

COLLEGE OF EDUCATION

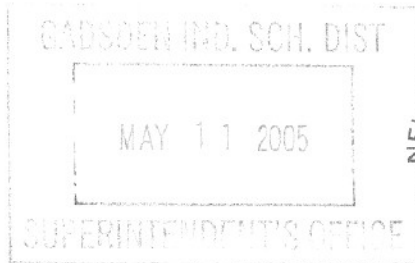
Doña Ana County HEAD START

Mailing Address:

MSC 3R, New Mexico State University  
P.O. Box 30001, Las Cruces, NM 88003-8001

Telephone: (505) 647-8733

Fax: (505) 647-8734



May 4, 2005

Mr. Ron Haugen, Superintendent, Gadsden Independent School District  
1325 West Washington Street  
PO Drawer 70  
Anthony, New Mexico 88021

RE: **Revised Letter of Understanding**  
(Original LOU dated 6/18/1991, Modified LOU dated 3/27/1998)

Dear Mr. Haugen,

We are in the process of up-dating our Letters of Understanding with our education partners. Our last agreement is dated March 1998 so we have prepared the **Revised Letter of Understanding** between the Doña Ana County Head Start Program, which is operated under the auspices of the Regents of New Mexico State University and the Gadsden Independent School District.

New Mexico State University - Doña Ana County Head Start will work cooperatively with the Gadsden Independent School District and their staff in the delivery of Head Start services to the Anthony area children and families who are participating in the Head Start program.

Please let us know if further clarification of this revision is needed or if you have any other suggested changes. I have attached two "original" agreements for your signature. Return both, and I will route for NMSU President's signature and return one original for your files. Thank you!

Sincerely,

A handwritten signature in cursive script that reads "Mary Jane Embury".

Mary Jane Embury, Project Director  
Doña Ana County Head Start

**REVISED LETTER OF UNDERSTANDING**  
**between The Regents of New Mexico State University -**  
**Doña Ana County Head Start and Gadsden Independent School District**

ORIGINAL

**The Regents of New Mexico State University-Doña Ana County Head Start will:**

- continue providing Head Start services to the current funded enrollment (120 families) in the Head Start portables (contingent upon continued federal funding);
- provide and maintain General Liability and Building Insurance through the State of New Mexico Risk Management Division for the two Head Start portable classrooms and the portable Parent Lab;
- provide accident insurance coverage for Head Start children and staff housed in the Head Start portable classrooms and Parent Lab;
- maintain playgrounds and play equipment that serves the Head Start children.

**Gadsden Independent School District will:**

- provide routine janitorial services and trash pick-up to our portable classrooms and Parent Lab;
- provide the site location for the Head Start portables on the Anthony Elementary School campus and utilities for the portable buildings;
- provide financial information to the Head Start office to document “**in-kind**” contributions for services and any on-going costs absorbed by GISD on behalf of Doña Ana County Head Start on a bi-annual basis (June and November);
- provide 90-days notification to Doña Ana County Head Start, and incur the costs, should GISD require the relocation of our Head Start portables on the Anthony Elementary campus to another area within the Gadsden School District.

**Terms**

*It is understood and agreed upon between New Mexico State University - Doña Ana County Head Start Program and the Gadsden Independent School District that no alterations, changes, or amendments to this Revised Letter of Understanding will be done except by instruments in writing executed by both parties hereto.*

*This Revised Letter of Understanding will be reviewed in **five (5) years** at the anniversary of the execution of this agreement by both parties, at which time the letter of understanding may be extended or re-negotiated with mutual agreement of both parties.*

\_\_\_\_\_/\_\_\_\_\_  
Ron Haugen, Supt. of Schools      Date  
GISD

*Mary Jane Embury* 15/04/05  
\_\_\_\_\_/\_\_\_\_\_  
Mary Jane Embury, Director      Date  
Doña Ana County Head Start

\_\_\_\_\_/\_\_\_\_\_  
Michael Martin, President      Date  
New Mexico State University