



Hidalgo County Head Start Program Policy Council Agenda

DATE: May 25, 2016

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, Universities 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: Jessie Flores

MOU List 2016-2017

#	ENTITY	SERVICE	TERM
1	Donna ISD	To evaluate, identify and serve children with disabilities	School Year 2016-2017
2	Edcouch-Elsa ISD	To evaluate, identify and serve children with disabilities	School Year 2016-2017
3	Edinburg CISD	To evaluate, identify and serve children with disabilities	School Year 2016-2017
4	Hidalgo ISD	To evaluate, identify and serve children with disabilities	School Year 2016-2017
5	La Joya ISD	To evaluate, identify and serve children with disabilities	School Year 2016-2017
6	McAllen ISD	To evaluate, identify and serve children with disabilities	School Year 2016-2017
7	Mercedes ISD	To provide literacy education to improve school readiness	School Year 2016-2017
8	Mission CISD	To evaluate, identify and serve children with disabilities	School Year 2016-2017
9	Progreso ISD	To evaluate, identify and serve children with disabilities	School Year 2016-2017
10	PSJA ISD	To evaluate, identify and serve children with disabilities	School Year 2016-2017
11	Sharyland ISD	To evaluate, identify and serve children with disabilities	School Year 2016-2017
12	Valley View ISD	To evaluate, identify and serve children with disabilities	School Year 2016-2017
13	Weslaco ISD	To evaluate, identify and serve children with disabilities	School Year 2016-2017
14	Edcouch-Elsa ISD - SRI	To provide resources sharing, in-service training and joint training for staff and parents	School Year 2016-2017
15	La Joya ISD - SRI	To provide resources sharing, in-service training and joint training for staff and parents	School Year 2016-2017
16	PSJA ISD - SRI	To provide resources sharing, in-service training and joint training for staff and parents	School Year 2016-2017
17	Valley View ISD - SRI	To provide resources sharing, in-service training and joint training for staff and parents	School Year 2016-2017
18	Weslaco ISD - SRI	To provide resources sharing, in-service training and joint training for staff and parents	School Year 2016-2017
19	McAllen ISD PPCD	Pre-School Program for Childrent with disabilities	School Year 2016-2017
20	AVANCE, Inc./Colonia's Early Head Start Program	To provide jointly coordinated delivery of services	School Year 2016-2017
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 2016-2017
22	County of Hidalgo Community Service Agency	To provide social services, assistance in housing, medical services, etc. to Head Start families	School Year 2016-2017
23	Easter Seals ECI	To provide jointly coordinated services to children wth disabilities	School Year 2016-2017
24	Senior Community Outreach Services, Inc./ Foster Grandparent Program	To provide training & resources for foster grandparents assisting in the Head Start classrooms	School Year 2016-2017
25	Hidalgo County Health & Human Services	To provide jointly coordinated health services to children and families	School Year 2016-2017
26	Hidalgo County WIC Program	To assist with referrals and review of Program Plans	School Year 2016-2017
27	Hope Family Health Center	To provide primary health care services to families	School Year 2016-2017
28	Women Together Foundation, Inc. Mujeres Unidas	Provide emotional & physical support & shelter to families	School Year 2016-2017
29	Region One ESC Early Childhood Intervention Program (ECI)	To provide jointly coordinated services to children with disabilities	School Year 2016-2017
30	Region One Education Service Center Child Find/Child Serve	To provide resources, assistance and training for families of children with disabilities	School Year 2016-2017
31	Rio Grande Regional Hospital, Inc.	To conduct asthma education to Head Start Program	School Year 2016-2017
32	Partners Resource Network, Inc. - TEAM PROJECT	To provide training for staff/families of children with disabilities	School Year 2016-2017
33	Hidalgo County Housing Authority	To provide housing needs to Head Start families	School Year 2016-2017
34	South Texas College (Lab)	Child development, Field & Lab Experiences	School Year 2016-2017
35	Texas A&M AgriLife Extension	To provide Parent Nutrition Classes & Review of Program Plans	School Year 2016-2017
36	Texas Attorney General	Educate parents on child support services	School Year 2016-2017
37	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 2016-2017

DONNA ISD

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 the results 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 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 **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** Fall PEIMS Snapshot (formally 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 2016-2017 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 Independent School District

Authorized Signature Date

_____, *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

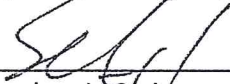
Date

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

EDCOUCH-ELSA ISD

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 the results 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 **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 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 **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** Fall PEIMS Snapshot (formally 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 2016-2017 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 Independent School District

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

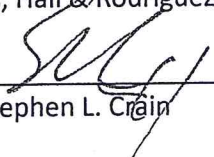
Date

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:

EDINBURG CISD

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 the results 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 **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** Fall PEIMS Snapshot (formally 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:

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Term:

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Governing Law:

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Consideration:

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

Edinburg Consolidated Independent School District

Authorized Signature Date

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

Authorized Signature Date

Alida Suarez, 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

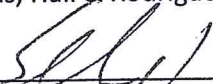
Date

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:

HIDALGO ISD

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 the results 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 **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.
- 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 **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 Fall PEIMS Snapshot (formally 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 2016-2017 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 Independent School District

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:

LA JOYA ISD

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 the results 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 **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** Fall PEIMS Snapshot (formally 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 2016-2017 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 Independent School District

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

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:

McALLEN ISD

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 the results 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 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 Fall PEIMS Snapshot (formally 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 2016-2017 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 Independent School District

Authorized Signature Date

Jose A. Gonzalez, 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:

MERCEDES ISD

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 (Mercedes 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 **Mercedes ISD** may not be amended except by a written document signed by **HCHSP** and **Mercedes ISD**.

Mercedes Independent School District “Mercedes ISD” will:

- A. Diagnose and document the results 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 **Mercedes 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 **Mercedes 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 **Mercedes ISD's** Fall PEIMS Snapshot (formally 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 2016-2017 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 Independent School District

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

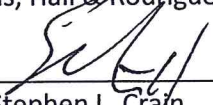
Date

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:

MISSION CISD

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 **Mission CISD** may not be amended except by a written document signed by **HCHSP** and **Mission CISD**.

Mission Consolidated Independent School District "Mission CISD" will:

- A. Diagnose and document the results 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 **Mission CISD** 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 **Mission CISD** 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 **Mission CISD’s** Fall PEIMS Snapshot (formally 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 2016-2017 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 Consolidated Independent School District

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

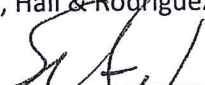
Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

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

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:

PROGRESO ISD

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 the results 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 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** Fall PEIMS Snapshot (formally 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 2016-2017 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 Independent School District

Authorized Signature Date

Martin Cuellar, 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 & Rodríguez, 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:

P-SJ-A ISD

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 the results 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 **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 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 **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** Fall PEIMS Snapshot (formally 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 2016-2017 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 Independent School District

Authorized Signature *Date*

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

Authorized Signature *Date*

Itza Flores, 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

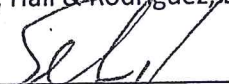
Date

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:

SHARYLAND ISD

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 the results 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 **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** Fall PEIMS Snapshot (formally 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 2016-2017 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 Independent School District

Authorized Signature Date

Dr. Robert O'Connor, 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

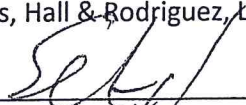
Date

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:

VALLEY VIEW ISD

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 the results 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 **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 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 **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** Fall PEIMS Snapshot (formally 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 2016-2017 school year, unless earlier terminated as provided herein.

