
MEMORANDUM OF UNDERSTANDING BY AND BETWEEN

Middle Bucks Institute of Technology

and

Central Bucks School District, Centennial School District, Council Rock
School District, and New Hope/Solebury School District

December 9, 2026

I. Joint Statement of Concern

A. Parties

The Parties to this Agreement are the Middle Bucks Institute of Technology (MBIT) and its Sending Districts (SDs), the Central Bucks School District, Centennial School District, Council Rock School District and New Hope/Solebury School District, which said Agreement is intended to commit the Parties to adhere to the policies and procedures set forth in this Memorandum of Understanding.

B. It is the purpose of this Memorandum to foster a relationship of cooperation, mutual support and the sharing of information and resources between the parties hereto as they work together to fulfill the SD's and MBIT's responsibilities under special education law and to foster the achievement of eligible students at MBIT with Individualized Education Programs (IEPs).

C. The purpose of this Memorandum is to establish procedures to be followed in the listed areas related to the education of eligible students with IEPS:

1. Admissions/Eligibility Standards
2. IEP Participation, Process and Scheduling
3. Implementation of IEPS and Staffing/Provision of IEP services
4. Collaboration/Cooperation of Special Education and Administrators Between Entities

5. Necessary meetings of staff
6. Student Disciplinary procedures
7. IEP Progress/Compliance Monitoring
8. Necessary training

II. Admissions/Eligibility

A. MBIT shall write and provide to the SD a nondiscriminatory admissions policy, which shall include a classroom profile for each career and technical program to enable the IEP team to predict a student's success in a given program based on the student's ability to benefit from that program consistent with his/her transition plan.

B. The student services of the SD or MBIT shall make available to all interested students, by appointment, interest inventories, career surveys, and vocational assessments if a student expresses an interest in enrollment at MBIT.

C. The SD in cooperation with MBIT will make parents/students aware of the open house opportunities and will provide parents MBIT contact information if requested. This will allow interested students and their parents to ask questions and schedule a visit.

III. IEP Process

A. The SD shall provide timely notice of the IEP meeting so that MBIT may participate as a member of the IEP team.

B. If requested by MBIT, the SD case manager and a representative of MBIT shall meet to discuss barriers to curriculum, access in the particular lab or subject matter and discrepancies between the student's present levels, needs, postsecondary goals and the task/competencies in MBIT program.

C. As part of the pre-meeting, the SD will review the Specially Designed Instructions (SDIs) that are necessary to address student needs and transition goals.

D. As part of the pre-meeting, MBIT will outline the coaching and training a particular teacher may need to implement the IEP with assistance from the SD as necessary.

IV. IEP Implementation

A. Special Education Staffing

1. The staff of special education services of the SD shall be defined by the sending districts.
2. The staff of special education services of MBIT shall be comprised of the following positions: special needs coordinators and instructional assistants.

B. Implementation of IEP

The special needs coordinators of MBIT shall notify the case manager, and/or Special Education Supervisor if necessary, the SD of the student's lack of meaningful progress toward IEP goals, excessive disciplinary referrals, and excessive absences in order to develop a joint plan of action or to reconvene the IEP team.

C. Communication of Monitoring

Any changes or concerns related to an eligible student with an IEP, including disciplinary actions, poor attendance, problems with implementing the IEP, lack of progress, shall be communicated in writing to the other school entity. An IEP meeting with representatives from both entities will be held.

V. Discipline

- A. The discipline of any student with an IEP shall be managed by the principal of MBIT or the principal of the sending school where the incident took place.
- B. The other non-responsible entity will be timely notified of the manifestation review meeting and shall have the opportunity to send a team member.
- C. In appropriate cases, if the IEP team is convened to revise the behavioral plan, MBIT will be timely notified so that a CTC educator/special needs coordinator will be present.

VI. Training

- A. MBIT and the SDs shall be responsible for the training of the necessary personnel to meet the needs of all special education students.

VII. General Provisions

- A. This Memorandum is not intended to and does not create any contractual rights or obligations with respect to the signatory agencies or any other persons or entities.
- B. This Memorandum may be amended, expanded or modified at any time upon the written consent of the parties, but in any event must be reviewed and re-executed within two years of the date of its original execution and every two years thereafter.
- C. In the event of changes in state or federal law which necessitate changes to this Memorandum, the parties shall collaborate to amend this Memorandum to assure compliance by the parties with state and federal requirements.
- D. All parties to this Memorandum will communicate fully and openly with each other in order to resolve any problems that may arise in the fulfillment of the terms of this Memorandum.
- E. The purpose of this memorandum is to establish procedures and policies, the object of which is to provide an education to the student that is in conformity with his/her IEP.
- F. This agreement does not supersede the Memorandum of Understanding for Legal Services between Middle Bucks and the Sending School Districts.

AND NOW, this **9th** day of **December, 2026**, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.



Dr. Charles W. Lentz
MBIT Superintendent of Record



Dr. Mark Covelle
MBIT Administrative Director

AND NOW, this **9th** day of **December, 2026**, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.

Dr. Abram Lucabaugh
Centennial School District

AND NOW, this **9th** day of **December, 2026**, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.

Dr. Joanna Wexler
Central Bucks School District

AND NOW, this **9th** day of **December, 2026**, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.

Dr. Andrew J. Sanko
Council Rock District School

AND NOW, this 9th day of **December, 2026**, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.

Dr. Charles W. Lentz
New Hope/Solebury School District