

## ALCESTER-HUDSON SCHOOL DISTRICT & USD HEAD START

### MEMORANDUM OF UNDERSTANDING

**Purpose:** The purpose of this agreement is to facilitate collaboration and exchange of information regarding the provision of services for children in the Alcester-Hudson School District.

This agreement between the Alcester-Hudson School District and the USD Head Start program will be used to establish a working procedure to coordinate the sharing of information relevant to the transition of children from USD Head Start into the school setting.

This agreement will also serve as a memorandum of understanding between USD Head Start and the Alcester-Hudson School District *if* a publicly funded pre-school is offered in the district. This would include appropriate referrals transition planning and other collaborative activities mentioned in this agreement.

The parties in this agreement agree to collaboratively:

1. Screen using a developmental screening tool to help identify children who potentially qualify for special education services. When results are shared with the parents, they will have an option to sign a Permission to Refer form, if applicable.
2. Make appropriate referrals to each other with signed parental consent
3. Participate in IFSP/IIEP meeting;, for dually .enrolled children with parental consent.
4. Utilize a systematic procedure for transferring and receiving records, including referrals, regarding children upon receipt of request for records and signed parent consent.
5. Share pertinent family information as permissions-allow. 'Such information may include relocation of the family, custody and child protection issues, emergency needs; etc.
6. Share resources and joint training/technical assistance with appropriate.
7. Meet regularly to establish channels of communication between staff to facilitate coordination of programming.
8. Provide child 'information {with parental permission) that facilitates and promotes the smooth transition of the child -into the school setting.
9. Share academic data on children enrolled in Head Start throughout their enrollment in the district. This may include standardized test scores or other as determined by the district to illustrate performance of Head Start children compared to other children in the district. Parental permission will be obtained by Head Start and releases given to the distric

The Alcester-Hudson School District and Head Start Program will follow the requirements outlined in the Family Education Right to Privacy Act (FERPA), the state and federal guidelines under the Elementary and Secondary Education Act (ESSA), Individuals with Disabilities Education Act (IDEA) and the Head Start Program Performance Standards (HSPPS).

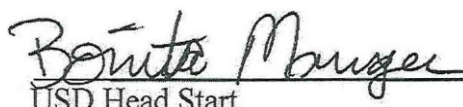
This agreement is in effect upon the signatures of authorized officials of USD Head Start and the Alcester- Hudson School District. This agreement shall continue in effect until either party provides written notice of termination. Such notice shall be given thirty days in advance.



School District Superintendent or designated  
representative

9-10-24

Date



USD Head Start

9-9-24

Date