WESLACO ISD

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 2016-2017 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 Independent School District

Authorized Signature Date

Maria Filomena Leo, Interim 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

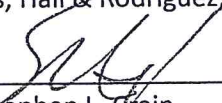
Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

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

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

By: 

Stephen L. Grain

By: _____
Ricardo González

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

E-E ISD- SRI

**Memorandum of Understanding Between
Edcouch-Elsa Independent School District and the
Hidalgo County Head Start Program
2016-2017**

Purpose:

This collaborative partnership establishes an Agreement between **Hidalgo County Head Start Program (HCHSP)** and the **Edcouch-Elsa Independent School District (EEISD)** to provide Head Start services to age and income eligible pre-K children as 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 **EEISD** and **HCHSP** are developed, implemented, and reviewed annually to improve quality of services.

HCHSP is a governmental entity under the auspices of Hidalgo County. **EEISD** is a public education institution of the state of Texas. **HCHSP** and **EEISD** each have Boards of Directors (Hidalgo County Head Start Policy Council, Hidalgo County Commissioners' Court and Edcouch ISD Board of Trustees) established per applicable statutes 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 ensure 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 **EEISD** 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 pm.

Center Site:

The name and addresses of the **HCHCP** site that will be serviced by **EEISD**:

Edcouch Head Start
201 N. Yellow Jacket Drive
Elsa, Texas 78538

Term:

The Term of this Memorandum of Understanding is for one (1) year commencing August 1, 2016 and ending July 31, 2017. Hidalgo County Head Start shall have the option of renewal to extend the term of the MOU hereof, commencing on the first day of August 2017, for a term or other terms as may be subsequently agreed to upon by both parties.

Edcouch-Elsa Responsibilities:

EEISD will provide appropriate educational and supportive services to ensure children and families are school ready. **EEISD** 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.

Program Description:

Eligible children are 3 or 4 year olds as of September 1, 2016, will be dual-enrolled and served by **EEISD** and **HCHSP**. Collaboratively, the **HCHSP** children will receive 3 hours of instruction in cognitive development by a certified **EEISD** funded **School Readiness Integration (SRI) teacher** in the classrooms.

Partnership Responsibilities:

A. EEISD 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 EEISD.
- c. Provide 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 five (5) certified teachers in early childhood.
- g. Provide technical assistance for classrooms as needed.
- h. Provide assistance for identification of special needs children.
- i. Provide a substitute when the EEISD employee is absent from duty to replace the teacher(s).
- j. Attend meeting between EEISD and the HCHSP administration to be held at least three (3) 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.

B. EEISD staff will:

- a. Follow the dress code policy of HCHSP and EEISD.
- b. Attend the HCHSP staff meetings at least two (2) times per school year.
- c. 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.
- d. Provide technical support to all classrooms and make sure that computers are working appropriately.
- e. Provide cognitive instruction three (3) hours in the morning and three (3) hours in the afternoon.
- f. Provide the necessary paperwork for EEISD 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).
- g. Coordinate efforts between HCHSP and District calendars.
- h. Provide state approved curriculum and any other materials that are needed to provide a quality education.

C. HCHSP will:

- a. Coordinate efforts with **EEISD** to identify children with special needs and follow the **EEISD** referral process for identification and services.
- b. Identify personnel who will attend the ARDs conducted by **EEISD**.
- c. Assist with the distribution, completion, and submission of the required **EEISD** student enrollment documents within the first week of a child's enrollment.
- d. Coordinate with district staff to transition children to the Edcouch-Elsa public schools at the end of each school year.
- e. Provide assistance with daily attendance reporting.
- f. Provide information concerning implementation of the integration of services as requested by designated district personnel.
- g. Provide a designated space to store instructional materials.
- h. Meet monthly or as needed with the designated **EEISD** personnel.
- i. Schedule a time for the **HCHSP** teacher and **EEISD** teacher plan weekly to implement a high quality early childhood instruction and prevent a duplication of efforts.
- j. Ensure that the classroom size meets the adult/child ratio as required by state and federal standards.
- k. Finance program operations based on the **HCHSP** grant.

D. Collaboratively EEISD 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 **EEISD** 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:

Assigned **EEISD** teachers will travel to **HCHSP** sites and provide instruction to students at such locations.

General Conditions:

1. 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.

2. It is expressly understood and agreed that, in the execution of the agreement, **EEISD** and any other governmental entities named herein do not waive, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.
3. Each party, at their own expense, shall provide and maintain, during the term of this agreement, insurance, with or without retention, or self-insurance program, which shall provide general liability coverage for liability, property damage, and bodily injury.
4. This Agreement is made in Hidalgo County, Texas and shall constitute the complete understanding of Edcouch-Elsa ISD and **HCHSP**, and may not be modified in any manner without the express written consent of all parties.
 - o 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.
 - o This Memorandum of understanding is performable in Hidalgo County, Texas.
5. Either party may terminate this Agreement, with or without cause by providing 30 days written notice to the other party.
6. 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), **HCHSP** and **EEISD** 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. **HCHSP** and **EEISD** 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, **HCHSP** will and does hereby agree to indemnify, protect, defend **EEISD** with counsel approved by **EEISD** Board, and hold harmless **EEISD** and their respective elected officials, employees, representatives and agents (collectively "**EEISD 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 "**EEISD Claims**") by any person or entity, arising out of, caused by, or resulting from **HCHS'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 **HCHSP** or **HCHSP's** employees or anyone directly employed by **HCHSP** or anyone for whose acts **HCHSP** may be liable. The provisions of this section will not be construed to eliminate or reduce any other indemnification or right which any **EEISD** 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, **EEISD** will and does hereby agree to indemnify, protect, defend **HCHSP** and **Hidalgo County** with counsel approved by **HCHSP** and **Hidalgo County**, and hold harmless **HCHSP** and **Hidalgo County**, and their respective elected officials, officers, directors, attorneys, employees, representatives and agents (collectively "**HCHSP 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 "**HCHSP Claims**") by any person or entity, arising out of, caused by, or resulting from **EEISD'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 **EEISD** or **EEISD's** employees or anyone directly employed by the **EEISD** or anyone for whose acts the **EEISD** may be liable. The provisions of this Section will not be construed to eliminate or reduce any other indemnification or right which any **HCHSP** Indemnitee has by law or equity. All parties will be entitled to be represented by counsel at their own expense.

