

**City University of Seattle**  
**Albright School of Education**

**AGREEMENT BETWEEN**

**Sequim School District**  
**and**  
**City University of Seattle**

THIS AGREEMENT, made and entered into on **September 30, 2016**, by and between **Sequim School District**, hereinafter referred to as the "School District," and **City University of Seattle, Albright School of Education** of 521 Wall Street Suite 100, Seattle, WA 98121, hereinafter referred to as "the University."

WITNESSETH:

WHEREAS, it is in the best interest of the University, the School District, and the citizens of the State of Washington to provide cooperative arrangements for student teaching/school counseling and/or field experiences, and/or practicums, and/or internships for students who do not hold valid Washington State teaching or ESA certification, hereinafter referred to as "candidates" enrolled in the Albright School of Education, City University.

WHEREAS, the School District has the facilities and staff to provide said educational services;

NOW THEREFORE, for and in consideration of the mutual covenants and promises of the parties hereinafter set forth, it is agreed as follows:

**Article I**

Candidates from the University may be assigned to certificated employees employed by the School District for the purpose of student teaching/school counseling, and/or field experiences, and/or practicum, and/or internships. Placement will be mutually agreed upon by the School District Superintendent or designee, and/or Principal or designee, and/or Special Education Director or designee, each Teacher concerned, and the University Supervisor of Intern Programs.

Students from the University presented to the School District for Internships and Student Teaching will have a valid, full Washington State teaching certificate, or Washington State Patrol/FBI fingerprints and background clearance. Fingerprints and background clearances and/or certificates will remain current at all times during the field experience.

In accordance with RCW 28A.400.303, in the event that City University or its employees, agents, or contractors will have regularly scheduled unsupervised access to children, the employee, agent, or contractor will be required to undergo a record check through the Washington State Patrol criminal investigation system under RCW 43.43.830-.834, RCW 10.97.030, and RCW 10.97.050, and through the Federal Bureau of Investigation. The record check will include a fingerprint check using a complete Washington State criminal identification fingerprint card. This record check will occur before the individual is allowed access to District property and/or facilities where unsupervised access to children could occur. If the individual has undergone a record check meeting the requirements of RCW 28A.400.303 and this subsection within the previous two (2) years, the background check requirement may be waived. The District will not be responsible for any costs associated with the record check.

In accordance with RCW 28A.400.330, employees, agents, and contractors of City University are prohibited from working at a District school if they have or may have contact with children at a public school during the course of their employment and have pleaded guilty to or been convicted of the crimes identified in RCW 28A.400.322. Any failure to comply with this section shall be grounds for the District immediately terminating the contract.

## **Article II**

Field experiences will be for specific hours or days during University quarters. The University will provide specific requirements as to length and nature of the field experience, prior to a request for placement.

The University agrees to pay an honorarium to the School District for each Teacher and/or Counselor who is assigned a candidate as follows:

### **Teacher Certification Program**

Internships	\$50.00
Student Teaching	\$200.00

### **School Counselor – ESA Endorsement**

Internship	\$100.00/per quarter
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Teachers/counselors will receive 10 clock hours for each internship or student teaching for a maximum of 20 clock hours each calendar year.

## **Article III**

The School District agrees to allow those members of its staff who elect to contract with the University to provide those professional services necessary to properly supervise, directly or indirectly, student teachers, school counseling interns, field participants, practicum students

and/or interns. Candidates will not be placed in settings in which personal relationships or previous experiences could interfere with an objective evaluation of candidates.

Each party shall hold the other party, its officers, officials, employees, and volunteers harmless for any and all claims, injuries, damages, losses, or suits including attorney fees arising out of injuries and damages caused by each party's own negligence.

#### **Article IV**

The parties hereto agree that the School District, and its agents and employees, are acting in an independent capacity in the performance of the Agreement and not as officers, employees or agents of the University.

#### **Article V**

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 University quarter. Nothing in this Article shall be construed to permit either party to require such termination to occur during any University quarter, provided, however, that the School District reserves the right to terminate any candidate when it is in the best interest of the School District to do so, but will consult with the University Supervisor before doing so.

#### **Article VI**

The University will ensure that the University Field Supervisors have the following minimum qualifications:

- A. Experience in an appropriate educational field
- B. Hold a Master's degree, plus a teacher/administrator certification
- C. Evidence of accomplished P-12 teaching or evidence accomplished P-12 ESA school counseling
- D. Evidence of successful supervision of interns/certified staff
- E. Participation in on-going field supervision training

Candidates will be assigned to the Principal and/or Special Education Director of the appropriate school. The assignment of the students to the School District Principal, and/or Teacher/School Counselor will be made jointly by the Superintendent or designee, and/or Principal or designee, and/or Special Education director or designee and the University Supervisor.

The District will ensure that the cooperating teachers and/or mentor school counselor have the following qualifications:

- A. Minimum 3 years of successful full-time teaching experience; or

- B. Minimum of 3 years of successful school counseling experiences and hold a current ESA endorsement;
- C. Teaching/Counseling assignment appropriate to the subject competency of the intern;
- D. Model current academic instructional and assessment strategies; model current comprehensive school counseling knowledge and skills;
- E. Previous mentoring and/or coaching training and have strong communication skills;
- F. Committed to spending time with the intern in planning and evaluation. School counselor mentor must be on-site during intern's hours in the building.

The University will provide professional liability insurance to all qualified students/interns up to \$1,000,000 per Claim.

### **Article VII**

Evaluation of the candidate in terms of satisfactory completion of his/her assignment will be made cooperatively by the School District, and/or Principal, and/or Teacher/Counselor and/or Special Education director and the University Supervisor.

### **Article VIII**

It is mutually understood and agreed that no alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and that no oral agreements not incorporated herein, and no alteration or variations of the terms hereof unless made in writing between the parties hereto shall be binding on any of the parties hereto.

### **Article IX**

No delay or failure of either party in exercising any right hereunder, and no partial or single exercise thereof, shall be deemed to constitute a waiver of such right or any other right hereunder.

### **Article X**

This agreement shall be construed and enforced in accordance with, and the validity and performance hereof shall be governed by the laws of the State of Washington.

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

**SCHOOL DISTRICT**

Executed by:

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Title)

\_\_\_\_\_

(Date)

**CITY UNIVERSITY**

Executed by:

\_\_\_\_\_

(Signature)

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(Title)

\_\_\_\_\_

(Date)