transition of Individual Education Plan (IEP) for those children exiting of Head Start and enrolling with LEA.
- H. Provide supplemental materials and supplies needed to accommodate Pre-Kindergarten eligible children identified under the **School Readiness Integration Model**.
- I. Maintain the children's, families' and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families and staff. All program records, data or information related to individual children, families and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.
- J. Service Valley View Independent School District eligible Pre-Kindergarten and Kindergarten students that reside within the district boundaries.

Hidalgo County Head Start Program "HCHSP" agrees to:

- A. Provide in- service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
- B. Address transition of IEP for those children exiting Head Start and enrolling with LEA.
- C. Provide on-site training (Head Start Center) as deemed appropriate.
- D. Provide facilities for the delivery of services.
- E. Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Valley View Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving thirty (30) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Valley View Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Valley View I.S.D.

Authorized Signature Date

Rolando Ramirez, Superintendent
Print Name and Title

Authorized Signature Date

Jose A. Rosillo, President
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

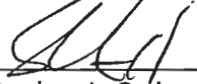
Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 

Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Valley View Independent School District

The Hidalgo County Head Start Program (HCHSP) and Valley View Independent School District (Valley View ISD) agree to work collaboratively in providing special services to children with special needs aged 3 to 4 years old who are deemed eligible for early childhood education as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Valley View ISD may not be amended except by a written document signed by HCHSP and Valley View ISD.

Valley View Independent School District “Valley View ISD” will:

- A. Diagnose and document children referred from the HCHSP upon completion of the multi-disciplinary evaluation in an attempt to meet its 10% mandate of children with disabilities.
- B. At the discretion of the parent(s) notify the HCHSP’s staff in writing of the Individual Education Plan (IEP) meeting five (5) days prior to scheduled date. The IEP meeting will be conducted within thirty (30) days of completing the child’s evaluation and in the parent’s dominant language.
- C. Access to special education and related services provided by the Valley View ISD within thirty (30) days of parents signing the child’s IEP and the Consent for Placement. Services will be delivered to the child in the least restrictive environment available. The IEP will be provided to parents in their dominant language.
- D. In-service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
- E. Provide necessary special education and related services in accordance with the state and federal statues and regulations to dually enrolled children.
- F. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- G. Provide on-site (at Head Start Center) services when deemed appropriate.
- H. Provide the HCHSP with progress reports on any children receiving special services every six (6) weeks. Head Start will secure parental consents.
- I. Address transition on IEP for those children exiting Head Start and enrolling with the Local Education Agency (LEA).
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Special Education and related services will be provided by personnel meeting state licensure qualifications.

Hidalgo County Head Start "HCHSP" will:

- A. Assist the Valley View ISD in the location of children with disabilities through participation in Child Find activities (clinics, fairs, meetings, etc.).
- B. Participate in joint training for staff and parents.
- C. Secure parental consent for referral to LEA after completing the required screening/assessment for those children showing a delay of six (6) months or more in any area or who were identified by parents or physicians as needing further evaluation.
- D. Address transition on IEP for those children exiting Head Start and enrolling with LEA.
- E. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- F. Participate in the Valley View ISD's December 1st child count as appropriate.
- G. Participate in the development and implementation of the IEP as appropriate, to include placement decisions.
- H. Transport and provide translation services as needed by parents to attend IEP meetings when requested. Also provide transportation for children to and from LEA Therapy site if possible.
- I. Complete health screenings on all children, within forty-five (45) days of enrollment, as required in the Head Start Performance Standards.
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Valley View Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Valley View Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Valley View I.S.D.

Authorized Signature Date

Rolando Ramirez, Superintendent
Print Name and Title

Authorized Signature Date

Debra Salinas, Special Education Director
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

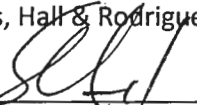
Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 

Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Weslaco Independent School District

The Hidalgo County Head Start Program (HCHSP) and Weslaco Independent School District (Weslaco ISD) agree to work collaboratively in providing special services to children with special needs aged 3 to 4 years old who are deemed

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Weslaco ISD may not be amended except by a written document signed by HCHSP and Weslaco ISD.

Weslaco Independent School District "Weslaco ISD" will:

- A. Diagnose and document children referred from the HCHSP upon completion of the multi-disciplinary evaluation in an attempt to meet its 10% mandate of children with disabilities.
- B. At the discretion of the parent(s) notify the HCHSP's staff in writing of the Individual Education Plan (IEP) meeting five (5) days prior to scheduled date. The IEP meeting will be conducted within thirty (30) days of completing the child's evaluation and in the parent's dominant language.
- C. Access to special education and related services provided by the Weslaco ISD within thirty (30) days of parents signing the child's IEP and the Consent for Placement. Services will be delivered to the child in the least restrictive environment available. The IEP will be provided to parents in their dominant language.
- D. In-service training for staff and parents in order to provide the continuity of services as deemed necessary by both parties.
- E. Provide necessary special education and related services in accordance with the state and federal statutes and regulations to dually enrolled children.
- F. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- G. Provide on-site (at Head Start Center) services when deemed appropriate.
- H. Provide the HCHSP with progress reports on any children receiving special services every six (6) weeks. Head Start will secure parental consents.
- I. Address transition on IEP for those children exiting Head Start and enrolling with the Local Education Agency (LEA).
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Special Education and related services will be provided by personnel meeting state licensure qualifications.

Hidalgo County Head Start "HCHSP" will:

- A. Assist the Weslaco ISD in the location of children with disabilities through participation in Child Find activities (clinics, fairs, meetings, etc.).
- B. Participate in joint training for staff and parents.
- C. Secure parental consent for referral to LEA after completing the required screening/assessment for those children showing a delay of six (6) months or more in any area or who were identified by parents or physicians as needing further evaluation.
- D. Address transition on IEP for those children exiting Head Start and enrolling with LEA.
- E. Participate in resource sharing (i.e. equipment, materials, staff, etc.).
- F. Participate in the Weslaco ISD's December 1st child count as appropriate.
- G. Participate in the development and implementation of the IEP as appropriate, to include placement decisions.
- H. Transport and provide translation services as needed by parents to attend IEP meetings when requested. Also provide transportation for children to and from LEA Therapy site if possible.
- I. Complete health screenings on all children, within forty-five (45) days of enrollment, as required in the Head Start Performance Standards.
- J. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- K. Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Weslaco Independent School District and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other and programs on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Weslaco Independent School District and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Weslaco I.S.D.

Authorized Signature Date

Dr. Ruben Alejandro, Superintendent
Print Name and Title

Authorized Signature Date

Neil Garza, Special Education Director
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

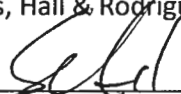
Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 

Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

AVANCE, Inc./Colonia's Early Head Start Program

The Hidalgo County Head Start Program (HCHSP) and AVANCE, Inc. agree to establish a working and cooperative relationship between the parties in order to plan services appropriate for each agency's or program's clients. It is the objective of the Hidalgo County Head Start Program to collaborate with partners in our communities, in order to provide the highest level of services to children and families; to foster the development of a continuum of family centered services, and to advocate for a community that shares responsibility for the healthy development of children and families of all cultures.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and AVANCE, Inc., may not be amended except by a written document signed by HCHSP and AVANCE, Inc.