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.

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 **EEISD** and **HCHSP** to provide the children the best services available.

Edcouch- Elsa Independent School District

Dr. Richard Rivera, Superintendent of Schools 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. Crafn

By: _____
Ricardo González

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

LA JOYA ISD- SRI

**Memorandum of Understanding Between
La Joya Independent School District and the
Hidalgo County Head Start Program
2016-2017**

Purpose:

This collaborative partnership establishes an agreement between **Hidalgo County Head Start Program (HCHSP) and the La Joya Independent School District (La Joya ISD)** to provide Head Start services to age and income eligible pre-K children as 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 **La Joya ISD and HCHSP** are developed, implemented, and reviewed annually to improve quality of services.

HCHSP is a governmental entity under the auspices of Hidalgo County. **La Joya ISD** is a public education institution of the state of Texas. **HCHSP and La Joya ISD** each have Boards of Directors (Hidalgo County Head Start Policy Council, Hidalgo County Commissioners' Court and La Joya ISD Board of Trustees) established per applicable statutes 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 ensure 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 **La Joya ISD 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-seven (177) days, during the months of August through May. The daily operations will be from 7:45 am to 5:15 pm.

Center Sites:

The names and addresses of the **HCHCP** sites that will be serviced by **La Joya ISD:**

La Joya Head Start
105 E. 5th St. and Leo Ave.
La Joya, Texas 78560

Palmview II
618 N. Breyfogle Dr.
Palmview, Texas 78574

Palmview III
1208 Paula Dr.
Palmview, Texas 78504

Sullivan
379 E. Expressway 83
Sullivan City, Texas 78595

Western Road
8245 E. Poinsetta Dr.
Mission, Texas 78573

Term:

The Term of this Memorandum of Understanding is for one (1) year commencing August 10, 2016 and ending July 31, 2017. Hidalgo County Head Start shall have the option of renewal to extend the term of the MOU hereof, commencing on the first day of August 2017, for a term or other terms as may be subsequently agreed to upon by both parties.

La Joya ISD Responsibilities:

La Joya ISD will provide appropriate educational and supportive services to ensure children and families are school ready. **La Joya ISD** 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 Head 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.

Program Description:

Eligible children are 3 or 4 year olds as of September 1, 2016, will be dual-enrolled and served by **La Joya ISD** and **HCHSP**. Collaboratively, the **HCHSP** children will receive 3 hours of instruction in cognitive development by a certified **La Joya ISD** funded **School Readiness Partnership Model (SRPM) teacher** in the classrooms.

Partnership Responsibilities:

A. La Joya ISD will:

- a. Assign a **La Joya ISD** principal, instructional coach/s, and/or program specialist to the five (5) Head Start facilities to provide supervision, oversight, support and evaluation of the **La Joya ISD** teachers.
- b. Provide certified early childhood teachers to deliver 3 hours of instruction in cognitive development to participating **HCHSP** children.
- c. 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.
- d. Permit **HCHSP** representatives to attend ARDs conducted by **La Joya ISD** involving **HCHSP** children.
- e. Supplement health services, educational services, parental training and other services as required by the children and their families.
- f. Assign special education teachers to provide services to children who are identified in need of special services through the **La Joya ISD** Special Education Program.
- g. Arrange for a substitute when the **La Joya ISD SRPM** teacher is absent.
- h. Provide support staff to assist with various services to the children, parents, and teachers.
- i. Provide instructional resources essential to implement a high quality comprehensive early childhood education program.
- j. Meet monthly or on a regular basis with **HCHSP** designated personnel to facilitate the instructional process and other services.
- k. Provide an overview of the collaboration with the participating Administrators.

- l. Finance the **La Joya ISD** personnel and other resources.
- m. Purchase and maintain a certificate of insurance for commercial general liability, i) Bodily Injury and Property Damage \$300,000 ea. Occurrence, and ii) General Aggregate \$600,000 **HCHSP** must be named as an additional insured.

B. The La Joya ISD SRPM 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), the Head Start adopted curriculum, Texas Pre-Kindergarten Guidelines, and the Head Start Early Learning Outcomes Framework: Ages Birth to Five.
- b. Attend and/or assist in delivery of collaborative Professional Development for **La Joya ISD** and **HCHSP** staff as deemed appropriate.
- c. Collaborate in all areas of school readiness to prepare children to be ready for Kindergarten and beyond.
- d. Participate with the **HCHSP** staff in the recruitment process.
- e. Implement a curriculum which is research based and is designed to support the child's social, emotional, cognitive, and physical development.
- f. Attend **HCHSP** collaboration meetings as deemed necessary during the school year.
- g. Complete and fulfill the required documentation for **La Joya ISD** and **HCHSP** with the assistance of both Human Resource Departments
- h. Collaborate with the **HCHSP** teacher to provide high quality early childhood instruction and prevent a duplication of efforts.
- i. 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.
- j. Follow collaboration protocol with any issues/concerns which may arise.
- k. Follow **La Joya ISD** requirements, policies and procedures as well as the Head Start Performance Standards and the Texas Child Care Licensing Minimum Standards.
- l. Comply with any other responsibilities assigned by the immediate supervisor.
- m. Coordinate efforts with the **HCHSP** staff to register the children online.

C. HCHSP will:

- a. Coordinate efforts with **La Joya ISD** to identify children with special needs and follow the **La Joya ISD** referral process for identification and services.
- b. Identify personnel who will attend the ARDs conducted by **La Joya ISD**.
- c. Assist with the distribution, completion, and submission of the required **La Joya ISD** student enrollment documents within the first week of a child's enrollment.
- d. Coordinate with district staff to transition children to the La Joya public schools at the end of each school year.
- e. Provide assistance with daily attendance reporting.
- f. Provide information concerning implementation of the integration of services as requested by designated district personnel.
- g. Provide a designated space to store instructional materials.
- h. Meet monthly or as needed with the designated **La Joya ISD** personnel.
- i. Schedule a time for the **HCHSP** teacher and **La Joya ISD** teacher plan weekly to implement a high quality early childhood instruction and prevent a duplication of efforts.
- j. Ensure that the classroom size meets the adult/child ratio as required by state and federal standards.
- k. Finance program operations based on the **HCHSP** grant.

D. Collaboratively **La Joya ISD Staff** and **HCHSP Staff** 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 **La Joya ISD** 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. Support all events which promote the partnership.
- n. Organize, plan and develop a plan to sustain the partnership and promote a collaborative culture.

Transportation:

Assigned **La Joya ISD** teachers will travel to **HCHSP** sites and provide instruction to students at such locations.

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.
- It is expressly understood and agreed that, in the execution of the agreement, **La Joya ISD** and any other governmental entities named herein do not waive, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.
- Each party, at their own expense, shall provide and maintain, during the term of this agreement, insurance, with or without retention, or self-insurance program, which shall provide general liability coverage for liability, property damage, and bodily injury.
- This Agreement is made in Hidalgo County, Texas and shall constitute the complete understanding of **La Joya ISD** 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 Memorandum of understanding 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 party.

