



# Hidalgo County Head Start Program Policy Council Agenda

**DATE:** May 19, 2026

**SUBJECT:** Discussion/Approval of Request for Authorization to Dispose of Modular Units no longer needed as Classrooms, in accordance with ACF-M-HS-20-02 and 45 CFR §75.320 (e) (1) from the office of Head Start, Administration for Children and Families, Department of Health and Human Services

**RATIONALE/NEED:** As a result of our school district partnerships, we continue to relocate classrooms to school campuses from our older facilities. Currently we have two modular units; Donna II and San Juan I, which are located on City property, requiring the program to pay maintenance and rental fees. By properly disposing of these modular units the Program will be able to cancel the lease agreement and realize savings in our annual budget.

**RECOMMENDATION:** Administration recommends approval.

**COST:** N/A

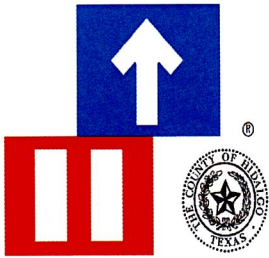
**RELATED INFORMATION INCLUDED:** Memorandum

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**INITIATED BY:** Elizabeth Aguilar, Interim Chief Financial Officer *ea*

**REVIEWED BY:** Ms. Marissa Reyes, Assistant Program Director for HR *mr*

**EXECUTIVE DIRECTOR'S APPROVAL:** *[Signature]*



HIDALGO COUNTY HEAD START PROGRAM  
P.O. BOX 0117  
EDINBURG, TEXAS 78540  
956-383-0706

DATE: May 13, 2026

TO: Hidalgo County Head Start Program Policy Council

FROM: Marissa Reyes, Assistant Program Director for HR

Thru: Irma Peña, Executive Director

RE: Requesting Approval to Dispose of Two Modular Buildings

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As we relocate our children to newer state-of-the-art classrooms on school campuses and move out of some of our older modular units/centers, Administration hereby requests disposition for two older modular units classified as equipment which are no longer needed to serve Head Start children.

Under our Head Start Grant, we can dispose of these modular units as per ACF-M-HS-20-02 and 45 CFR §75.320 ( e )(1), items of equipment with a current fair market value of \$5,000 or less may be retained, sold or otherwise disposed of with no further obligation to the HHS awarding agency.

In addition to selling or relocating these facilities, the Health and Human Services Department may allow us to transfer the property to other organizations providing services to the community; this would defray or eliminate any relocation costs to our program.

As we examine the various options for disposing of these modular units, we must also consider their current arrangement status, cost analysis to dismantle and/or transport these modular units, and the net results if sold at their estimated value. Administration proposed the following:

1. Our **Donna II** Head Start modular unit is currently empty, and all Head Start services are now being provided at the Singleterry Head Start Campus and the Guzman Head Start Academy, both Donna Independent School District campuses. The modular unit is still situated on land owned by the City of Donna. We do not have any land that could be used to relocate the structure, and the cost of relocating and/or dismantling is approximately \$92,091. The City of Donna has indicated they are interested in the facility which would serve as a valuable resource for their community.
2. Our **San Juan I** Head Start modular unit is currently empty and all Head Start services are being children in this area have been moved to various school campuses of the Pharr, San Juan, Alamo (PSJA) Independent School District. The building is currently situated on land owned by the City of San Juan. This building also requires major repairs and was subject to frequent break-ins while in operation. The relocation and/or dismantling of this modular unit would cost an estimated \$92,091. The City of San Juan has indicated they are also interested in this modular unit which would serve as a valuable resource for their community.

<b>Hidalgo County Head Start Program Disposition Calculation for Equipment Inventory</b>		
	<b>Modular Units - Equipment - 45 CFR §75.320 (e)(1)</b>	
<b>Description</b>	<b>1. Donna II</b>	<b>2. San Juan I</b>
Land Owner	City of Donna	City of San Juan
Notice of Federal Interest Document No.	1817613	1817623
Annual Lease	\$12	\$12
Year Built	1992	1992
Building Square Footage	3,488	3,488
Relocation Expense/Cost: Dismantling, transporting, site preparation. Estimated costs based on square footage @ 39.50	\$137,776	\$137,776
Appraised Market Value	\$45,685	\$45,685
<b>Net Results if sold at estimated value</b>	<b>\$ (92,091)</b>	<b>\$ (92,091)</b>
<b>Recommendation for Disposition</b>	<b>Donation to the City of Donna</b>	<b>Donation to the City of San Juan</b>

As always, we thank you for your guidance and support for our Head Start Program.