



UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

TOPIC: Approval of Memorandum of Understanding Between the United Independent School District and Webb County Head Start

SUBMITTED BY: Cynthia Rodriguez, Executive Director for Elementary Education
OF: Curriculum & Instruction Department

APPROVED FOR TRANSMITTAL TO SCHOOL BOARD: _____

DATE ASSIGNED FOR BOARD CONSIDERATION: _____ 6-20-12

Recommendation:

The purpose of this Memorandum of Understanding is to establish the terms and conditions under which UISD and Head Start will share in the operation and monitoring of one (1) full day pre-kindergarten classroom. This project will establish a collaborative pre-kindergarten classroom with a certified teacher from UISD and teacher assistant from Head Start that will serve four-year-old children who meet the eligibility regulations for pre-kindergarten enrollment as determined by the UISD/Webb County Head Start enrollment guidelines.

A two year approval is requested.

Rationale:

Budgetary Information:

Board Policy Reference and Compliance:

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE UNITED INDEPENDENT SCHOOL DISTRICT AND WEBB COUNTY HEAD START**

This Memorandum of Understanding (MOU) is hereby entered into by and between the United Independent School District, a Texas political subdivision (hereinafter referred to as "UISD"), and the Webb County Head (hereinafter referred to as Head Start).

a. Program Description

The purpose of this MOU is to establish the terms and conditions under which UISD and Head Start will share in the operation and monitoring of one (1) full day pre-kindergarten classroom. This project will establish a collaborative pre-kindergarten classroom with a certified teacher from UISD and teacher assistant from Head Start that will serve four-year-old children who meet the eligibility regulations for pre-kindergarten enrollment as determined by the UISD/Webb County Head Start enrollment guidelines. In addition, UISD and Head Start will collaborate to integrate into the pre-kindergarten classroom one teacher employed by UISD and one teacher assistant employed by Head Start to teach four year old students who qualify under current state and federal requirements in a Webb County Head Start classroom using a state approved early childhood curriculum.

b. Term of Agreement

1. This Agreement becomes effective on the date of United ISD Board Approval, and will remain in effect through June 30, 2013.
2. This Agreement shall remain in effect for a period of 1 scholastic calendar year (2012- 2013).

c. Rights and Responsibilities of UISD

1. UISD will provide one (1) teacher to deliver instructional services to pre-kinder students to the Larga Vista Head Start Center with a 20 to 1 student ratio as determined by the Webb County Head Start guidelines.
2. UISD will provide full day instruction from 7:45 a.m. to 2:45 p.m. in the shared classroom.
3. UISD will provide state approved curriculum and classroom resources for best practices in classroom instruction.
4. UISD will provide regular staff development sessions to present the teacher with current best practice instructional methods.
5. UISD will provide daily attendance records to Head Start personnel.
6. UISD will provide one teacher for the one (1) pre-kindergarten classroom. It is understood and agreed to by the parties that this teacher shall remain an employee of UISD and not an employee of Webb County and shall be subject to all of UISD's policies, regulations and procedures. UISD shall be responsible for the evaluation of the teacher provided pursuant to this Agreement.

d. Rights and Responsibilities of Head Start

1. Head Start shall pay to UISD the amount of \$25,000.00, to be made in twelve (12) monthly installments. UISD shall invoice Head Start for 12 equal monthly installments beginning on July 1, 2012, and Head Start shall pay each monthly installment within thirty (30) days of its receipt of UISD's invoice.
2. Head Start will provide one teacher assistant for the one (1) classroom. Head Start shall pay the full salary and benefits for the classroom teacher assistant. It is understood and agreed to by the parties that the teacher assistant shall remain an employee of Head Start and not an employee of UISD. The teacher assistant provided by Head Start is not entitled to receive employee benefits of any kind from UISD, including, but not limited to, unemployment compensation, workers' compensation, health insurance or retirement benefits. Head Start assumes full responsibility for workers compensation insurance (or alternative) and for payment of all federal, state and local taxes or contributions, including but not limited to, unemployment insurance, social security, Medicare, and income taxes with respect to Head Start and its employee. Head Start shall be responsible for the evaluation of its teacher assistant provided pursuant to this Agreement.
3. Head Start may provide breakfast, lunch and a snack to the students in the shared classroom through Head Start's nutritional program.

e. PEIMSIADA (average daily attendance)

UISD shall remain responsible for PEIMS/ADA (average daily attendance) reporting requirements for each of its students participating in the Program, and UISD will claim ADA in accordance with pre-kindergarten guidelines. UISD will comply with all TEA accountability system requirements for the students.