AVANCE, Inc. will:

- Provide services for infants and toddlers and their families to encourage trust and emotional security, provide a variety of sensory and motor experiences, support physical, social and emotional development, encourage the development of self-awareness and autonomy, and support emerging communication skills.
- Provide service coordination services for all eligible children and maintain documentation of these activities. The Social Service Specialist is responsible for coordinating all services within the program and across agency lines, as well as being available to parents.
- Make decisions regarding what services will be provided, which includes type, frequency, intensity, location, name of services provider, and method of delivery made through a collaborative Individual Family Service Plan (IFSP) process between parents and other team members. Services are jointly coordinated with other services providers involved in delivery of services to the child and family.
- To assist with transition into other appropriate programs and services when the child turns three. As early as ninety (90) days prior to the child's third birthday and with family approval, a face-to-face conference must be convened with the family, the Early Childhood Intervention (ECI) program staff and staff from the next future setting, to review the child's program options and transition plan. The child must be referred to Hidalgo County Head Start Program as described in the Individual Family Service Plan (IFSP) and agreed upon by the parents. With parental consent assessment information may accompany the referral.
- Participate in and support efforts for a smooth transition when entering Head Start programs as well as for children who, at age three, will need to be considered for services for the preschool age. To avoid duplication of effort, the AVANCE, Inc. will coordinate, to the extent possible with families and the Head Start program to support the cooperation and the sharing of information among agencies and their community partners in accordance with the agency's confidentiality policies.
- Will establish and maintain transition procedures, will coordinate with the Hidalgo County Head Start program to ensure the relevant children's record are transferred; will initiate meetings with Hidalgo

County Head Start Program staff for the next placement to discuss transition progress and abilities of individual children. The process will take into account; the child's health status and developmental level, circumstances, and availability of Head Start.

- Transition planning by AVANCE, Inc. will be undertaken for each child and family at least six months prior to the child's third birthday. AVANCE, Inc. will allow the child, as appropriate, to remain in Early Head Start, following his or her third birthday, for additional months until he or she can transition into a Head Start, childcare, pre-school, or daycare setting.

Hidalgo County Head Start Program will:

- Provide a comprehensive pre-school program for economically disadvantage children, three to five years of age. The program gives priority to identify, recruit, and serve foster children, homeless children, and children with disabilities and their families. Services include health, mental health, nutrition, education, special services, social services, parent involvement, and transition services.
- Engage in an ongoing family partnership building and provide social service assistance when needed.
- Provide information and referrals to families regarding services of collaborating agency/program.
- Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between AVANCE, Inc. and HCHSP:

- To refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- To exchange reports describing services rendered between each other on a regular basis. The undersigned parties agree that they will try, when possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: AVANCE, Inc. and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

AVANCE, Inc.:

_____	_____	_____
Authorized Signature	Date	<i>Print Name and Title</i>

Hidalgo County Head Start Program

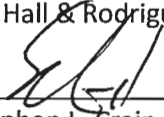
_____	_____
Honorable Ramon Garcia Hidalgo County Judge	Teresa Flores, Executive Director Hidalgo County Head Start Program

_____	_____
Date	Date

ATTEST:

 Arturo Guajardo, Jr.
 Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 

 Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
 Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Behavioral Health Solutions of South Texas

This written memorandum of understanding will serve as a collaborative agreement between **Hidalgo County Head Start Program (HCHSP) and the Behavioral Health Solutions of South Texas / Prevention Resource Center-Region 11 (PRC 11)** in an effort to identify local community and county data resources to facilitate the development of a Regional Needs Assessment which will be available for the agency and the community. Also, this collaboration will help to identify local community, county and regional training needs and resources. The Prevention Resource Center's goals are to establish a central data collection repository for PRC 11; to ensure accessible regional substance abuse and mental health training.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Behavioral Health Solutions of South Texas / Prevention Resource Center-Region 11 (PRC 11) may not be amended except by a written document signed by HCHSP and Behavioral Health Solutions of South Texas / Prevention Resource Center-Region 11 (PRC 11).

Behavioral Health Solutions of South Texas will:

- ❖ Develop and provide access to a central data collection repository for the region focused on identifying local, county, and regional data resources.
- ❖ Share available data, resources and statistics with community stakeholders.
- ❖ Complete a Regional Needs Assessment (RNA) and provide access to final document.
- ❖ Offer networking assistance to strengthen prevention efforts in the community.
- ❖ Promote the College Survey and assist universities/colleges in participating.
- ❖ Facilitate access and coordinate prevention trainings available through Coordinated Training Services for DHS funded providers.

Hidalgo County Head Start Program will:

- ❖ Participate in PRC 11 data collection efforts such as completing surveys and responding to requests for data (alcohol and drug related offenses; violent crime, statistics, prevention efforts, intervention/treatment services, disciplinary offenses, and dropout rates).
- ❖ Offer networking assistance to strengthen prevention efforts in our community by attending meetings facilitated by PRC 11.
- ❖ Provide PRC 11 Staff with feedback related to gaps in data collection, networking, data sharing, and coordination of training efforts.
- ❖ Maintain confidentiality requirements in accordance to Federal Confidentiality rules (42CFR 2). Funding for these services is provided by a grant from the Texas Department of State Health Services and no fees or cost will be incurred by the Hidalgo County Head Start Program.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Collaborative agreement will be enforced from September 1, 2015 through August 31, 2016 and may be amended or terminated by either party by submitting a written request at any time.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Behavior Health Solution of South Texas/Prevention Resource Center-Region 11 (PRC 11) and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Behavioral Health Solutions of South Texas/Prevention Resource Center-Region 11:

		<u>Jose G. Gonzalez, Executive Director</u>
Authorized Signature	Date	<i>Print Name and Title</i>


Hidalgo County Head Start Program

Honorable Ramon Garcia	Date	Teresa Flores, Executive Director	Date
Hidalgo County Judge		Hidalgo County Head Start Program	

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 

Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

A Memorandum of Understanding Between
Hidalgo County Head Start Program
And
Community Development Corporation of Brownsville, And
Community Resource Group, Inc.

The parties hereby bind themselves to undertake a Memorandum of Understanding (MOU) under the following terms and conditions:

I. PARTIES TO THE AGREEMENT

This Memorandum of Understanding is made by and between:

- a. Community Development Corporation of Brownsville (CDCB);
- b. Community Resource Group (CRG); and
- c. Hidalgo County Head Start Program (HCHSP)

II. PURPOSE OF AGREEMENT

This MOU is intended to improve the level of financial literacy of families who utilize HCHSP's services. HCHSP, CDCB, and CRG will achieve this by providing financial education and building upon the financial management skills of these families.

III. GOALS AND OBJECTIVE

CDCB and CRG agree to facilitate and/or coordinate the provision of financial education to the staff of the HCHSP Centers in the service area. The Parties to this Agreement shall abide by the terms of this Agreement to achieve the following goals and objectives:

- a. CRG and CDCB agree to facilitate and/or coordinate financial education training opportunities to staff identified by HCHSP management.
- b. HCHSP agrees to coordinate training attendance by identified staff.
- c. HCHSP further agrees to incorporate the knowledge acquired by staff into the Family Engagement Outcomes.
- d. HCHSP further agrees to have the staff and parents who participate in the financial education training either during training sessions or as part of the Family Engagement Outcomes to complete a pre- and post-assessment of knowledge and to fully share all information obtained through this process with CDCB and CRG. The data collected through this process will be utilized to determine the effectiveness of the training in transferring financial education information. Completion of the assessment tool will be a confidential process wherein the individual completing the form will not be identified by name (each participant may be assigned another form of identification).

IV. OBLIGATIONS OF THE PARTIES

- a. CDCB and CRG shall perform the following obligations:
 - i. Provide a trainer.
 - ii. Provide the assessment tool document in English and Spanish to be used by participants.
 - iii. Continue to be available for further technical assistance for the period of this Agreement.
- b. HCHSP shall perform the following obligations:

- i. Coordinate attendance of identified staff in the training scheduled and any subsequent training agreed upon by the parties.
- ii. Facilitate the distribution and completion of a pre- and post-assessment document to training event attendees as well as parents who are provided financial education information as part of HCHSP Family Engagement Outcomes curriculum.
- iii. Provide a unique identification number for each participant.
- iv. Provide information from assessment processes to CDCB and CRG.

