



# SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

## Agenda Item Summary

Meeting Date: October 12, 2022

Agenda Section: Consent

Agenda Item Title: Approve the MOU between Parent/Child Incorporated of San Antonio

From: Millicent Marcha, Chief Academic Officer

Additional Presenters if Applicable: Julie Silva, Director of Special Education

Description: This is a renewal of our partnership with Parent/Child Incorporated (PCI) of San Antonio & Bexar County. The Special Education Department works in collaboration with PCI in the Child Find process to identify students with disabilities that reside in South San Antonio ISD school boundaries.

Historical Data: This is our sixth year working with PCI. This collaboration is required to meet TEA Child Find requirements.

Recommendation: Approve the MOU between Parent/Child Incorporated (PCI) and SSAISD

Purchasing Personnel and Approval Date:

Funding Budget Code and Amount: N/A



# Parent/Child Incorporated (PCI) of San Antonio & Bexar County

*"Growing San Antonio's Tomorrow...Today!"*

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*Dr. Sharon M. Small, Chief Executive Officer/HS/EHS Director*

## **SPECIAL EDUCATION AGREEMENT BETWEEN Parent/Child Incorporated (PCI) of San Antonio & Bexar County-Head Start Program and South San Antonio Independent School District (ISD)**

**PURPOSE AND TIMEFRAME:** Parent/Child Incorporated (PCI) of San Antonio & Bexar County's Head Start Program and South San Independent School District's Special Education Department share responsibility for students enrolled in Head Start and reside in the district. This agreement clarifies the roles that each party plays in providing special education services to the students. This agreement will be in effect as of the 2022-2023 School Year and may continue into following school years, should the current services agreed upon not require amendments.

**Parent/Child Incorporated's** Head Start Program (hereinafter referred to as "**Head Start**") and **South San Independent School District** (hereinafter referred to as "**LEA**") agree to the following services to be provided cooperatively by the aforementioned agencies as outlined herein for the current School Year.

1. Head Start will refer child (ren) to Local Education Agency (LEA) for evaluation to determine Individuals with Disabilities Education Act (IDEA), based on developmental screenings, medical information, other screening results, or upon parent's request.
2. LEA will provide parent(s) with Prior Written Notice in a timely manner as mandated by Texas Education Agency (TEA) Policies and Procedures via mail, e-mail, fax, or in-person.
3. Head Start and LEA will maintain on-going communication as the parent(s) are navigating through the referral, evaluation, and ARD process with parent's written consent.
4. The aforementioned entities will provide all services to Head Start enrolled children with diagnosed disabilities that would be provided to any other Head Start child.
5. Head Start will support the LEA in its effort to assess the child's needs by providing supplemental assessments and other pertinent information where necessary and as agreed upon between the two entities.
6. The Head Start Disability/Mental Health Coordinator will participate in the referral process of any Head Start child. Head Start will be invited to attend ARD meetings involving PCI Head Start children. The LEA will provide Head Start with the name of a contact person regarding ARD schedules.
7. The parent/guardian will be invited to participate in the completion of the referral, in IEP planning and the ARD process.

Services Provided By This Agency: Head Start, Early Head Start, EHS-CCP & Expansion, Center Nutrition Program, Day Care Homes Nutrition Program, Family Support Services, Disabilities Services and Professional Development

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8. ARD meeting reports and IEP reports will be exchanged between Head Start and the LEA upon written parental consent/permission.
9. Head Start agrees to inform LEA of any available training regarding regulations for Head Start services to children with disabilities.
10. LEA will provide Head Start a current listing of PCI Head Start children receiving special education services by the district throughout the school year. The listing shall include the services being provided to each child.
11. Head Start will be invited to speak to families who have 3 year olds that may be interested in enrolling their child in PCI's Head Start Program.
12. Head Start will participate in the school district's Child Find plan.
13. LEA will be invited to attend PCI Advisory Committee Meetings to provide valuable input for children who will be transitioning into South San Antonio School District Elementary Schools.

### CONTRACT INFORMATION

South San Antonio ISD  
District Contact

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PARENT/CHILD  
INCORPORATED (PCI)  
Head Start Contact

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### **Signatures**

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Dr. Sharon M. Small, M.Ed., M.A., Ph.D.  
Chief Executive Officer/HS/EHS Director  
Parent/Child Incorporated (PCI) of  
San Antonio & Bexar County

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Henry Yzaguirre  
Superintendent of Schools  
South San Antonio Independent  
School District

Date

Date