

A G R E E M E N T

B E T W E E N

CALIFORNIA STATE UNIVERSITY, FRESNO  
COMMUNICATIVE SCIENCES AND DEAF STUDIES DEPARTMENT

A N D

\_\_\_\_\_ (School Agency's Name)

THIS AGREEMENT, made and entered into this \_\_\_\_\_, pursuant to Education Code 89036, by and between the TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY, hereinafter called the "Trustees", on behalf of CALIFORNIA STATE UNIVERSITY, FRESNO, hereinafter called the "Institution", and \_\_\_\_\_, hereinafter called the "Agency".

W I T N E S S E T H:

WHEREAS, the Trustees have approved program in deaf education for the Institution and such program requires clinical experience in a public school setting; and

WHEREAS, it is to the mutual benefit of the parties hereto that students of the Institution's deaf education program use the facilities of the Agency for their field experience.

NOW, THEREFORE, in consideration of the covenants, conditions, and stipulations hereinafter expressed and in consideration of the mutual benefits to be derived therefrom, the parties hereto agree as follows:

I. DISTRICT AND SCHOOL ADMINISTRATOR RESPONSIBILITIES:

1. Prior to the Student Teacher's first day as teacher of record, provide each student teacher with a certified, experienced district-employed mentor/liaison who will work collaboratively with the University Supervisor to support the Student Teacher in achieving competency in the Teaching Performance Expectations. District will provide documentation of appropriate credentialing of the district-employed supervisor as needed.
2. Identify a District-employed supervisor who serves as an evaluator for the Student Teacher.
3. Provide new teacher orientation, on-going support and other clinical/professional experiences for Student Teacher teaching in the District's schools under the supervision of a district-employed mentor/liaison.
4. Provide release time for and professional development activities including time to observe other exemplar teachers teaching in their classrooms.
5. The District will immediately notify the University if the District has knowledge of or suspects any professional or ethical violations by a Student Teacher. University will cooperate with the District in any investigation concerning the reported violation.
6. District will instruct Student Teacher in school policies regarding child abuse reporting, sexual harassment and professional conduct.

II. UNIVERSITY RESPONSIBILITIES:

1. University will work collaboratively with the District's HR department, school site administration, and staff in the assignment of the Student Teacher.
2. University will confer regularly with District and site administration and district-employed mentor/liaison through meetings, telephone calls, and/or email.
3. University will immediately notify appropriate District and site administration if University administration has knowledge of or suspects any professional or ethical violations by a Student Teacher in the school. University and District agree they will cooperate in any investigation concerning the reported violation.
4. University will guarantee that the Student Teacher and university supervisor have appropriate tuberculosis and fingerprinting clearance, including subsequent arrest notification service.
5. University will instruct Student Teacher in state laws regarding child abuse reporting, sexual harassment and professional conduct.

AGREEMENT BETWEEN THE CALIFORNIA STATE UNIVERSITY, FRESNO;  
COMMUNICATIVE SCIENCES AND DEAF STUDIES DEPARTMENT AND  
\_\_\_\_\_ (School Agency's Name)

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6. University supervisors will conduct systematic and regular observations of Student Teacher's performances in the District's classrooms.
7. University will be responsible for ensuring that Student Teacher has appropriate insurance coverage.

**III. STUDENT TEACHER RESPONSIBILITIES**

1. Provide the District with the following documentation:
  - a. a copy of letter from the University assigning the student to the District,
  - b. a background check fingerprint clearance report,
  - c. a negative tuberculosis test result, and
2. Comply with all applicable terms and provisions of this Agreement while serving as a Student Teacher.
3. Comply with the District's policies and procedures, and applicable state and federal laws and regulations while serving as a Student Teacher.
4. Provide services to District Pupils only under the direct supervision of District staff.
5. Maintain the confidentiality of pupil information. No Student Teacher will have access to or have any right to receive any District pupil records according to FERPA law, except to the extent necessary in the regular course of assisting in providing services to pupils as part of the student teaching experience. The discussion, or narration in any form by Student Teacher of any individually identifiable pupil information, educational, medical in or otherwise, which is obtained in the course of the student teaching experience is forbidden except as a necessary part of the practical experience. Otherwise, Student Teacher shall use de-identifiable pupil information (and not personally identifiable pupil information) in any discussions about the student teaching experience with University, its employees, agents or others.

- IV.** This agreement shall become effective on the date of countersignature and shall continue for a period of five (5) years provided, however, it may be terminated by either party after giving the other party sixty (60) days advance written notice of its intention to so terminate; provided further, however, that any such termination by the Agency shall not be effective, at the election of the Institution, as to any student who at the date of mailing of said notice by the Agency was participating in said program until such student has completed the program for the then academic year.

Any written notice given under this Paragraph III shall be sent by registered mail to each address below:

California State University, Fresno  
Procurement Department  
5150 N. Maple Avenue  
Fresno, CA 93740-0111

California State University, Fresno  
College of Health and Human Services,  
Department of Communicative Sciences and Deaf Studies  
5310 N. Campus Drive M/S PH80  
Fresno, CA 93740-8031

- IV.** There shall be no monetary obligation on the Institution or the Agency, one to the other.
- V.** This agreement may at any time be altered, changed or amended by mutual agreement of the parties in writing. Additionally, this agreement is not legal and binding upon any of the parties concerned until signed on behalf of the Trustees, the Institution, and the Agency.

IN WITNESS WHEREOF, this agreement has been executed by and on behalf of the parties hereto, the day and year first above written.