V. CONFIDENTIALITY

Subject to sub-clause below, each party shall be treated with strict confidentiality in regards to all information received or obtained as a result of entering into or performing this Memorandum of Agreement.

a. Each party may disclose information which would otherwise be confidential if and to the extent:

- i. Required by the law of any relevant jurisdiction;
- ii. The information has come into the public domain through no fault of that party; or
- iii. The other party has given prior written approval to the disclosure, provided that any such information disclosed shall be disclosed only after with and notice to the other party.

VI. RELATION OF THE PARTIES

The nature of relationship between CDCB, CRG and HCHSP is that of independent contractors.

VII. CONSIDERATION

This Agreement is being made in consideration of the following: Community Development Brownsville, Community Resources Group, Inc. and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

VIII. REPRESENTATION AND WARRANTIES

Each party to this Memorandum of Understanding represents and warrants to the other party that he/she/it:

- a. Have the full power, authority, and legal right to execute and perform this MOU.
- b. Has taken all necessary legal and corporate action to authorize the execution and performance of this MOU.
- c. This MOU constitutes the legal, valid, and binding obligations of each party in accordance with its terms, and
- d. Shall act in good faith to give effort to the intent of this MOU and to take such other actions as may be necessary or convenient to consummate the purpose and subject matter of this MOU.

IX. TERMINATION

This MOU may be terminated by either party upon receipt of a 30 day written notice, operation of law, or upon the end of the term of this Agreement.

X. GOVERNING LAW

This MOU shall be governed by and construed in accordance with law of Texas.

XI. REVIEW OF MEMORANDUM OF UNDERSTANDING

The MOU will be jointly reviewed by all parties annually and more frequently if laws and regulations are amended that will significantly impact this Agreement, or when a party requests a formal change, including extension of time period.

XII. TERM OF MEMORANDUM OF UNDERSTANDING

The term of this MOU shall be from the date executed by HCHSP, and will expire on August 31, 2016, unless terminated in accordance with terms stated elsewhere in this Agreement. This Agreement will be reviewed annually and updated as needed to address services. This Agreement will become effective upon the signatures of the approving officials of the respective agencies. This Agreement may only be amended by mutual consent of all parties involved. Any amendment to this Agreement must be done in writing and must be signed by all parties after which the amendment shall be incorporated into the agreement. The MOU will become effective immediately on the last date signed and dated by all parties. By signing the Agreement each agency agrees to the terms.

XIII. SIGNATURES

Nick Bennett-Mitchell, Executive Director
Community Development Corporation

John Squires, CEO
Community Resource Group, Inc.

Date

Date

Hidalgo County Head Start Program:

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Date

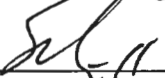
Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

Approved As To Form:
Oxford & González, P.C.

By: 

Stephen L. Crain

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

County of Hidalgo Community Service Agency

The Hidalgo County Head Start Program (HCHSP) and the **County of Hidalgo Community Service Agency** agree to provide information and referrals to its clients regarding services as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and County of Hidalgo Community Service Agency and may not be amended except by a written document signed by HCHSP and County of Hidalgo Community Service Agency.

HCHSP will:

To provide a comprehensive pre-school program for economically disadvantage children, three to five years of age. The program gives priority to identify, recruit and serve foster children, homeless children and children with disabilities and their families. Services include health, mental health, nutrition, education, special services, social services, parent involvement and transition services.

- To engage in an ongoing family partnership building and provide social services assistance when needed.
- To provide information and referrals to families regarding services of the County of Hidalgo Community Service Agency.
- To designate a Hidalgo County Head Start Program staff member to serve as a liaison to County of Hidalgo Community Service Agency.
- To provide the County of Hidalgo Community Service Agency a rent and utilities free facility at 2100 Fir St., McAllen, TX 78501 "Austin (A-1) One Stop Head Start Center."
- Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as **confidential**. Release of information will take place only with clients' prior written consent and approval.

County of Hidalgo Community Service Agency Agrees:

- To provide information and referrals to its clients regarding services of the Hidalgo County Head Start Program.
- Purchase and maintain a certificate of insurance for commercial general Liability, i) Bodily Injury and Property Damage \$300,000 ea. Occurrence, ii) Personal Advertising Injury \$300,00 ea. Occurrence, iii) General Aggregate \$600,000 and iv) Products Completed Operations Coverage \$600,000 aggregate. Hidalgo County Head Start Program must be named as an additional insured and County of Hidalgo Community Service Agency waives any right to subrogation against Hidalgo County Head Start Program.

Collaboration Efforts between County of Hidalgo Community Service Agency and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: County of Hidalgo Community Service Agency and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

County of Hidalgo Community Service Agency

_____	_____	_____
<i>Authorized Signature</i>	<i>Date</i>	<i>Print Name and Title</i>
_____	_____	_____
<i>Authorized Signature</i>	<i>Date</i>	<i>Print Name and Title</i>

Hidalgo County Head Start Program

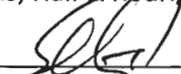
_____	_____
Honorable Ramon Garcia Hidalgo County Judge	Teresa Flores, Executive Director Hidalgo County Head Start Program

_____	_____
Date	Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 
Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Easter Seals of the Rio Grande Valley/Early Childhood Intervention Program

The Hidalgo County Head Start Program (HCHSP) and Easter Seals of the Rio Grande Valley agree to establish a working and cooperative relationship between the parties in order to plan services appropriate for each agency's or program's clients. It is the objective of the Hidalgo County Head Start Program to collaborate with partners in our communities, in order to provide the highest level of services to children and families; to foster the development of a continuum of family centered services, and to advocate for a community that shares responsibility for the healthy development of children and families of all cultures.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Easter Seals of the Rio Grande Valley, may not be amended except by a written document signed by HCHSP and Easter Seals of the Rio Grande Valley.

Easter Seals of the Rio Grande Valley will:

- Provide services for infants and toddlers and their families to encourage trust and emotional security, provide a variety of sensory and motor experiences, support physical, social and emotional development, encourage the development of self-awareness and autonomy, and support emerging communication skills.
- Provide service coordination services for all eligible children and maintain documentation of these activities. The Social Service Specialist is responsible for coordinating all services within the program and across agency lines, as well as being available to parents.
- Make decisions regarding what services will be provided, which includes type, frequency, intensity, location, name of services provider, and method of delivery made through a collaborative Individual Family Service Plan (IFSP) process between parents and other team members. Services are jointly coordinated with other services providers involved in delivery of services to the child and family.
- To assist with transition into other appropriate programs and services when the child turns three. As early as ninety (90) days prior to the child's third birthday and with family approval, a face-to-face conference must be convened with the family, the Early Childhood Intervention (ECI) program staff and staff from the next future setting, to review the child's program options and transition plan. The child must be referred to Hidalgo County Head Start Program as described in the Individual Family Service Plan (IFSP) and agreed upon by the parents. With parental consent assessment information may accompany the referral.
- Participate in and support efforts for a smooth transition when entering Head Start programs as well as for children who, at age three, will need to be considered for services for the preschool age. To avoid duplication of effort, the Easter Seals of the Rio Grande Valley will coordinate, to the extent possible with families and the Head Start program to support the cooperation and the sharing of information among agencies and their community partners in accordance with the agency's confidentiality policies.

- Will establish and maintain transition procedures, will coordinate with the Hidalgo County Head Start Program to ensure the relevant children's record are transferred; will initiate meetings with Hidalgo County Head Start Program staff for the next placement to discuss transition progress and abilities of individual children. The process will take into account; the child's health status and developmental level, circumstances, and availability of Head Start.
- Transition planning by Easter Seals of the Rio Grande Valley will be undertaken for each child and family at least six months prior to the child's third birthday. Easter Seals of the Rio Grande Valley will allow the child, as appropriate, to remain in Early Head Start, following his or her third birthday, for additional months until he or she can transition into a Head Start, childcare, pre-school, or daycare setting.

