

**Memorandum of Understanding Between**  
**Hidalgo County Head Start Program**  
*And*  
*Buckner Children & Family Services, Inc.*  
**2021-2023**



The **Hidalgo County Head Start Program (HCHSP)** and **Buckner Children & Family Services, Inc. – STAR Program (Buckner Star 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 **Buckner–STAR Program** may not be amended except by a written document signed by **HCHSP** and **Buckner–STAR Program**.

**Buckner–STAR Program** provides services to youth, 0 to 17 years of age, and their families in at-risk situations. The **Buckner–STAR Program** is designed to reduce family conflict, help with family support and skills, and prevent the problems of runaway, school attendance issues and delinquent behaviors. Buckner Star Program helps youth and families resolve crises, and establish and achieve goals that strengthen and promote healthy families. The services provided to the youth and families include screening/intake, crisis intervention, counseling services, skills-based training, case management, case follow-up and outreach. All services are free of charge to **Hidalgo County Head Start** and the surrounding areas, and provided through home visits, office visits, and schools and community visits.

**Buckner–STAR Program agrees:**

- To provide skills-based training weekly or as scheduled to qualifying students and their families. These curriculums may be conducted in an individual student setting and will be delivered tailored to the needs of the school. Students will learn skills to help them resolve crises among peers and family, develop their skills to cope with everyday problems and stresses in their lives, and learn self-esteem concepts while developing communication skills and peer pressure refusal skills.
- Provide HCHSP with written confirmation of criminal background on its staff that will have access to the Head Star centers as required by the Head Start Performance Standards and the Texas Child Care Licensing Minimum Standards.

**General Responsibility of Buckner–STAR Program:**

- Upon the receipt of referral, provide Intake process (which includes meeting with the youth’s parents to obtain consent forms).
- Provide staff to conduct case management services.
- Provide program curriculum and supplies.
- Provide HCHSP with written confirmation of criminal background on its staff who will have access to the Head Start centers as required by the Head Start Performance Standards and the Texas Child Care Licensing Minimum Standards.

**Hidalgo County Head Start Program will**

- Provide students referrals.
- Provide class/school time for STAR services.
- Provide class/facility space for case management 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.
- Follow Center for Disease Control (CDC) guidelines and HCHSP work safe plans due to Covid-19 pandemic.

**Collaboration Efforts between Buckner–STAR Program 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:**

The Term of this Memorandum of Understanding is for two years commencing **September 1, 2021** and ending **August 31, 2023**, 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: **Buckner Children & Family Services, Inc.–STAR Program** 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 **Buckner Children & Family Services, Inc. – STAR Program** and **HCHSP** to provide the children the best services available.

**Buckner Children & Family Services, Inc.  
STAR Program:**

\_\_\_\_\_  
Dr. Albert L. Reyes

\_\_\_\_\_  
Date

**Hidalgo County Head Start Program**

*Richard Cortez*  
\_\_\_\_\_

Honorable Richard Cortez  
Hidalgo County Judge

\_\_\_\_\_  
Date

*10-4-2021*

*Teresa Flores*  
\_\_\_\_\_

Teresa Flores, Executive Director  
Hidalgo County Head Start Program

\_\_\_\_\_  
Date

*10-01-2021*



**Approved As To Form:**

Ricardo González, P.C.  
DBA, Oxford & González

By: \_\_\_\_\_

Ricardo González

AI- 82452

Date Approved by Policy Council: 09-15-2021

Date Approved by Commissioner's Court: 09-21-2021

APPROVED BY  
COMMISSIONERS COURT  
ON: 9-21-21 MM