- 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.

Indemnification:

To the extent allowed by law, **HCHSP** will and does hereby agree to indemnify, protect, defend with counsel approved by Grantee Board, and hold harmless **La Joya ISD** and their respective elected officials, employees, representatives and agents (collectively "**La Joya ISD 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 "**La Joya ISD 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 **HCHSP**, anyone directly employed by **HCHSP** or anyone for whose acts **HCHSP** may be liable. The provisions of this section will not be construed to eliminate or reduce any other indemnification or right which any **La Joya ISD** 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, **La Joya ISD** will and does hereby agree to indemnify, protect, defend with counsel approved by **HCHSP** and **Hidalgo County**, and hold harmless **HCHSP** and **Hidalgo County**, and their respective elected officials, officers, directors, attorneys, employees, representatives and agents (collectively "**HCHSP 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 "**HCHSP Claims**") by any person or entity, arising out of, caused by, or resulting from **La Joya ISD'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 **La Joya ISD** employees, anyone directly employed by the **La Joya ISD** or anyone for whose acts the **La Joya ISD** may be liable. The provisions of this Section will not be construed to eliminate or reduce any other indemnification or right which any **HCHSP** 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 **La Joya ISD** and **HCHSP** to provide the children the best services available.

Dr. Alda T. Benavides, Superintendent of Schools
La Joya ISD
200 W. Expressway 83
La Joya, Texas 78560

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 School Board of Trustees: 03/09/2016
Date Approved by Policy Council:
Date Approved by Commissioner's Court:

P-SJ-A ISD- SRI

**Memorandum of Understanding Between
Pharr-San Juan- Alamo Independent School District
and the
Hidalgo County Head Start Program
2016-2017**

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 statutes 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.

Designated Center Sites

The names and addresses of the **HCHSP** sites that will be served by **P-SJ-A**:

Farias Head Start 1100 W. Acacia Street Alamo, TX. 78516	Longoria Head Start 2500 N. Cypress Pharr, TX. 78577	Palacios Head Start 801 E. Thomas Drive Pharr, TX. 78577
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Term

The Term of this Memorandum of Understanding is for one (1) year commencing August 1, 2016 and ending July 31, 2017. Head Start shall have the option of renewal to extend the term of the MOU hereof, commencing on the first day of August 2017, for a term or other terms as may be subsequently agreed to upon by both parties.

P-SJ-A 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.

Program Description

Eligible children are 3 or 4 year olds as of September 1, 2016, will be dual-enrolled and served by **P-SJ-A** and **HCHSP**. Collaboratively, the **HCHSP** children will receive instruction in cognitive development by a **Texas State 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 three (3) **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**.

Partnership Responsibilities

A. P-SJ-A will:

- a. Assign a **P-SJ-A** principal, instructional coach/s, and/or program specialist to the three designated center sites to provide supervision, oversight, support and evaluation of the ISD teachers.
- b. Provide certified early childhood bilingual teachers to deliver 3 hours of instruction in cognitive development to participating **HCHSP** children.
- c. 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.
- d. Permit **HCHSP** representatives to attend ARDs conducted by **P-SJ-A** involving Head Start children.
- e. Supplement health services, educational services, parental training and other services as required by the children and their families.
- f. 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.
- g. Arrange for a substitute when the **P-SJ-A** SRI teacher is absent.
- h. Provide support staff to assist with various services to the children, parents, and teachers.
- i. Provide instructional resources essential to implement a high quality comprehensive early childhood education program.
- j. Meet monthly or on a regular basis with **HCHSP** designated personnel to facilitate the instructional process and other services.
- k. Provide an overview of the collaboration with the participating Administrators.
- l. 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 **P-SJ-A** 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.

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.

D. 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 new sites (Longoria, Farias, and Palacios Head Start Centers) 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 **P-SJ-A** 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.

Termination:

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

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.

Insurance

At all times during the term of this Memorandum of Understanding (MOU), **HCHSP** 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. **HCHSP** 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, **HCHSP** 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 “**P-SJ-A 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 “**P-SJ-A Claims**”) by any person or entity, arising out of, caused by, or resulting from **HCHSP** 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 **HCHSP**, anyone directly employed by **HCHSP** or anyone for whose acts **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.

To the extent allowed by law, **P-SJ-A** will and does hereby agree to indemnify, protect, defend with counsel approved by **HCHSP** and Hidalgo County, and hold harmless **HCHSP** and Hidalgo County, and their respective elected officials, officers, directors, attorneys, employees, representatives and agents (collectively “**HCHSP 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 “**HCHSP Claims**”) by any person or entity, arising out of, caused by, or resulting from **P-SJ-A’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 **P-SJ-A** employees, anyone directly employed by the **P-SJ-A** or anyone for whose acts the **P-SJ-A** may be liable. The provisions of this Section will not be construed to eliminate or reduce any other indemnification or right which any **HCHSP** Indemnitee has by law or equity. All parties will be entitled to be represented by counsel at their own expense.

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.

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.

_____	_____	<u>Dr. Daniel P. King, Superintendent of Schools</u>
<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:

By: _____
Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodríguez, 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:

VALLEY V. ISD- SRI

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 2016-2017 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.

WESLACO ISD- SRI

**Memorandum of Understanding Between
Weslaco Independent School District and the
Hidalgo County Head Start Program
2016-2017**

Purpose:

This collaborative partnership establishes an Agreement between **Hidalgo County Head Start Program (HCHSP)** and the **Weslaco Independent School District (WISD)** to provide Head Start services to age and income eligible pre-K children as 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 **WISD** and **HCHSP** are developed, implemented, and reviewed annually to improve quality of services.

HCHSP is a governmental entity under the auspices of Hidalgo County. **WISD** is a public education institution of the state of Texas. **HCHSP** and **WISD** each have Boards of Directors (Hidalgo County Head Start Policy Council, Hidalgo County Commissioners' Court and Weslaco ISD Board of Trustees) 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 ensure 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 **WISD** 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-seven (177) days, during the months of August through May. The daily operations will be from 7:45 am to 5:15 pm.

Center Sites:

The names and addresses of the **HCHCP** sites that will be serviced by **WISD**:

Weslaco I Head Start Center
310 N. Kansas
Weslaco, Texas 78596

La Herencia Head Start Center
RR 3 Box 3059
Mercedes, Texas 78570

Weslaco III Head Start Center
1317 W. Exp. 83
Weslaco, Texas 78596

La Estancia Head Start Center
3601 E. Mile 8 North
Weslaco, Texas 78596

Term:

The Term of this Memorandum of Understanding is for one (1) year commencing August 1, 2016 and ending July 31, 2017. Hidalgo County Head Start shall have the option of renewal to extend the term of the MOU hereof, commencing on the first day of August 2017, for a term or other terms as may be subsequently agreed to upon by both parties.