Hidalgo County Head Start Program will:

- Provide a comprehensive pre-school program for economically disadvantage children, three to five years of age. The program gives priority to identify, recruit, and serve foster children, homeless children, and children with disabilities and their families. Services include health, mental health, nutrition, education, special services, social services, parent involvement, and transition services.
- Engage in an ongoing family partnership building and provide social service assistance when needed.
- Provide information and referrals to families regarding services of collaborating agency/program.
- Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as **confidential**. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Easter Seals of the Rio Grande Valley and HCHSP:

- To refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- To exchange reports describing services rendered between each other on a regular basis. The undersigned parties agree that they will try, when possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Easter Seals of the Rio Grande Valley and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Easter Seals of the Rio Grande Valley:

		<u>Patricia Rosenlund, ECI Director</u>
Authorized Signature	Date	<i>Print Name and Title</i>


Hidalgo County Head Start Program

Honorable Ramon Garcia Hidalgo County Judge		Teresa Flores, Executive Director Hidalgo County Head Start Program
Date		Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 
Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between
Hidalgo County Head Start Program
And
Foster Grandparent Program of the Lower Rio Grande Valley

The Hidalgo County Head Start Program (HCHSP) and Foster Grandparent Program of the Lower Rio Grande Valley agree to establish a working and cooperative relationship between the parties in order to plan services appropriate for each agency's or program's clients. It is the objective of the Hidalgo County Head Start Program to collaborate with partners in our communities, in order to provide the highest level of services to children and families; to foster the development of a continuum of family centered services, and to advocate for a community that shares responsibility for the healthy development of children and families of all cultures.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Foster Grandparent Program of the Lower Rio Grande Valley may not be amended except by a written document signed by HCHSP and Foster Grandparent Program of the Lower Rio Grande Valley

Foster Grandparent Program of the Lower Rio Grande Valley will:

- Designate a Foster Grandparent staff member to serve as a liaison with the Hidalgo County Head Start Program.
- Recruit, interview, select and enroll volunteers that will participate in the Head Start Program in accordance to the criteria set forth by the Foster Grandparent Program.
- Provide insurance coverage as required by the Head Start Program.
- Provide orientation and in-service training on an ongoing basis.
- Permit the Hidalgo County Head Start program to conduct a criminal history background check as required by the state licensing minimum standards for all Foster Grandparents.

Hidalgo County Head Start Program will:

- Insure that the Foster Grandparent participants will not be discriminated against on the basis of race, color, national origin, sex, age, political affiliation, religion or disability.
- Serve as a "Volunteer Station" for Foster Grandparent Program participants.
- Provide comprehensive orientation training to foster grandparents which includes (but not limited to) the Hidalgo County Head Start Program's policies on confidentiality, dress code, release of children, child abuse and neglect, emergency and evacuation.

Collaboration Efforts between Foster Grandparent Program of the Lower Rio Grande Valley and HCHSP:

- To exchange reports describing services rendered between each other on a regular basis. The undersigned parties agree that they will try, when possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Foster Grandparent Program of the Lower Rio Grande Valley and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Foster Grandparent Program of the Lower Rio Grande Valley:

_____	_____	_____
Authorized Signature	Date	<i>Print Name and Title</i>

Hidalgo County Head Start Program

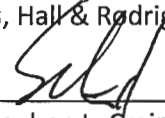
_____	_____
Honorable Ramon Garcia Hidalgo County Judge	Teresa Flores, Executive Director Hidalgo County Head Start Program

_____	_____
Date	Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 

Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Hidalgo County Health and Human Services Agency

The **Hidalgo County Head Start Program (HCHSP)** and the **Hidalgo County Health and Human Services** agree to provide information and referrals to its clients regarding services as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and County of Hidalgo Community Service Agency and may not be amended except by a written document signed by HCHSP and Hidalgo County Health and Human Services.

The Hidalgo County Head Start Program Agrees:

- To provide a comprehensive pre-school program for economically disadvantage children, three to five years of age. The program gives priority to identify, recruit and serve foster children, homeless children and children with disabilities and their families. Services include health, mental health, nutrition, education, special services, social services, parent involvement and transition services.
- To engage in an ongoing family partnership building and provide social services assistance when needed.
- To provide information and referrals to families regarding services of the Hidalgo County Health and Human Services.
- To provide the Hidalgo County Health and Human Services a rent and utilities free facility at 2100 Fir St., McAllen, TX 78501 "Austin (A-1) One Stop Head Start Center."
- Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as **confidential**. Release of information will take place only with clients' prior written consent and approval.

The Hidalgo County Health and Human Services Agrees:

- To assist with health fairs and conferences by providing material and/or resources.
- To provide information and referrals to their clients regarding services of the Hidalgo County Head Start Program.
- To help parents seek assistance in meeting their child's health needs.
- To educate parents on services provided by Hidalgo County Health and Human Services.
- To teach parents how to advocate for their children's health services.

Collaboration Efforts between Hidalgo County Health and Human Services and HCHSP:

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Hidalgo County WIC Program

The Hidalgo County Head Start Program (HCHSP) and Hidalgo County WIC Program agree to establish a working and cooperative relationship between the parties in order to plan services appropriate for each agency's or program's clients. It is the objective of the Hidalgo County Head Start Program to collaborate with partners in our communities, in order to provide the highest level of services to children and families; to foster the development of a continuum of family centered services, and to advocate for a community that shares responsibility for the healthy development of children and families of all cultures.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Hidalgo County WIC Program may not be amended except by a written document signed by HCHSP and Hidalgo County WIC Program.

Hidalgo County WIC Program will:

- Provide Nutrition Education: Individual or Group Sessions.
- Provide Breastfeeding Support.
- Provide information and referrals to clients regarding services of the Hidalgo County Head Start Program.

Hidalgo County Head Start Program will:

- Provide a comprehensive pre-school program for economically disadvantage children, three to five years of age. The program gives priority to identify, recruit, and serve foster children, homeless children, and children with disabilities and their families. Services include health, mental health, nutrition, education, special services, social services, parent involvement, and transition services.
- Engage in an ongoing family partnership building and provide social service assistance when needed.
- Provide information and referrals to families regarding services of collaborating agency/program.
- Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- Provide information and referrals to families regarding services of the Hidalgo County WIC Program.
- Designate a Hidalgo County Head Start staff member to serve as a liaison to the Hidalgo County WIC Program.
- Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Hidalgo County WIC Program and HCHSP:

- To refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving

agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.

- To exchange reports describing services rendered between each other on a regular basis. The undersigned parties agree that they will try, when possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Hidalgo County WIC Program and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Hidalgo County WIC Program:

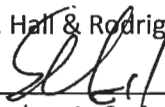
_____	_____	<u>Norma Longoria, Director</u>
Authorized Signature	Date	<i>Print Name and Title</i>

Hidalgo County Head Start Program

_____	_____
Honorable Ramon Garcia Hidalgo County Judge	Teresa Flores, Executive Director Hidalgo County Head Start Program
_____	_____
Date	Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP
By: 
Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.
By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Mujeres Unidas

The Hidalgo County Head Start Program (HCHSP) and Mujeres Unidas agree to establish a working and cooperative relationship between the parties in order to plan services appropriate for each agency's or program's clients. It is the objective of the Hidalgo County Head Start Program to collaborate with partners in our communities, in order to provide the highest level of services to children and families; to foster the development of a continuum of family centered services, and to advocate for a community that shares responsibility for the healthy development of children and families of all cultures.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Mujeres Unidas may not be amended except by a written document signed by HCHSP and Mujeres Unidas.

