



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Purchasing Services

Nicole Westmoreland, MBA, Purchasing Agent

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May 6, 2014

MEMORANDUM

TO: Honorable School Board Members

FROM: Nicole Westmoreland, MBA, Purchasing Agent *NW*

SUBJECT: Early Childhood Programs, Office for Teaching and Learning, and
Office for Career and Technical Education
Intra-Agency Agreement for Enhanced Services, Contract #2014001538

Attached is an agreement between the Early Childhood Programs, Office for Teaching and Learning, and Office for Career and Technical Education to collaborate in an implementation of a positive teen parent support program and educational opportunities for parents and staff. Please reference the attached memo from Angela Porterfield, Director, Early Childhood Programs. There will be no cost to the District associated with this agreement. The agreement has been updated and approved by the Policy Council on March 12, 2014. The agreement was approved by the District School Board's Attorney, Ms. Nancy Alfonso, on April 9, 2014.

At this time, we respectfully request your approval to enter into the attached agreement which shall begin on August 1, 2014 and extend through July 31, 2017. Should you have any questions regarding this matter, please contact Angela Porterfield or Debra Reaves, Purchasing Services, at your earliest convenience.

NW/dr

Attachments

Date/Time: April 30, 2014 10:04:00

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RECEIVED

4/17/2014

Contract # 2014001538

DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Memo # PRK-023-13/14

Contact: Angela Porterfield

Ext. # 42432

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DATE: April 15, 2014
TO: HONORABLE SCHOOL BOARD MEMBERS
FROM: Kurt S. Browning, Superintendent of Schools
Amelia Van Name Larson, Assistant Superintendent for Student Achievement
SUBJECT: Partnership Agreement- Early Childhood Programs, Office for Teaching and Learning,
Office for Career and Technical Education

Introduction:

The Head Start Performance Standards encourage the implementation of formal collaboration agreements with existing community programs and agencies that will enhance services to low-income families. An agreement between the Office for Teaching and Learning, the Office for Career and Technical Education and the Early Childhood Programs will enhance services to families. The focus of the agreement is collaborating in the implementation of a positive teen parent support program and educational opportunities for parents and staff.

Description:

The agreement is reviewed triennially and updated to ensure that the provision of services is in keeping with the most current Head Start requirements and approved by the Policy Council on March 12, 2014

Strategic Focus: Engage Families, Communities, and Business

Strategic Goal: The district and schools will communicate with and engage all stakeholders in the educational process.

Action Requested:

Approval of the 2014-2017 agreement is needed in order to satisfy program requirements.

Recommendation:

The staff respectfully requests the approval of the 2014-2017 agreement between the Early Childhood Programs, Office for Teaching and Learning and the Office for Career and Technical Education Program.

**District School Board of Pasco County
Head Start/Early Head Start
Office for Teaching and Learning,
Office for Career and Technical Education Program
Partnership Agreement
2014-2017**

I. Purpose

The Head Start Program, Office for Teaching and Learning, and Office for Career and Technical Education Program under the District School Board of Pasco County enter into this mutual Partnership Agreement for the period commencing on August 1, 2014 and extending through July 31, 2017.

The purpose of this partnership is to:

- Work collaboratively to implement a positive teen parent support program through home visiting and comprehensive services.
- Provide referrals to community resources, and opportunities for placement in the Early Head Start and Head Start classroom.
- ~~Provide Early Head Start children and families the use of developmentally appropriate space for monthly socialization meetings.~~
- Provide employees the opportunity to complete the Child Development Associate Equivalency Credential (CDAE).
- Ensure that services provided to teen parents are not duplicated and best meet their individual and academic needs.
- Provide families access to adult education programs.

II. Services

The Head Start/Early Head Start Program, Office for Teaching and Learning and Office for Career and Technical Education Program under the District School Board of Pasco County agree to partner toward the achievement of the overall objective to provide services to expectant mothers, teen parents, young children and educational needs of families, which support positive childhood outcomes. The term "teen parent" refers to teen parents who may be enrolled in the Head Start/Early Head Start program and/or a teen parent who is enrolled in CYESIS. The term "parent" refers to any parent from the community enrolled in the Head Start/Early Head Start program.