WISD Responsibilities:

WISD will provide appropriate educational and supportive services to ensure children and families are school ready. **WISD** 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.

Program Description:

Eligible children are 3 or 4 year olds as of September 1, 2016, will be dual-enrolled and served by **WISD** and **HCHSP**. Collaboratively, the **HCHSP** children will receive 3 hours of instruction in cognitive development by a certified **WISD** funded **School Readiness Integration (SRI) teacher** in the classrooms.

Partnership Responsibilities:

A. WISD agrees to:

- a. Assign a **WISD** principal, instructional coach/s, and/or program specialist to the four (4) Head Start facilities to provide supervision, oversight, support and evaluation of the **WISD** teachers.
- b. Provide certified early childhood teachers to deliver 3 hours of instruction in cognitive development to participating **HCHSP** children.
- c. 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.
- d. Permit **HCHSP** representatives to attend ARDs conducted by **WISD** involving **HCHSP** children.
- e. Supplement health services, educational services, parental training and other services as required by the children and their families.
- f. Assign special education teachers to provide services to children who are identified in need of special services through the **WISD** Special Education Program.
- g. Arrange for a substitute when the **WISD SRI** teacher is absent.
- h. Provide support staff to assist with various services to the children, parents, and teachers.
- i. Provide instructional resources essential to implement a high quality comprehensive early childhood education program.
- j. Meet monthly or on a regular basis with **HCHSP** designated personnel to facilitate the instructional process and other services.
- k. Provide an overview of the collaboration with the participating Administrators.
- l. Finance the **WISD** personnel and other resources.

B. The WISD SRI 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), and Three-Year-Old Early Learning Guidelines (3 yr. olds).
- b. Attend and/or assist in delivery of collaborative Professional Development for Weslaco 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 **WISD** 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 **WISD** and **HCHSP** with the assistance of both Human Resource Departments
- 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 **WISD** 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.

C. HCHSP will:

- a. Coordinate efforts with **WISD** to identify children with special needs and follow the **WISD** referral process for identification and services.
- b. Identify personnel who will attend the ARDs conducted by **WISD**.
- c. Assist with the distribution, completion, and submission of the required **WISD** student enrollment documents within the first week of a child's enrollment.
- d. Coordinate with district staff to transition children to the Weslaco public schools at the end of each school year.
- e. Provide assistance with daily attendance reporting.
- f. Provide information concerning implementation of the integration of services as requested by designated district personnel.
- g. Provide a designated space to store instructional materials.
- h. Meet monthly or as needed with the designated **WISD** personnel.
- i. Schedule a time for the **HCHSP** teacher and **WISD** teacher plan weekly to implement a high quality early childhood instruction and prevent a duplication of efforts.
- j. Ensure that the classroom size meets the adult/child ratio as required by state and federal standards.
- k. Finance program operations based on the **HCHSP** grant.

D. Collaboratively WISD 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 **WISD** 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:

Assigned **WISD** teachers will travel to **HCHSP** sites and provide instruction to students at such locations.

General Conditions:

1. 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.
2. It is expressly understood and agreed that, in the execution of the agreement, **WISD** and any other governmental entities named herein do not waive, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.
3. Each party, at their own expense, shall provide and maintain, during the term of this agreement, insurance, with or without retention, or self-insurance program, which shall provide general liability coverage for liability, property damage, and bodily injury.
4. This Agreement is made in Hidalgo County, Texas and shall constitute the complete understanding of **WISD** and **HCHSP**, and may not be modified in any manner without the express written consent of all parties.
5. 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.
6. This Memorandum of understanding is performable in Hidalgo County, Texas.
7. Either party may terminate this Agreement, with or without cause by providing 30 days written notice to the other party.
8. 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), **HCHSP** and **WISD** 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. **HCHSP** and **WISD** 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
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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, **HCHSP** will and does hereby agree to indemnify, protect, defend with counsel approved by Grantee Board, and hold harmless **WISD** and their respective elected officials, employees, representatives and agents (collectively "**WISD 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 "**WISD 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 **HCHSP**, anyone directly employed by **HCHSP** or anyone for whose acts **HCHSP** may be liable. The provisions of this section will not be construed to eliminate or reduce any other indemnification or right which any **WISD** 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, **WISD** will and does hereby agree to indemnify, protect, defend with counsel approved by **HCHSP** and **Hidalgo County**, and hold harmless **HCHSP** and **Hidalgo County**, and their respective elected officials, officers, directors, attorneys, employees, representatives and agents (collectively "**HCHSP 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 "**HCHSP Claims**") by any person or entity, arising out of, caused by, or resulting from **WISD'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 **WISD** employees, anyone directly employed by the **WISD** or anyone for whose acts the **WISD** may be liable. The provisions of this Section will not be construed to eliminate or reduce any other indemnification or right which any **HCHSP** Indemnitee has by law or equity. All parties will be entitled to be represented by counsel at their own expense.

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.

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 **WISD** and **HCHSP** to provide the children the best services available.

Weslaco Independent School District

Superintendent of Schools

Date

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

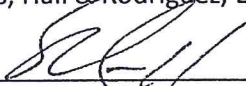
Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

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

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:

McALLEN ISD-PPCD

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 program effort. The program will provide special education support of one special education teacher and two paraprofessionals to 12 special education students as determined by **MISD** teacher to student staffing ratios 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.
- **MISD** students will follow the Head Start School Calendar.
- Participate in joint training for staff and parents.

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.
- Participate in joint training for staff and parents.

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 2016-2017 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

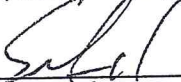
Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

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

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:

AVANCE, INC.

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

*AVANCE, Inc./Colonia's Early Head Start Program and
Early Head Start Child Care Partnership 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 Family Development worker 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 disadvantaged 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 2016-2017 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	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:

**BEHAVIOR HEALTH
SOLUTION OF S. TX.**

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, 2016 through August 31, 2017 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>

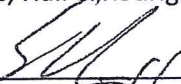
Hidalgo County Head Start Program

_____	_____	_____	_____
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:

**COMMUNITY
SERVICE AGENCY**

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

County of Hidalgo Community Service Agency

The Hidalgo County Head Start Program (HCHSP) and Hidalgo County Community Service Agency 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 Community Service Agency may not be amended except by a written document signed by HCHSP and Hidalgo County Community Service Agency.

HCHSP 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.

1. To engage in an ongoing family partnership building and provide social services assistance when needed.
2. To provide information and referrals to families regarding services of the County of Hidalgo Community Service Agency.
3. To designate a Hidalgo County Head Start Program staff member to serve as a liaison to County of Hidalgo Community Service Agency.
4. 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."
5. 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:

1. To provide information and referrals to its clients regarding services of the Hidalgo County Head Start Program.

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

1. 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 2016-2017 school year, unless earlier terminated as provided herein.

