



# Webb County Head Start

Tel. (956)722-6571 Fax (956)791-3485 P.O. Box 2397 Laredo, Texas 78044



## MEMORANDUM OF UNDERSTANDING

between

WEBB COUNTY HEAD START/ EARLY HEAD START PROGRAM

and

Women, Infant, Children (WIC) PROGRAM

The purpose of this Memorandum of Understanding is to provide a common understanding of the collaboration and relationship between the local Head Start/Early Head Start Program and WIC Program. It is essential to establish clear expectations and a reliable way of relating to one and other for mutual cooperation.

The Texas WIC Program and Webb County Head Start/Early Head Start CCP programs share common goals for their clients. Both programs have a shared goal to promote positive health and nutrition status for young families. Both programs provide young children and families with nutritious foods, health and nutrition education, and assistance in accessing on-going preventive health care. In many communities, WIC and Head Start serve the same families. By working together, programs have an opportunity to coordinate these services and maximize use of scarce resources. Working together will minimize duplicative efforts on the part of families and staff; more opportunities for WIC and Head Start to benefit from each program's strengths, expertise and best practices; and ultimately, more ways to make a positive impact on good health and nutrition for children and families.

The Webb county Head Start/Early Head Start Program provides comprehensive development services for low-income pregnant women, and children birth to five (5) years, as well as offering social services for their families. Early Head Start directs its services towards pregnant women and children ages birth through three (3) years of age, and Head Start serves preschool children at least three (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 success 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 screenings 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 development, 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 the children and Pregnant Teen Moms and communicate this policy to the WIC Program.

- Jointly establish an agreed upon standardized referral process to HS/EHS programs by the WIC Program to be used when making referrals of children and Teen moms. This may include the children of Pregnant teen mom status as the basis for his/her eligibility and includes contact information of the child or Pregnant teen mom case worker.
- Arrange cross-training opportunities with WIC Program staff to educate each other about Head Start/Early Head Start and WIC Program 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 WIC Program. The liaison duties include:
  - educating staff from WIC Program on the benefits of high quality care and education and services available through Head Start and Early Head Start.
  - communication regularly (in accordance with agency protocols) with the WIC Program about the developmental progress of, and services received by, WIC Program supervised children enrolled in Head Start/Early Head Start; and
  - inviting WIC Program 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.

**WIC Program Description of Services:**

- Encouraging their families to enroll their children in high quality early care and education programs;
- Explain the comprehensive services available through Head Start and Early Head Start;
- Alerting them that services are free;
- Providing them with instructions about how to apply for Head Start and Early Head Start;
- Work with Head Start and Early Head Start staff thru referrals;
- Provide trainings/presentation to Head Start and EHS;
- Have continuous communication with Head Start and EHS liaison
- Participate as a community representative for Head Start/EHS policy Council, or Head Start/Early Head Start program advisory committees.



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## Confidentiality

Any reports, information, data or studies given to or assembled by the WIC Program 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 prior written approval, unless otherwise required by law.

## The Term


The term of agreement shall be from a period of 24 months beginning on September 1, 2017 and ending in August 30, 2019.

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


  
\_\_\_\_\_  
WIC Program Director

09/01/17  
\_\_\_\_\_  
Date

**WEBB COUNTY, TEXAS**


  
\_\_\_\_\_  
**Tano E. Tijérina, Webb County Judge**  
*Sept 26 2017*

**ATTESTED:**

  
\_\_\_\_\_  
**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).