



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Purchasing Services

Michael J. Woodall, CPPO, Purchasing Agent

813/794-2221 Fax: 813/794-2111

727/774-2221 TDD: 813/794-2484

352/524-2221 email: mwoodall@pasco.k12.fl.us

December 17, 2013

MEMORANDUM

TO: Honorable School Board Members

FROM: Michael J. Woodall, CPPO, Purchasing Agent *MJW*

RE: Career & Technical Education
First Year of Three-Year Agreement
New Port Richey Police Department

The School District has numerous cooperative agreements with various facilities in order to allow students in the Pasco County Criminal Justice Program to participate in an internship experience. Please reference the attached memo from Mr. Rob Aguis, Director of Career & Technical Education, for further information regarding these agreements.

At this time, we respectfully request your approval to enter into the first year of the three-year agreement with the above-referenced facility. This agreement is renewable annually based on mutual agreement of both parties. The services and training are outlined in the agreements and is attached for your perusal. The first year renewal will cover the period of January 1, 2014 through December 31, 2014.

Should you have any questions regarding this matter, please contact Mr. Aguis or me at your earliest convenience.

MJW/dam

Attachments

Date/Time: December 11, 2013 09:46:00

(813) 794-2000 • (352) 524-2000 • (727) 774-2000 • www.pasco.k12.fl.us



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Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Office for Career and Technical Education

Rob Aguis, Director

(813) 794-2204

(727) 774-2204

(352) 524-2204

Fax: (813) 794-2794

E-mail: raguis@pasco.k12.fl.us

MEMORANDUM

CTE-061-13/14

December 17, 2013

To: Michael J. Woodall, Purchasing Agent

From: Rob Aguis, Director of Community, Career & Technical Education 

Subject: **Cooperative Agreement for First Year of Three-Year Agreement
with New Port Richey Police Department**

Description:

Approval is requested for a Cooperative Agreement with the New Port Richey Police Department to allow students in the Pasco County Schools Criminal Justice Program to participate in an internship experience with learning opportunities determined by the instructor and agreed upon by the New Port Richey Police Department. These learning experiences will be non-paid and will be done with the direction and guidance of the program instructor. The internship provides second-year, advanced students in the Criminal Justice Program with opportunities to apply skills mastered in the classroom in a real-world work setting.

Action Requested:

School Board approval of a Cooperative Agreement with the New Port Richey Police Department on December 17, 2013.

Recommendations:

The staff respectfully requests approval of the Cooperative Agreement with the New Port Richey Police Department.

RA:rmh

Attachments

**COOPERATIVE AGREEMENT
BETWEEN**

**New Port Richey Police Department
6739 Adams Street
New Port Richey, FL 34652**

AND

THE DISTRICT SCHOOL BOARD OF PASCO COUNTY

FOR

PROVIDING CLINICAL EXPERIENCE FOR CRIMINAL JUSTICE STUDENTS

I. PARTICIPATING AGENCIES:

The participating agencies in this agreement are New Port Richey Police Department and the District School Board of Pasco County.

II. STATEMENT OF AGREEMENT:

There is a mutual agreement between the New Port Richey Police Department (facility) and the District School Board of Pasco County (school), that New Port Richey Police Department will provide facilities and accept students from the Pasco County Schools Criminal Justice Program for student experiences, in accordance with the provisions set forth in this agreement.

III. GENERAL PROVISIONS OF THE AGREEMENT:

1. The education of the student shall be the primary purpose of the education programs.
2. The District School Board of Pasco County shall be responsible for the formal classroom education of the student.
3. The faculty of the school shall be responsible for selecting overall clinical learning experiences for the students. However, the students will gain practical knowledge by following the routine of the facility's employees.
4. The students will observe the duties of the employees of the facility while at the site, and will perform only those competencies agreed upon by the Director of the facility or his/her designee and the instructor.
5. The District School Board of Pasco County agrees to comply with the established policies and practices of the facility when such policies and practices are made known to it and they are not in conflict with School Board policies or State Board of Education rules and law.
6. The student will be responsible for providing his/her own lunch and transportation during the clinical experience.
7. Under this agreement, the facility provides opportunities for practical/clinical experiences, but maintains responsibility for the care and treatment of its clients/employees.

CONTRACT REVIEWED
AND APPROVED:

12.5.13

8. If the administration of the facility has a complaint about the program or an individual student, it should bring it to the attention of the instructor.

