



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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352/ 524-2221 e-mail: nwestmor@pasco.k12.fl.us

May 6, 2014

MEMORANDUM

TO: Honorable School Board Members

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

SUBJECT: Early Childhood Programs
Sertoma Speech & Hearing Foundation of Florida, Inc. Partnership Agreement
Contract #2014001536

Early Childhood Programs is requesting approval of the attached partnership agreement with Sertoma Speech & Hearing Foundation of Florida, Inc. for hearing screenings for all children enrolled in the 2014/2015 school year, at no cost to the District. Please reference the attached memo from Angela Porterfield, Director, Early Childhood Programs. The agreement was approved by the District School Board's Attorney, Ms. Nancy Alfonso, on April 24, 2012.

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 10:13:00

(813)794-2000 • (352) 524-2000 • (727) 774-2000 • www.pasco.k12.fl.us

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

Memo # ECP-021-13/14

Contact: Angela Porterfield *aap*

Ext. # 42432

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- Sertoma Speech & Hearing Foundation of Florida, Inc.

Introduction:

The Head Start Program must partner with existing community agencies to deliver necessary hearing screenings to all enrolled children. An agreement with the Sertoma Speech & Hearing Foundation of FL, Inc. is necessary in order to ensure the provision of needed screenings.

Description:

The agreement with the Sertoma Speech & Hearing Foundation of FL, Inc. has been updated 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 updated Sertoma Speech & Hearing Foundation of FL, Inc. Partnership Agreement with the Pasco County Head Start Program is needed in order to satisfy Head Start program health services requirements.

Recommendation:

The staff respectfully requests the approval of the updated Sertoma Speech & Hearing Foundation of FL, Inc. Partnership Agreement with the Pasco County Head Start Program.



RECEIVED

4/9/2014 OK

Contract # 2014001536

**District School Board of Pasco County
Early Childhood Programs-Head Start/Early Head Start
Partnership Agreement With
Sertoma Speech & Hearing Foundation of Florida, Inc.
2014-2015**

Purpose

The following agreement has been established between the District School Board of Pasco County Early Childhood Programs and Sertoma Speech & Hearing Foundation of FL, Inc., to develop working procedures as to the hearing screening of all children enrolled in the Head Start program. All procedures will maintain compliance with Federal and State laws and regulations for Improving Head Start for School Readiness Act of 2007.

Participants

This agreement is between the Early Childhood Programs- Head Start, and Sertoma Speech & Hearing Foundation of FL, Inc.

It is the intent of this Agreement to:

- Define what services will be provided by each program.
- Ensure that each Agency cooperatively maintains communication and shares leadership responsibility at the local level to ensure that all available resources are utilized in the most effective manner.
- Ensure that cooperative arrangements between Early Childhood Programs and Sertoma Speech & Hearing Foundation of FL, Inc., are developed, implemented, preserved, evaluated and revisited annually.
- Establish communication between Head Start staff and all Sertoma employees and Sertoma volunteers.

Activities and Responsibilities

Early Childhood Programs including Head Start will:

- Collaborate to develop a schedule for hearing screenings at each site.
- Provide employees and volunteers to assist with the hearing screenings.
- Provide a location, free of distractions, for the hearing screenings.
- Provide a list of students to be screened at each site.
- Maintain ongoing communication between all parties.

CONTRACT REVIEWED
AND APPROVED:
NW 4-11-14

- Work with Parent Involvement Coordinators and school-based volunteers to assist with the screenings.

Sertoma Speech & Hearing Foundation of FL, Inc. will:

- Provide volunteers to conduct the hearing screenings with a working audiometer.
- Train additional Early Childhood Programs staff to conduct the hearing screenings.
- Maintain communication with the Early Childhood Programs in order to adhere to the schedule for hearing screenings.
- Provide each Early Childhood Programs contact person with a list of hearing screening results for each class.
- Ensure that all volunteers have complete and cleared background checks.

Confidentiality

The parties shall maintain confidentiality of all data, files, and recordings including client records related to the services provided pursuant to this Agreement and shall comply with State and Federal laws including, but not limited to, Sections 384.29, 381.004, 392.65, and 456.057, Florida Statutes. Procedures must be implemented by all parties to ensure the protection and compliance with State and Federal laws.

Monitoring and Evaluation

The Early Childhood Programs including Head Start and Sertoma personnel will meet on a periodic basis to share information, develop policies and procedures, and evaluate the effectiveness of the current service delivery system for continuous quality improvement. These parties will make recommendations for continuation or change in this Agreement on an annual basis.