III. Responsibilities

A. As part of this partnership, the Head Start/Early Head Start Program agrees to provide the following services:

- Recruit, enroll and serve eligible expectant mothers, infants and toddlers, and preschool age children as openings occur, including children with disabilities
- Cooperatively maintain communication, leadership and responsibility to ensure that all available resources are used in the most effective manner
- Participate in collaboration meetings with the teen parenting program periodically throughout the year
- Participate in school wide activities and trainings when appropriate
- Respect the home culture and language of each family as an important aspect of identity formation



- Provide parents opportunities to identify and achieve family goals through the Family Partnership Agreement process
- Work closely with community agencies to build on preexisting family support plans
- Work in collaboration to refer and support parents to adult education programs, such as GED Preparation, On-line Education, English for Speakers of Other Languages (ESOL), and Adult Literacy
- Provide parents the opportunity to enhance their parenting skills, knowledge, and understanding of the educational and developmental needs of their child
- Provide parents opportunities to participate in the development of the program's curriculum and develop an individualized plan for their own child's growth and development
- Provide individualized child development services and parent education services to all program participants
- Conduct Socialization Group Meetings and Parent Meetings on a variety of topics designed to promote the quality of the parent/child relationship
- Provide screening for all enrolled children within 45 days of entry into the program to determine possible developmental, sensory, and behavioral concerns
- Provide ongoing assessment of children and conducting parent conferences a minimum of three times a year
- Work closely with other community agencies in order to provide comprehensive services to expectant mothers, infants and toddlers and their families
- Provide children and families resources for a health professional that can provide ongoing health care
- Provide expectant mothers and parents with newborn resources for comprehensive prenatal health care, prenatal education and postpartum health care.
- Provide support to teen parents, children and families as they transition into and out of the Head Start program
- Designate a representative to participate in advisory committees and case management meetings when requested
- Support parents to be advocates

B. As part of this partnership, Office for Teaching and Learning and Office for Career and Technical Education Program agree to provide the following services:

- Support staff to make referrals to the Early Head Start/Head Start Program as needed
- Cooperatively maintain communication, leadership and responsibility to ensure that all available resources are used in the most effective manner
- ~~Support the Early Head Start program to provide monthly socialization meetings at the Technical/Educational centers and sites~~
- Provides the Child Development Associate Equivalency Credential (CDAE) classes at the Technical/Educational centers and sites
- Work in collaboration to provide adult education programs, such as GED Preparation, On-line Education, English for Speakers of Other Languages (ESOL), and Adult Literacy

CONTRACT REVIEWED
AND APPROVED:
NW 4.9.14

Duration, Monitoring and Evaluation

The Head Start/Early Head Start, Office for Teaching and Learning and Office for Career and Technical Education Program will meet periodically to share information, develop policies or procedures and evaluate the effectiveness of the current service delivery system for continuous quality improvement. The agreement will be in effect from date of signing until July 31, 2017. It can be modified or cancelled by request of any of the signing parties, with a 30 day written notice.

Dispute/Conflict Resolution

Every attempt will be made to resolve any disagreement to the satisfaction of all parties.

Authorizing Signatures

Each program, by signature below of its authorized representative, hereby acknowledges that he/she has read this agreement, understands it and agrees to be bound by its terms.

Angela Porterfield 2/23/14
Angela Porterfield, Director
Early Childhood Programs
Date

Vanessa Hilton 2/25/14
Vanessa Hilton, Director
Office for Teaching and Learning
Date

Ramon Suarez 2/25/14
Ramon Suarez, Supervisor
Office for Teaching and Learning
Date

Rob Aguis 3/4/2014
Rob Aguis, Director
Office for Career and Technical Education
Date

Barbara Donaghy 3-3-2014
Barbara Donaghy, Supervisor
Office for Career and Technical Education
Date

William Michael McIntosh 3-12-2014
Princess Addisa Wainwright, Chairman
Head Start/Early Head Start Policy Council
William Michael McIntosh, Alternate Secretary
Date

Alison Crumbley, Chairman
District School Board of Pasco County
Date

Nicole Westmoreland 4-9-14
Signature Date