

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
OFFICE OF HEAD START,
ADMINISTRATION FOR CHILDREN AND FAMILIES,
DEPARTMENT OF HEALTH AND HUMAN SERVICES
AND
THE AMERICAN ASSOCIATION OF SCHOOL ADMINISTRATORS, D/B/A AASA,
THE SCHOOL SUPERINTENDENTS ASSOCIATION**

I. PURPOSE

This Memorandum of Understanding (MOU) sets forth the framework for cooperation and partnership between the Office of Head Start (OHS), Administration for Children and Families (ACF), within the Department of Health and Human Services (HHS), and the School Superintendents Association (AASA), to identify practices and support collaborative relationships that ensure effective transition of children leaving Head Start and entering kindergarten. It is the shared interest of OHS and AASA to support the readiness of Head Start children for their receiving elementary schools and the continued progress of those children in kindergarten and beyond.

II. PARTIES

ACF, within HHS, is responsible for federal programs that promote the economic and social well-being of families, children, individuals, and communities. ACF programs aim to achieve the following: families and individuals empowered to increase their own economic independence and productivity; strong, healthy, supportive communities that have a positive impact on the quality of life and the development of children; partnerships with individuals, front-line service providers, communities, American Indian tribes, Native communities, states, and Congress that enable solutions which transcend traditional agency boundaries; services planned, reformed, and integrated to improve needed access; and a strong commitment to working with people with developmental disabilities, refugees, and migrants to address their needs, strengths, and abilities.

The ACF's OHS manages a national program that promotes school readiness by enhancing the social and cognitive development of children through the provision of educational, health, nutritional, social and other services to enrolled children and families. The Head Start program provides grants to local public and private non-profit and for-profit agencies to provide comprehensive child development services to economically disadvantaged children and families, with a special focus on helping preschoolers develop the early reading and math skills they need to be successful in school. Head Start programs promote school readiness by enhancing the social and cognitive development of children through the provision of educational, health, nutritional, social and other services to enrolled children and families. They engage parents in their children's learning and help them in making progress toward their educational, literacy and employment goals.

AAS, The School Superintendents Association, advocates for equitable access for all students to the highest quality public education and develops and supports school system leaders.

III. LEGAL AUTHORITY

ACF: [Sections 640 and 649 of the Head Start Act, as amended, 42 U.S.C. § 9835; 42 U.S.C. § 9844

IV. STATEMENT OF WORK

ACF shall:

- Convene 12 teams of school district and Head Start leaders to demonstrate new collaboration and improved supports for children leaving Head Start and entering public school (Head Start- Public School Collaboration Demonstration Project)
- Share national Head Start data, such as the Program Information Report (PIR) and information, such as national conference dates, with AASA
- Provide resources supporting connections and collaboration between local elementary schools and Head Start programs
- Provide guidance and promote local Head Start provision of kindergarten registration summits.
- Provide speaker from OHS at AASA events upon request and as available

AASA shall:

- Participate in Public School-Head Start Collaboration Demonstration Project and provide publicity and non-monetary supports as possible.
- *Participate in and promote National Bring a Principal to Your Head Start Center month every October*
- *Encourage Superintendents to build collaboration with their local Head Start programs*
- Disseminate and communication and available resources to membership
- Provide speaker from AASA at OHS events upon request and as available.

V. EFFECT OF AGREEMENT

This does not confer any legal right or cause of action upon any private person or private entity.

This MOU does not restrict participating agencies or associations from participating in similar activities or arrangements with other entities.

This agreement does not cause or imply any transfer of funds or financial commitment between signatories.

VI. TERM OF AGREEMENT

This MOU may only be modified or amended in writing upon written request of either party and with the concurrence of the other party. This MOU will become effective on the date of the last signature herein and will remain in effect until *December 30, 2020*.

VII. AGENCY CONTACTS

The ACF contact for this MOU is Deborah Bergeron or her designee.
The AASA contact is Mort Sherman or his designee.

Each agency or association will designate successor points of contact in writing as necessary.

VIII. ACKNOWLEDGMENT

All print, audio, video, digital or web-based materials produced specifically pursuant to this MOU, and any other joint projects or activities under this MOU shall be developed subject to the review and approval by both parties. All such materials must contain an appropriate acknowledgment of the parties' partnership and support, using language and logos mutually agreed upon by ACF and AASA. The ACF and OHS and the AASA will work collaboratively to develop appropriate acknowledgment for ACF and AASA including text, logos, and the placement thereof.

ACF and AASA shall submit in draft form for the other party's review and approval any materials and any national media, public statements, and promotional activities relating to the MOU prior to release.