Mujeres Unidas will:

- Provide trainings to parents on the importance of providing physical, emotional, and developmental care to their children.
- Assist parents seek in meeting their own emotional and physical needs through other community resources available.
- Teach parents to identify crisis prevention resources, such as hotline numbers, local crisis centers, or names of counselors.
- Inform parents where to seek immediate shelter for their family in the event that one parent is abusive towards the other and the family must leave for safety reasons.

Hidalgo County Head Start Program will:

- Provide a comprehensive pre-school program for economically disadvantage children, three to five years of age. The program gives priority to identify, recruit, and serve foster children, homeless children, and children with disabilities and their families. Services include health, mental health, nutrition, education, special services, social services, parent involvement, and transition services.
- Engage in an ongoing family partnership building and provide social service assistance when needed.
- Provide information and referrals to families regarding services of collaborating agency/program.
- Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Mujeres Unidas and HCHSP:

- To refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.

- To exchange reports describing services rendered between each other on a regular basis. The undersigned parties agree that they will try, when possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Mujeres Unidas and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Mujeres Unidas:

_____	_____	<u>Estela De Anda, Executive Director</u>
Authorized Signature	Date	<i>Print Name and Title</i>

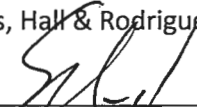
Hidalgo County Head Start Program

_____	_____
Honorable Ramon Garcia Hidalgo County Judge	Teresa Flores, Executive Director Hidalgo County Head Start Program
_____	_____
Date	Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 

Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Partners Resource Network, Inc. / TEAM PROJECT

The Hidalgo County Head Start Program (HCHSP) and Partners Resource Network, Inc. agree to establish a working and cooperative relationship between the parties in order to plan services appropriate for each agency's or program's clients. It is the objective of the Hidalgo County Head Start Program to collaborate with partners in our communities, in order to provide the highest level of services to children and families; to foster the development of a continuum of family centered services, and to advocate for a community that shares responsibility for the healthy development of children and families of all cultures.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Partners Resource Network, Inc., may not be amended except by a written document signed by HCHSP and Partners Resource Network, Inc.

Partners Resource Network, Inc. will:

- Provide training to Hidalgo County Head Start Staff on Special Education Process, Individual Education Plan (IEP), Transition Plan Positive Interventions, Bullying, and Attention Deficit Hyperactivity Disorder (ADHD).
- Provide families with access to free regular monthly trainings scheduled through-out the valley covering the topics mentioned above.
- Offer free bilingual services to the families of said agency on: (1) Preparing for an Admissions, Review and Dismissal (ARD) meeting, (2) Individualized Education Plan (IEP), (3) Behavior Intervention Plan (BIP) meetings, and (4) The importance of documentation.
- Provide information and referral to families of Hidalgo County Head Start Program.

Hidalgo County Head Start Program will:

- Provide a comprehensive pre-school program for economically disadvantage children, three to five years of age. The program gives priority to identify, recruit, and serve foster children, homeless children, and children with disabilities and their families. Services include health, mental health, nutrition, education, special services, social services, parent involvement, and transition services.
- Engage in an ongoing family partnership building and provide social service assistance when needed.
- Provide information and referrals to families regarding services of collaborating agency/program.
- Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Partners Resource Network, Inc. and HCHSP:

- To exchange reports describing services rendered between each other on a regular basis. The undersigned parties agree that they will try, when possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Partners Resource Network, Inc. and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Partners Resource Network, Inc.:

 Authorized Signature Date

Maria Cordero

 Print Name and Title

Hidalgo County Head Start Program

 Honorable Ramon Garcia
 Hidalgo County Judge

 Teresa Flores, Executive Director
 Hidalgo County Head Start Program

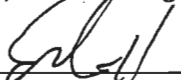
 Date

 Date

ATTEST:

 Arturo Guajardo, Jr.
 Hidalgo County Clerk
 Approved As To Form:
 Atlas, Hall & Rodriguez, LLP

Approved As To Form:
 Oxford & González, P.C.

By: 

 Stephen L. Crain

By: _____
 Ricardo González

Date Approved by Policy Council:
 Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Region One Education Service Center/Early Childhood Intervention Program

The Hidalgo County Head Start Program (HCHSP) and Region One Education Service Center (Region One ESC) agree to establish a working and cooperative relationship between the parties in order to plan services appropriate for each agency's or program's clients. It is the objective of the Hidalgo County Head Start Program to collaborate with partners in our communities, in order to provide the highest level of services to children and families; to foster the development of a continuum of family centered services, and to advocate for a community that shares responsibility for the healthy development of children and families of all cultures.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Region One ESC, may not be amended except by a written document signed by HCHSP and Region One ESC.

Region One ESC will:

- Provide services for infants and toddlers and their families to encourage trust and emotional security, provide a variety of sensory and motor experiences, support physical, social and emotional development, encourage the development of self-awareness and autonomy, and support emerging communication skills.
- Provide service coordination services for all eligible children and maintain documentation of these activities. The Social Service Specialist is responsible for coordinating all services within the program and across agency lines, as well as being available to parents.
- Make decisions regarding what services will be provided, which includes type, frequency, intensity, location, name of services provider, and method of delivery made through a collaborative Individualized Family Service Plan (IFSP) process between parents and other team members. Services are jointly coordinated with other services providers involved in delivery of services to the child and family.
- To assist with transition into other appropriate programs and services when the child turns three. As early as ninety (90) days prior to the child's third birthday and with family approval, a face-to-face conference must be convened with the family, the Region One ESC staff and staff from the next future setting, to review the child's program options and transition plan. The child must be referred to HCHSP as described in the Individual Family Service Plan (IFSP) and agreed upon by the parents. With parental consent assessment information may accompany the referral.
- Participate in and support efforts for a smooth transition when entering Head Start programs as well as for children who, at age three, will need to be considered for services for the preschool age. To avoid duplication of effort, the Region One ESC will coordinate, to the extent possible with families and the HCHSP to support the cooperation and the sharing of information among agencies and their community partners in accordance with the agency's confidentiality policies.
- Establish will establish and maintain transition procedures, will coordinate with the Hidalgo County Head Start program to ensure the relevant children's record are transferred; will initiate meetings with

Hidalgo County Head Start staff for the next placement to discuss transition progress and abilities of individual children. The process will take into account; the child's health status and developmental level, circumstances, and availability of Head Start.

- Transition planning by Region One ESC will be undertaken for each child and family at least six months prior to the child's third birthday. Region One ESC will allow the child, as appropriate, to remain in Early Childhood Intervention Program, following his or her third birthday, for additional months until he or she can transition into a Head Start, childcare, pre-school, or daycare setting.

Hidalgo County Head Start Program will:

- Provide a comprehensive pre-school program for economically disadvantage children, three to five years of age. The program gives priority to identify, recruit, and serve foster children, homeless children, and children with disabilities and their families. Services include health, mental health, nutrition, education, special services, social services, parent involvement, and transition services.
- Engage in an ongoing family partnership building and provide social service assistance when needed.
- Provide information and referrals to families regarding services of collaborating agency/program.
- Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Region One ESC and HCHSP:

- To refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- To exchange reports describing services rendered between each other on a regular basis. The undersigned parties agree that they will try, when possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Region One Education Service Center/Child Find-Child Serve

The Hidalgo County Head Start Program (HCHSP) and Region One Education Service Center (Region One ESC) agree to establish a working and cooperative relationship between the parties in order to plan services appropriate for each agency's or program's clients. It is the objective of the Hidalgo County Head Start Program to collaborate with partners in our communities, in order to provide the highest level of services to children and families; to foster the development of a continuum of family centered services, and to advocate for a community that shares responsibility for the healthy development of children and families of all cultures.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Region One ESC, may not be amended except by a written document signed by HCHSP and Region One ESC.

