

**AGREEMENT BETWEEN
ASPIRA Bilingual Cyber Charter School AND
Pequenos Pasos de ASPIRA**

**MEMORANDUM OF UNDERSTANDING
Between**

ASPIRA Bilingual Cyber Charter School (LEA)

And

Pequenos Pasos de ASPIRA (Head Start Agency)

This Memorandum of Understanding is for the purpose of coordinating mutually beneficial activities of the parties involved to provide effective services for children and families served. This agreement shall be in effect throughout the LEA's charter and will be reviewed annually for necessary updates.

PURPOSE

The purpose of this agreement is to describe the responsibilities of each agency and to provide guidance for coordination and cooperation between local education agencies and Head Start. In order to meet new requirements of the Elementary and Secondary Education Act (ESEA), as amended by Every Student Succeeds Act (ESSA), requiring local educational agencies (LEAs) receiving Title I funds to:

1. Establish channels of communication between school staff and Head Start staff;
2. Receive and transfer children's records, enrollment, parent communication;
3. Conduct parent meetings with Head Start teachers and kindergarten or elementary school teachers;
4. Organize and participate in joint transition-related training of Head Start staff, school staff, and early childhood education staff, as appropriate; and
5. Link LEA educational services with Head Start agency services.

Required Activities

Activity 1: Communications will occur between ASPIRA Bilingual Cyber Charter School contact and Pequenos Pasos de ASPIRA contact on a quarterly basis to discuss issues of activity implementation.

Specifics of local communications between school building staff and the respective head Start program sending students to each specific school building is detailed in our coordinated transition plan (attached).

Activity 2: Staff at Pequenos Pasos de ASPIRA will assure they compile records of children transitioning into ASPIRA Bilingual Cyber Charter School and seek parent consent to transfer these records. Records will be shared with ASPIRA Bilingual Cyber Charter School no later than the 15th day of May. ASPIRA Bilingual Cyber Charter School will receive, file, and utilize the files shared with them. The ASPIRA Bilingual Cyber Charter School will assure the kindergarten teacher who will be responsible for a transferring child has access and utilizes the information shared with them from the Head Start agency.

Activity 3: Director Paula Schroeder of Pequenos Pasos de ASPIRA will coordinate an annual meeting with families and Principal Nancy Ruiz of ASPIRA Bilingual Cyber Charter School and staff to discuss the developmental and other needs of individual children. A district wide event will occur annually and local meetings between school building staff and the respective Head Start program sending students to each specific school building will occur as detailed in our coordinated transition plan (attached).

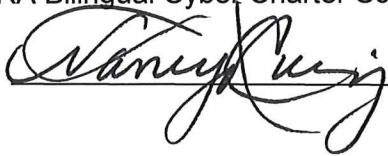
Activity 4: The ASPIRA Bilingual Cyber Charter School and Pequenos Pasos de ASPIRA program staff will actively participate in the two Transition Round Tables that occur annually and are implemented through the County Level Transition Team. In addition, ASPIRA Bilingual Cyber Charter School's Principal, Nancy Ruiz

and Pequeños Pasos de ASPIRA's Director Paula Schroeder will actively participate in the planning team for these events.

Activity 5: The ASPIRA Bilingual Cyber Charter School and Pequeños Pasos de ASPIRA will coordinate efforts to ensure that families have the necessary information to access high-quality early childhood care and education. Pequeños Pasos de ASPIRA will collaborate and coordinate with public and private entities to improve the availability of quality services to Head Start children and their families. In addition, the ASPIRA Bilingual Cyber Charter School will offer school spaces for Head Start family events, and, if feasible, to expand Head Start services into specific school buildings.

Signatures indicating agreement:

ASPIRA Bilingual Cyber Charter School Representative:



Date:

7/27/2021

Pequeños Pasos de ASPIRA (Head Start Agency) Representative:

Paula Schroeder
Paula Schroeder (Jul 27, 2021 12:54 EDT)

Date:

Jul 27, 2021






Cyber Head Start MOU

Final Audit Report

2021-07-27

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