

First Steps Cluster J

Memorandums of Understanding

Local Educational Agencies (LEA)

July 1, 2026 - June 30, 2028

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SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS - SOUTHEAST
and

DEFINITION OF TERMS

IFSP: Part C Individualized Family Service Plan, the written plan for services and support for each child.

IEP: Individualized Education Program, the written plan for goals and Part B services

Case Conference: Meetings between Part B personnel and parents who may be receiving Part B services to discuss a child's educational program

Service Coordinator: First Steps staff member who works with individual families to help ensure the coordination of services and smooth transitions between services.

DESCRIPTION OF PARTNERS

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Part B: LEA, the lead educational agency for children at 36 months for the Early Childhood Program in the Special Educational Planning District in which the child resides

Head Start: Preschool 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

Other Community Partners: Generally local preschools or childcare representatives who will work with transition partners to ensure ongoing services and support.

The **PURPOSE** of the agreement is to ensure that the above entities work cooperatively to provide coordinated services to young children and their families who are transitioning from Early Intervention Services (Part C) to Preschool Special Education Services (Part B), if eligible, and/or to Head Start. It also ensures the above entities implement federal, state and local regulations in an appropriate and timely manner.

By signatures on the **Signature Page**, the parties agree to follow the timelines established in the **Terms of Local Agreement Transition from Early Intervention (Part C) to Preschool Special Education and/or Head Start** pages (pages 2 and 3).

Parties will follow the guidelines set in the **MEMORANDUM OF UNDERSTANDING** Contract #0000000000000000000021429 executed August 3, 2017.

Parties agree to honor the following requirements of the participating partners:

- The Department of Education requirements set forth under Special Education Rules regarding Transition from early intervention services (Part C) to early childhood special education (Part B) Title 511 IAC 7-43-2, May 2024
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- Head Start requirements set forth under Head Start Performance Standards on Community Partnerships and on Services for Children with Disabilities (45 CFR Parts 1304.41 and 1308)

SIGNATURES/DATES AND DURATION OF AGREEMENT

The extended agreement will begin July 1, 2026, and will remain in effect until June 30, 2028. This agreement reflects compliance with the current **Indiana Interagency Memorandum of understanding** between these agencies.

SIGNATURES

Head Start Representative Signature Date _____

Please Print Name

Head Start Representative Title Head Start Program _____

First Steps-South Lead LPCC Coordinator Date _____
Anne Dolan Part C (Early Intervention Service-First Steps)

MEMORANDUM OF UNDERSTANDING

TRANSITION FROM EARLY INTERVENTION (Part C) TO PRESCHOOL SPECIAL EDUCATION (Part B) and/or HEAD START Local Transition Working Procedures, Timelines and Responsibilities

Process	Time Line	Person(s) Responsible	Procedures
Intake Notification	Upon Enrollment	First Steps Service Coordinator	<ul style="list-style-type: none"> o Begin to discuss transition procedures and timelines with family.
IFSP Reviews	Quarterly	First Steps Service Coordinator	<ul style="list-style-type: none"> o Continue discussion on transition procedures and timelines with family.
30 Month Notification	Monthly	SPOE Director	<ul style="list-style-type: none"> o Transmit electronically, upon receipt, state generated 30-month child find information (child's name and date of birth and primary contact information) to the Special Education Contact Person of the public school of record.
UPON RECEIPT	30 months (or upon enrollment if after 29 months)	First Steps Service Coordinator	<ul style="list-style-type: none"> o Discuss parent rights and confidentiality. o Continue to discuss transition options, procedures, and timelines with families and provide families with detailed information about available resources and training opportunities to help with transition. o Obtain signed <i>General Reciprocal Consent to Release and Share Information</i> for LEA, Head Start, and/or other appropriate transition partners. o Complete with required information (with consent) <i>First Steps 30 Month Notice to LEA</i> and send copy with copy of release to Preschool Coordinator. o Forward copies of the IFSP, current assessment and progress reports, and other information (with release) helpful to evaluation to the Preschool Coordinator.
Transition Conference	270-90 days prior to third birthday (To accommodate school staffing schedules in the summer, children with birthdays through October may need to have transition meeting scheduled closer to the 270 days in order to allow school staff to be present at meeting)	First Steps Service Coordinator <hr/> LEA Coordinator <hr/> Head Start Representative	<ul style="list-style-type: none"> o Schedule a transition meeting with the family and Preschool Coordinator at a mutually convenient time and location. o Invite a representative from Head Start or representatives from other community options whenever other services could be a viable option (with consent). o Include invitation at parent's discretion to service providers and others. o Forward (with consent) any new information regarding the IFSP, current assessment and progress reports, including the transition plan, and other helpful information to evaluate to the Preschool Coordinator and/or to Head Start Representative, when appropriate. o Send written prior notice for meeting to formally announce meeting to all participants. o Discuss parent rights, eligibility requirements, evaluation processes, and available services if the student is determined eligible. o Begin to determine evaluation needs. o Obtain signatures for release of information (if needed) and arrange on-site visit to program if transition meeting is not to be held at the classroom site. o Discuss the Head Start program and eligibility for Head Start services.

