

This is an agreement between the Local Education Agency and KSSB. This agreement is intended to ensure successful child outcomes and clarify the responsibilities of the parties involved in the Kansas Distance Mentorship Project. The project is intended to provide meaningful, consistent technical assistance to teams working with children who have Visual Impairments and additional disabilities (including students with Deaf-Blindness), ages birth-21.

Agencies Involved in providing Mentorship and Technical Assistance

- Kansas State School for the Blind
- National Consortium on Deaf-Blindness
- Kansas Deaf-Blind Project

* additional consultants may be brought in for time-limited assessment and/or training, with permission of parents and team.

Expectations:

The LEA team will:

- identify a single point of contact via which communication will flow .
- identify team members who will participate in distance TA consults.
- ensure that time is allocated for team members to participate in monthly meetings (approximately 60-90 minutes in length) for a period of 3 months (or other agreed-upon time).
- sign all confidentiality and permission forms .
- agree to pay KSSB fees established (if any) by KSSB for consultant services rendered
- ensure that technology is accessible and functioning for use during distance TA consults.
(may require assistance from IT personnel)
- utilize Wikis established by KSSB for communicating with consultants and responding to TA suggestions.
- record and send video to KSSB .
- complete assignments, implement suggestions, ask questions, identify outcomes, and participate fully in distance TA discussions.
- complete evaluations, as requested.

Expectations**The KSSB/NCDB/DB Project consultant team will:**

- meet with team locally for initial visit.
- provide confidentiality forms, (in addition to any LEA forms).
- assess costs associated with mentorship program.
- provide video cameras, if necessary.
- edit videotape for distance consulting sessions.
- help ensure that videoconferencing system is compatible. (Polycom, Adobe, Oovoo, Skype)
- conduct any sensory assessments, as required .
- set up a wiki to serve as repository.
- conduct a Person Centered Plan .
- determine outcomes, in conjunction with local team.
- provide evaluation forms to measure success.

Signatures

Parent _____

Administrator _____

SPED Teacher _____

Related Service Providers: (name/title)

_____	_____
_____	_____
_____	_____
_____	_____

Consultants

_____	_____
_____	_____
_____	_____
_____	_____