

**Valdosta State University acting for and on behalf of the Board of Regents of the
University System of Georgia and
School Board of Monroe County, Georgia**

AGREEMENT OF CLINICAL AND FIELD-BASED EXPERIENCES

It is hereby agreed between the School Board of Monroe County ("School Board") and Valdosta State University, acting for and on behalf of the Board of Regents of the University System of Georgia and to collaborate in a program of teacher education involving laboratory experiences and directed teaching for students of Valdosta State University. This agreement is continuous, subject to termination by either party with a semester's notification. The nature of the agreement is such that notice of termination may be considered appropriate if it is in writing and effective at least a semester from the date of the notice, unless mutually satisfactory arrangements can be made involving a shorter period of time. The agreement shall be reviewed annually and/or revised as necessary to determine needed modifications in general policies and responsibilities of the agencies involved.

General Policies and Understandings

1. Students assigned to the schools for student teaching or other pre-service laboratory experiences will be expected to conform to all regulations of Valdosta State University which apply to student activities on the campus and to adhere to all standards of professional conduct and instruction procedures which the School Board requires of classroom teachers.
2. Any questions of concern related to student performance or placement are to be resolved by the administrative officers of the two institutions in harmony with the policies stated in this agreement.
3. The program shall be cooperatively reviewed each year with the purpose of upgrading the student teaching and/or laboratory experiences.
4. In order to process student teaching applications in a timely fashion for school placements, all applications shall be forwarded to the appropriate office/individuals as designated by the district as follows:

For Fall Semester of Each School Year - by April 15

For Spring Semester of Each School Year - By October 15
5. Collaboration and Articulation for Selection of Supervising Teachers. Monroe County's designated district representative(s) will collaboratively work with and articulate with Valdosta State University (or designee) in the selection and assignment of supervising teachers. Local school principals will also be involved in this process to assure the selection of the most qualified and competent teachers possible. However, in all cases, every effort will be made to place students with master teachers who exemplify the "best" in professional education training.

6. Requirements of University Coordinators. All instructors in postsecondary teacher preparation programs who instruct or supervise preservice field experience courses or internships must have evidence of "clinical educator" training and must successfully demonstrate effective classroom management strategies that consistently result in improved student performance.

Responsibilities of Valdosta State University

1. To collaborate with the administrative staff of the school district in the selection of teachers who will supervise students in field experiences.
2. To provide a University Coordinator who observes, evaluates, and supports the student in the development of the appropriate skills and concepts needed for a successful practicum/internship. These observations may be provided on-site or through distance means.
3. To inform the students that they shall be responsible for following the rules and regulations of the school placement site, including recognition of the confidential nature of information regarding pupils and their records. Students will be required to sign a document confirming this.
4. To inform students that they shall keep confidential and not disclose to any person or entity (a) student application; (b) student health records or reports; and/or (c) any student records as defined in the Family Education Rights and Privacy Act, 20 U.S.C. 123, concerning any student participating in the education experiences provided by the school.
5. To remove, reassign, or otherwise address the problems of any student whose work is judged by the supervising teacher and/or building administrator to jeopardize the educational advancement of the class.
6. To define in detail the experiences that are to be provided the student while in the school setting.
7. To provide professional materials and assistance to supervising teachers appropriate to the task of fulfilling their responsibilities for guiding the growth, and for the evaluation of the student.
8. To provide a clinical and field-based experiences handbook with current information and policies to the supervising teacher.
9. To inform students that they shall not be considered employees or agents of Valdosta State University or of the School Board.
10. To place the University Contact's name, credentials, and local phone number on each request for student placement.

11. To provide University Coordinators with the following qualifications:

- a. At least three years of private or public school teaching experience
- b. A master's degree in an appropriate field as a minimum.
- c. Training in clinical supervision and mentoring.

Responsibilities of the School Board

1. To collaborate with Valdosta State University, Dewar College of Education, in selection of supervising teachers. The school will select supervising teachers who will provide a high-quality educational experience for students, and who will have an interest in participating in a teacher education program. Supervising Teachers must have at least three years of teaching experience (one of which is at the grade level or in the subject to which the student teacher/intern will be assigned; full state certification, based upon at least a bachelor's degree, for the grade levels or subjects to which the student teacher/intern will be assigned; and a willingness to mentor student teacher candidates. Supervising teachers for students placed in the area of Communication Disorders will hold the master's degree and the certificate of clinical competence in speech-language pathology (CCC-SLP).
2. To make available to Valdosta State University students all classes and extra-class activities under the direction of designated supervising teachers. The public school shall not require Valdosta State University students to participate in or assume the responsibility for classes or other school activities not under the direction of their supervising teachers, except by mutual consent of both contractual parties.
3. To make available to students all instructional materials and facilities normally provided to teachers of classes to which they are assigned.
4. To provide time, place, and facilities for conferences of supervising teachers and University Coordinators for planning, evaluating and otherwise directing the work of students.

General Provisions

1. Neither the School Board nor Valdosta State University will discriminate against any person because of race, color, religion, sexual orientation, gender, or national origin, or discriminate against any student or student applicant with a disability as defined by the Americans with Disabilities Act.
2. This agreement is not intended to create a relationship of agent, servant or employee between the employees or students of Valdosta State University with the School Board or between the employees or students of the School Board with Valdosta State University. Rather, it is an Agreement of Collaboration between two independent entities. Each student is placed with the school to receive educational experience as part of the academic curriculum; duties performed by a student are not performed as

an employee of the school or University but rather in fulfillment of the academic requirements of the educational experience and are performed under direct supervision by school personnel.

3. This agreement constitutes the entire agreement as to the rights and obligations of the parties hereto and supersedes all prior and contemporaneous agreements and undertakings of the parties pertaining to the referenced subject matter. *addendum attached*
4. Amendments to this agreement may be made at any time, provided, however, that any amendments, modifications, or alterations shall be made only in writing and shall become effective only upon the written approval of both the School and University. Further, this Agreement may not be assigned by either party without prior written approval of the other party.
5. No waiver or breach of any term or provision of this Agreement shall be construed to be, nor shall be, a waiver of any other breach of this Agreement. No waiver shall be binding unless in writing signed by the party waiving the breach.
6. In the event that any provision of this Agreement shall be held void, violable, or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.
7. This Agreement is not intended to create any rights or interests for any other person or entity other than the School or the University.
8. Each party to this Agreement represents and warrants that it has a full power and authority to enter into this Agreement and to carry out the transactions contemplated hereby applicable to it; and it has taken all action necessary to authorize the execution, delivery and performance of this Agreement, and this Agreement has been duly executed and delivered to such party.
9. This Agreement will be governed and construed in accordance with the laws of Georgia, the rules and regulations of Valdosta State University, acting for and on behalf of the Board of Regents of the University System of Georgia, and the rules and policies adopted by the School Board.

Arthur D. Pack

Superintendent of Schools

5/19/09
Date

Philip L. Gunter

Philip L. Gunter
Dean, Dewar College of Education

5/20/09
Date

MONROE COUNTY SCHOOLS

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Host Agreement Addendum

Valdosta State University and Monroe County Schools

- As part of the placement process, Monroe County Schools will do a background check on each student requesting placement in the school system. Monroe County Schools has the right to refuse placement of any student.
- Monroe County Schools has the right to release a student at any time for a major infraction. The college will be notified of this action.
- Students will not be added to the computer network of Monroe County Schools.

Anthony D. Pack
Superintendent of Schools

5/19/09
Date

[Signature]
Dean, Dewar College of Education

5/20/09
Date