Evaluation	33-36 months (Due to school calendar, this may need to be scheduled earlier)	First Steps Service Coordinator	<ul style="list-style-type: none"> o Forward to appropriate transition partners, including Head Start, any updated evaluations or information regarding actions taken related to this child.
		LEA Coordinator	<ul style="list-style-type: none"> o Schedule and perform developmental or speech assessment with family, when appropriate. o Invite Service Coordinator, when appropriate. o Invite others at parent's discretion. o Inform Service Coordinator of status of child.
Case Conference	Prior to child's 3 rd birthday	LEA Coordinator	<ul style="list-style-type: none"> o Schedule a case conference with family to discuss educational evaluation, eligibility, educational needs, to develop goals/objectives, and to determine appropriate program based on rules in Indiana Article 7. o Invite Service Coordinator and/or Head Start Representative. o Invite First Steps providers at parent's discretion. o Inform Service Coordinator of status of child.

By signature on the **Signature Page**, the parties agree to follow the timelines established in this local agreement.

IMPLEMENTATION, MONITORING/TRACKING, AND EVALUATION OF AGREEMENT

The agreement will undergo ongoing monitoring by the Transition Partners and LPCC. Formal evaluation of the agreement will take place annually by May of each year, using the criteria set forth by the Indiana Transition Team.

Partners will be provided with copies of the agreement, ensure distribution to appropriate staff members, and provide initial staff training.

Ongoing monitoring between the partners will determine when to offer additional training or meetings to address concerns. Special education will track and monitor the statistics required by the State DOE. First Steps performs quarterly reviews of records to determine if the 90-day transition conference was held on time and the LEA representative was present. The information from reviews of records, surveys, interviews, and DOE statistics is reviewed annually to see if the transition process needs to be modified.

First Steps staff is responsible for setting up local roundtable discussions with individual partners. These individual meetings are scheduled whenever concerns are identified and at a minimum on a biannual basis.

INTERAGENCY DISPUTE PROCESS

Procedures to resolve local conflict outlined in the *Indiana Interagency Memorandum of Agreement (Section VII, Local Level)* will be followed:

A discussion will be initiated at the local level between all the involved agencies. If resolution is not achieved at the local level, a written complaint will be initiated by the aggrieved agency within 5 working days of the date of the local level meeting to staff of the aggrieved agency's state level agency with a copy to the other involved agency(s). The written communication should include the conflict, proposed action, and a summary of factual, legal and policy grounds.

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
BARTHOLOMEW SPECIAL EDUCATION SERVICES**

DEFINITION OF TERMS

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DESCRIPTION OF PARTNERS

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Head Start: Preschool 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
Other Community Partners: Generally local preschools or childcare representatives who will work with transition partners to ensure ongoing services and support.

The **PURPOSE** of the agreement is to ensure that the above entities work cooperatively to provide coordinated services to young children and their families who are transitioning from Early Intervention Services (Part C) to Preschool Special Education Services (Part B), if eligible, and/or to Head Start. It also ensures the above entities implement federal, state and local regulations in an appropriate and timely manner.