Region One ESC will:

1. Provide printed materials, such as posters, will be printed at a cost to the Region One ESC Special Education Program. Brochures will be available for download on Region One ESC website.
2. Provide and maintain a 1-800 toll number for the purpose of receiving referrals.
3. Maintain a data base that will reflect all referrals made to the ESC related to Child Find.
4. Provide assistance to the Head Start Program in developing written procedures for a comprehensive system of Child Find.
5. Maintain a log of all presentations made in relation to Child Find activities in the Head Start Program. Upon request, this log will be shared with the HCHSP as to where a presentation was held.
6. Disseminate Child Find materials and information to the HCHSP, appropriate agencies, medical facilities, day care centers, nursing homes and other residential facilities.
7. Conduct online meetings/webinar as needed with representatives from Local Education Agency's (LEA), Head Start, and Early Childhood Intervention (ECI) Program, to meet for training and discussions on Child Find activities for the Region One area, and promote collaboration between all agencies providing services for children birth to 21 years.
8. Relay all referrals received by the Region One Child Find component to the appropriate districts in a timely manner.

Hidalgo County Head Start Program will:

1. Engage in Child Find activities within Region One and the Local Education Agency boundaries.
2. Receive referrals and process as described for possible enrollment in Hidalgo County Head Start Program.

3. Develop a system to place students in a Head Start Center, once the referral is received.
4. Coordinate and collaborate with ECI for the purpose of insuring a smooth transition of students from the intervention program into the Hidalgo County Head Start Program.
5. Coordinate and maintain Memorandum of Understanding (MOU) with ECI Programs for the purpose of insuring the provision of services for those referrals, which relate to children 0-2 years of age for future infant and toddler Early Head Start.
6. Maintain telephone logs and /or written documentation that demonstrate follow up between the ECI Program and Head Start /or Region One ESC and the person making the initial referral.
7. Maintain a log of all local efforts in relation to Child Find activities.
8. Maintain documentation of all coordinated Child Find/Child Serve efforts between the HCHSP and the Region One ESC.
9. Disseminate printed materials, make presentations, and provide any additional information to interested parties, public or private, within Hidalgo County Head Start Program.
10. Continue to actively participate in the Child Find meetings by selecting a District Child Find contact person/representative and allowing them to attend the Child Find online meetings.
11. Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
12. Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Region One ESC and HCHSP:

- To refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- To exchange reports describing services rendered between each other on a regular basis. The undersigned parties agree that they will try, when possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

South Texas College

The Hidalgo County Head Start Program (HCHSP) and South Texas College (STC), an institution of the Commission on Colleges of the Southern Association of Colleges and Schools (SACS), hereinafter referred to as "STC", agree to provide General Educational Development (GED) testing services to eligible students participating in any alternative educational program for which the GED certificate is awarded as a secondary educational credential.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and STC may not be amended except by a written document signed by HCHSP and STC.

STC will:

- Provide testing services in the five subject areas of writing, mathematics, literature, social studies, and natural science.
- Provide a facility with appropriate environment for the administration of the GED examinations by qualified staff: South Texas College
GED Testing Center
3201 W. Pecan Blvd., K2-100
McAllen, TX. 78501
- Maintain all testing records as permanent archives.
- Forward all test booklets to the University of Texas/Austin for official scoring.
- Provide, on a fee basis, individual student transcripts.
- Invoice HCHSP on a monthly basis for all fees applicable for each referral.
- Provide an official list of students (At least 7 days prior to the designated testing date) who will be taking the GED test(s) and the test sections for each student. Note: Only students who are on the official list will be permitted to test; walk-ins will not be tested.
- Ensure each student presents complete identification documentation to the testing center at the time of testing. Documentation should include: Texas photo I.D. (driver's license, or DPS I.D. card). Failure to comply will result in test denials.
- Require that the following terms and conditions be met for the administration of the GED examination for student referrals:
 1. The ultimate responsibility for the students' readiness to take the GED examination rests with the **HCHSP**.
 2. Limitations may apply on the number of referrals that may test at a given time so that ample space is available for all examinees.

Hidalgo County Head Start Program will:

- Be responsible for all testing fees of student referred by HCHSP.
- Adhere to the STC GED Testing Fee Schedule.

Fees: Unless otherwise notified, the following fees are in force:

- \$15.00 GED Certificate fee (non-refundable-payable to TEA)
- \$10.00 GED Scoring fee (non-refundable-payable to UT Austin Scoring Center)
- \$15.00 GED Processing fee (non-refundable, payable to STC)
- \$10.00 American Council on Education Testing Service fee (one-time, non-refundable fee)
- \$13.00 per test; \$10.00 per re-take test

*A \$10.00 re-processing fee will be assessed for absentee registrants.
Other fees as may be deemed appropriate and reasonable.*

Collaboration Efforts between STC and HCHSP:

- Designated a liaison or primary contact between the HCHSP and the STC GED Testing Center.
- Frequent communication between the GED Chief Examiner and the HCHSP liaison to prevent or avert any potential problems or situations not conducive to test taking.
- Referrals will be expected to comport themselves in a courteous and respectful manner at all times during the testing periods; unruly or disruptive behavior will not be tolerated.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This agreement shall be for the period commencing on September 1, 2015 and continuing through August 31, 2016.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

South Texas College:

Authorized Signature Date

Dr. Shirley Reed, President

Print Name and Title

Authorized Signature Date

Mary E. Torres-Herrera, GED Chief Examiner

Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program


Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 

Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

**AFFILIATION AND PROGRAM AGREEMENT
FOR CHILD DEVELOPMENT FIELD AND LAB EXPERIENCES**

This AGREEMENT is made the _____ day of _____, by and between **HIDALGO COUNTY HEAD START PROGRAM** and **SOUTH TEXAS COLLEGE**.

WHEREAS, **Hidalgo County Head Start Program** (hereinafter referred to as "AFFILIATE") and **SOUTH TEXAS COLLEGE** (hereinafter referred to as "STC") recognize that trained personnel in the fields of early childhood education are necessary to the staffing and operation of child care and early childhood centers and facilities in the lower Rio Grande Valley.

THEREFORE, it is of great benefit and service to the people of this area that the AFFILIATE through its administrators and staff, and STC through the administrators and staff of its Child Development Programs, do associate together in a cooperative endeavor for the purpose of training students in the fields of early childhood education.

In mutual consideration of the foregoing and following, STC and AFFILIATE agree as follows:

I. TERMS

1. This Agreement shall become effective immediately upon execution by the parties as of the date above written and will continue in full force and effect until terminated as hereinafter provided.
2. This Agreement may be modified at any time by mutual consent of the parties. It may be terminated by either party upon written notice to the other party as provided in Section III of this Agreement. Non-consensual termination shall become effective three months after the proper notice. Termination shall not become effective until the students involved in the cooperative program shall have an opportunity to complete the full experience so long as the cause for termination does not fall within the boundaries of Section V.2. and V.22., despite the fact this period required for program completion may exceed the time period established in this section.

II. GENERAL UNDERSTANDING

The parties hereto recognize that, in the performance of this Agreement, the greatest benefits will be derived by promoting the interest of both parties, and each party does, therefore, enter into this Agreement with the intention of loyally cooperating with each other in carrying out the terms of this Agreement, and each party agrees to interpret its provisions, insofar as it may legally do so, in such manner as will best promote the interests of both and tender the highest service to the public.

III. NOTICES

All notices to parties herein must be in writing, signed by the party giving it, and shall be served personally or by mail addressed as follows:

HIDALGO COUNTY HEAD START PROGRAM
1901 W. STATE HIGHWAY 107
MCALLEN, TEXAS 78504
CONTACT PERSON: TERESA FLORES
PHONE: (956) 383-0706

Or such address as may be hereinafter designated by notice. All notices become effective only when received by the addressee and upon verification.

