STANWOOD-CAMANO
SCHOOL DISTRICT

TO: Board of Directors

FROM: Maurene Stanton, Executive Director of Human Resources

SUBJECT: Affiliation Agreement with Central State University

DATE: February 21, 2023

TYPE: Action Required

According to Board Policy 5641, our district is to accept student interns only from accredited institutions of higher learning with which we have a cooperative agreement approved by the Board..

I have attached an updated Affiliation Agreement with Central State University.

If you have any questions, please contact me at your convenience.

Recommendation: I am recommending your approval of the attached agreement.

MEMORANDUM OF UNDERSTANDING BETWEEN
CENTRAL STATE UNIVERSITY'S COLLEGE OF EDUCATION
AND STANWOOD CAMANO SCHOOL DISTRICT

This agreement is made and entered into by and between Central State University's (CSU) College of Education, hereinafter referred to as the College and Stanwood Camano School District, hereinafter referred to as the District.

1. The College agrees to assume responsibility for the following tasks:

   a. planning and executing the student teaching program and field courses curriculum, faculty supervisory assignments with consultation from school partners;

   b. ensuring that methods candidates and student teachers are fully admitted to their teacher education programs and are informed of District policies and regulations including dress codes and professional standards of behavior in and out of the classroom as well as their presence on social media;

   c. certifying that all students placed within the school district have clear BCI and FBI criminal background checks on file with the College. No student will be placed in the school district with a disqualifying criminal conviction as listed in O.R.C. 3319.39;

   d. completing and forwarding required information and materials by the District such as handbooks, etc.;

   e. ensuring that candidates and student teachers understand that they are not permitted to contact District principals or cooperating teachers to make their own placements;

   f. placing only observation and methods candidates and student teachers who have met criteria for such placement under College and District policies and regulations;

   g. reviewing the CSU methods and student teaching handbooks with all critical stakeholders and following all guidelines and requirements;

   h. assigning competent and experienced College faculty supervisors to oversee candidates' field assignments and student teaching;

   i. providing preliminary and follow-up professional development, correction, written instructions such as the handbook etc., for all candidates and student teachers in the field;

   j. requesting and adhering to District guidelines, protocol, procedures, etc.;

   k. providing appropriate professional development and incentives for the District cooperating teachers or other District personnel as needed; and

   l. withdrawing or dismissing any university supervisor, methods candidate or student teacher found to be unacceptable to the District for reasons of poor performance or other reasonable grounds.

2. The District agrees to assume responsibility for the following tasks:

    a. providing opportunities for observation and methods candidates and student teachers to work in a learning and/or teaching classroom situations under the supervision of experienced, licensed, professional teachers;
    b. assuming and maintaining responsibility for the placement of observation and methods candidates as well as student teachers;
    c. allowing cooperating teachers time to participate in College training and preparation training;
    d. assigning agreeable, experienced, licensed, professional cooperating teachers;
    e. following the policies and procedures as listed in the College handbooks:
    f. notifying the College of changes in the licensure status of any cooperating teacher;
    g. maintaining confidentiality of candidates' records and data subject to the provisions of state and federal statutes; and
    h. supplying the university supervisor with required District paperwork, forms, and information.

3. **<u>Indemnification and Insurance</u>**
    The College agrees to be liable for any loss, claim, or damage arising out of the negligent acts or omissions of the University, its officers, employees, agents or faculty. The College agrees to provide or ensure the existence of professional liability coverage for assigned College students and faculty and to deliver a certificate or other evidence of such coverage to the District prior to beginning any performance under this Agreement.

    The District will accept for placement only students who are insured against liability for actions or inactions occurring in the internship and field experience setting. College students participating in the internship or field experience program will be covered either by a student experiential policy offered through the College, or acquired by the student through another source. The limits of such coverage shall be a minimum of $1,000,000 per occurrence. Certificates of such coverage purchased by the student will be verified by the College prior to the commencement of the internship or field experience.

4. Termination
    Either party may terminate this Agreement by written notice to the other party at least thirty (30) days in advance of the beginning of any College term. Any revision or addition to this Agreement without the consent of the District will render this Agreement void.

5. General provisions:

    a. The term of this agreement shall commence on: 2/22/2023
                                       and end on: 2/21/2025

    b. Any amendments to this agreement must be made in writing.

School District: **Stanwood Camano School District**

Signature: _____ Date: _____

Print Name: Maurene Stanton Title: Executive Director of Human Resources

University: **Central State University**

Signature: _____ Date: _____

Print Name: _____ Title: _____

College: **College of Education**

Signature: _____ Date: _____

Print Name: _____ Title: _____