

TO: School Board Members

FROM: Sara Lein, Director of Special Services

DATE: June 16, 2025

SUBJECT: Intermediate School District 917 Special Education Itinerant Services
Memorandum of Understanding

BACKGROUND:

This Memorandum of Understanding (MOU) outlines an agreement between Intermediate School District 917 and Independent School District 197 for the provision of special education and related services to students of District 197. Under the agreement, Intermediate 917 will supply licensed staff to deliver services as requested by District 197 through an annual planning process. These staff members remain employees of Intermediate 917; however, District 197 is responsible for day-to-day site supervision, submitting service requests, ensuring accurate student data reporting, and paying all invoices.

Intermediate 917 will hire, supervise, and manage its employees and is responsible for billing, staffing reports, and compliance with licensing requirements. Both districts agree to cooperate on data sharing in compliance with state and federal laws (MGDPA and FERPA), and each maintains its own liability coverage. The agreement is effective from July 1, 2025, through June 30, 2027, with the option to renew or terminate under specified conditions.

In considering the 4-Way Equity Test, this MOU supports equitable special education services for students with disabilities. It ensures inclusion by enabling services within students' home district and improves access through coordinated staffing and shared systems. The impact lies in delivering consistent, high-quality support that meets student needs while protecting rights and fostering collaboration.

RESOLUTION:

BE IT RESOLVED by the School Board of School District 197 to approve the Intermediate School District 917 Special Education Itinerant Services Memorandum of Understanding between Independent School District 197 and Intermediate School District 917, as presented.