

GADSDEN INDEPENDENT SCHOOL DISTRICT
AND
MESILLA VALLEY HOSPITAL MULTISYSTEMIC THERAPY (MST)
MEMORANDUM OF AGREEMENT (MOU)
2011-2012 School Year

This is an agreement between the Board of Education-Gadsden Independent Schools (hereinafter District) Mesilla Valley Hospital Multisystemic Therapy (MST), a community mental health agency. The Mesilla Valley Hospital Multisystemic Therapy (MST) Program provides one on one and family support by trained, licensed therapists, to specific, referred students who exhibit significant behavioral and/or emotional challenges. Participation by a family in the Mesilla Valley Hospital Multisystemic Therapy (MST) Program is at the parent discretion and is not sponsored by the District. Participation in the Program is not a replacement for services to be provided pursuant to an IEP plan including but not limited to Behavior Plans.

PURPOSE:

The purpose of this agreement is to create guidelines and procedures for Mesilla Valley Hospital Multisystemic Therapy (MST) to provide services to students enrolled in the Gadsden Independent Schools during school and/or after school hours on District premises. Furthermore this MOU is established to promote and sustain positive and proactive partnership which honors mutual respect and accountability for all parties involved in each student's BMS treatment program.

PARTICIPANTS:

Participants of the Mesilla Valley Hospital Multisystemic Therapy (MST) Program may be students enrolled in the Gadsden Independent Schools who are identified and referred by an agency other than the District or the parent as needing additional support for behavioral/emotional challenges according to CYFD and MST Program regulations. Each student participating in the MST Program will be under the supervision of a MST Program Manager, MST Clinical Supervisor, MST Consultant, and assigned a specific MST Provider.

RESPONSIBILITIES OF Mesilla Valley Hospital Multisystemic Therapy (MST):

- The MST therapist will contact the Principal/Designee of the school upon referral of a student for services and before initiating services at any school site for discussion regarding the delivery of services.
- Mesilla Valley Hospital Multisystemic Therapy (MST) will provide written parent/guardian consent to provide MST services within the District setting.
- Mesilla Valley Hospital Multisystemic Therapy (MST) will assign only providers who have fulfilled mandatory pre-service MST training requirements and background investigations as dictated by CYFD regulations and any additional requirements imposed upon individuals who work with children on school grounds.
- The MST therapist will initiate and facilitate an initial meeting with appropriate Mesilla Valley Hospital Multisystemic Therapy (MST) and District staff and

parents to begin implementation of behavioral strategies in the school environment based on an initial screening with rudimentary behavioral goals in place. Within 30 days a Master Treatment Plan will be developed. Mesilla Valley Hospital Multisystemic Therapy (MST) will provide the District with a copy of this plan, upon parental approval, to be placed in a confidential and secure location. This plan must compliment any behavior contract for non-special education students developed by the district.

- In the case of Special Education/Exceptional Programs students, the Mesilla Valley Hospital Multisystemic Therapy (MST) and the District could combine the MST Treatment Plan and District Behavioral Intervention Plan to be integrated into one plan to be followed by assigned MST/District staff providing that a single document will follow both CYFD and District regulation guidelines.
- MST Providers will adhere to all District/School rules and regulations. School computers will not be allowed for personal use. Electronic devices (other than cell phones) are not allowed. The use of cell phones will be guided by both district and Mesilla Valley Hospital Multisystemic Therapy (MST) policies, which includes having cell phones on vibrate only and cell phone usage limited to emergency use or for contact by Mesilla Valley Hospital Multisystemic Therapy (MST) Supervisors. Should a Provider have to take an emergency call they must alert school staff to supervise their client and leave the classroom to take the call. Texting on cell phones is prohibited.
- MST Providers are to remain within reasonable (no more than 15ft) line of sight of their client at all times, arms length if the client's behaviors warrant it. Whenever the provider needs to take a break, (lunch breaks off premises are not allowed, they eat with their client), they must hand off their client to appropriate school staff until their return.
- Mesilla Valley Hospital Multisystemic Therapy (MST) will check in on their scheduled service day(s) with the school office. If they are not able to be present at their scheduled time in the district or they have to adjust their schedules due to personal appointments, they will notify their [agency] supervisor, parent/guardian and the District school/program secretary or individual teachers to report their absence and/or change of schedule.
- MST Providers can provide individual educational support in the form of non-instructional interventions if they are noted in the client's treatment plan and if the specific lesson or assignment is provided by the classroom teacher. MST Providers are responsible for their client only and are not to function as teacher's aides or assistants.
- MST Providers will follow the Mesilla Valley Hospital Multisystemic Therapy (MST) chain of command at all times.
- MST Providers and clients must adhere to the classroom teacher's instructions, schedules, rules and activities while in the classroom setting unless otherwise noted in the client's Treatment Plan/IEP and agreed upon by all parties involved.
- If there is a dispute or need for mediation between the MST Provider and District staff, the provider will contact their Supervisor and/or Program Manager for resolution or mediation. The MST Supervisor and/or Program Manager will then contact the Principal/Designee to discuss a plan of action.

