

COOPERATIVE AGREEMENT – 2025-2026

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The purpose of this agreement is to establish working procedures between **Jackson County Public School District and The Community Action of South Mississippi** in the provision of services to preschool children in compliance with Federal and Mississippi 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.
3. Ensure that each agency cooperatively maintains communication, shares leadership and facilitate responsibilities at the local level in order for available resources to be utilized in the most effective manner.
4. Ensure that cooperative agreements are developed, implemented and preserved in the areas of special education and transition.

All areas of collaboration involving the Jackson County School District and Head Start will be in accordance with the policies and procedures of both agencies.

Program Descriptions:

1. Jackson County School District: Diagnostic Services
Student Services: P. O. Box 5248, Vancleave, MS 39563-5248

2. Head Start Centers:
Administrative Office: 5343 Jefferson Street, Moss Point, MS 39562
Vancleave Head Start Center: 13105 Head Start Road, Vancleave, MS 39565

PLEASE RETURN TO:
Chris Mercedes Fuller
Community Action of South Mississippi
info@casoms.org
5343 Jefferson St
Moss Point, MS 39563

COOPERATIVE AGREEMENT - continued

OBJECTIVES	RESPONSIBILITIES School District	RESPONSIBILITIES Head Start	Date Objectives To Be Completed
<p>1) To make appropriate referrals to Head Start and to Jackson County School District.</p> <p>2) To provide special education services to preschool children three-years-old to kindergarten age who are eligible for special education services.</p>	<p>Referral of pre-school disabled/suspected disabled children or those in need of Head Start services to Head Start (Special Services).</p> <p>A. To provide screening for all newly enrolled Head Start children, specifically, for speech, language and hearing, during the initial 45 days of school enrollment at each Head Start location within the Jackson County School District. Copies of the screening forms will be given to the disabilities specialist within two weeks of screening.</p> <p>B. To provide screenings for all new students as they enroll throughout the Head Start school year for speech/language and hearing within their first 45 days of enrollment.</p> <p>C. To maintain copies of all failed speech/language screenings and provide diagnostic evaluations within 30 days of receiving written consent to evaluate from the parent.</p> <p>D. If a child is ruled eligible for services, Jackson County School System will provide preschool children with disabilities a free and appropriate public education (FAPE) including the development and implementation of an Individualized Education Plan (IEP).</p> <p>E. To write IEPs within 30 days of the eligibility assessment ruling. Jackson County Schools will contact the parent for the IEP meeting.</p> <p>F. To place preschool children in the least restrictive environment as determined by the IEP committee.</p>	<p>Referral of children with suspected disabilities to appropriate professionals for diagnostic evaluations.</p> <p>A. Recruit, enroll, and serve eligible children ages 3-5. No less than 10 percent of the total number of enrollment opportunities in Head Start shall be available for children with disabilities who are eligible to participate (IDEA).</p> <p>B. Screen all enrolled children in the areas of health and development.</p> <p>C. Provide Jackson County Schools with lists of new students as they enroll in Head Start for speech/language and hearing screenings.</p> <p>D. Provide parental information, diagnostic information, which includes hearing, vision and development assessment needed for diagnostic testing.</p> <p>E. To assist the LEA, in contacting parents and assisting with transportation to the IEP meeting.</p> <p>F. Provide preschool children with disabilities with the least restrictive environment as determined by the IEP committee.</p>	<p>July - June</p> <p>July- June</p>

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OBJECTIVES	RESPONSIBILITIES School District	RESPONSIBILITIES Head Start	Date Objectives To Be Completed
<p>3) To share personnel with expertise in the area of special education and/or early childhood education.</p>	<p>G. To work with appropriate community agencies to provide services to preschool children with disabilities.</p> <p>H. To contact Head Start for participation in the IEP meeting. Jackson County will also provide Head Start with copies of the IEP and the eligibility assessment.</p> <p>I. To provide an interpreter if available for English as a second language for preschool students to administer the speech/language screener.</p> <p>J. To provide Head Start with progress reports of students with IEPs every 9 weeks.</p> <p>K. To provide updated IEPs of returning students.</p> <p>A. Upon request from Head Start, Behavior Support Team will observe Head Start children with atypical behavior and provide Intervention strategies as needed.</p> <p>B. To provide special education personnel, including teachers for consultation required per the IEP to Head Start.</p> <p>C. To provide services required for special needs students per the IEP, specifically, OT, PT, Speech and Special Education.</p>	<p>G. To work closely with appropriate community agencies to provide services to children with disabilities.</p> <p>H. To provide school district a list of all students enrolled that will require an interpreter for speech/language screening.</p> <p>I. To give copies of IEPs and progress reports to parents and teachers.</p> <p>J. To provide a Master List of students at the beginning of the school year.</p> <p>A. Provide available assessment, behavioral and medical information on Head Start children with atypical behavior to assist schools in making intervention recommendations.</p> <p>B. To share resources on special or early childhood education services to Jackson County School District.</p> <p>C. Assist with providing Jackson County Schools with materials needed to provide services to children with special needs per the IEP.</p>	<p style="text-align: center;">July - June</p> <p style="text-align: center;">July - June</p>