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

Authorized Signature Date

Jaime Longoria, Executive Director
Print Name and Title

Hidalgo County Head Start Program


Honorable Ramon Garcia Date
Hidalgo County Judge

Teresa Flores, Executive Director Date
Hidalgo County Head Start Program

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodríguez, 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:

EASTER SEALS-ECI

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 2016-2017 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:

**SENIOR COMMUNITY
OUTREACH SERVICES, INC.**

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Senior Community Outreach Services, Inc. / Foster Grandparent Program

The **Hidalgo County Head Start Program (HCHSP)** and **Senior Community Outreach Services, Inc. / Foster Grandparent Program (SCOS-FGP)** 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 **SCOS-FGP** may not be amended except by a written document signed by **HCHSP** and **SCOS-FGP**.

SCOS-FGP will:

1. Designate a Foster Grandparent staff member to serve as a liaison with the **Hidalgo County Head Start Program**.
2. 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**.
3. Conduct and document a criminal history check on Foster Grandparents in accordance with requirements by the state licensing minimum standards.
4. Recognize and respect the confidentiality of the children involved in the program.
5. Arrange for pre-service physical examination for the new Foster Grandparents assigned to the **HCHSP**.
6. Provide insurance coverage as required by the **Hidalgo County Head Start Program**.
7. Be responsible for the management and fiscal control of the program.
8. Provide orientation to volunteer and provide in-service training on an ongoing basis.
9. Provide orientation to **HCHSP** staff.
10. Permit the **HCHSP** to screen Foster Grandparents pursuant to established criteria of **HCHSP**.

Hidalgo County Head Start Program will:

1. Serve as a "Volunteer Station" for **Foster Grandparent Program** participants.
2. Designate a staff member to serve as a liaison with the **SCOS-FGP**.
3. Develop and obtain a written Assignment Plan identifying:
 - (a) The child(ren) to be served
 - (b) The role and activities of the volunteer
 - (c) The expected outcomes for each child
 - (d) The period of time each child should receive such services.

This Assignment Plan will be signed by the **HCHSP** liaison and the Foster Grandparent volunteer and will be used to review the Foster Grandparent's services as well as the impact of the assignment on the child's development.

4. Arrange that each Foster Grandparent participant processes the "Volunteer Vital Information, DPS and Central Registry Background Check" form.
5. Assure adequate health and safety provisions for the protection of the volunteers.
6. Investigate incidents, accidents and injuries involving volunteers and notify the **SCOS-FGP** in a timely manner.
7. Assign children with designated special or exceptional needs to each volunteer. (**Exhibit A**, "Special or Exceptional Needs/Special Initiatives")
8. Provide site specific orientation and training to the volunteers.
9. Submit required completed paperwork to the **SCOS-FGP** on a timely basis, i.e., Individual Volunteer Assignment Plans, Performance Measure Evaluations and Assessments in relation to the child's needs; and Foster Grandparents Program Volunteer Performance Evaluation Forms.
10. Designate space for use by volunteer in their activities with assigned child(ren) and for project related activities.
11. Ensure Foster Grandparents serve in a volunteer capacity. The **HCHSP** will verify Foster Grandparents will not:
 - (a) Displace nor replace paid or contracted employees;
 - (b) Relieve staff of their routine duties;
 - (c) Infringe upon the site supervisor's role with children.
12. Exclude Foster Grandparents as supervision adults when calculating State mandated adults-to-child ration.
13. Supervise Foster Grandparents at all times while they are performing as volunteers; Foster Grandparents shall not be left alone with children.
14. Track and report volunteer hours served; HCHSP supervisor will sign **Foster Grandparents Program** timesheets.
15. Ensure that any screening process required of other volunteer at **HCHSP** are also required for the Foster Grandparents volunteers.
16. 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, State Education laws, rules and regulations, Federal Regulations and Statutes, including the Buckley and Hatch Activities.
17. Maintain the program and activities to which the Foster Grandparents volunteers are assigned, accessible to persons with disabilities (including mobility, hearing, vision, mental and cognitive impairments of addiction and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow person with disabilities to participate in programs and activities.

18. Maintain compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. & 1201 et. Seq.) if an individual station is not accessible, HCHSP must provide assurance staff will reach out to person with disabilities and will provide reasonable accommodation to anyone who wishes to volunteer.
19. Will complete a physical accessibility checklist for each **HCHSP** site or submit copy of documentation that indicates site complies with the American Disability Act.
20. Will not discriminate against Foster Grandparents volunteers or in the operation of its program on the basis of race, color, national origin, sex, age, political affiliation, religion or on the basis of disability, if the volunteer is a qualified individual with a disability.

Collaboration Efforts between SCOS-FGP and HCHSP:

1. 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.
2. Recognized the Foster Grandparents for their volunteer service.
3. Arrange and deliver monthly in-service trainings which will be provided by the **SCOS-FGP** staff.
4. Work together to assign one (1), or more Foster Grandparents for an average of 15-40 hours per week to serve two (2) or more children.
5. Work together in developing appropriate activities for Foster Grandparents to carry out with their assigned children.
6. Work together to supervise Foster Grandparents in their activities. This will be accomplished by the Field Supervisor and the directly supervising the Foster Grandparents at the **HCHSP**.
7. Provide all reasonable resources and make every effort to ensure the success of the Foster Grandparents Program and the HCHSP to which the Foster Grandparents are assigned.

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 2016-2017 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: **Senior Community Outreach Services, Inc. / Foster Grandparent Program** and **Hidalgo County Head Start Program** agree that there will be no financial exchange of monies or other compensation.

Senior Community Outreach Services, Inc. / Foster Grandparent Program:

Authorized Signature

Date

Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

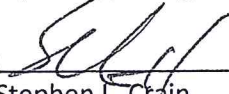
Date

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:

EXHIBIT A

SPECIAL OR EXEPTIONAL NEEDS/SPECIAL INITATIVES

It is a Federal Requirement that all Foster Grandparents have an assignment plan for the children with whom they are assigned to work. The **SCOS-Foster Grandparents** is assigned to your organization to provide one-to-one assistance and perform duties based on the needs of selected children.

Special or Exceptional Needs:

Development Delayed/Disabled	Health Impairment
Visually Impaired	Literacy Needs
Speech Impaired	Abused/Neglected
Hearing Impaired	In Need of Foster Care
Physically Challenged	Adjudicated Youth
Emotional/Social Need	Homeless Youth
Language/Communication	Teen Parent
Learning Disabled Intervention	Child in Need of Protective

Special Initiatives:

Child of Incarcerated Parent (S)
Child on Foster Care

**HIDALGO COUNTY HEALTH
& HUMAN SERVICES**

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**.
- 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.

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 2016-2017 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 Health and Human Services** and **Hidalgo County Head Start Program** agree that there will be no financial exchange of monies or other compensation.

