

Department of Special Education (MC 147)  
1040 West Harrison Street  
Chicago, Illinois 60607-7133

## **MEMORANDUM OF UNDERSTANDING**

**Between**

**University of Illinois Chicago (UIC) - Special Education Department**

**And**

**Niles Township District for Special Education (NTDSE)**

**Effective Date:** March 1, 2025

**Term:** February 28, 2028

### **I. Purpose**

This Memorandum of Understanding (MOU) establishes a collaborative partnership between the University of Illinois Chicago's (UIC) Special Education Department and Niles Township District for Special Education (NTDSE) to implement the Joint Teacher Education Development (JTED) Apprenticeship Grant. This partnership aims to enhance the recruitment, preparation, and retention of special education teachers through high-quality training, mentorship, and field experience for teacher apprentices.

### **II. Responsibilities of UIC Special Education Department**

UIC agrees to:

1. Develop and implement a competency-based curriculum aligned with state licensure requirements and JTED Apprenticeship Grant objectives.
2. Lead the processes for recruiting, selecting, and orienting teacher apprentice candidates into the program.
3. Provide instructional coursework and professional development opportunities for teacher apprentices recruited into the program.
4. Facilitate field experiences and student teaching placements within NTDSE-affiliated schools.
5. Offer mentorship support to teacher apprentices through faculty advisors and university supervisors.
6. Prepare school-based special education mentors to ensure teacher apprentices receive high-quality student teaching experiences with state-required supervision.
7. Collect and analyze program data to assess the effectiveness of training and make necessary improvements.
8. Collaborate with NTDSE to ensure program alignment with district needs and policies.

### **III. Responsibilities of Niles Township District of Special Education (NTDSE)**

NTDSE agrees to:

1. Assist with the recruitment of schools and facilitate contact with building representatives to ensure the requirements for school participation are met.
2. Provide district placements for teacher apprentices and candidates in alignment with the JTED Apprenticeship Grant.
3. Assign experienced mentor teachers to support teacher candidates in their field experiences.
4. Facilitate professional development and training opportunities for mentor teachers and teacher apprentices.
5. Offer feedback and assessment on teacher candidates' progress and effectiveness.
6. Work collaboratively with UIC to refine program components and ensure successful implementation.

Support program evaluation efforts by providing data and insights on program effectiveness.

### **IV. Joint Responsibilities**

Both parties agree to:

1. Regularly communicate and hold meetings to evaluate program progress and address challenges.
2. Ensure compliance with all applicable federal, state, and local laws governing teacher preparation and certification.
3. Support the sustainability of the JTED Apprenticeship Grant through joint efforts in funding opportunities and resource allocation.
4. Maintain confidentiality of any student or personnel information exchanged as part of this partnership.

### **V. Funding and Resource Allocation**

Both parties acknowledge that funding for this initiative is provided through the JTED Apprenticeship Grant. Any additional financial commitments or resource allocations must be mutually agreed upon in writing.

### **VI. Termination Clause**

Either party may terminate this MOU with 60 days' written notice. In the event of termination, both parties will collaborate to ensure minimal disruption to program participants.

### **VII. Amendment Clause**

This MOU may be amended by mutual written agreement of both parties.

### VIII. Signatures

By signing below, the authorized representatives of UIC and NTDSE agree to the terms and conditions outlined in this MOU.

#### University of Illinois Chicago - Special Education Department

Signature: Daniel Maggin

Name: Daniel Maggin

Title: Department Chair of Special Education

Date: 2-18-25

#### Niles Township District for Special Education (NTDSE)

Signature: Tara Kendrick

Name: Tara Kendrick

Title: Executive Director

Date: 2/18/2025