



# District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent

[www.pasco.k12.fl.us](http://www.pasco.k12.fl.us)

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October 19, 2010

## MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent *KGO*

RE: Early Learning Coalition of Pasco and Hernando Counties, Incorporated  
Head Start Program

The attached contract is for services with the District's Head Start Program and Early Learning Coalition of Pasco and Hernando Counties, Incorporated. This agreement is designed to improve the availability and quality of services to Head Start children and families and includes all of the activities as required by the act.

Early Learning Coalition of Pasco and Hernando Counties, Incorporated is the entity responsible for managing publically funded preschool programs in the service area. There are no charges incurred by the District. The contract has been reviewed and approved by Nancy Alfonso, School Board Attorney.

At this time, we respectfully request your approval to enter into the attached contract. The contract will cover the period of October 20, 2010 through June 30, 2011. Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

KDG/dsr

Attachment



# District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Memo # PRK-009-10/11

Contact: Beth E. Rawls *BR*

Ext.# 42732

DATE: October 19, 2010

TO: HONORABLE SCHOOL BOARD MEMBERS

FROM: Heather Fiorentino, Superintendent  
Ruth B. Reilly, Assistant Superintendent for Curriculum and Instructional Services

SUBJECT: **Approval of the Memorandum of Agreement between the District School Board of Pasco County Head Start Programs and the Early Learning Coalition of Pasco & Hernando Counties, Inc.**

## History

As part of the reauthorization of the Head Start Act a requirement was set forth for Head Start grantees to collaborate and coordinate with the appropriate local entity responsible for managing publicly funded preschool programs. A memorandum of agreement with the local entity, which includes specific areas of collaboration and coordination of activities, will satisfy this requirement. This agreement must be revised periodically and renewed biennially.

## Description

The memorandum of agreement has been revised in collaboration with the Executive Director of The Early Learning Coalition of Pasco & Hernando Counties, Inc. This agreement is designed to improve the availability and quality of services to Head Start children and families and includes all of the activities as required by the act.

## Action Requested

Approval of the Memorandum of Agreement between the District School Board of Pasco County Head Start Programs and the Early Learning Coalition of Pasco & Hernando Counties, Inc. is needed in order to satisfy federal requirements.

## Conclusion

The staff respectfully requests the approval of the Memorandum of Agreement between the District School Board of Pasco County Head Start Programs and the Early Learning Coalition of Pasco & Hernando Counties, Inc.

 **RECEIVED**  
10/7/10 Pam

**Memorandum of Agreement  
Between  
The District School Board of Pasco County  
Head Start Programs  
And  
The Early Learning Coalition of Pasco & Hernando Counties, Inc.**

WHEREAS, the District School Board of Pasco County (DSBPC) is the grantee for the federally funded Head Start Programs and to be so designated shall collaborate and coordinate with public and private entities including the local entity responsible for managing publically funded preschool programs in the service area of the Head Start agency, to the maximum extent practicable, to improve the availability and quality of services to Head Start children and families; and

WHEREAS, the Early Learning Coalition of Pasco & Hernando Counties, Inc. (ELCPH) is the entity responsible for managing publically funded preschool programs in the service area; and

WHEREAS, the parties desire to enter into this agreement to provide for a review of the activities listed below and to include plans to coordinate activities;

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

**1. Educational activities, curricular objectives and instruction:**

The DSBPC designee will serve on the ELCPH Quality Committee to establish educational activities, curricular objectives and instruction in collaboration with the ELCPH staff and community partners.

The ELCPH will provide the Quality Committee meeting dates, times and locations.


The ELCPH will assist Head Start with alignment of curricula used in Head Start with Voluntary Prekindergarten (VPK) and other state early learning standards.

**2. Public information dissemination and access to programs for families contacting the Head Start program or any of the preschool programs:**

The DSBPC will participate in the development and implementation of the ELCPH's Strategic Plan. The plan will contain strategies to provide joint recruitment of families for Head Start and the ELCPH programs.

The DSBPC will distribute relevant ELCPH information and materials to Head Start families.

The ELCPH will distribute relevant Head Start information to families living in Pasco County, Florida.

CONTRACT REVIEWED  
AND APPROVED:  
 10-8-10

**3. Selection priorities for eligible children to be served by programs:**

The DSBPC Head Start Staff will inform the ELCPH Resource and Referral Specialists and Family Involvement staff of Head Start eligibility criteria and will provide a fact sheet for reference.

The ELCPH staff will serve on community-wide planning initiated by the DSBPC Head Start and will assist with gathering information on community and family needs to be utilized for selection priorities.

**4. Service areas:**

The DSBPC and the ELCPH will coordinate activities in the mutually served area of Pasco County, Florida.

**5. Staff training, including opportunities for joint staff training on topics such as academic content standards, instructional methods, curricula and social and emotional development:**

The DSBPC Head Start staff will invite the ELCPH staff to training opportunities offered by the agency.

The DSBPC Head Start staff will provide training to the ELCPH staff and community child care professionals as appropriate and as space permits.

The ELCPH staff will provide training to the DSBPC Head Start staff as space permits.

The DSBPC and the ELCPH will investigate cost sharing to enhance training opportunities offered in Pasco County, Florida.

**6. Program technical assistance:**

The DSBPC Head Start staff will serve as trainers for the ELCPH staff to learn strategies for providing technical assistance and mentoring in child care centers.

The ELCPH will utilize Head Start staff for technical assistance as needed.

The DSBPC will utilize VPK technical assistance offered through the ELCPH.

**7. Provision of additional services to meet the needs of working parents, as applicable:**

The DSBPC will analyze the need to provide additional VPK classrooms at Head Start sites.

The DSBPC and the ELCPH will share information regarding parenting skills workshops and work together to disseminate that information to the community.

**8. Communications and parent outreach for smooth transitions to kindergarten:**

CONTRACT REVIEWED  
AND APPROVED:  
KDJ 10-8-10

The DSBPC will work with the ELCPH and community child care providers to hold Articulation Meetings with kindergarten teachers to prepare for a smooth transition from preschool to kindergarten.

**9. Provision and use of facilities, transportation and other program elements:**

The DSBPC and the ELCPH will share conference/meeting/training/ rooms in their respective facilities as available.

The ELCPH will provide Resource Van services to communities that serve Head Start students in Pasco County, Florida.

~~The DSBPC Head Start program will provide transportation for the ELCPH Board of Directors to take a tour of high poverty Head Start communities to better assess community needs and services.~~ *KDJ*

The DSBPC Director of Prekindergarten Services will serve as a member of the ELCPH Board of Directors as the Head Start representative.

The Parties have read this Agreement and understand its terms and each has caused this Agreement to be executed on its behalf by the authorized officer whose signature appears below, to be effective as of the completion date of all signatures. This agreement will be revised periodically and renewed biennially in alignment with the beginning of the school year.

*Allyn Hoach* Vice-Chairperson 9/22/10  
Chairman, Head Start/Early Head Start Policy Council Date

*Beth Rawls* 9/22/10  
Beth Rawls, Director Date  
Head Start/Early Head Start Programs

*James Farrelly* 10/5/10  
James Farrelly, Executive Director Date  
Early Learning Coalition of Pasco & Hernando Counties, Inc.

\_\_\_\_\_  
Allen Altman, Chairman Date  
District School Board of Pasco County

CONTRACT REVIEWED  
AND APPROVED:  
*KDJ* 10-13-10