Hidalgo County Health and Human Services Agency

Authorized Signature *Date*

Eduardo Olivarez, Chief Administrative Officer
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:

**HIDALGO COUNTY
WIC SERVICES**

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 2016-2017 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>

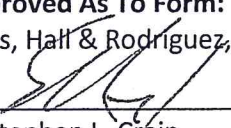
Hidalgo County Head Start Program

_____	_____
Honorable Ramon Garcia	Teresa Flores, Executive Director
Hidalgo County Judge	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:

**HOPE FAMILY HEALTH
CENTER**

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Hope Family Health Center

The **Hidalgo County Head Start Program (HCHSP)** and **Hope Family Health Center** 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 **Hope Family Health Center** may not be amended except by a written document signed by **HCHSP** and **Hope Family Health Center**.

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.
- 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.

Hope Family Health Center will:

- To provide mental health services to children and families with no financial means or health insurance.
- To help parents seek assistance in meeting their children's emotional needs.
- To teach parents how to advocate for children's mental health services.
- Provide information and referrals to clients regarding services of 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 Agreement is in effect for the 2016-2017 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: **Hope Family Health Center** and **Hidalgo County Head Start Program** agree that there will be no financial exchange of monies or other compensation.

Hope Family Health Center:

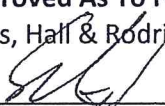
		<u>Rebecca Ramirez Stocker, Executive Director.</u>
Authorized Signature	Date	<i>Print Name and Title</i>

Hidalgo County Head Start Program

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

**WOMEN TOGETHER
FOUNDATION, INC.**

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Women Together Foundation, Inc. / Mujeres Unidas

The Hidalgo County Head Start Program (HCHSP) and Women Together Foundation, 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 Women Together Foundation, Inc. may not be amended except by a written document signed by HCHSP and Women Together Foundation, Inc.

Women Together Foundation, Inc. will on property other than HCHSP property:

- 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 Women Together Foundation, 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 2016-2017 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: **Women Together Foundation, Inc.** and **Hidalgo County Head Start Program** agree that there will be no financial exchange of monies or other compensation.

Women Together Foundation, Inc.:

Authorized Signature	Date	<u>Estela De Anda, Executive Director</u> <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:

REGION ONE ESC - ECI

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.
- Will establish and maintain transition procedures, and 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 2016-2017 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: **Region One ESC** and **Hidalgo County Head Start Program** agree that there will be no financial exchange of monies or other compensation.

Region One ESC:

Authorized Signature Date

Norma Jean Cano, Region One ESC, ECI Program 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:

**REGION ONE ESC -
CHILD SERVE**

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 2016-2017 school year, unless earlier terminated as provided herein.

**RIO GRANDE REGIONAL
HOSPITAL, INC.**

**MEMORANDUM OF UNDERSTANDING BETWEEN
RIO GRANDE REGIONAL HOSPITAL AND
HIDALGO COUNTY HEAD START PROGRAM**

I. PARTIES

This Memorandum of Understanding (“MOU”) is entered into this ___ day of ____, 2016, by and between Columbia Rio Grande Healthcare, L.P. d/b/a **Rio Grande Regional Hospital** (“the **Hospital**”) and the **Hidalgo County Head Start Program** (“**HCHSP**”).

II. PURPOSE

The **Hospital** is participating in Regional Healthcare Partnership 5 (RHP 5) as part of the State of Texas’ Section 1115 Medicaid Demonstration Waiver (“the Waiver”). Part of the **Hospital’s** participation in the Waiver involves efforts to reform the delivery of healthcare to the region’s low-income and needy patient population. To that end, the **Hospital** has proposed establishing an evidence based health promotion program to help asthma at-risk children (the “students”) prevent and manage their diseases. The purpose of this MOU is to set forth the understanding of the parties whereby the **HCHSP** and the **Hospital** shall memorialize their collaboration under this Waiver project (the “Agreement”).

III. RESPONSIBILITIES OF THE PARTIES

Under the Agreement, the **HCHSP** agrees to provide the following services and facilities:

- Provide a learning experience for students to accomplish the goals of education, prevention and management of asthma for at-risk students;
- Facilitate **Hospital’s** implementation and execution of the Evidence Based Health Promotion Program for asthma education;
- Provide facilities and staff needed for **Hospital’s** program implementation; and
- Provide overall demographic information regarding the student population to **Hospital** as part of the projects.

Under the Agreement, the **Hospital** agrees to provide the following services and facilities:

- Provide a learning experience for students to accomplish the goals of education, prevention and management of asthma for at-risk students;
- Provide facilities and staff to implement the projects; and
- Provide evaluation, education, and ongoing assessment of asthma for at-risk students participating in the programs.
- Obtain clearance of any **Hospital** staff providing services under the MOU from the **HCHSP’s** Human Resources Department. **Hospital** staff will submit to a

background check and finger-printing as part of the clearance process, which process may be amended by the **HCHSP** from time to time;

- Will not handle or maintain any student educational records.
- Asthma education **free of charge** to all **HCHSP** students and families through this Evidence Based Project; and

Neither the Hospital nor the **HCHSP** shall pay any compensation to the other for the services or facilities provided under this MOU.

The names and addresses of the **HCHCP** sites that will be serviced by **Rio Grande Regional Hospital** are listed below.

Weslaco I Head Start 310 N. Kansas Weslaco, TX 78596	La Herencia Head Start 100 La Herencia Drive Mercedes, TX 78570	Mercedes Head Start 1100 W. Expressway 83 Mercedes, TX 78570
Weslaco III Head Start 1317 W. Exp. 83 Weslaco, TX 78596	Mercedes II Head Start 3601 E. Mile 8 North Weslaco, TX 78596	Donna I Head Start 1402 Silver Ave. Donna, TX 78537
Donna II Head Start 1715 Miller Ave. Donna, TX 78537	Donna IV Head Start 202 West South Avenue Donna, TX 78537	

IV. MUTUAL CONSIDERATION

Both the Hospital and the **HCHSP** recognize an opportunity for mutual benefit when combining healthcare resources to deliver services within a community setting. This relationship, referred to as the Evidence Based Health Promotion Program and as defined in the approved proposal for the Waiver, is an implementation of an evidence based health promotion in Hidalgo County, Texas to target reducing asthma at-risk students through education, prevention and management for at-risk students. This arrangement is mutually beneficial in that it provides an educational experience for students as well as helps the **Hospital** achieve objects related to the Waiver. For both entities, this collaboration improves the likelihood of meeting their goals of improving community health and student wellness.

V. TERM OF MOU

The term of the MOU shall be for one (1) year, from August 1, 2016 through July 31, 2017, and shall renew automatically thereafter for additional one-year terms under the same terms and conditions unless amended or terminated according to terms set forth therein. Either party may terminate this MOU, with or without cause, by providing thirty (30) days prior written notice to the other party.

