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<b>Ref #:</b> 1308.4 (1)	<b>Policy Council Approval Date:</b> 6/22/10	

**COMPONENT: DISABILITIES**

**SUBJECT: COMMITMENT TO EFFORTS – MEMORANDUMS OF UNDERSTANDING**

**PERFORMANCE OBJECTIVE:** Head Start will collaborate with the LEA’s in an effort to establish agreements through Memorandum’s of Understandings between the agencies.

**POLICY AND PROCEDURE:**

The agency will make every effort to collaborate with the Local Education Agencies (LEA) in the four county service areas of Dickson, Houston, Humphreys, and Stewart Counties, through a Memorandum of Understanding (MOU) to provide collaborative services to the children and families in the program.

The Memorandum’s of Understandings will be reviewed and updated annually typically in June by the Health Services Manager with approval from the Head Start Director and in agreement with the Local Education Agencies (LEA’s).

The Memorandum’s of Understandings may include but are not limited to the following:

- Head Start’s participation in the public agency’s Child Find plan under Part B of the IDEA,
- Joint training of staff and parents,
- Procedures for referral for evaluations, IEP meetings, and placement decisions,
- transitions,
- resource sharing,
- Head Start’s commitment to provide 10% of its enrollment slots to children with disabilities, and any other items and information agreed upon by both parties.