IV. JOINT PROGRAM RESPONSIBILITIES

1. Both parties to the Agreement will cooperate in providing the student with a developmentally appropriate learning opportunity.
2. It is mutually agreed that those students permitted to utilize the AFFILIATE under this agreement shall be mutually agreed upon by both parties, with due consideration given to the number of students and to the resources available.
3. Visits by STC staff to the AFFILIATE and visits by AFFILIATE staff to the College are accepted and welcomed for purpose of planning, observation of students, conferences, and accreditation visits by outside groups with prior notification.
4. The determination of the number of assigned students, the schedules, and the availability of the AFFILIATE shall be made by mutual agreement between the liaisons designated by both parties.
5. Both parties are obligated to inform one another in a timely manner of any changes in the curriculum, personnel, and learning opportunities pertinent to the early childhood education of students.
6. No financial obligation exists between either party to this Agreement. If an employee-employer relationship exists between AFFILIATE and student, all matters including rights and responsibilities related to such employment are the sole concern of AFFILIATE and student.
7. Both parties will cooperate in providing the student with environments and opportunities conducive to proper learning.

8. In accordance with the Program Affiliation Agreement, the AFFILIATE representative is:

HIDALGO COUNTY HEAD START PROGRAM
1901 W. STATE HIGHWAY 107
MCALLEN, TEXAS 78504
CONTACT PERSON: TERESA FLORES
PHONE: (956) 383-0706

The STC representative is:

Dr. Margaretha Bischoff
Liberal Arts and Social Sciences Division Dean
South Texas College
P.O. Box 9701
McAllen, Texas 78502-9701
Phone: (956) 872-8310
Fax: (956) 872-8329

9. The students will be responsible for their own transportation, meals, and health care needs in the performance of this Agreement.
10. Representatives from the AFFILIATE and STC shall meet at least once each year to review the progress of the program and make policy for the next year.

V. OBLIGATIONS, RIGHTS, AND RESPONSIBILITIES OF STC

1. STC will provide qualified instructors as expressed in the curriculum and who have appropriate educational backgrounds for the courses that they teach.
2. Instructors and students of the Program will comply with the existing policies of the AFFILIATE when carrying out the "AFFILIATE Centered" portion of the Program.
3. STC will require the students to be professionally attired when reporting for field and lab experiences.
4. Students will have a Tuberculosis Skin Test and if positive a chest X-ray.
5. STC will maintain on file for quick reference at the College the following information:
 - a. Placement form with signatures from both student and center manager/director
 - b. Field/lab hours completed
6. STC will instruct its students and faculty to respect the confidential nature of all information which may come to their knowledge in their experience with members of the early childhood program, parents, children, and AFFILIATE records.

7. STC instructors and its students recognize that they are not subject to coverage by the AFFILIATE'S Worker's Compensation Program.
8. Students must wear photographic identification badge at all times while on the AFFILIATE premises.
9. STC faculty will be responsible for administrative duties related to the student experience, such as records of rotation, attendance, and proficiency.
10. STC faculty will evaluate and counsel students with regards to performance.
11. The students will be subject to rules and regulations pertaining to regular employees of the AFFILIATE.
12. The faculty and students will meet the standards for early childhood care of the AFFILIATE.
13. STC will provide teaching facilities for students and faculty of the Program.
14. Control of the Program ultimately rests with STC. STC is responsible for preparing students for the field sturdy and lab phase of their education and assumes full responsibility for the planning and execution of the education program. STC will assign only those students who have satisfactorily completed the portions of the curriculum that are prerequisite to Program completion.
15. The faculty and students will assume responsibility for breaking or damaging equipment due to the negligence on the part of the faculty or students.
16. STC will supervise the practical experience to ensure safe practice of the student and STC faculty and staff.
17. STC will provide relevant background information on students as requested by the AFFILIATE to the extent permitted by law.
18. STC will be responsible for the final grading of the students.
19. STC will instruct its students to comply with the existing policies of the AFFILIATE when carrying out the field and lab work that meet the standard for developmentally appropriate practices of the AFFILIATE.
20. STC will make available from third parties, liability and accident insurance for students enrolled in the program.
21. STC will identify students who have an interest in volunteering at the AFFILIATE.

22. STC will provide the agency with a master course syllabus for the supervised student that clearly delineates the responsibilities of the COLLEGE and AFFILIATE.

VI. OBLIGATIONS, RIGHTS AND RESPONSIBILITIES OF THE AFFILIATE

1. AFFILIATE agrees to assist the program by providing, through its supervisory personnel, regular evaluation of students at intervals to be agreed upon by the AFFILIATE and STC – utilizing the evaluation forms provided by STC.
2. AFFILIATE will allow participating students to use any library facilities which are open to the AFFILIATE staff.
3. AFFILIATE will assume the cost of equipment that is broken or damaged in its normal use.
4. AFFILIATE will orient the STC faculty and students to facilities and policies.
5. AFFILIATE will inform its professional staff of its participation in the various training programs of STC.
6. AFFILIATE will supply, without remuneration to the student, opportunity for practical and/or observation experience designed to supplement theory training given by STC.
7. AFFILIATE will monitor field and lab experience as necessary to assure safe practice for the student and others, including children/parents enrolled at AFFILIATE.
8. Students may not take the responsibility or take the place of “qualified” staff. However, after demonstrating proficiency, students may be permitted to perform procedures with careful supervision.
9. AFFILIATE reserves the rights, in its absolute discretion, to refuse its facilities and services to any student who does not meet the professional or other requirements of the AFFILAITE or any appropriate authority controlling and directing said AFFILIATE.
10. AFFILIATE may assign this Agreement upon the sale of AFFILIATE’S facilities to be effective upon notice by AFFILIATE to STC of such assignment.
11. AFFILIATE will provide the student with an overall orientation to the specific services related to the implementation of the observation or lab experience.
12. AFFILIATE will designate a qualified staff member to function as a supervisor for the student. The supervisor will be responsible, with the approval of the administration of the agency, for providing opportunities for the student to engage in a variety of child care and

child development activities, child care management experiences, signing the contact log, and evaluating the student's performance.

13. AFFILIATE will supervise the student volunteer at all times and not leave the student alone with children or count the student as staff in the child/staff ratios unless employed by the AFFILIATE.
14. AFFILIATE will offer a quality early childhood program.
15. AFFILIATE will provide students in the Child Development program with scheduled observation time to complete the required hours.
16. AFFILIATE will respect the students' efforts and allow for constructive feedback. Students will be given the opportunity to practice child development skills and appropriate behaviors, and submit concerns to supervisor.
17. AFFILIATE will allow faculty to visit the program unannounced and announced in order to observe student volunteers completing their hours at an AFFILIATE site.
18. AFFILIATE will allow students to participate in specific duties based on the Field Study course and Administration Course which may include shadowing the director and other supervisors in the center, developing daily routine plans and lesson plans, implementing lesson plans, welcoming children, supporting mentor teacher with daily routines, and general classroom clean up.

VII. GENERAL PROVISIONS

1. The AFFILIATE will not be charged for any services performed by STC students or personnel in connection with the program contemplated by this Agreement. The AFFILIATE will not have any obligation to pay the salaries or expenses of any students or personnel of STC in connection with this program.
2. Under no circumstances will an STC student or personnel be considered an agent or employee of the AFFILIATE; a student will be considered to be on the AFFILIATE premises for the purpose of teaching or acquiring knowledge and skills.
3. It is understood that in as much as possible, the students and instructors will be free of communicable diseases.

