

Northland Early Childhood Collaborative Agreement

Mission: *To have all children ready to learn as they enter Kindergarten, and be successful learners through their educational years, regardless of any perceived or real barriers such as economic status, culture, or level of ability or disability.*

This Agreement is made and effective as of the date of final signature below. This is a continuing agreement between Northland Community Schools (ISD 118), hereafter referred to as the “District;” Northland Area Family Service Center, hereafter referred to as “Family Center;” and Leech Lake Early Childhood Development, hereafter known as “LLECD.”

This document represents the most recent version of the Agreement, last amended and effective as of [Insert Date of Last Amendment], and shall remain in full force and effect until terminated by the parties as provided herein.

~~**This agreement made and effective on the date signed by each of the parties to this agreement: Northland Community Schools, ISD 118, hereafter referred to as the “District;” Northland Area Family Service Center, hereafter referred to as “Family Center;” Leech Lake Early Childhood Development, hereafter known as “LLECD”; and enter into this Agreement for the period July 1, 2025 through June 30, 2026.**~~

I. WITNESSETH:

WHEREAS, all parties listed above are committed to providing research-based Early Childhood curriculum aligned with State Early Learning Standards and other comprehensive Early Childhood Services for the children ages 0-5 and their families in Northland School District, ISD 118; and

WHEREAS, all parties to this Agreement are committed to improving school readiness services to children and their families through the sharing of information and resources, elimination of duplication of services, and coordination of efforts; and

WHEREAS, school districts are required by law to provide an Early Childhood Screening Program, Special Education, and other early childhood service; and

WHEREAS, Family Center is a provider of space and a facilitator of early childhood support services for children and families; and

WHEREAS, Leech Lake Early Childhood Development is an information sharing, recruiting, and provider of funds agency to seats in both the school and Family Center early childhood programs; and

WHEREAS, all parties **agree** to participate on the Northland Early Childhood Collaborative Board;

NOW, THEREFORE, in consideration of the mutual undertaking and agreements contained herein, the District, LLECD, and Family Center do hereby agree to the following:

II. EACH OF THE PARTIES AGREES TO:

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- A. Participate on an interagency board to help plan and coordinate necessary services for ISD No. 118 children and their families for the purpose of (but not limited to):
 - 1. Outreach, recruitment, and enrollment.
 - 2. Screening, referral, assessment, and diagnosis.
 - 3. Making appropriate referrals for birth-five, Special Education and other early childhood programs.
 - 4. Providing on-going supportive services for families through training and social support.
 - 5. Sharing information and consulting about specific services for the benefit of the child and their families.
 - 6. Organizing and/or participating in joint staff training efforts such as academic content standards, instructional methods, curricula, social emotional development, and transition related training. Reimburse sponsoring agency (per prior agreements with all parties) for associated training costs that will be included in training announcements.
 - 7. Determining placement of students into early childhood classrooms
 - a. Three-year-olds placed in Family Center classroom, until capacity
 - b. Four-year-olds placed in District classrooms, with the ability to accept three-year-olds as needed to support community needs
 - c. With the flexibility to adjust placement based on the best interest of the child
- B. Annually review collaborative goals:
 - a. Streamline seamless registration and service to families across programs
 - b. Continue to share financial opportunities and burdens of collaborating
 - c. Classroom Engagement Model shared across programs and meeting as a team
- C. Comply with all Minnesota state and federal laws that govern their own agency and clientele. In particular, each party to the collaborative must comply with the Minnesota Government Data Practices Act (MGDPA), Minnesota Statutes Chapter 13, and the Family Educational Rights and Privacy Act (FERPA), as amended regarding data privacy and other applicable rules and procedures which relate to client names, records use, security, dissemination, and retention/destruction. Various records may be treated differently depending on the nature of records, and who obtained and proposed dissemination.
- D. Communicate with all partners any changes in student contact days that are required because of make-up days or other circumstances that arise. Changes to the student schedules have an impact on the coordination of support services, curriculum, special needs, food preparation and transportation. Please communicate any change as far in advance as possible.
- E. Assign staff as appropriate to participate in local public outreach and the delivery of Early Childhood Services as needed.
- F. Abide by all applicable laws and regulations pertaining to the work to be performed under the terms of this Agreement.
- G. Cancel this Agreement in the event there is a significant change in the funding available for Early Childhood Programs.
- H. Utilize a screening tool that is age appropriate and the Screening Summary Form for all children attending screening clinics. The Screening Summary is filled out by ECS staff and reviewed with the parent at the end of the ECS.

