

# Student Teaching Affiliation Agreement Between GCU and Mount Diablo Unified School District

- PARTIES:** This agreement is entered into on this 18th day of August by and between Grand Canyon University (GCU) and Mount Diablo Unified School District located at 1936 Carlotta Drive, Concord, California 94519. Hereafter referred to as the "District."
- PURPOSE:** The purpose of this non-exclusive Agreement is to establish the terms and conditions under which students of GCU may participate in Student Teaching Internships, Practicum and Observations at the schools located in the District.
- TERM:** The term of this Agreement begins August 2020 and ends July 2023.
- COMPLIANCE WITH HANDBOOK AND POLICY:** GCU and GCU's participating students shall comply with all policies of the University and District. Students accepted to the District for clinical training shall be subject to all applicable policies and regulations of the District and GCU. Prior to assignment of students to the District, GCU will advise students of any specific requirements that must be met to participate in the clinical. These specific requirements are outlined in GCU's student teaching manual. Failure to complete the requirements will result in non-placement of students.
- COOPERATING TEACHERS:** The District shall provide qualified Cooperating Teachers to provide oversight, feedback and mentoring to GCU's participating students. Quality standards and service expectations for Cooperating Teachers are outlined in Exhibit A. GCU shall pay a \$500 stipend to Cooperating Teachers per each sixteen (16) week session of full-time service. Longer or shorter assignments will be assessed on a pro-rated basis. Compensation will not be provided for practicum courses. The stipends contemplated herein are to be paid directly to the Cooperating Teacher. Should stipends be a lesser amount than those of the district, the participating student shall pay the difference. Stipend will be paid upon the completion of the student teaching semester providing all paperwork has been submitted. The relationship between Cooperating Teachers and GCU shall be that of an independent contractor and shall not be deemed to be that of an employer-employee relationship, joint venture, or partnership. Cooperating Teachers shall be solely responsible for the payment of his/her own state and federal income tax and self-employment tax as applicable.
- CONFIDENTIALITY:** GCU shall inform each participating student of Federal law governing the confidentiality of District student information, including FERPA. The District shall inform each participating student of any applicable state law governing the confidentiality of student information. The District shall also inform each participating Cooperating Teacher that he/she is bound to maintain in confidence, any documents or other confidential information about GCU to which he/she might have access. Any breach of confidentiality by a participating Student or Cooperating Teacher shall be grounds for immediate termination of the clinical experience.
- INDEMNIFICATION AND HOLD HARMLESS:** Neither party shall be responsible for personal injury or property damage or other loss except that resulting from its own negligence or the negligence of its employees or others for whom the party is legally responsible. The District will provide participating students with immediate first aid for work-related injuries or illnesses, such as blood or body fluid exposure.
- ASSIGNMENT:** The provisions of this agreement shall insure to the benefit of, and shall be binding upon the successors of the parties hereto. Neither this agreement nor any of the rights or obligations here under may be transferred or assigned without prior written consent of the other party.
- NOTICES:** Notices under this agreement shall be mailed or delivered to the parties as follows:

University Dr. Kimberly LaPrade Dean, College of Education Grand Canyon University 3300 W. Camelback Road Phoenix, Arizona 85017	Mt. Diablo Unified School District 1936 Carlotta Drive Concord, CA 94519
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- MODIFICATION OF AGREEMENT:** This agreement may be modified only by written amendment executed by all parties.
- TERMINATION:** Either party, upon thirty (30) days written notice to the other party, may terminate this agreement.

12. **PARTNERSHIP/JOINT VENTURE/EMPLOYMENT:** Nothing herein shall in any way be construed or intended to create a partnership or joint venture between the parties or to create the relationship of principal and agent between or among any of the parties.
13. **NONDISCRIMINATION:** The parties shall comply with Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, the Americans with Disability Act of 1990 and the regulations related thereto. The parties will not discriminate against any individual including but not limited to employees or applicants for employment and/or students because of race, religion, creed, color, sex, age, disability, veteran status or national origin. This section shall not apply to discrimination in employment on the basis of religion that is specifically exempt under the Civil Rights Act of 1964 (42 U.S.C. §2000 e).