IV. THE SCHOOL'S RESPONSIBILITY:

1. To maintain minimum standards required and adhere to the Program Standards and Curriculum Frameworks for each program as specified by the Florida Department of Education.
2. Students participating in the program must comply with the District School Board's Code of Student Conduct.
3. To provide concurrent related classroom instruction (formal and informal), as needed to meet the objectives of the program.
4. To maintain individual records of class and clinical instruction, and to evaluate the competency of each student.
5. To prepare and submit to the administrator of the facility a weekly schedule of training. The schedule will indicate the exact hours each student will work and will be posted. Any change in the schedule must be approved, in advance, and initialed by the facility's administrator or his/her designee.
6. To provide identification (name tags and/or program patches) for each student trainee.
7. Students understand that this training does not guarantee employment at the facility.

V. THE FACILITY'S RESPONSIBILITY:

1. To allow the instructor and students to work with an assigned employee of the facility while performing their duties, in accordance with the agreed upon schedule.
2. To insure that any employee to which a student is assigned/supervised by has been screened with the appropriate background check as part of his/her employment and/or through the professional license/certificate process related to his/her position.
3. Provide a copy of the work schedule of the facility's employees assigned to work with students so that the instructor knows where each student is at all times.
4. To include members of the faculty of the school in facility meetings when policies to be discussed will affect or are related to the Criminal Justice program.
5. The facility reserves the right to request the District School Board of Pasco County to withdraw any student from its facilities whose conduct and/or work with clients/employees of the facility personnel is not in accordance with acceptable standards of performance, in the opinion of the facility's administrator.

VI. JOINTLY, EACH AGENCY WILL:

1. Be responsible for the orientation of the instructor and to initiate conferences between the instructor, and administrator(s) whenever there is a need.

2. Provide feedback on the clinical experience.
3. Share and assist in the supervision and guidance of students.

VII. STANDARD TERMS AND CONDITIONS:

To the extent required by §119.0701, Florida Statute (2013), the Parties agree that public records created regarding this agreement shall be made available for requests and retained in accordance with the provisions of law.

VIII. MODIFICATION OF THE AGREEMENT:

Modification of this agreement shall be made by mutual consent of both parties. A memorandum noting the modifications shall be attached to this agreement and shall include the date and signature of both parties agreeing to it.

IX. DISCONTINUANCE OF AGREEMENT:

If either party to this agreement wishes to terminate this agreement, it is understood that at least thirty days written notice shall be given by either participating agency, provided that students currently enrolled in the program shall be permitted to complete the course.

X. RENEWAL OF AGREEMENT:

The term of this agreement shall remain in effect for one (1) year and thereafter may be renewed annually for up to two (2) additional one (1) year terms by mutual agreement of the parties, until otherwise terminated by either party as provided herein. The first year of the agreement covers the period from January 1, 2014 through December 31, 2014. This agreement and subsequent renewals will be subject to final approval by the School Board. Any mutually agreed upon changes will be by written amendments and will be effective at the beginning of the renewal date(s).

XI. VENUE:

Venue for any and all legal action regarding or arising out of the transaction covered herein shall be solely in the appropriate Court in and for Pasco County, State of Florida.

XII. HOLD HARMLESS:

As provided for under common law, and to the extent specifically authorized by Section 768.28, Florida Statutes, each of the parties to this Agreement hereby agrees to indemnify and hold the other party hereto harmless from and against all damages of any nature whatsoever which are caused or materially contributed to by the negligent acts of any officer, employee, and agent or other representative of the indemnifying party acting within the course and scope of his/her employment and which are not caused or materially contributed to by any officer, employee, agent or other representative of the indemnified party acting within the course and scope of his/her employment. It is further agreed that liability and exposure for indemnification (including, but not limited to the amounts of any indemnification owed by a governmental entity) will be limited to and governed by the provisions of Section 768.28 (5), Florida Statute.

CONTRACT REVIEWED
AND APPROVED:

2012.5.13

XIII. FORCE MAJEURE:

This contract is subject to Act of God or government regulation, disaster, strikes, civil disorder, or other emergency, including the Department of Homeland Security issuing a "Red Alert" making it illegal or impossible to provide services.

XIV. CIVIL RIGHTS

The School and the Facility complies with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, and related regulations, assures that it does not and will not, discriminate against any student who is a potential employee in the on-the-job training program because of race, color, creed, sex, national origin or handicap.

XV. RIGHTS:

The rights under this agreement may not be delegated by either party to this agreement unless said party first obtains the expressed written consent of the other party.

XVI. COPIES OF THIS AGREEMENT:

Copies of this agreement shall be placed on file, and be available to the following:

1. Administrator, New Port Richey Police Department
2. Supervisor, Career and Technical Education
3. Criminal Justice Instructor

New Port Richey Police Department

Signature: Kim Bogart
Print Name: Kim BOGART
Date: 11-27-13

District School Board of Pasco County

Signature: _____
Print Name: _____
Date: _____

Michael J. Woodall 12-5-13
Signature Date
Michael J. Woodall, CPPO, Purchasing Agent
District School Board of Pasco County