Implementation of the Agreement

This Agreement becomes effective with the signatures of the following:

- District School Board of Pasco County, Director of Early Childhood Programs including Head Start
- Executive Director of Sertoma Speech & Hearing Foundation of FL, Inc.
- Head Start/Early Head Start Policy Council Chairperson
- District School Board of Pasco County School board Chairperson

The contents of this Agreement will be shared with the staff of Early Childhood Programs including Head Start and Sertoma Speech & Hearing Foundation of FL, Inc.



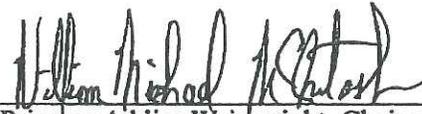
Duration

Maybe renewed by mutual agreement of both parties. All

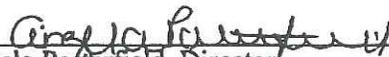
This agreement shall be reviewed on an annual basis and renewed automatically unless changes are proposed by any of the departments. The terms of this Agreement will be effective and may be terminated without cause by any of the departments upon thirty (30) days written notice.

Authorizing Signatures

Each department, by the 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.


Princess Addisa Wainwright, Chairperson
Head Start/Early Head Start Policy Council
William Michael McIntosh, Alternate Secretary

3/12/14
Date


Angela Potterfield, Director
Early Childhood Programs

2/24/14
Date


Craig McCart, Executive Director
Sertoma Speech & Hearing Foundation of FL, Inc.

2/21/14
Date


Nicole Westmoreland, MBA
Purchasing Agent
District School Board of Pasco County

4-11-14
Date

Alison Crumbley, Chairman
District School Board of Pasco County

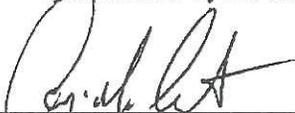
Date

Attachment A – Sertoma Speech & Hearing Foundation of FL. Inc.,

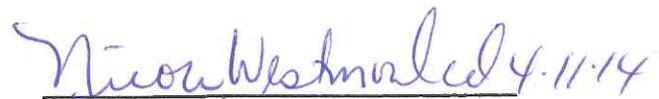
A) This contract is subject to Act of God or government regulation, disaster, strikes, civil disorder, or other emergency making it illegal or impossible to provide facilities or hold the events. Should Sertoma Speech & Hearing Foundation of FL. Inc., cancel this contract for reasons other than Act of God, etc., and another date time cannot be mutually agreed upon, Sertoma Speech & Hearing Foundation of FL. Inc., shall refund all monies (including deposits) to the School Board.

In addition, when the Department of Homeland Security issues a "Red Alert Status," the District School Board of Pasco County has the right to cancel this agreement without penalty and Sertoma Speech & Hearing Foundation of FL. Inc., shall refund all monies (including deposits) to the School Board within thirty (30) calendar days.

- B) Sertoma Speech & Hearing Foundation of FL. Inc., hereby agrees to indemnify and save harmless the contracting party and the contracting party's representative, successors, and assigns from and against any and all costs, damages, losses, demands, claims, actions and causes of actions whatsoever arising from or connected with the engagement to the same which do not arise from act or omissions within the reasonable control of the contracting party.
- C) Termination of Contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.
- D) Venue for any and all legal action regarding or arising out of the transaction covered herein shall be solely in the appropriate Court in and for Pasco County, State of Florida.
- E) This contract is governed by the laws put forth by the State of Florida.
- F) The School Board normally issues payment for services within 30 days from receipt of invoices, provided the services have been received in a satisfactory and proper manner. No advance payments will be made.
- G) The company and/or individual shall remain independent and not an employee or agent of the Board for the purpose of providing services not otherwise available to the Board.
- H) Sertoma Speech & Hearing Foundation of FL. Inc., shall not assign, sublet, or otherwise dispose of, without first obtaining the written consent of the Board, any portion of services to be performed under this contract.
- I) Sertoma Speech & Hearing Foundation of FL. Inc., shall comply with all applicable laws, ordinances, codes, and statutes of any and all local, state, or national governing bodies included within this section. Sertoma Speech & Hearing Foundation of FL. Inc., shall comply with the regulations of the Civil Rights Act of 1964, in which no person in the United States shall on the grounds of race, creed, color, or national origin be excluded from participation in or be denied the proceeds of, or be subject to discrimination in the performance of this Contract.
- J) Children receiving treatment at Sertoma Speech & Hearing Foundation of FL. Inc., will be accompanied at all times by a parent or by a level II screened employee of the District School Board of Pasco County.



Craig McCart, Executive Director
Sertoma Speech & Hearing Foundation of FL. Inc. 2/21/14 Date



Nicole Westmoreland, MBA Date
Purchasing Agent
District School Board of Pasco County



Angela Porterfield, Director
Early Childhood Programs 2/24/14 Date