14. **RESPONSIBILITIES OF GCU**

- A. To promptly and thoroughly investigate any complaint by any participating student of unlawful discrimination or harassment at the FIELDWORK SITE or involving employees or agents of the FIELDWORK SITE, to take prompt and effective remedial action when discrimination or harassment is found to have occurred and to promptly notify the District of the existence and outcome of any complaint of harassment by, against or involving any participating student.
- B. GCU agrees to comply with all federal, state and local statutes and regulations applicable to the operation of the Agreement, including without limitations, laws relating to the confidentiality of student records.
- C. GCU requires that all students who must enter a FIELDWORK SITE provide us with a current and clear copy of a background check. Students will be prohibited to move forward until this document is received.
- D. GCU will maintain in full force and effect, at its sole expense and written by carriers acceptable to District:

i. Commercial General Liability (Minimum Requirements):

Limits of Liability:

- \$1,000,000 Combined Single Limit
- \$2,000,000 General Aggregate
- \$1,000,000 Products Aggregate
- \$1,000,000 Personal Injury
- \$5,000 Medical Payments

Coverage:

- Premises/Operation Liability
- Medical Payments Liability
- Contractual Liability
- Personal Injury Liability
- Independent Contractors

ii. Professional Liability, as related to Educational Services


Limits of Liability:

- \$1,000,000 each wrongful act
- \$1,000,000 aggregate

iii. Certificates of Insurance:

In witness whereof, the parties hereto have caused this Agreement to be duly executed and delivered by their respective officials thereunto duly authorized as of the date first above written.

Grand Canyon University

By:   
(Signature)

By: \_\_\_\_\_  
(Signature)

Name: Dr. Kimberly LaPrade

Name: \_\_\_\_\_  
(Please print or type)

Title: Dean, College of Education

Title: \_\_\_\_\_  
(Please print or type)

Date: 8/18/2020 \_\_\_\_\_

Date: \_\_\_\_\_

**Sandra Barnhart**

**From:** Kelsey Kavookjian <Kelsey.Kavookjian@gcu.edu>  
**Sent:** Monday, July 13, 2020 11:12 AM  
**To:** Daniel Scudero  
**Subject:** Prospective Student Teacher - Claire Hall  
**Attachments:** Fall 2020.pdf



**GRAND CANYON UNIVERSITY**  
3300 West Camelback Road | Phoenix, Arizona 85017 | 800.800.9776

**7/13/2020**

Good morning Dr. Scudero,

The purpose of this letter is to request a **Fall 2020** student teaching placement for our Teacher Candidate who has advanced to the final stage of Grand Canyon University's College of Education teacher preparation program. **Ms. Hall is a district employee.**

Grand Canyon University's College of Education is approved by the Arizona State Board of Education and the Arizona Department of Education to offer Institutional Recommendations for teacher certification of Early Childhood Education, Early Childhood Special Education, Elementary Education, Secondary Education and Special Education, as well as administrators. Grand Canyon University is accredited by the Higher Learning Commission, a member of North Central Association of Colleges and Schools.

Please see the below request:

Teacher Candidate	Program of Study	School Preference	Grade Level Requirements	Student Teaching Start/End Date
Claire Hall	Bachelor of Science in Elementary And Special Education- <b>Two Part Placement</b>	Mount Diablo Elementary School Or Sunrise Elementary	Session A: K-6 And Session B: k-12	Session A: 8/24/2020- 10/18/2020 And Session B: 10/19/2020- 12/13/2020

**Elementary Education/Special Education Dual Degree Requirements:**

The Elementary/Special Education Program of Study requires two eight (8) week student teaching capstone sessions as a fulltime placement in an elementary setting teaching content areas including Reading, Math, Science, Writing, and/or Social Studies with a qualified Mentor Teacher; and Special Education K-12 with a qualified Mentor Teacher. *(Please note: The elementary education section to be the first 8 weeks and special education section the second 8 weeks.)*

If able to accommodate our Teacher Candidate for **Fall 2020** student teaching, we will need the below information to confirm the setting, and to welcome the Cooperating Teacher(s)/ to their role. Each Cooperating Teacher will be provided with training material to support this experience.

