

# Memorandum of Understanding Between

Hidalgo County Head Start Program

And

Partners Resource Network, Inc. / TEAM PROJECT

FILED  
AT 11:45 O'CLOCK A.M.

406 09 2016

ARTURO GUJARDO, JR., COUNTY CLERK  
PTC HIDALGO COUNTY, TEXAS  
DEPUTY

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.:**

_____	_____	<u>Maria Cordero</u>
Authorized Signature	Date	Print Name and Title

**Hidalgo County Head Start Program**

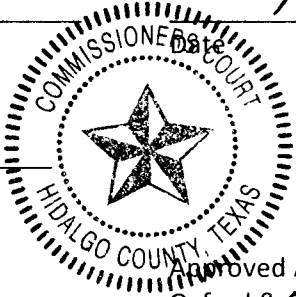
Ramon Garcia  
 Honorable Ramon Garcia  
 Hidalgo County Judge

Teresa Flores  
 Teresa Flores, Executive Director  
 Hidalgo County Head Start Program

7-14-16

_____	_____
Date	Date

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



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

Date Approved by Policy Council: 5-25-2016  
 Date Approved by Commissioner's Court: 6-07-2016