



## 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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June 3, 2014

### MEMORANDUM

TO: Honorable School Board Members

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

SUBJECT: Early Childhood Programs  
Pasco Learning and Activity Centers of Enrichment (PLACE)  
Contract #2014001804

Early Childhood Programs is requesting approval of the attached partnership agreement with the PLACE program for thirty-five (35) Head Start children to attend the PLACE Program for 2014-2015 school year. 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 May 20, 2014.

Early Childhood Programs will pay a flat fee of \$150,000 using Federal funding to provide extended care services. Services covered under this contract are considered educational services and therefore are exempt from the competitive pricing requirements as outlined in Department of Education 6A-1.012(11)(b).

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: May 28, 2014 11:38:00

(813)794-2000 • (352) 524-2000 • (727) 774-2000 • [www.pasco.k12.fl.us](http://www.pasco.k12.fl.us)

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Memo # ECP-029-13/14

Contact: Angela Porterfield *apl*

Ext. # 42730

DATE: June 3, 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- School Year Extended Day Services-Pasco Learning and Activity Centers of Enrichment (PLACE)

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### **Introduction:**

The Head Start refunding application for 2014-15 includes the dual enrollment of four year olds in the Voluntary Pre-Kindergarten program. Funds generated through dual enrollment facilitate the provision of extended day services for enrolled Head Start children through Pasco Learning and Activity Centers for Enrichment (PLACE). The need for this service is supported by Community Assessment results and data collected through the Head Start application process. There continues to be a need for extended quality care among working Head Start families.

### **Description:**

The PLACE program has agreed to provide extended care services for thirty-five (35) Head Start children during the 2014-15 school year at selected sites. The agreement ensures collaboration between programs for the implementation of extended care services that are in compliance with Head Start regulations for high quality services.

*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 2014-15 agreement for School Year Extended Day Services between the PLACE program and the Head Start Program is requested.

### **Recommendation:**

The staff respectfully requests the approval of the 2014-15 agreement for School Year Extended Day Services between the PLACE program and the Head Start Program.





**RECEIVED**

5/16/2014 JK

*Contract # 2014001804*

**District School Board of Pasco County  
Agreement for Extended Day Services  
Between  
Pasco Learning and Activity Centers of Enrichment (PLACE)  
And Early Childhood Programs  
2014-15**

THIS AGREEMENT is made and entered, by and between Pasco Learning and Activity Centers of Enrichment (PLACE) and the Early Childhood Programs, which includes the Head Start preschool program.

The Pasco County Head Start/Early Head Start programs attempt to address changing community needs by establishing partnerships with the PLACE program. The intent of Extended Day is to meet the needs of high-risk and low-income families and of parents who are working or in school full time. The partnership assists the program in its efforts to meet the expanding needs of parents for childcare, while maintaining Head Start's goal of reaching the neediest in the community. Families are notified of PLACE services. The families apply directly to PLACE with the assistance from Head Start support staff if needed. Services are provided on a first come-first serve basis for working families of four-year-olds. A waiting list is created and used as openings occur.

WHEREAS, Pasco Learning and Activity Centers of Enrichment (PLACE) provides extended day services through the school year of 2014-2015,

WHEREAS, the Early Childhood Programs has been awarded grant funding for the purpose of providing Head Start services to children enrolled through the Pasco County school system,

NOW, THEREFORE, the parties agree to collaborate on the following:

- Recruiting families and assisting with the application process
- Selecting and enhancing the curriculum
- Ensuring that all children's needs are met
- Monitoring each site for compliance in accommodating any special needs or individual nutrition needs, including children with disabilities
- Seeking and delivering training opportunities that will support high quality services
- Managing and communicating behavior and discipline concerns
- Promoting family involvement and conducting follow-up as needed
- Program planning and evaluation
- Ensuring that children must comply with PLACE enrollment criteria as stated in the PLACE Client Handbook in order to ensure the safety and well-being of all children served by the program

The Early Childhood Programs and Pasco Learning and Activity Centers of Enrichment (PLACE) agree to abide by the District School Board of Pasco County's Code of Student Conduct.

Head Start children served under this Agreement are eligible to receive extended day services 6:30 a.m. to 6:00 p.m. according to the published PLACE calendar.

<p>CONTRACT REVIEWED AND APPROVED: <i>NW 5-21-14</i></p>
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Head Start children served under this Agreement will not be charged for services. The exception will be a charge to individual families for late pick-up that extends beyond 6:00 p.m.

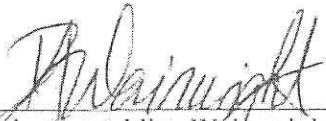
Head Start children served under the Agreement will receive snack in the morning and in the afternoon, in accordance with district nutritional policies.

Early Childhood Programs shall pay a flat fee 89,000.00 and increase funding to \$150,000.00 if available for extended day services for a minimum of 35 children enrolled in the 2014-2015 Head Start preschool classes and provide services for other program functions.

The following locations will be served:

- Ancote Elementary School
- Fox Hollow Elementary School
- Pasco Elementary School (San Antonio Elementary, Rodney B. Cox Elementary, Lacochee Elementary, Centennial Elementary)

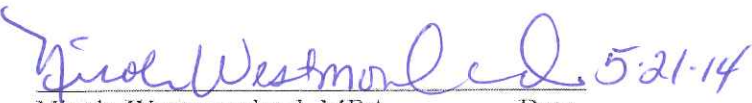
The Early Childhood Programs and Pasco Learning and Activity Centers of Enrichment (PLACE) agree to monitor enrollment status and revisit sites identified for extended services as part of this agreement, to ensure best use of funding in consideration of identified Head Start family needs.

 5/14/14  
 Princess Addisa Wainwright, Chairman Date  
 Head Start/Early Head Start Policy Council

 4/24/14  
 Robert Aguis, Director Date  
 Office for Career and Technical Education

 4/18/14  
 Angela Porterfield, Director Date  
 Early Childhood Programs

Alison Crumbley, Chairman Date  
 District School Board of Pasco County

 5-21-14  
 Nicole Westmoreland, MBA Date  
 Purchasing Agent  
 District School Board of Pasco County