



## Henry County Schools

### Teacher Candidate Field Experience Agreement

This agreement is made and entered by Valdosta State University (hereinafter referred to as University) and **Henry County Schools**, McDonough, Georgia (hereinafter referred to as School System). This is a two-year agreement from the date signed, after which the contract will require renewal.

#### General Policies and Understandings

1. Students assigned to Henry County Schools for student teaching or other pre-service teaching experiences will be expected to adhere to all standards of professional conduct and instructional procedures which Henry County Board of Education requires of classroom teachers and conform to all regulations of the University.
2. University students will assist administrators, teachers and pupils during their field experiences but will assume only those responsibilities which the supervising school staff members delegate to them. At all times their activities will be under the direction of the designated teacher(s) and administrator of the school.
3. University students will be permitted to carry on special field studies and research projects and provide special services for groups and individual pupils only when prior approval has been granted by the administrator(s) of the School System and the University's Teacher Education Coordinator of Field Experiences.
4. The School System shall reserve the right to withdraw any student from a school based upon lack of competency on the part of the student, the student's failure to comply with the rules and policies of the Henry County School System, or for any other reason the University or the School System deem appropriate.
5. Neither the School System nor the University will discriminate against any person because of race, color, religion, sexual orientation, gender, or national origin nor discriminate against any student applicant with a disability as defined by the American Disabilities Act.
6. This is an Agreement of Collaboration between two independent parties. Each University student is placed with the school to receive an educational experience as part of the academic curriculum; duties performed by a University student are not performed as an employee of the School System or University, but rather in fulfillment of the academic requirements of the educational experience and are performed under direct supervision of the School System and University personnel. However, final authority in the school(s) rests with the administration of the School System.
7. This agreement may be modified at any time by mutual consent of the appropriate officials of both parties; but any modification hereto shall be in writing and signed by both parties.
8. The educational experiences shall include classroom observations, exploratory and pre-teaching activities, special field studies and research projects, and student teaching.

5. The Department of Teacher Education personnel will make available to all candidates participating in field experiences in the School System information about the availability of liability insurance. The Department of Teacher Education shall make known to their University students that the school principal is the responsible person in any school and has the right to discontinue any assignment without prior notice.

6. The University will 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.

7. The University will have each candidate submit a current background check form or submit a current completed background report at the time of placement request.

8. The University affirms that completion of the program in which the candidate is enrolled **prepares for professional educator certification in the State of Georgia as approved by the Georgia Professional Standards Commission.**

9. Universities that provide a stipend for host teachers employed by Henry County Schools should pay stipends directly to the host teacher. In the event that the University asks Henry County Schools to distribute stipends to HCS-employed host teachers, the University will be responsible for adding the appropriate FICA/Medicare tax to the stipend amount. Current FICA/Medicare taxes are paid at the rate of 7.65% and are subject to change.

AGREED TO BY:

*School System and Address:*

Henry County Schools  
33 N Zack Hinton Parkway  
McDonough, GA 30253

Henry County Schools Superintendent  
Or Designee

Signature of Superintendent/Designee

Date

4.17.21

*University Name and Address:*

Valdosta State University  
1500 N. Patterson Street  
Valdosta, GA 31698

Dr. Robert T. Smith/Provost & VPAA

Printed Name of Dean or Designee

DocuSigned by:

Robert T. Smith

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Signature of Dean or Designee

4/16/2021

Date

Approved as to form  
Valdosta State University  
Office of Legal Affairs  
Justin M. Arrington, Interim Chief Legal Officer  
April 15, 2021