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- I. Use an approved, common, research-based Early Childhood curriculum aligned with State Early Learning Standards for instruction in the early childhood program (with agreement of all parties).
- J. Use and review the following assessments in the early childhood programs
 - 1. Teaching Strategies Gold: Fall and Spring
- K. Deliver hands-on literacy/learning activities for children in collaboration with service providers during the three Family Fun Nights in Remer;
- L. LLECD will provide funding at an agreed upon cost per child for children that identify as Native American to Northland Early Childhood.
 - 1. Annually, contracts will be drafted between LLECD and the District, as well as LLECD and Family Center, with the completed contract signed by November 30.
- M. If tuition billing needs to occur, all parties will meet to determine agreed upon rates.
- N. Obtain written informed consent and approval, where required, from clientele (parent or appropriate legal guardian) before sharing information each individual party holds with the collaborative. Each party retains the responsibility to obtain consent/approval before bringing private data into the collaborative setting.

III. THE DISTRICT AGREES TO:

- A. Provide the following regarding Early Childhood Screening:
 - 1. Place summary of the exit interview for development by 45 days of child's entrance to the program in the child's cumulative file in elementary offices and provide copies to the Family Center and LLECD as needed.
 - 2. Report to the Minnesota Department of Education, for the costs associated with the screening requirements as defined by Minnesota law.
 - 3. Contract with Itasca Areas Schools Collaborative (IASC) for completion of health component.
 - 4. Qualified staff to perform the following at ECS clinics:
 - a. Hearing and vision screening;
 - b. Developmental screening.
- B. Provide all partners with the following:
 - 1. Copies of enrollment paperwork provided to the appropriate partner.
 - 2. Early Childhood/Kindergarten registration schedules for children transitioning into the next setting.
 - 3. Invite EC staff and children to visit the kindergarten classroom, and participate in the school lunch routine, to foster an easy transition into the next setting. Schedule to be set by Early Childhood Education and Kindergarten staff.
 - 4. An invitation to early childhood students and their families to special programs or events available to the general student body.
- C. Provide the following support to the LLECD
 - 1. To maintain on-going channels of communication with LLECD, to include teachers, social workers, health staff, and local education liaisons designated under the McKinney-Vento Homelessness Assistance Act of 1965, to facilitate coordination of programs when deemed

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necessary. Also through these channels, family outreach and support program will be implemented in order to carry out parental involvement efforts under Title 1 of the Elementary and Secondary Education Act of 1965, and family outreach and support efforts under sub title B of the Title VII of the McKinney-Vento Homeless Assistance Act, taking into consideration the language needs of parents of limited English proficient children.

2. Authorized attendance of a representative to attend the LL HS/EHS Advisory committee meeting at scheduled meeting times (November and April). This will allow for ongoing communication between the school district and LLECD, for continuity of developmentally appropriate curricular objectives, and for shared expectation for children's learning and development as children transition to school.

D. Provide to the Northland Area Family Service Center:

1. Access Infinite Campus for student information and database
2. Share census data with the Family Center.
3. Early childhood screening results of children in the Family Center Preschool (in the child's cumulative file in the elementary office).
4. Prepare food for delivery to off-campus site
5. Special Education supervision.
6. Process for Early Childhood Special Education Referrals

IV. THE FAMILY CENTER AGREES TO:

- A. Collaborate with the local school district, community businesses, agencies, and groups and individuals who are invested in serving the needs of those living in the school district.
 1. Provide and share resources, mutually agreed upon.
 2. Collaboration of staff and/or resources for families sharing support and services, when mutually agreed upon.
 3. Promote and encourage parents to volunteer in the integrated program.
 4. Gather information for the district census report required by the State, and provide this information to the school district via inputting in Infinite Campus
- B. Classroom staff makes at least one visit to the homes of preschool children prior to participation in the program.
- C. Meet all Minnesota Department of Health's Serve Safe requirements
- D. Coordinate NECC meetings and serve as fiscal host of the Blandin Grant.**
 1. Issue payment to the District based on Blandin approved budget.
 2. ~~Provide a spending~~**Provide spending** report to NECC partners annually.
 3. Prepare agendas and minutes for the collaborative meetings.
 4. Facilitate collaborative meetings.
 5. Continually search for better implementation of programs (early childhood classes, Family Center Preschool, Early Childhood Family Education, Early Childhood Special Education, Birth-3 Home Visiting Program, School Readiness) to serve all children/families in the

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district, avoid duplication of services, and utilize available funding, making recommendations to the collaborative board.