- MST Providers will not transport students to or from school/program sites without parent/guardian prior written consent.
- MST Providers will adhere to all student confidentiality and privacy mandates as established by HIPPA, FERPA and District.
- MST Provider and appropriate Mesilla Valley Hospital Multisystemic Therapy (MST) staff members will attend and be part of appropriate student staffings and/or IEP meetings for assigned students.
- If Mesilla Valley Hospital Multisystemic Therapy (MST) and the District have not had the opportunity to mutually decide on the termination or discharge of a student from Mesilla Valley Hospital Multisystemic Therapy (MST) program, the MST Supervisor and/or Program Manager will contact the District to inform them of discharge especially when the client has been pulled from the program by the parent/guardian. Mesilla Valley Hospital Multisystemic Therapy (MST) will inform the District of pending discharge of clients who are being discharged due to the completion of treatment goals.
- If a client leaves the District grounds without permission, law enforcement will be called due to safety concerns and parents informed immediately afterward.
- Mesilla Valley Hospital Multisystemic Therapy (MST) agrees to indemnify and hold harmless the District for any claims raised by a third party for any acts or omissions of the Mesilla Valley Hospital Multisystemic Therapy (MST), staff or employees.
- Mesilla Valley Hospital Multisystemic Therapy (MST) staff are not employees of the District and are not in any way to be construed as such.

RESPONSIBILITIES OF THE DISTRICT:

- The District/Principal/Designee will meet with Mesilla Valley Hospital Multisystemic Therapy (MST) staff upon initiation of services to review the student's Initial Screening, options for MST placement and to decide how the program will work for individual students in the classroom setting.
- If the student is receiving Special Education services, the District will cooperate with Mesilla Valley Hospital Multisystemic Therapy (MST) to discuss possible integration into his/her IEP. If of benefit to the student and agreed upon by team, the MST Treatment Plan and BIP will become one document and be integrated into all settings and documented as such in the IEP. The joint MST Treatment Plan and BIP will follow CYFD MST Program regulations as well as federal and state regulations governing IDEA and District requirements.
- The District will provide Mesilla Valley Hospital Multisystemic Therapy (MST) with a copy of a participating Special Education student's current IEP only with parent/guardian consent and involve Mesilla Valley Hospital Multisystemic Therapy (MST) staff in all meetings and IEPs involving that student upon parental request.
- District staff will adhere to all student/family confidentiality and privacy mandates of the District and FERPA.
- In the event of a dispute with any MST provider, District staff will follow the established chain of command and communicate with their supervisor. That supervisor/Principal will communicate immediately with the

Coordinator/Program Manager for resolution. District staff are not to interview or discuss disputed issues with providers themselves or without the provider's supervisor present.

- Should a Mesilla Valley Hospital Multisystemic Therapy (MST) provider fail to check in at the scheduled time on the scheduled service day and/or communicate schedule changes and/or absences as noted above to appropriate school personnel, the District should contact that provider's supervisor for resolution.
- MST Providers are responsible for their client only and are not to function as teacher's aides/assistants. They cannot supervise students who are not enrolled in Mesilla Valley Hospital Multisystemic Therapy (MST).
- MST providers will be assigned a school/program contact to discuss any immediate matters of concern or importance regarding the student assigned to them.
- The District will familiarize each MST provider with the specific school/program site procedures, rules or regulations and introduce members of Mesilla Valley Hospital Multisystemic Therapy (MST) team to important staff members at the assigned site.
- The District has the right to refuse or cancel MST participation for any student with parent input and consent and/or team discussion.

RESPONSIBILITIES OF MESILLA VALLEY HOSPITAL MULTISYSTEMIC THERAPY (MST) and THE DISTRICT:

- Both parties will be committed to a positive partnership that fosters effective and consistent interventions for resolution of student's behavioral challenges and emotional development in a safe, nurturing environment.
- MST services will be provided in the environment most beneficial/appropriate to the student.
- Mesilla Valley Hospital Multisystemic Therapy (MST) and the District will meet at least once annually to discuss each student's Treatment Plan/BIP and will include all appropriate staff members as well as parent/guardian. Other staff meetings may be scheduled when needed and/or appropriate and pertinent staff from both agencies involved in the student's program will attend.
- This MOU will be reviewed and/or renewed annually with the participation of both parties.
- Both parties will cooperate in providing in-service and training to MST and District staff as agreed upon/necessary.

This Agreement is governed by the laws of the State of New Mexico and any disputes regarding the terms of the Agreement are subject to New Mexico's law. Either party may terminate this Agreement upon 30 days written notice to the other party.

We have read the following MOU and are in full agreement of the above articles and statements.

Superintendent
Gadsden Independent Schools

CEO/Designee

MST Program Manager