

## **Local Education Agency (LEA) Coordination Agreement with CNCAP Head Start/PreK and Other Early Childhood Programs**

**Purpose:** Each LEA receiving Title I funds, regardless of whether it operates a Title I preschool program, must develop agreements and carry out coordination activities with Head Start and, if feasible, other early childhood programs.

*1. Developing and implementing a systematic procedure for receiving records of preschool children.*

### **CNCAP will:**

- Provide annual screenings to all children within 45 days of enrollment. Head Start/PreK will provide screening and assessment information to school district with parent permission. School districts will be given access to GOLD.
- Report to the Administration for Children and Families the number of children with disabilities served.
- Ensure there is a smooth transfer of child's records to the school in which the child will enroll.

### **LEA will:**

- Evaluate the need for screening all children referred. Review all previous screening and evaluation data for a family enrolled in Head Start/PreK.
- Share with CNCAP child count data for all children birth to age 5.
- Complete required state and federal report.

*2. Establishing channels of communication between school staff and their counterparts to facilitate coordination.*

### **CNCAP will:**

- Will accept referrals from the Local Education Agency and communicate with Service Providers as needed about the application status on the referrals we receive from them. Head Start/PreK will cooperate in "Child Find" efforts.
- Will have staff available for inclusion on multidisciplinary teams and IFSP/IEP development.
- Will make every effort to maintain the child in Head Start/PreK if it is determined to be an appropriate placement by the IFSP/IEP team. Head Start/PreK, along with the school district and parents, will determine if

supplementary aides and services need to be provided for full inclusion. Not all children with disabilities have needs that are appropriately served in Head Start/PreK.

- Will work with LEA on transportation needs with each family, where busing is available.

**LEA will:**

- Will refer children to Head Start/ PreK as a placement option.

*3. Conducting meetings involving parents, kindergarten or elementary school teachers, and Head Start teachers to discuss the developmental and other needs of children.*

**CNCAP will:**

- Children who are age eligible for school districts may attend ECP if this is an agreed appropriate placement. Decisions to enroll children of school age will be reviewed carefully.
- Will have staff involved in the local interagency planning region team.

**LEA will:**

- Will be responsible for the development of IFSP and IEP with each child verified and will provide Head Start/PreK with a copy of this plan and information and records, with parent permission.
- Will invite EHS/Sixpence staff as determined by the parent to scheduled IFSP and facilitate participation. Will encourage meeting attendance of EHS/Sixpence to family prior to the meeting.

*4. Organizing and participating in joint transition-related training of school, Head Start, and where appropriate, other early childhood education program staff.*

**CNCAP will:**

- Will coordinate a transition plan, for families, with the School District. Head Start/PreK agrees to initiate visits for children, parents and staff between programs.
- Will invite LEA to participate in joint training.

**LEA will:**

- Will assure that transitioning is done with the least disruption possible.
- Invite Head Start/PreK staff to participate in training events.

*5. Linking the educational services provided by the LEA with those provided by*

*Head Start agencies.*

**CNCAP will:**

- Will provide a curriculum, procedures, practices, facility, and staff to fully operate a successful Head Start/PreK program.
- With formal partnerships, districts may utilize space for PreK summer programs, if needed.
- Share information on selection priorities for eligible children served by Head Start programs and service areas.

**LEA will:**

- Will provide special education and related services to all children verified with a disability from birth to age twenty-one in accordance with Nebraska Department of Education Rule 51 and Rule 52.
- Offer advice and assistance in ECP's efforts to provide individual assistance in the classroom for children who do not meet the eligibility criteria for special education services.
- Will support, to the maximum extent possible, providing special education and related services for the child in the ECP setting



**Local Education Agency (LEA) Coordination Agreement with CNCAP Head  
Start/PreK and Other Early Childhood Programs Signature Page**

As a member of this partnership, I agree to the responsibilities as outlined above. Confidential information may be shared among the stated partners. If one party is unable to complete their responsibilities, they will let the other partner know so that duties can be dispersed as needed. This agreement has been reviewed and all parties have received a copy.

Hyle Snake  
School Administration

8-6-19  
Date

Burwell Public Schools  
Representing School District

Anne Haly  
Central Nebraska Community Action Partnership  
Early Childhood Programs Teacher

8.6.19  
Date

Calamus Kids Preschool  
Early Childhood Programs Location

Susan Oermiller  
Central Nebraska Community Action Partnership  
Early Childhood Programs Director

8-6-19  
Date

*\*This agreement will be reviewed as needed by the agencies involved. Appropriate changes will be made upon agreement of both agencies. This agreement will be reviewed annually.*