VI. MISCELLANEOUS PROVISIONS

1. For the purposes of this MOU and all services to be provided under the Agreement, the parties shall be, and shall be deemed to be, independent contractors and not agents or employees of the other party. Neither party shall have authority to make any statement, representation, commitment, or take any action of any kind which shall be binding on the other party, except as may be expressly provided for herein or in writing.
2. No amendment or modification of this MOU shall be valid unless reduced to writing and signed by both parties.
3. Neither party shall voluntarily or by operation of law, assign or otherwise transfer the obligations incurred on its part pursuant to the terms of this MOU without the prior written consent of this other party. Any attempted assignment or transfer by either party of its obligations without such consent shall be void.
4. All notices which are, or may be required to be given by a party to the other party in connection with this MOU, shall be in writing and shall be deemed to have been properly given if and when delivered personally or sent by certified mail, return receipt requested, addressed to the parties to be notified, or at such other place or places as a party may from time to time designate by written notice to the other party.

To the Hospital:

Rio Grande Regional Hospital
101 E. Ridge Road
McAllen, Texas 78503
Attn: Chief Executive Officer

To School HCHSP:

Hidalgo County Head Start Program
P.O Box 0117
Edinburg, Texas 78540
Attn:Teresa Flores, Executive Director

5. This MOU shall be governed in all respects by the laws of the State of Texas. The invalidity or unenforceability of any terms or conditions hereof shall in no way affect the validity or enforceability of any other terms or condition of this MOU.
6. The Agreement that results from this MOU will represent the entire and only agreement between the parties relating to the subject matter contained herein and supersedes any and all discussions, negotiations, and representations of any kind and represents the entire understanding of the parties hereinabove mentioned. In the event any provision of this MOU is found to be legally invalid or unenforceable for any reason, the remaining provisions of the Agreement shall remain in full force and effect provided the fundamental rights and obligations remain reasonably unaffected.
7. Each party to this Agreement represents and warrants to the other party that it and its personnel and physicians providing services hereunder: (a) are not currently

excluded, debarred, or otherwise ineligible to participate in the Federal health care programs as defined in 42 U.S.C. Section 1320a-7b(f) (the “Federal health care programs”); (ii) are not convicted of a criminal offense related to the provision of health care items or services but have not yet been excluded, debarred, or otherwise declared ineligible to participate in the Federal health care programs; and (iii) are not under investigation or otherwise aware of any circumstances which may result in such party and its personnel and physicians being excluded from participation in the Federal health care programs. This shall be an ongoing representation and warranty and either party shall notify the other party of any change in status of this representation and warranty. Any breach of this section shall give the non-breaching party the right to terminate this MOU.

8. The parties to this MOU represent they are duly established and created pursuant to applicable law with all requisite power and authority to enter into this Agreement in all respects including corporate authority. The parties represent they have met all Texas Open Meeting Act requirements.

[Signature page follows]

VII. ACCEPTANCE AND APPROVAL SIGNATURES

This MOU is hereby acknowledged and accepted by the following authorized representative of the **Hospital** and the **HCHSP**:

HOSPITAL:

**COLUMBIA RIO GRANDE HEALTHCARE,
L.P. d/b/a, RIO GRANDE REGIONAL HOSPITAL**

By: Rio Grande Regional Hospital, Inc.,
Its: General Partner

Cris Rivera, Chief Executive Officer

Date

HCHSP:

Hidalgo County Head Start Program

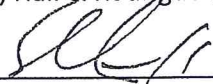
Honorable Ramon Garcia Date
Hidalgo County Judge

Teresa Flores, Executive Director Date
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:

**PARNTERS RESOURCE
NETWORK INC.**

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 2016-2017 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

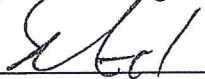
 Date

 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:

**HIDALGO COUNTY
HOUSING AUTHORITY**

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Hidalgo County Housing Authority

The **Hidalgo County Head Start Program (HCHSP)** and **Hidalgo County Housing Authority** 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 Housing Authority** may not be amended except by a written document signed by **HCHSP and Hidalgo County Housing Authority**.

Hidalgo County Housing Authority will:

- Provide housing need to families as funding is available and in accordance with H.U.D. and USDA requirements.
- Provide housing for homeless as funding is available and in accordance with H.U.D. and USDA requirements.
- 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 Housing Authority.
- Designate a Hidalgo County Head Start staff member to serve as a liaison to the Hidalgo County Housing Authority.
- 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 Housing Authority 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 2016-2017 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 Housing Authority and Hidalgo County Head Start Program** agree that there will be no financial exchange of monies or other compensation.

Hidalgo County Housing Authority:

_____	_____	<u>Eloy Avila, Board Chairman</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:

By: _____
Arturo Guajardo, Jr.
Hidalgo County Clerk

Approved As To Form:
Atlas, Hall & Rodríguez, 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:

**SOUTH TEXAS COLLEGE -
LAB**

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. TERMINATION

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

IV. 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.

V. 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.

VI. 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**.

VII. 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** will *arrange that each student processes the “Volunteer Vital Information, DPS and Central Registry Background Check” form.*
10. **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 **AFFILIATE** or any appropriate authority controlling and directing said **AFFILIATE**.
11. **AFFILIATE** may assign this Agreement upon the sale of **AFFILIATE’S** facilities to be effective upon notice by **AFFILIATE** to **STC** of such assignment.

12. **AFFILIATE** will provide the student with an overall orientation to the specific services related to the implementation of the observation or lab experience.
13. **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.
14. **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**.
15. **AFFILIATE** will offer a quality early childhood program.
16. **AFFILIATE** will provide students in the Child Development program with scheduled observation time to complete the required hours.
17. **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.
18. **AFFILIATE** will allow faculty to visit the program unannounced and announced in order to observe student volunteers completing their hours at an **AFFILIATE** site.
19. **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.

VIII. 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.

IX. 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.

X. 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.

XI. 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.

XII. 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.

XIII. 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.

XIV. 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.

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

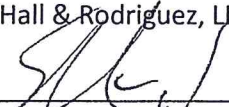
Date

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:

**TEXAS A&M AGRILIFE
EXTENSION**

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Texas A&M/Agrilife 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 2016-2017 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.

Texas A&M AgriLife Extension:

Authorized Signature Date

Andrea Valdez, BS, MPH
Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

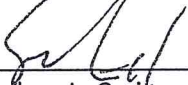
Date

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:

**TEXAS ATTORNEY
GENERAL**

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 2016-2017 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:

**UTRGV AMERICAN-COORD.
PROGRAM IN DIETETICS**

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 (UTRGV)** 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 2016-2017 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.

University of Texas Rio Grande Valley:

Norma L. Beardwood, MBA, M.Ed., RDN, LD, LPC, CEDS
Clinical Assistant Professor and Program Director
Print Name and Title

Authorized Signature Date

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores, Executive Director
Hidalgo County Head Start Program

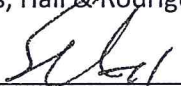
Date

Date

ATTEST:

Arturo Guajardo, Jr.
Hidalgo County Clerk

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

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: