



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/ 794-2112
727/ 774-2221 TDD: 813/794-2484
352/ 524-2221 e-mail: mwoodall@pasco.k12.fl.us

September 17, 2013

MEMORANDUM

TO: Honorable School Board Members

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

RE: Office for Human Resources & Educator Quality
Student Teaching Agreement
Florida State University

The agreement between the School District and Florida State University will be at no cost to the District. This agreement gives Florida State University the opportunity to conduct teacher training programs to obtain student teaching experiences. The District will host teacher candidates in its schools.

At this time, we respectfully request your approval to enter into the agreement with the above-referenced entity. The services and training are outlined in the agreement and are attached for your perusal. The agreement will cover the period of September 4, 2013 through July 31, 2014. The attached agreement has been reviewed by the District School Board's Attorney, Ms. Nancy Alfonso on August 19, 2013.

Should you have any questions regarding this matter, please contact Ms. Pat Sinclair, Supervisor of the Office for Human Resources and Educator Quality or me at your earliest convenience.

MJW/acf

Attachments

Date/Time: September 11, 2013 08:17:00



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

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

Office for Human Resources and Educator Quality
Christine E. Pejot, Esq., Director
cpejot@pasco.k12.fl.us

Phone: (813)794-2316
(727)774-2316 or (352)524-2316
Fax: (813)794-2171 TDD: (813)794-2484

August 16, 2013

TO: Michael Woodall, Director of Purchasing

FROM: Patricia Sinclair, Supervisor *P.S.*
Christine E. Pejot, Esq., Director
Office for Human Resources and Educator Quality

RE: Florida State University Student Teaching Agreement

The Student Teaching Agreement between Florida State University and the District School Board of Pasco County Schools has been entered at no cost to the district. The District will host final interns in its schools.

Florida State University is accredited by the Southern Association of Colleges and Schools (SACS).

Student Teaching Affiliation Agreement

This Student Teaching Affiliation Agreement ("Agreement") is entered into on this upon Board approval between The Florida State University, a public body corporate, Tallahassee, Florida, whose address is 1114 West Call Street, Tallahassee, Florida 32306-4450, hereinafter referred to as the "University" and the District School Board of Pasco County, located at 7227 Land O' Lakes Blvd., Land O' Lakes, FL 34638, herein after referred to as the "District."

1. Purpose. The purpose of this Agreement is to establish the terms and conditions under which University students may participate in Student Teaching Internships, Practicums, and Observations at the schools located in the District.

2. Student Placements. The District shall accept University Students for placement in Student Teaching Internships, Practicums, and Observations on the terms and conditions set forth herein.

3. Policies Governing Student Placements.

a. Placements for all clinical field experiences will be arranged by the designated representatives of the District in collaboration with representatives of the University. The University Student applications for final internship will be submitted to the District by the appropriate representative according to the dates as agreed upon by the parties:

Submission of applications for final internships for Fall Semester

Submission of applications for final internships for Spring Semester

b. Under no circumstances will the University Students be allowed to contact principals, administrators, or teachers to request a specific preferred placement.

c. The University Student applicants for college practicums or final internships cannot be placed in a school in which the applicant has a relative who is an employee or a student.

4. College or University Responsibilities.

a. The University will provide a university supervisor for each practicum student or final intern placed in a District school. Each university supervisor will meet the minimum qualification set forth by the Florida Department of Education which presently include the following:

- i. Three or more years of K-12 Teaching Experience
- ii. Evidence of Clinical Educator Training or commensurate clinical training

CONTRACT REVIEWED
AND APPROVED:

Jay G.B.

- iii. A master's degree or higher in an appropriate educational field.
- b. The University supervisors will observe, evaluate, support, and provide feedback to the University Students in field placements.
- c. The University will provide to each cooperating teacher a packet of materials and information regarding policies, expectations, and responsibilities of practicum students and final internships.
- d. The University will provide the University Students with a field experience orientation in which they will be informed that they must a) abide by the policies, rules, and regulations of the placement school, b) follow the principles in the Educator's Code of Ethics and Principles of Professional Conduct, and c) recognize the confidential nature of information regarding K-12 students and their records.
- e. The University will ensure that the University Students placed in a District clinical field experience shall, at each University Student's own expense, submit to and pass a fingerprint-based background check as required by Florida Statutes prior to any direct contact with District students under this Agreement and prior to entering District school grounds when students are present.