By signatures on the *Signature Page*, the parties agree to follow the timelines established in the *Terms of Local Agreement Transition from Early Intervention (Part C) to Preschool Special Education and/or Head Start* pages (pages 2 and 3).

Parties will follow the guidelines set in the **MEMORANDUM OF UNDERSTANDING** Contract #000000000000000000021429 executed August 3, 2017.

Parties agree to honor the following requirements of the participating partners:

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SIGNATURES/DATES AND DURATION OF AGREEMENT

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SIGNATURES

Jessica Vogel
 Part B (Preschool Special Education Services) Representative Signature

5/15/26
 Date

Please Print Name
Jessica Vogel

BSC DIRECTOR OF SPECIAL EDUCATION
 Part B Representative Title

Bartholomew Consolidated School Corp
 Part B Representative School System

Anne Dolan 5/22/26
 First Steps—South Lead LPCC Coordinator
 Anne Dolan Part C (Early Intervention Service-First Steps)

5-15-2026
 Date

SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
BATESVILLE COMMUNITY SCHOOLS

DEFINITION OF TERMS

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SIGNATURES



Part B (Preschool Special Education Services) Representative Signature

6-1-26
Date

Hillary Timmer

Please Print Name

Director of Special Education

Part B Representative Title

Batesville Community School Corp.

Part B Representative School System

Anne Dolan

First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

6/19/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
BROWN COUNTY SCHOOLS**

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Part B (Preschool Special Education Services) Representative Signature

4/29/2026

Date

Deborah R. Harman

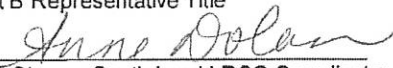
Please Print Name

Director of Student Support Services

Brown County Schools

Part B Representative Title

Part B Representative School System



First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

5/22/26

Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
BROWNSTOWN CENTRAL COMMUNITY SCHOOLS**

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Part B (Preschool Special Education Services) Representative Signature

Date 6-23-26

Angie Gwin
Please Print Name

Preschool Coordinator
Part B Representative Title

Browns town Central Community Schools
Part B Representative School System

1 
First Steps South East LPCC Coordinator
Anne Dolan

6/26/26

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
CROTHERSVILLE COMMUNITY SCHOOLS**

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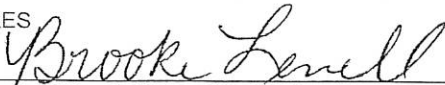
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SIGNATURES



Part B (Preschool Special Education Services) Representative Signature

6/25/26
Date

Brooke Levell

Please Print Name

Part B Representative Title



First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

Part B Representative School System

6/26/26
Date

**SIGNATURE PAGE
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FIRST STEPS – SOUTHEAST
and
DECATUR COUNTY COMMUNITY SCHOOLS**

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SIGNATURES


Part B (Preschool Special Education Services) Representative Signature

4/24/26
Date

Dr. Jason Holland
Please Print Name

Special Education Director
Part B Representative Title

Decatur County Community Schools
Part B Representative School System

Anne Dolan 5/8/26
First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

4/24/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST**

and
EAST CENTRAL SPECIAL SERVICES
SERVING

**Franklin County Schools, Union County Schools, and Northeastern & Western Wayne
Schools**

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SIGNATURES



Part B (Preschool Special Education Services) Representative Signature

6/11/26
Date

Liza Bates

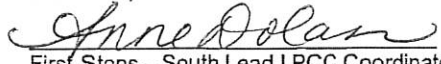
Please Print Name

Director

Part B Representative Title

East Central Indiana Special Services

Part B Representative School System



First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

6/19/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
EASTERN HANCOCK SPECIAL SERVICES**

DEFINITION OF TERMS

IFSP: Part C Individualized Family Service Plan, the written plan for services and support for each child.

IEP: Individualized Education Program, the written plan for goals and Part B services

Case Conference: Meetings between Part B personnel and parents who may be receiving Part B services to discuss a child's educational program

Service Coordinator: First Steps staff member who works with individual families to help ensure the coordination of services and smooth transitions between services.

