MEMORANDUM OF UNDERSTANDING
BETWEEM
WEBB COUNTY FOR ITS HEAD START PROGRAM
AND
TEXAS DEPARTMENT OF PROTECTIVE SERVICES

The purpose of this Memorandum of Understanding is to provide a common understanding of the collaboration and relationship between the local Head Start Program and Texas department of Protective Services. It is essential to establish clear expectations and a realiable way of relating to one another for mutual cooperation.

The Webb County Head Start/Early Head Start Program provides comprehensive developmental services for low-income pregnant women, and children birth to 5, as well as offering social services for their families. Early Head Start directs its services toward pregnant women and children ages birth through three years of age, and Head Start serves preschool children at least 3 years of age and not kindergarten age eligible, including children with disabilities, and their families. Webb County Head Start provides comprehensive child development and early education program. The program helps children become better prepared to succeed in school and in life by addressing the needs of the whole child. In addition to providing research-based academic curricula, Head Start also provides an array of comprehensive services, including health and mental health screening and services, nutrition, dental and vision services and extensive parental involvement and early childhood development. The entire range of Head Start services is responsive and appropriate to each child's and family's developmental,, ethnic, cultural, and linguistic heritage and experience.

Webb County Head Start/EHS Program commits to the following:

- Commit that HS/EHS will review recruitment and selection and policies in order to prioritize enrollment of CPS children and children with open CPS cases and communicate this policy to Texas Department of Protective Services.
- Jointly establish an agreed upon standardized referral process to HS/EHS programs by the Texas Department of Protective Services office to be used when making referrals of CPS children and other eligible children with an open CPS case. This may include child's foster care status as the basis for his/her eligibility and includes contact information for the child's CPS Welfare Worker.
- Arrange cross-training opportunities with Texas Department of Protective agency staff to educate each other about Head Start/Early Head Start and Texas Dept. of Protective services language, goals, objectives, policies and services offered.
- Arrange joint trainings on topics of mutual interest, such as working with high need families with substance abuse issues, criminal histories , and mental health problems.
- Head Start will designate a Head Start/EHS liaison to the Texas Department of Protective Agency. The liaison duties include:

o   attending court hearing for Head Start/EHS families involved in the Texas Department of Protective agency and educating attorneys and judges about the benefits of high quality care and education and the services available through Head Start and Early Head Start.

o   Educating staff from the Texas Department of Protective Services and other agencies that work with abused and neglected children (e.g., nonprofit foster family agency, and children's mental health agencies) about the benefits of high quality care and education and the services available through Head Start and Early Head Start.

o   Communicating regularly (in accordance with agency protocols) with the Texas Department of Protective Services about the developmental progress of, and services received by, CPS system-supervised children enrolled in Head Start/Early Head Start; and

o   inviting CPS representatives to become community representatives on the Policy Council, the Health Services Advisory Committee or other Head Start/Early Head Start program advisory committees, such as self-assessment teams.

Texas Department of Protective Services Description of Services:

o   Encouraging their families to enroll their children in high quality early care and education programs;

o   Advising their families that CPS children are categorically eligible for services through Head Start and early Head Start, while addressing appropriate expectations about waiting list;

o   Explain the comprehensive services available through Head Start and Early Head Start;

o   Alerting them that services are free;

o   Providing them with instructions about how to apply for Head Start and early Head Start; and

o   Work with Head Start and early head Start staff thru referrals

o   Provide trainings/presentation to Head Start and EHS

o   Have continuous communication with head Start and EHS liaison

o   Participate as a community representative for the Head Start/EHS Policy Council or Head Start/Early Head Start program advisory committees.

Confidentiality

Any reports, information, data or studies given to or assembled by the Texas Department of Protective Services and/or Webb County Head Start under this agreement shall be kept confidential and shall not be made available to any individual or organization only with prior written approval, unless otherwise required by law.

The Term

The term of the agreement shall be from a period of two(2) years beginning on ___3/10/15___ and ending in August 2016.

The parties hereto, through their authorized representatives have executed this Memorandum of Understanding effective for the dates written above.

_____
Texas Department of Protective Services

___3-10-15___
Date

ATTEST:

_____
TANO E. TIJERINA

Webb County Judge

_____
Margie Ramirez Ibarra
Webb County Clerk

APPROVED AS TO FORM:

_____
Marco A. Montemayor
Webb County Attorney

*By law, the county attorney's office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval of their own respective attorney(s).