

Interagency Agreement Between Puget Sound ESD Early Learning Head Start/ECEAP and Bethel School District

September 1, 2019 through August 31, 2022

This Memorandum of Understanding (MOU) is entered into between Bethel School District and Puget Sound Educational Service District (PSESD) Early Learning (Head Start and ECEAP) to serve children with disabilities, ages three to five, and their families. The purpose of this memorandum is to ensure children with special needs and their families receive coordinated and integrated early childhood special education services. The MOU will be in effect for three years and will be reviewed annually.

SCREENINGS AND CHILD FIND

- A. PSESD Head Start/ECEAP shall:
- Participate in the school district's Child Find Plan under Part B of IDEA.
 - Screen all children within the first 45 days of enrollment, using norm referenced instruments for screening all developmental areas, vision, hearing and behavior (behavior screening is Head Start only).
 - Identify children in need of further evaluation, discuss referral options with families, and assist families in initiating the referral process.
- B. Bethel School District shall:
- Inform Head Start/ECEAP of the appropriate local referral procedures and information to be provided with the referral.
 - Identify district staff responsible for accepting and processing the referral of children from Head Start/ECEAP.
 - Acknowledge that Head Start/ECEAP conducts comprehensive screening with the use of norm referenced tools.
 - Consider Head Start/ECEAP screening results as part of the screening process used when children are referred to Child Find.

EVALUATION

- A. PSESD Head Start/ECEAP shall:
- In collaboration with parents, refer children who are identified through the comprehensive screening process for evaluation to determine eligibility for special education services.
 - Provide screening data (health, developmental, behavioral, vision, hearing).
 - Assist the district by working with parents to schedule and keep evaluation appointments.
 - Make the appropriate referrals throughout the calendar year.
- B. Bethel School District shall:
- Ensure that a full evaluation is conducted for each child being considered for special education and related services under Part B of IDEA.
 - Follow the timeline for evaluation in accordance with Washington State Special Education Codes:
 - 25 school days from the time a referral is made to determine if an evaluation is needed
 - 35 school days to make a determination about eligibility

- 30 calendar days to hold an Individualized Education Plan meeting

Provide Head Start/ECEAP with evaluation results and IEP upon request (with written parent consent).

INDIVIDUALIZED EDUCATION PROGRAM

A child with special needs shall have a right to an appropriate education and related services in accordance with his or her IEP, including full educational opportunity in the least restrictive environment. Puget Sound ESD Early Learning believes that the Head Start or ECEAP classroom may be the least restrictive environment for many children. **As required by Head Start Performance Standards, 10% of children enrolled in Head Start must be eligible for services under IDEA.**

- A. PSESD Head Start/ECEAP shall:
 - At parent's request, attend the IEP meeting and participate in the development of the IEP for each child with special needs who is enrolled in Head Start or ECEAP.
 - Provide comprehensive child development services to all children enrolled in Head Start/ECEAP.
 - Obtain a paper copy of the IEP for the child/family file.
 - Include applicable IEP goals/objectives into the child's individualized daily curriculum.
 - Assist parents in participating in all aspects of the IEP process and ensure that they have adequate support to participate.
- B. Bethel School District shall:
 - Notify parents of the IEP meeting early to ensure an opportunity to attend.
 - Ensure that parents are aware that Head Start or ECEAP staff may be included in the IEP meeting if requested by the parent.
 - Take steps to ensure that one or both parents are present at the IEP meeting.

PROCEDURAL SAFEGUARDS

- A. PSESD Head Start/ECEAP shall:
 - Provide parent education resources related to procedural safeguards and parent/student rights under IDEA.
- B. Bethel School District shall:
 - Inform parents of legal rights and protections, including due process hearing and complaint procedures.
 - With parent's written consent, provide information to Head Start/ECEAP.

TRANSITION

- A. PSESD Head Start/ECEAP shall:
 - Be included in conversations and meetings with district special education staff about transitions for individual children.
 - Assist the district in establishing a transition plan for Head Start/ECEAP children moving to the public schools.
- B. Bethel School District shall:
 - Establish a system to ensure a smooth transition of children with disabilities from Head Start/ECEAP programs to the public schools.


TRAINING AND TECHNICAL ASSISTANCE

PSESD Head Start/ECEAP and Bethel School District staff shall:

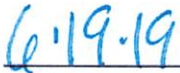
- Participate in joint training opportunities as appropriate.
- Work together to support the full participation of children with disabilities in Head Start/ECEAP classroom, which may include on-site technical assistance and meetings.

SERVING HEAD START/ECEAP CHILDREN IN CHILD CARE AND COMMUNITY BASED SETTINGS

Head Start/ECEAP children and families being served in the following child care and community settings will receive the same special education services through the school district as outlined in this agreement, specifically in the areas of identification, referral, evaluation, individualized education program, procedural safeguards, transition, funding and communication: Angel's Kidee Land, Bullfrogs and Butterflies, and Hugs, Tugs, and Luvs.




Nelly Mbajah
Early Learning Program Services Director
Puget Sound Educational Service District



Date



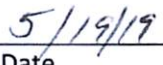
Head Start/ECEAP Center Director
Bethel School District



Date



Superintendent or Special Services Administrator (if different from Center Director)
Bethel School District



Date