DESCRIPTION OF PARTNERS

Part C: First Steps—Southeast, early intervention for infants and toddlers (birth through 36 months) with developmental delays

Part B: LEA, the lead educational agency for children at 36 months for the Early Childhood Program in the Special Educational Planning District in which the child resides

Head Start: Preschool 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

Other Community Partners: Generally local preschools or childcare representatives who will work with transition partners to ensure ongoing services and support.

The **PURPOSE** of the agreement is to ensure that the above entities work cooperatively to provide coordinated services to young children and their families who are transitioning from Early Intervention Services (Part C) to Preschool Special Education Services (Part B), if eligible, and/or to Head Start. It also ensures the above entities implement federal, state and local regulations in an appropriate and timely manner.

By signatures on the *Signature Page*, the parties agree to follow the timelines established in the *Terms of Local Agreement Transition from Early Intervention (Part C) to Preschool Special Education and/or Head Start* pages (pages 2 and 3).

Parties will follow the guidelines set in the **MEMORANDUM OF UNDERSTANDING** Contract #0000000000000000000021429 executed August 3, 2017.

Parties agree to honor the following requirements of the participating partners:

- The Department of Education requirements set forth under Special Education Rules regarding Transition from early intervention services (Part C) to early childhood special education (Part B) Title 511 IAC 7-43-2, May 2024
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- Head Start requirements set forth under Head Start Performance Standards on Community Partnerships and on Services for Children with Disabilities (45 CFR Parts 1304.41 and 1308)

SIGNATURES/DATES AND DURATION OF AGREEMENT

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SIGNATURES

Kelly McKeeman
Part B (Preschool Special Education Services) Representative Signature

4/21/26
Date

Kelly McKeeman
Please Print Name
Director of Special Education CSC of Eastern Hancock Co.
Part B Representative Title

Eastern Hancock Co.
Part B Representative School System

Anne Dolan
First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

4/24/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
CF SPECIAL SERVICES - FAYETTE COUNTY SCHOOLS**

DEFINITION OF TERMS

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SIGNATURES

Part B (Preschool Special Education Services) Representative Signature

6/11/26

Date

Meagan Gillman

Please Print Name

Director of Special Education

Fayette County School Corp.

Part B Representative Title

Part B Representative School System

Anne Dolan

6/19/26

Date

First Steps—South Lead LPCC Coordinator

Anne Dolan Part C (Early Intervention Service-First Steps)

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
And
FLAT ROCK -HAW CREEK SCHOOLS**

DEFINITION OF TERMS

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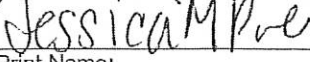
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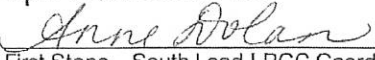
SIGNATURES


Part B (Preschool Special Education Services) Representative Signature

4/21/26
Date


Please Print Name:
Special Education Director
Part B Representative Title

Flat Rock - Hawcreek School
Part B Representative School System


First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

4/24/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
GREENFIELD CENTRAL COMMUNITY SCHOOLS**

DEFINITION OF TERMS

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DESCRIPTION OF PARTNERS

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SIGNATURES

Dawn Sonsini
Part B (Preschool Special Education Services) Representative Signature

4-30-26
Date

DAWN SONSINI
Please Print Name

Director of Preschool
Part B Representative Title

Greenfield-Central Community
Part B Representative School System

Anne Dolan
First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

school corporation
Date 5/22/26

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
GREENSBURG COMMUNITY SCHOOLS**

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SIGNATURES

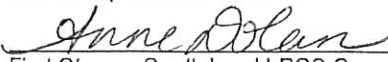

Part B (Preschool Special Education Services) Representative Signature

6/5/2026
Date

Inga B. Moore
Please Print Name

Director of Special Education
Part B Representative Title

Greensburg Community Schools
Part B Representative School System


First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

6/19/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
JENNINGS COUNTY SCHOOLS**

DEFINITION OF TERMS

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Service Coordinator: First Steps staff member who works with individual families to help ensure the coordination of services and smooth transitions between services.

