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Memorandum of Understanding: Occupational Training Program

_____ (school) and ReSOURCE have agreed to enroll _____ (student) in the ReSOURCE Career Path program. Through this program, ReSOURCE supports high school seniors with barriers to employment in the development of jobs skills and prepares/matches them in full-time manufacturing or large appliance repair positions upon successful completion of the program. Students must be at least 18 years-old and have a high school diploma by the time they are matched with employment. Those enrolled in our Large Appliance track must also have a driver's license by the time they leave the program, a clean driving record, and a clean criminal record. All trainees will work toward a forklift operator's certification. Trainees in our Large Appliance track will also work toward the EPA's Class I Refrigeration Recovery certification. In a small number of cases, where all partnered agencies are in agreement that it is best, students may be matched with further training or educational opportunities upon successful completion of the program.

As part of this agreement, _____ (school) agrees to:

- Provide ReSOURCE with information on student strengths, challenges, and barriers, including but not limited to: academic/work history, disabilities, relevant medical information, needed accommodations, skill areas, learning styles, and best practices.
- Ensure needed transportation is in place for the trainee for all Career Path activities.
- Meet with the student and ReSOURCE regularly to review progress.
- Keep ReSOURCE informed of any issues with the student that could affect behavior and progress in the training program.
- Work collaboratively with ReSOURCE to resolve any conflicts or issues that arise with the student while at ReSOURCE.
- Work with ReSOURCE to develop a plan for success in full-time employment after graduation.
- Assume liability responsibilities for students while placed at ReSOURCE and employer job shadows associated with Career Path.
- Include ReSOURCE's Career Path program in student's IEP and transition plan where applicable/needed for determining skill acquisition and outcomes.
- Provide funding of \$3,000 for the enrolled Career Path trainee regardless of program length selected.

