

**AGREEMENT WITH SCHUYLER HEAD START, INC.
AND
HORSEHEADS CENTRAL SCHOOL DISTRICT**

This agreement is between Horseheads Central School District and Schuyler Head Start, for the period of 2012-2013.

I. Purpose Statement

The purpose of this agreement is to establish working procedures between Horseheads Central School District and Schuyler Head Start in the provisions of services to preschool children eligible for special education in compliance with Federal and State laws and regulations.

It is the intent of this agreement to:

1. Define which services will be provided by each Agency.
2. Ensure that children eligible for preschool special education services receive a free and appropriate public education, as required by law, in the least restrictive environment (LRE).
3. Ensure that each Agency cooperatively maintains communication and shares leadership responsibilities as the local level to ensure that available resources are used in the most effective manner.
4. Ensure that cooperative arrangements between Horseheads Central School District and Schuyler Head Start are developed, implemented and preserved.

II. Program Mandates

Responsibility of the School District:

1. Locate and identify preschool children with disabilities through a child find effort which includes a process for screening.
2. Provide preschool children with disabilities a free, appropriate public education (FAPE) including the development and implementation of an Individualized Education Program (IEP).
3. Place preschool children with disabilities in the least restrictive environment with an opportunity to interact with nondisabled peers to the maximum extent appropriate.
4. Work with appropriate community agencies to provide services to preschool children with disabilities.
5. Invite Education/Disabilities Manager and Teacher to all scheduled CPSE meetings involving Schuyler Head Start children (i.e., new referrals, program reviews, annual reviews and transition meetings) prior to the scheduled date and time so Schuyler Head Start staff can participate.
6. Provide Schuyler Head Start with a copy of the Schuyler Head Start child's Individual Education Plan (IEP) developed at the CPSE meeting.
7. Work closely with Schuyler Head Start to help educate parent(s) on their roles, rights, responsibilities, and their child's disability.
8. Work closely with Schuyler Head Start to help link parent(s) to community resources regarding children with disabilities.

(over)

Program Mandates (cont.)

Responsibilities of the Head Start program:

1. Recruit, enroll, and serve eligible children ages 3-5. No less than 10 percent of the total number of enrollment opportunities in Head Start Programs shall be available for children with disabilities who are eligible to participate.
2. Screen all enrolled children within 45 calendar days for potential problems in the areas of hearing, vision and development.
3. Refer children suspected of having a disability to appropriate professionals or LEA personnel for diagnostic evaluation.
4. Implement IEP goals and objectives into lesson plans.
5. Work closely with the school district to help educate parent(s) on their roles, rights, responsibilities and their child's disability.
6. Work closely with the school district to help link parent(s) to community resources regarding children with disabilities.
7. Work closely with other community agencies in order to provide services to children with disabilities.
8. Assure that children with disabilities receive all services to which they are entitled according to Head Start Program Performance Standards for children with Disabilities (CFR 45 Part 1308).
9. Provide the school district with Child Count Report data annually upon request.
10. Provide transportation to families in need (i.e., CPSE meetings, evaluations and support groups).

III. Termination/Review

This Memorandum of Understanding will be reviewed and revised by Horseheads Central School District and Schuyler Head Start on an as needed basis or at least once annually. This agreement may be terminated by any party upon thirty (30) days written notice.

Name: Theresa Woodworth Date: 8/23/12

Name: _____ Date: _____