DESCRIPTION OF PARTNERS

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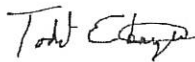
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SIGNATURES/DATES AND DURATION OF AGREEMENT

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SIGNATURES



5/13/2026

Part B (Preschool Special Education Services) Representative Signature

Date

Todd Ebinger


Please Print Name

Director of Elementary Programs

Jennings County School Corporation

Part B Representative Title

Part B Representative School System


First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

5/22/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)**

between
FIRST STEPS – SOUTHEAST
and
servng

Madison Consolidated Schools

DEFINITION OF TERMS

IFSP: Part C Individualized Family Service Plan, the written plan for services and support for each child.

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SIGNATURES

Tara McKay
Part B (Preschool Special Education Services) Representative Signature

5/1/26
Date

Tara McKay
Please Print Name

Asst. Superintendent of Special Programs, Madison Consolidated Schools
Part B Representative Title Part B Representative School System

Anne Dolan 5/22/26
First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

5/1/26
Date

SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
MEDORA COMMUNITY SCHOOLS

DEFINITION OF TERMS

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SIGNATURES

Kara Hunt
Part B (Preschool Special Education Services) Representative Signature

6/23/26
Date

Kara Hunt
Please Print Name

Principal
Part B Representative Title

Medora Comm Schools
Part B Representative School System

Anne Dolan
First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

6/23/26
Date

SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
MITCHELL COMMUNITY SCHOOLS

DEFINITION OF TERMS

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SIGNATURES

Jessica McAlister-Lee
 Part B (Preschool Special Education Services) Representative Signature

4/22/26
 Date

Please Print Name

Preschool Case Conference Coordinator
 Part B Representative Title

Mitchell Com. Schools
 Part B Representative School System

Anne Dolan
 First Steps—South Lead LPCC Coordinator
 Anne Dolan Part C (Early Intervention Service-First Steps)

5/1/26
 Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
MONROE COUNTY COMMUNITY SCHOOLS**

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By signatures on the *Signature Page*, the parties agree to follow the timelines established in the *Terms of Local Agreement Transition from Early Intervention (Part C) to Preschool Special Education and/or Head Start* pages (pages 2 and 3).

Parties will follow the guidelines set in the **MEMORANDUM OF UNDERSTANDING** Contract #0000000000000000000021429 executed August 3, 2017.

Parties agree to honor the following requirements of the participating partners:

- The Department of Education requirements set forth under Special Education Rules regarding Transition from early intervention services (Part C) to early childhood special education (Part B) Title 511 IAC 7-43-2, May 2024
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- First Steps requirements set forth under Title 470, Indiana Administrative Code 3.1-11-4 (Service Coordinator Responsibilities)
- Head Start requirements set forth under Head Start Performance Standards on Community Partnerships and on Services for Children with Disabilities (45 CFR Parts 1304.41 and 1308)

SIGNATURES/DATES AND DURATION OF AGREEMENT

The extended agreement will begin July 1, 2026, and will remain in effect until June 30, 2028. This agreement reflects compliance with the current *Indiana Interagency Memorandum of understanding* between these agencies.

SIGNATURES



Part B (Preschool Special Education Services) Representative Signature

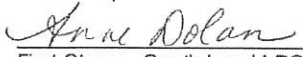
4-23-26
Date

Jennifer Bickel

Please Print Name

Assistant Director of Special Education
Part B Representative Title

Monroe County Community School Corporation
Part B Representative School System



First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

5/8/26
Date

SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
between
FIRST STEPS – SOUTHEAST
and
servicing

Mt. Vernon Community Schools

DEFINITION OF TERMS

IFSP: Part C Individualized Family Service Plan, the written plan for services and support for each child.

IEP: Individualized Education Program, the written plan for goals and Part B services

Case Conference: Meetings between Part B personnel and parents who may be receiving Part B services to discuss a child's educational program

Service Coordinator: First Steps staff member who works with individual families to help ensure the coordination of services and smooth transitions between services.

DESCRIPTION OF PARTNERS

Part C: First Steps—Southeast, early intervention for infants and toddlers (birth through 36 months) with developmental delays

Part B: LEA, the lead educational agency for children at 36 months for the Early Childhood Program in the Special Educational Planning District in which the child resides

Head Start: Preschool 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

Other Community Partners: Generally local preschools or childcare representatives who will work with transition partners to ensure ongoing services and support.