5. District Responsibilities.

- a. In accordance with applicable Florida Statutes, District cooperating teachers who work with pre-service teachers in practicum or final internship field placements must meet the minimum qualification set forth by the Florida Department of Education which presently include the following:
 - i. have three years of K-12 teaching experience
 - ii. have a valid teaching certificate in the assigned teaching area
 - iii. have evidence of Clinical Educator Training
 - iv. demonstrate effective classroom management strategies
- b. The District school will make available to the practicum student or final intern the instructional materials required in the classroom in which he/she has been assigned.
- c. The District school will provide appropriate orientation for the practicum student or final intern in regard to policies, rules, and regulations for the assigned school and classroom.
- d. The District school will provide the practicum student or final intern appropriate feedback, timely evaluations, and scheduled meetings to discuss performance.

6. **Confidentiality.** The University and the District shall inform Student of federal and state laws governing the confidentiality of District student information, including FERPA. The parties agree that any breach of confidentiality by a University Student shall be grounds for immediate termination of the student's clinical experience.

7. As provided for under common law, and to the extent specifically authorized by Section 768.28, Florida Statutes, the University hereby agrees to indemnify and hold the District harmless from and against all damages of any nature whatsoever which are caused or materially contributed to by the negative acts of any officer, employee, and agent or other representative of the Florida State university and which are not caused or materially contributed to by any officer, employee, agent or other representative of the District.

8. **Insurance.** During the term of this Agreement, the University shall maintain in full force and effect for its employees commercial general liability insurance in the minimum amount of \$1,000,000 per occurrence and \$2,000,000 aggregate and shall advise the University Students of the requirement to maintain in full force and effect professional liability insurance in the minimum amount of \$1,000,000 per occurrence and \$2,000,000 aggregate during the entire term of the clinical experience.

9. **Notices.** Notices under this Agreement shall be mailed or delivered to the parties as follows:

To the District: Mike Woodall
District School Board of Pasco County
7227 Land O' Lakes Blvd.
Land O' Lakes, FL 34638

To University: Dean, College of Education
The Florida State University
1114 W Call Street
Tallahassee, FL 32306-4450

10. **Term and Termination.** The term of this Agreement begins September 9, 2013, and ends on September 8, 2014. Either party may, upon thirty (30) days written notice to the other party, terminate this Agreement.

11. **Assignment.** The provisions of this agreement shall inure to the benefit of and shall be binding upon the successors of the parties hereto. Neither this agreement nor any of the rights or obligations hereunder may be transferred or assigned without prior written consent of the other party.

12. **Modification of Agreement.** This Agreement may be modified only by written amendment executed by all parties.

13. **Partnership/Joint Venture/Employment.** Nothing herein shall in any way be construed or intended to create a partnership or joint venture between the parties or to create

CONTRACT REVIEWED
AND APPROVED:

YCW 9.6.13

the relationship of principal and agent between or among any of the parties.

14. **Nondiscrimination.** The parties shall comply with Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, the Americans with Disability Act of 1990 and the regulations related thereto. The parties will not discriminate against any individual including but not limited to employees or applicants for employment and/or students because of race, religion, creed, color, sex, age, disability, veteran status, or national origin. This section shall not apply to discrimination in employment on the basis of religion that is specifically exempt under the Civil Rights Act of 1964 (42 U.S.C. §2000 e).

In witness thereof, the parties hereto have caused this Agreement to be duly executed and delivered by their respective officials thereunto duly authorized as of the date first above written.

The Florida State University

District School Board of Pasco County

By: *Kevin T. Donnell*

By: _____

Date: 9/5/2013

Date: _____

Name: MARCY A DRISCOLL

Name: _____

Title: Dean, College of Education
Acting for and on behalf of the
FSU Board of Trustees

Title: _____

The Florida State University

"District"

Approved as to form:

William Gladwin, Jr.
William Gladwin, Jr., University Counsel

5 Sept 13
Date

CONTRACT REVIEWED
AND APPROVED:

JW 9.6.13