6. Monitor, collect, and submit data for evaluation of collaborative goals.
7. Obtain/maintain grant funding and submit necessary evaluation data to the grantor and the collaborative.
8. Deliver hands-on literacy/learning activities for children in collaboration with service providers during the three Family Fun Nights in Remer;
9. Monitor, collect, and submit evaluation results to the Blandin Foundation by July 1st of each year.
10. Seek collaboration with other early childhood providers.
11. Communicate with collaborative members on a timely basis.
12. Encourage parent participation and education within all programs.
13. Attend related committee meetings as a representative of the collaborative.
14. Conduct outreach to district communities and families, particularly low income and American Indian.

V. LEECH LAKE EARLY CHILDHOOD AGREES TO:

- A. Deliver hands-on literacy/learning activities for children in collaboration with service providers during the three Family Fun Nights in Remer;
- B. Work in conjunction with NECC in the non-duplication of services and the identification and implementation of services in areas of identified need.
- C. LLECD will provide funding at an agreed upon cost per child for children that identify as Native American to Northland Early Childhood.
 1. The District and Family Center will provide separate proposals to LLECD by May 31th, annually.
 2. The District, Family Center, -and LLECD will meet annually to draft separate contracts, with the completed contracts signed by November 30.

VI. INTERAGENCY DISPUTES

In the event of a disagreement between the parties of this Agreement, the disputing party shall first attempt to work out the disagreement through informal communication. If this does not resolve the issue, the grieving party shall notify the other parties in writing as to the nature of the dispute and shall request a meeting of the parties to resolve the issue. If this step does not resolve the issue, the parties shall collectively determine the next step in resolving the dispute.

VII. MODIFICATION OF AGREEMENT

Modification of this Agreement shall be made only by the consent of all parties. Such modification shall be made with the formalities as were followed in this Agreement and shall include a written document setting forth the modification, signed by all parties.

VIII. OTHER INTERAGENCY AGREEMENTS

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All parties acknowledge that this Agreement does not preclude or preempt any of the parties from individually entering into an agreement with other parties outside of this Agreement. Such agreements shall not nullify the force and effect of this Agreement.

IX. TERMINATION

This Agreement may be terminated for any reason by either party by giving the other party thirty (30) days written notice of its intent to terminate. Either party may terminate this Agreement immediately by giving the other party written notice in the event of the other's insolvency, fraud, willful misconduct, or substantial breach of any of the terms and provisions of the Agreement.

X. INDEMNIFICATION

- A. Limitation of Liability:** In no event shall either party be liable to the other for any indirect, incidental, consequential, punitive, or incidental damages, for any reason whatsoever, to the extent such may be disclaimed by law, whether arising out of breach of warranty, breach of condition, breach of contract, tort, or otherwise, whether foreseeable or not, and whether or not advised of the possibility thereof.
- B. Indemnity Third Party Claims.** Each party will defend, hold harmless, and indemnify each other from and against any all third party claims for damages arising out of, or relating to:
1. Breach of any obligation for which the individual party is responsible for as employer, provider, contractor of its personnel or employees;
 2. Any breach by the individual party (or its personnel or employees) of the obligations assumed under this Agreement, or the representations or warranties provided in this Agreement;
 3. Any gross negligence, or willful or intentional misconduct, by an individual party or its personnel or employees; or
- C. Tort Limits.** To the extent any federal or state limits of tort liability apply to any actions taken by individual parties, these limits may not be stacked or added together for purposes of a claim. Rather, one limit of liability shall apply to actions of the collaborative as a whole.

A copy of this document will be provided to all partners.

XI. SIGNATURES OF PARTIES TO THIS AGREEMENT

Leech Lake Early Childhood Development

Title: _____

Signature: _____

Date: _____

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Northland Area Family Service Center

Title: _____

Signature: _____

Date: _____

Northland Community Schools (ISD # 118)

Title: _____

Signature: _____

Date: _____