The **PURPOSE** of the agreement is to ensure that the above entities work cooperatively to provide coordinated services to young children and their families who are transitioning from Early Intervention Services (Part C) to Preschool Special Education Services (Part B), if eligible, and/or to Head Start. It also ensures the above entities implement federal, state and local regulations in an appropriate and timely manner.

By signatures on the *Signature Page*, the parties agree to follow the timelines established in the *Terms of Local Agreement Transition from Early Intervention (Part C) to Preschool Special Education and/or Head Start* pages (pages 2 and 3).

Parties will follow the guidelines set in the **MEMORANDUM OF UNDERSTANDING** Contract #0000000000000000000021429 executed August 3, 2017.

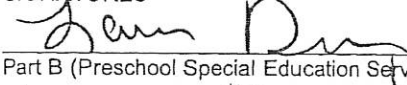
Parties agree to honor the following requirements of the participating partners:

- o The Department of Education requirements set forth under Special Education Rules Title 511, IAC 7-36-2 and 7-43-2, December 2014
- o First Steps requirements set forth under Title 470, Indiana Administrative Code 3.1-11-3 (Local Planning and Coordinating Council Responsibilities)
- o First Steps requirements set forth under Title 470, Indiana Administrative Code 3.1-11-4 (Service Coordinator Responsibilities)
- o Head Start requirements set forth under Head Start Performance Standards on Community Partnerships and on Services for Children with Disabilities (45 CFR Parts 1304.41 and 1308)

SIGNATURES/DATES AND DURATION OF AGREEMENT

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SIGNATURES

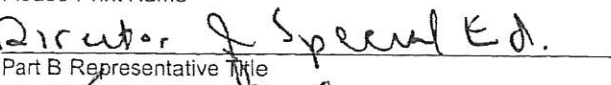


 Part B (Preschool Special Education Services) Representative Signature

4/21/26
 Date

Laura Durig

 Please Print Name



 Part B Representative Title

Mt. Vernon Comm Schools

 Part B Representative School System



 First Steps—South Lead LPCC Coordinator
 Anne Dolan Part C (Early Intervention Service-First Steps)

6/19/26
 Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
Henry County Schools**

DEFINITION OF TERMS

IFSP: Part C Individualized Family Service Plan, the written plan for services and support for each child.
IEP: Individualized Education Program, the written plan for goals and Part B services
Case Conference: Meetings between Part B personnel and parents who may be receiving Part B services to discuss a child's educational program
Service Coordinator: First Steps staff member who works with individual families to help ensure the coordination of services and smooth transitions between services.

DESCRIPTION OF PARTNERS

Part C: First Steps—Southeast, early intervention for infants and toddlers (birth through 36 months) with developmental delays
Part B: LEA, the lead educational agency for children at 36 months for the Early Childhood Program in the Special Educational Planning District in which the child resides
Head Start: Preschool 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
Other Community Partners: Generally local preschools or childcare representatives who will work with transition partners to ensure ongoing services and support.

The PURPOSE of the agreement is to ensure that the above entities work cooperatively to provide coordinated services to young children and their families who are transitioning from Early Intervention Services (Part C) to Preschool Special Education Services (Part B), if eligible, and/or to Head Start. It also ensures the above entities implement federal, state and local regulations in an appropriate and timely manner.

By signatures on the *Signature Page*, the parties agree to follow the timelines established in the *Terms of Local Agreement Transition from Early Intervention (Part C) to Preschool Special Education and/or Head Start* pages (pages 2 and 3).

Parties will follow the guidelines set in the MEMORANDUM OF UNDERSTANDING Contract #000000000000000000021429 executed August 3, 2017.