f. Confidentiality of Student Information

1. Both Parties agree to maintain, in accordance with all applicable federal, state, and local laws, records of all UISD students. The parent(s) of any authorized student shall have access to his or her child's records. Any UISD/Head Start employee with a legitimate educational interest in any students' records as maintained by the Program shall have access to the said records.
2. In accordance with the Family Education Rights and Privacy Act ("FERPA") (20 U.S.C. §1232g) and UISD Board Policy series FL, all records relating to UISD students, which are generated or maintained by any employee of the Program, shall be considered education records, whether or not the records are generated at the respective school district. Both parties shall maintain the confidentiality of these and all educational records in accordance with all applicable state, federal and local laws and regulations, including FERPA and UISD/Head Start Board Policy series FL. The Parties shall not release education records to any third party without prior written consent by the student's parent or other person in lawful control of the student or by a student who is 18 years of age or older, except as otherwise permitted by law.

g. Notices

Notices to the parties hereto required or appropriate under this Agreement shall be deemed sufficient if in writing and faxed or mailed, registered or certified mail, postage prepaid, addressed to:

TO: United Independent School District
Attn: Mr. Roberto J. Santos, Superintendent
201 Lindenwood
Laredo, Texas 78045

TO: Webb County Head Start
Attn: Mrs. Aliza Oliveros, Executive Director
5904 West Drive, Suite 7
Laredo, Texas 78041

h. General Conditions

1. No Partnership or Joint Venture

This Agreement does not create a partnership or a joint venture between the Parties hereto, nor does it authorize either party to serve as the legal representative or agent of the other. Neither party will have any right or authority to assume, create, or incur any liability or any obligation of any kind, expressed or implied, against or in the name of or on behalf of the other party, except as agreed in this **MOU**.

2. Partial Invalidity

If any provision, section, subsection, paragraph, sentence, clause, or phrase of this Agreement, or the application of same to any person or set of circumstances, shall, for any reason, be held by a Court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions hereof shall continue in full force and effect.

3. Integration

This Agreement contains the entire agreement between the parties with respect to the subject matter contained herein. No other agreement, statement, or promise made by or to any employee, officer, official, or agent of any party that is not contained herein shall be of any force or effect. Any modifications to the terms of this Agreement must be in writing and signed by the parties.

4. Indemnification

To the extent permitted by Article XI, Section 7 of the Texas Constitution, and with the mutual understanding that Webb County is a political subdivision of the State of Texas and that an indemnity obligation cannot be paid from current revenues and that no order, resolution, tax nor interest-and sinking funds has been set, adopted or established for payment of this indemnity obligation, and without expanding Webb County's liability beyond the statutory limits of the Texas

Tort Claims Act of under existing law, and furthermore, without waiving Webb County's immunity beyond the scope of that allowed by the Texas Tort Claims Act or existing law, shall indemnify and hold harmless UISD and UISD's officers, agents, employees, and assigns from all suits, actions, or other claims of any character brought for or on account of injury to a person or property arising from Webb County's own acts of negligence in carrying out its obligations under this agreement.

5. Law of Texas

This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be enforced in the Webb County, Texas.

6. Amendment

No changes to this Agreement shall be made except upon written agreement of both parties.

7. Headings

The headings used herein are for convenience of reference only and shall not constitute a part hereof or affect the construction or interpretation hereof.

8. No Waiver

No delay on the part of any party hereto in exercising any right, power or privilege hereunder shall operate as a waiver thereof; nor shall any waiver on the part of any here of any such right, power or privilege, or any single or partial exercise of any such right, power or privilege, preclude any further exercise thereof or the exercise of any other right, power or privilege.

9. Counterparts

This Agreement may be executed in any number of and by the different parties hereto on separate counterparts, each of which when so executed shall be deemed to be an original, and such counterparts shall together constitute but one and the same document.

10. Rule of Construction

The parties hereto acknowledge that each party and its legal counsel have reviewed and revised this Agreement, and the parties hereby agree that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any amendments or exhibits hereto.

11. No Waiver of Immunity

Neither Head Start nor UISD waive or relinquish any immunity or defense on behalf of themselves, their trustees, commissioners, offices, employees and agents as a result of the execution of this Agreement and performance of the functions and obligations described herein.

12. Legal Compliance

The parties hereto agree to comply fully with all applicable federal, state and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this agreement. This agreement is subject to all applicable present and future valid laws governing the Juvenile Justice Programs applicable to school district and for County Juvenile Probation Departments. In the event that any of the parties hereto are required by law or regulation to perform any act inconsistent with this agreement, or to cease performing any act required by this agreement, this agreement shall be deemed to have been modified to conform to the requirements of such law, regulation or rule.

13. Prohibition Against Assignment

There shall be no assignment or transfer of this Agreement without the prior written consent of both parties hereto.

Executed this ____ day of _____, 2012.

WEBB COUNTY HEAD START

UNITED INDEPENDENT SCHOOL DISTRICT

BY: _____
Mrs. Aliza Oliveros
Executive Director

BY: _____
Roberto J. Santos
Superintendent of Schools