**MEMORANDUM OF UNDERSTANDING AND EXECUTIVE ORDER**

On May 16, 2013 a **Memorandum of Understanding** (MOU) was signed by the Oregon Department of Education, Oregon Council on Developmental Disabilities, Office of Vocational Rehabilitation Services and Office of Developmental Disability Services. The MOU will focus on helping youth with intellectual and other developmental disabilities (I/DD) leave school with integrated, community employment or a post-secondary education plan.

The four state organizations signed this MOU to further our intention to help youth with I/DD successfully transition from school to their adult lives.  The memorandum establishes a state-level Transition Agency Coordinating Team (TACT) to oversee implementation of the agreement’s provisions. As the team moves forward this coming Fall, districts will be updated as to the status of activities and projects. Initially, the four organizations will review current state policies and procedures to see where improvements can be made to strengthen and align roles, practices and funding mechanisms. The TACT will also address training and communication activities needed to advance the overall goal of successful transitions for students.

The team plans to engage community partners and stakeholders, including individuals with I/DD and their families in seeking feedback, ideas and to further clarify how the goals and outcomes expressed in the Memorandum of Understanding can be reached. The MOU can be found at: <http://www.dhs.state.or.us/dd/supp_emp/initiative.html>.

This MOU is aligned with the Executive Order 13-04 issued by Governor John Kitzhaber on April 16, 2013, can be found at: <http://www.oregon.gov/gov/docs/executive_orders/eo_13-04.pdf>.

The Executive Order affirms our statewide commitment to offering integrated employment services to people with Intellectual and/or Development Disabilities. This is the latest step in Oregon’s longstanding policy efforts to promote fair and equitable work for all Oregonians. Further, it reinforces the goals behind initiatives within the 2013-2015 budget that include investments in integrated employment services. This Executive Order will provide operational direction for all state agencies.

**What does the Executive Order mean to Oregon Department of Education?**

ODE will commit to partnerships with Oregon Council on Developmental Disabilities, Office of Vocational Rehabilitation Services and Office of Developmental Disability Services. These agencies will work collaboratively with stakeholders to understand and appreciate each other’s transition process, work together while the student is in school to blend resources and support so that the student transition process is seamless and the their post-secondary goals are achieved.

ODE will:

* Create a culture of employment starting at an early age.
* Raise expectations of work with students of all ages
* Assist students with intellectual disabilities obtain jobs while still in school while continuing to support skill acquisition
* Help school districts recognize the importance of the Executive Order outcomes and timelines.
* Commit to supporting the partnerships with Office of Developmental Disabilities Services(ODDS) and Vocational Rehabilitation (VR)
* Facilitate the development and implementation of competencies and related curriculum and instructional approaches
* Provide Oregon schools with a contact list for VR and ODDS
* Advise school districts to invite, with parent/adult student consent, appropriate representatives such as VR and ODDS to the IEP transition meetings
* Encourage networking and collaboration among school districts, teachers, youth and parents
* Encourage participation in County Employment First Group