VIII. INDEMNIFICATION

STC agrees to indemnify and hold harmless AFFILIATE from any and all claims, demands, damages liabilities, and cost incurred by AFFILIATE, to the extent permitted by law, which directly or indirectly result from or arise in connection with any act or omission of STC, its

agents, or employees, in performing STC obligations hereunder. AFFILIATE to the extent allowed by law agrees to indemnify and hold harmless STC from any and all claims, demands, damages liabilities, and cost incurred by STC to the extent permitted by law which directly or indirectly result from or arise in connection with any act or mission of AFFILIATE, its agents or employees, in performing AFFILIATES obligation hereunder.

IX. LIMITATION ON CIVIL LIABILITY

A person who authorizes, sponsors, supports, finances, or supervises the functions of STC personnel is not liable for civil damages for an act or omission connected with training STC personnel, or with services for treatment given to a client or potential client by STC personnel if training, services, or treatment is performed in accordance with the current child care standards.

X. FURTHER AGREEMENTS

This basic Agreement, with addenda paragraphs, constitutes the entire agreement of the parties hereto. At such time, STC and the AFFILIATE desire to enter into additional training programs, this basic agreement may be outlined in addenda paragraphs.

XI. TITLE VII OF THE CIVIL RIGHTS ACT

In keeping with Title VII of the Civil Rights Act of 1964, no person shall, on the group of race, sex, color , or national origin, be excluded from participation in, be denied the benefits of or be subject to discrimination under any program or activity included herein.

XII. ATTORNEY FEES AND COSTS

If, as a result of a breach of this Agreement by either party, the other party employs an attorney or attorneys to enforce its rights under this Agreement, then the breaching party agrees to pay the other party the reasonable attorney's fees and costs incurred to enforce this Agreement.

XIII. TEXAS LAW TO APPLY

This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created by this Agreement are performable in the County where the AFFILIATE is located. Venue for any litigation arising from this Agreement shall be in Hidalgo County.

XIV. TERMINATION

AFFILIATE may terminate the Agreement without cause on ten (10) days written notice.

EXECUTED in duplicate originals by: **SOUTH TEXAS COLLEGE**

AFFILIATE: HIDALGO COUNTY HEAD START PROGRAM

South Texas College (STC)

Authorized Signature *Date*

Dr. Shirley A. Reed, President
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

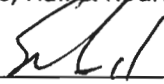
Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 

Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Texas A&M/AgrLife Extension

The Hidalgo County Head Start Program (HCHSP) and Texas A&M (Texas A&M AgriLife Extension) agree to establish a working and cooperative relationship between the parties in order to plan services appropriate for each agency's or program's clients. It is the objective of the Hidalgo County Head Start Program to collaborate with partners in our communities, in order to provide the highest level of services to children and families; to foster the development of a continuum of family centered services, and to advocate for a community that shares responsibility for the healthy development of children and families of all cultures.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Texas A&M may not be amended except by a written document signed by HCHSP and Texas A&M.

Texas A&M "Texas A&M AgriLife Extension" will:

- Provide Nutrition Education: Individual, Group Sessions, and Basic Food Preparation Classes.
- Provide the HCHSP Child Nutrition Department assistance in reviewing annual written procedures (Program Plan, Procedure Manual, Cycle Menus) by acting as an advisory board member as required by Head Start Program Performance Standards.
- Provide information and referrals to its clients regarding services of the Hidalgo County Head Start Program.

Hidalgo County Head Start Program will:

- Provide a comprehensive pre-school program for economically disadvantage children, three to five years of age. The program gives priority to identify, recruit, and serve foster children, homeless children, and children with disabilities and their families. Services include health, mental health, nutrition, education, special services, social services, parent involvement, and transition services.
- Engage in an ongoing family partnership building and provide social service assistance when needed.
- Provide information and referrals to families regarding services of collaborating agency/program.
- Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- Designate a Hidalgo County Head Start staff member to serve as a liaison to the Texas A&M (Texas A&M AgriLife Extension).
- Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Texas A&M AgriLife Extension and HCHSP:

- To refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- To exchange reports describing services rendered between each other on a regular basis. The undersigned parties agree that they will try, when possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Texas A&M AgriLife Extension and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Texas Attorney General

The Hidalgo County Head Start Program (HCHSP) and Texas Attorney General agree to establish a working and cooperative relationship between the parties in order to plan services appropriate for each agency's or program's clients. It is the objective of the Hidalgo County Head Start Program to collaborate with partners in our communities, in order to provide the highest level of services to children and families; to foster the development of a continuum of family centered services, and to advocate for a community that shares responsibility for the healthy development of children and families of all cultures.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and Texas Attorney General may not be amended except by a written document signed by HCHSP and Texas Attorney General.

Texas Attorney General agrees:

- To educate parents on the child support services the agency offers.
- To assist parents in obtaining financial support for their children.
- To inform parents of their rights and responsibilities when applying for services.

Hidalgo County Head Start Program will:

- Provide a comprehensive pre-school program for economically disadvantage children, three to five years of age. The program gives priority to identify, recruit, and serve foster children, homeless children, and children with disabilities and their families. Services include health, mental health, nutrition, education, special services, social services, parent involvement, and transition services.
- Engage in an ongoing family partnership building and provide social service assistance when needed.
- Provide information and referrals to families regarding services of collaborating agency/program.
- Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between Texas Attorney General and HCHSP:

- In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- The undersigned parties agree that they will try, when possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: Texas Attorney General and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

Texas Attorney General:

Authorized Signature Date

Guadalupe Leal, Regional Outreach Coordinator
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

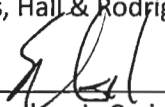
Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodriguez, LLP

By: 

Stephen L. Crain

Approved As To Form:
Oxford & González, P.C.

By: _____
Ricardo González

Date Approved by Policy Council:
Date Approved by Commissioner's Court:

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

University of Texas Rio Grande Valley/Coordinated Program in Dietetics

The Hidalgo County Head Start Program (HCHSP) and University of Texas Rio Grande Valley agree to establish a working and cooperative relationship between the parties in order to plan services appropriate for each agency's or program's clients. It is the objective of the Hidalgo County Head Start Program to collaborate with partners in our communities, in order to provide the highest level of services to children and families; to foster the development of a continuum of family centered services, and to advocate for a community that shares responsibility for the healthy development of children and families of all cultures.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and University of Texas Rio Grande Valley may not be amended except by a written document signed by HCHSP and University of Texas Rio Grande Valley.

University of Texas Rio Grande Valley will:

- Provide the HCHSP Child Nutrition Department assistance in reviewing annual written procedures (Program Plan, Procedure Manual, Cycle Menus) by acting as an advisory committee member as required by Head Start Program Performance Standards.
- Provide information and referrals to its clients regarding services of the Hidalgo County Head Start Program.

Hidalgo County Head Start Program will:

- Provide a comprehensive pre-school program for economically disadvantage children, three to five years of age. The program gives priority to identify, recruit, and serve foster children, homeless children, and children with disabilities and their families. Services include health, mental health, nutrition, education, special services, social services, parent involvement, and transition services.
- Engage in an ongoing family partnership building and provide social service assistance when needed.
- Provide information and referrals to families regarding services of collaborating agency/program.
- Abide by the U.S. Department of Health and Human Services final regulations pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- Provide information and referrals to families regarding services of the University of Texas Rio Grande Valley Coordinated Program in Dietetics.
- Designate a Hidalgo County Head Start staff member to serve as a liaison to the University of Texas Rio Grande Valley - Coordinated Program in Dietetics.

- Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as confidential. Release of information will take place only with clients' prior written consent and approval.

Collaboration Efforts between University of Texas Rio Grande Valley and HCHSP:

- To exchange reports describing services rendered between each other on a regular basis. The undersigned parties agree that they will try, when possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

Termination:

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

Term:

This Agreement is in effect for the 2015-2016 school year, unless earlier terminated as provided herein.

Governing Law:

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

Consideration:

This Agreement is being made in consideration of the following: University of Texas Rio Grande Valley and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

