

Memorandum of Understanding Between

Hidalgo County Head Start Program

And

County of Hidalgo Community Service Agency

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

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

HCHSP will:

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

County of Hidalgo Community Service Agency Agrees:

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

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

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

Termination:

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

Term:

This agreement is in effect for the 2014-2015 school year, unless earlier terminated as provided herein.

Governing Law:

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

Consideration:

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

County of Hidalgo Community Service Agency

Authorized Signature Date

Print Name and Title

Authorized Signature Date

Print Name and Title

Hidalgo County Head Start Program

Honorable Ramon Garcia
Hidalgo County Judge

Teresa Flores

Teresa Flores, Executive Director
Hidalgo County Head Start Program

Ramon Garcia

Date

08.26.14

Date

ATTEST:

Arturo Guajardo, Jr.

Arturo Guajardo, Jr.
Hidalgo County Clerk

APPROVED BY
COMMISSIONERS' COURT
ON: *8/28/14*

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

By: *[Signature]*

Stephen L. Crain

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

By: *[Signature]*

Ricardo González

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