COOPERATIVE AGREEMENT - continued

OBJECTIVES	RESPONSIBILITIES School District	RESPONSIBILITIES Head Start	Date Objectives To Be Completed
<p>4) To familiarize Jackson County School District with Head Start and Head Start with school's guidelines, procedures.</p>	<p>A. To send teachers or district representatives to Head Start centers for classroom observations. Work in coordination with Head Start on transition activities for children and families.</p> <p>B. Provide Head Start with Jackson County School's guidelines and procedure requirements when necessary and applicable.</p>	<p>A. To send teachers or Head Start representatives to schools for observations of special needs classrooms as needed. Work in coordination with Jackson County Schools, on transition activities for children and families.</p> <p>B. Provide school district with Head Start Performance Standards when necessary and applicable.</p>	<p>July - June</p>
<p>5) To provide for a smooth transition of Head Start children with special needs to the school district.</p>	<p>A. Provide school representatives opportunities to attend transition workshops to meet the parents of graduating children, with special emphasis on parents of children needing special services.</p> <p>B. To invite Head Start representatives to IEP transition meetings. To assist with establishing goals and identifying appropriate services prior to child entering public school. To provide a list of kindergarten students upon entering the public school.</p> <p>C. Forward copies of eligibility assessments, IEPs and progress notes to applicable staff. (i.e. teachers, SPED Department, etc.)</p>	<p>A. To include school representatives in transition workshops to establish appropriate goals and ensure services are initiated prior to Head Start completion.</p> <p>B. Provide transition handout to parents and refer to school's Child Find Coordinator when necessary.</p> <p>C. Transfer copies of relevant information prior to Kindergarten upon request of the school district.</p>	<p>February -July</p>

COOPERATIVE AGREEMENT - continued

OBJECTIVES	RESPONSIBILITIES School District	RESPONSIBILITIES Head Start	Date Objectives To Be Completed
<p>6) To familiarize transitioning Head Start families with appropriate Kindergarten registration requirements.</p>	<p>A. Provide Head Start representative's information regarding pre-registration, registration and general enrollment requirements, including dates of elementary school registration.</p> <p>B. Encourage families pre-registering children for kindergarten to attend transition workshops.</p>	<p>A. Inform parents and teachers of graduating Head Start children of school's registration dates and enrollment requirements.</p> <p>B. Encourage and support registration at schools to promote parent involvement in the school district and offer transition workshops to facilitate this goal.</p>	<p>February -July</p>
<p>7) To share information and training among school district and Head Start staff through in-services, workshops and seminars.</p>	<p>A. Invite Head Start personnel to in-service Workshops and/ or seminars.</p> <p>B. Provide personnel to inform Head Start staff of special education and other services available and required by public schools.</p>	<p>A. Invite school district personnel to in-service workshops and/or seminars.</p> <p>B. Provide pertinent speakers to inform school district personnel about Head Start Performance Standards and early childhood education guidelines and practices.</p>	<p>September - July</p>

COOPERATIVE AGREEMENT - continued

<p>8) To communicate and facilitate ways of sharing resources between agencies.</p>	<p>A. Jackson County School District and Head Start will continue to communicate and share resources to provide comprehensive services for all children including children with disabilities. These resources include but are not limited to:</p> <ol style="list-style-type: none"> 1. Materials 2. Equipment 3. Dual-enrollment 4. Facilities 5. Training 6. Technical Assistance (TA) 7. Records of Children 8. Special Services Contractors <p>B. School staff and Head Start staff will visit each other's classroom to observe the arrangement and materials used to generate ideas for their individual settings.</p>	<p style="text-align: center;">Sept. - July</p>
<p>9) To coordinate with school district staff beginning in August to begin screening process and to continue to meet as needed throughout the program year.</p>	<p>A. School staff and Head Start representatives attend meetings and review collaborative efforts and additional areas of possible coordination.</p> <p>B. Meet annually to modify or expand on existing written agreement.</p> <p>C. Continually strive for better collaboration through contact by phone, correspondence or meetings.</p>	<p style="text-align: center;">On-going - July</p>

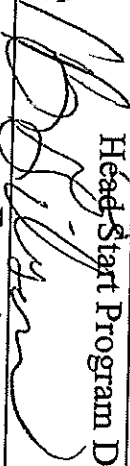
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SIGNATURE PAGE

Special Education Director, Jackson County Public School District

Superintendent, Jackson County Public School District



Head Start Program Director



Executive Director

Date