Parties agree to honor the following requirements of the participating partners:

- The Department of Education requirements set forth under Special Education Rules regarding Transition from early intervention services (Part C) to early childhood special education (Part B) Title 511 IAC 7-43-2, May 2024
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SIGNATURES/DATES AND DURATION OF AGREEMENT

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SIGNATURES

Amy S Blake
Part B (Preschool-Special Education Services) Representative Signature

4.20.26
Date

Dr. Amy Blake
Please Print Name

Director Special Education
Part B Representative Title

NewCastle Special Services
Part B Representative School System

Anne Dolan
First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

4/24/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
SOUTHERN HANCOCK COMMUNITY SCHOOLS**

DEFINITION OF TERMS

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SIGNATURES/DATES AND DURATION OF AGREEMENT

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SIGNATURES



 Part B (Preschool Special Education Services) Representative Signature

6-15-26

 Date

Cheryl Rose

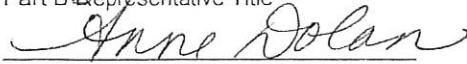
 Please Print Name

Early Childhood/Special Educa. Coord.

 Part B Representative Title

New Palestine Community School

 Part B Representative School System



 First Steps—South Lead LPCC Coordinator
 Anne Dolan Part C (Early Intervention Service-First Steps)

6/19/26

 Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
NORTH LAWRENCE COMMUNITY SCHOOLS**

DEFINITION OF TERMS

IFSP: Part C Individualized Family Service Plan, the written plan for services and support for each child.

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DESCRIPTION OF PARTNERS

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SIGNATURES/DATES AND DURATION OF AGREEMENT

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SIGNATURES

Susan Swango
Part B (Preschool Special Education Services) Representative Signature

6/2/26
Date

Susan Swango
Please Print Name

Director of Special Education North Lawrence Community Schools
Part B Representative Title Part B Representative School System

Anne Dolan
First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

6/5/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
RICHLAND-BEAN BLOSSOM SCHOOLS**

DEFINITION OF TERMS

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SIGNATURES/DATES AND DURATION OF AGREEMENT

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SIGNATURES

Noah Dixon
Part B (Preschool Special Education Services) Representative Signature

6/11/25
Date

Noah Dixon
Please Print Name
Director of Special Education
Part B Representative Title

Richland Bean Blossom Community School Corp.
Part B Representative School System

Anne Dolan
First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

6/5/26
Date

SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
R-O-D SPECIAL EDUCATION SCHOOLS

DEFINITION OF TERMS

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SIGNATURES/DATES AND DURATION OF AGREEMENT

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SIGNATURES


Part B (Preschool Special Education Services) Representative Signature

6-23-26
Date

Alex Brewin
Please Print Name

Director
Part B Representative Title

RCD Special Ed. Co-op
Part B Representative School System


First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

6/26/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
RUSH COUNTY SCHOOLS**

DEFINITION OF TERMS

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SIGNATURES/DATES AND DURATION OF AGREEMENT

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SIGNATURES

Patrick W. Anderson
 Part B (Preschool Special Education Services) Representative Signature

4-27-2026
 Date

Patrick W. Anderson
 Please Print Name

Director of Special Services
 Part B Representative Title

Rush County Schools
 Part B Representative School System

Anne Dolan
 First Steps—South Lead LPCC Coordinator
 Anne Dolan Part C (Early Intervention Service-First Steps)

6/5/26
 Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
SEYMOUR COMMUNITY SCHOOLS**

DEFINITION OF TERMS

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DESCRIPTION OF PARTNERS

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SIGNATURES/DATES AND DURATION OF AGREEMENT

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SIGNATURES

Margaret Helmsing
Part B (Preschool-Special Education Services) Representative Signature

5/27/26
Date

MaryKate Helmsing
Please Print Name

Assistant Director of Special Education
Part B Representative Title

Seymour Community Schools
Part B Representative School System

Anne Dolan
First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

6/5/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
SHELBY EASTERN SCHOOLS**

DEFINITION OF TERMS

IFSP: Part C Individualized Family Service Plan, the written plan for services and support for each child.

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SIGNATURES

Kylee Thomas
Part B (Preschool Special Education Services) Representative Signature

4-23-26
Date

Kylee Thomas
Please Print Name

Early Learning Director
Part B Representative Title

Shelby Eastern Schools
Part B Representative School System

Anne Dolan
First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

5/8/26
Date

SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
SHELBY CENTRAL SCHOOLS

DEFINITION OF TERMS

IFSP: Part C Individualized Family Service Plan, the written plan for services and support for each child.

