



MEMORANDUM OF UNDERSTANDING
Between
Center for Autism and Related Disabilities
University at Albany, SUNY
And the

_____ School District

Whereas the Center for Autism and Related Disabilities (CARD – Albany), will be providing professional training and technical assistance in the selected site for a three month period; and;

Whereas the _____ School District indicates a willingness to participate in the training and technical assistance for the implementation of the Autism Training Initiative

Therefore the _____ School District agrees to do as follows:

1. Demonstrate a commitment, from all involved school personnel, to the spirit and intent of the Autism Training Initiative as outlined in the informational guideline materials, for the period outlined above, and beyond.
2. Participate in CARD Autism Training Initiative to include: identify ten to fifteen team members (minimum 5) including personnel who currently work or will work in the future with children with autism spectrum disorders, secure location for trainings to be held within district, develop and implement action plan for each identified student, disseminate information to others in the district, and complete pre- and post- assessments at the beginning and conclusion of the program.
3. Participate in all CARD – Albany workshop sessions and make program staff accessible for at least four on site visits. Ample time must also be made to interact by telephone and technical assistance.
4. At least one administrator must support staff throughout training series and attend follow up meeting.
5. Although the trainings are provided **AT NO COST** to school districts, schools agree to pay the value of each training (\$1500 for full day, \$750 for half day) in the event that the school district **CANNOT** provide the minimum number of participants or **NEGLECTS** to inform CARD-Albany at least 24 hours in advance that they need to cancel or reschedule a training (**EXCEPT** in the case of weather- related school closure or other uncontrollable event).

Superintendent of Schools

Date

District CSE Chairperson

Date

Director of CARD – Albany

Date