IEP: Individualized Education Program, the written plan for goals and Part B services

Case Conference: Meetings between Part B personnel and parents who may be receiving Part B services to discuss a child's educational program

Service Coordinator: First Steps staff member who works with individual families to help ensure the coordination of services and smooth transitions between services.

DESCRIPTION OF PARTNERS

Part C: First Steps—Southeast, early intervention for infants and toddlers (birth through 36 months) with developmental delays

Part B: LEA, the lead educational agency for children at 36 months for the Early Childhood Program in the Special Educational Planning District in which the child resides

Head Start: Preschool 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

Other Community Partners: Generally local preschools or childcare representatives who will work with transition partners to ensure ongoing services and support.

The **PURPOSE** of the agreement is to ensure that the above entities work cooperatively to provide coordinated services to young children and their families who are transitioning from Early Intervention Services (Part C) to Preschool Special Education Services (Part B), if eligible, and/or to Head Start. It also ensures the above entities implement federal, state and local regulations in an appropriate and timely manner.

By signatures on the *Signature Page*, the parties agree to follow the timelines established in the *Terms of Local Agreement Transition from Early Intervention (Part C) to Preschool Special Education and/or Head Start* pages (pages 2 and 3).

Parties will follow the guidelines set in the **MEMORANDUM OF UNDERSTANDING** Contract #0000000000000000000021429 executed August 3, 2017.

Parties agree to honor the following requirements of the participating partners:

- The Department of Education requirements set forth under Special Education Rules regarding Transition from early intervention services (Part C) to early childhood special education (Part B) Title 511 IAC 7-43-2, May 2024
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SIGNATURES/DATES AND DURATION OF AGREEMENT

The extended agreement will begin July 1, 2026, and will remain in effect until June 30, 2028. This agreement reflects compliance with the current *Indiana Interagency Memorandum of Understanding* between these agencies.

SIGNATURES

Part B (Preschool Special Education Services) Representative Signature

Matt Vance

Please Print Name

Superintendent

Part B Representative Title

Part B Representative School System

First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

6/15/26
Date

6/19/26
Date

SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
SOUTHWESTERN of SHELBY COUNTY SCHOOLS

DEFINITION OF TERMS

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SIGNATURES



Part B (Preschool Special Education Services) Representative Signature

5/4/2026
Date

Ashley Landrum

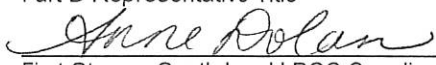
Please Print Name

Special Education Director

Part B Representative Title

Southwestern Consolidated School District of Shelby County

Part B Representative School System



First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

6/19/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
SUNMAN DEARBORN COMMUNITY SCHOOLS**

DEFINITION OF TERMS

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SIGNATURES

Kelly Roth
Part B (Preschool Special Education Services) Representative Signature

6/8/2026
Date

Kelly Roth
Please Print Name
Director of Student Services Sunman-Dearborn Schools
Part B Representative Title

Part B Representative School System

Anne Dolan
First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

6/19/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
SWITZERLAND COUNTY SCHOOLS**

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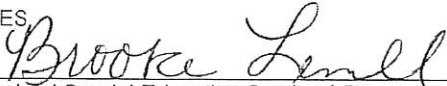
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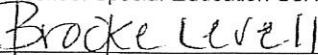
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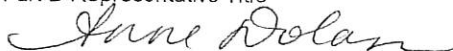
Part B (Preschool Special Education Services) Representative Signature

6/25/26
Date



Please Print Name

Part B Representative Title



First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

Part B Representative School System

6/26/26
Date

**SIGNATURE PAGE
MEMORANDUM OF UNDERSTANDING
TRANSITION FROM EARLY INTERVENTION (Part C)
FIRST STEPS – SOUTHEAST
and
Triton Central Schools**

DEFINITION OF TERMS

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Part B (Preschool Special Education Services) Representative Signature

Please Print Name

Part B Representative Title

First Steps—South Lead LPCC Coordinator
Anne Dolan Part C (Early Intervention Service-First Steps)

Date

Date

Part B Representative School System