## Cooperating Teacher Information (Grade Level(s)/Setting/Subject(s))

School Name:

Public/Private/Charter:

Accredited by:

Cooperating Teacher Name:

Cooperating Teacher Email:

Cooperating Teacher Phone:

Cooperating Teacher Certificate Type & Number:

Cooperating Teacher Grade Level(s) Taught:

Cooperating Teacher Subject(s) Taught:

### **Cooperating Teacher Qualifications:**

- A valid current professional license with proper endorsement for the teaching assignment
- Master's degree or exceptional experience
- A minimum of three years teaching experience
- Full recommendation of the building principal to serve as a Cooperating Teacher
- Desire and ability to work cooperatively with Teacher Candidates

### **Student Teaching Roles**

The following individuals are in position to support Teacher Candidates during the student teaching experience. A Teacher Candidate will be assigned to a Cooperating Teacher in addition to a GCU Teacher Placement Counselor (TPC) and GCU Faculty Supervisor.

- **Cooperating Teacher:** The Cooperating Teacher is the teacher in whose classroom the Teacher Candidate is placed in to complete the student teaching experience. Cooperating Teachers are entitled to a \$250 stipend for each 8 week session.
- **GCU Faculty Supervisor:** Teacher Candidates will be assigned a GCU Supervisor obtained through the Office of Field Experience. The GCU Faculty Supervisor is responsible for completing two (2) collaborative observations and formal evaluations per each 8 week session.
- **GCU Teacher Placement Counselor (TPC):** The Teacher Placement Counselor secures placement with the district/school site and communicates with the Teacher Candidate regarding roles and expectations of student teaching.
- **GCU Field Experience Specialist (FES):** The Field Experience Specialist is the primary support resource for Cooperating Teachers and GCU Faculty Supervisors.

We appreciate your cooperation with this professional responsibility and look forward to working with you in the future.

Best regards,



**KELSEY KAVOOKJIAN**  
**Teacher Placement Counselor (TPC)**

3300 West Camelback Road | Phoenix, AZ 85017  
**P.** (602) 639-5483 **Toll-Free:** 1-(800) 800-9776 ext. 501-1216  
**F.** (602) 589-2700

*Grand Canyon University is committed to supporting you on your educational journey and your opinion is important to us. If at any time you would like to share more about your experience at GCU with my supervisor, Ali Keeton, please feel free to contact her at (602) 639-8739 or via email at [Ali.Keeton@gcu.edu](mailto:Ali.Keeton@gcu.edu).*

Hello from the College of Education at Grand Canyon University!

As we all navigate our way during these very unprecedented times, know that we are deeply grateful and appreciative of all that you have done and continue to do for your students, teachers and communities. We understand having to cope with the consequences of these changes has not been easy. There is nothing more important, especially in uncertain times, than to tend to students' needs and wellbeing. As part of our mission of learning, leading and serving, our College of Education (COE) students are preparing to student teach in Fall, 2020 and we would love to partner with you to place them in your district/school site. While it is true that most schools, including our own, are still working on plans for how the fall semester might look, what we do know is that our student teachers will be ready to work and collaborate with their Cooperating Teacher and support their efforts for teaching and guiding classroom students per the directions provided by the school and district leadership. This includes mirroring the Cooperating Teacher's required student and teaching responsibilities as allowed by the school, the district and the state. Our student teachers are ready to serve, support, and work with your teachers and your students to enhance and build the learning environment in your school.

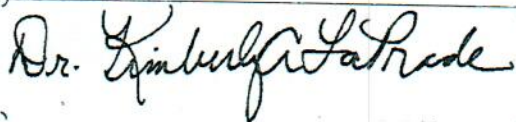
In the event circumstances change for your school or district, GCU would continue to work with you and your student teacher to modify or accommodate the placement according to your needs, district and state directives, and certification/licensure requirements from the state.

Thank you for the opportunity to work with you in developing more dedicated and effective teachers to join our ranks.

Sincerely,

Dr. Kimberly LaPrade

Dean, College of Education

A handwritten signature in black ink that reads "Dr. Kimberly LaPrade". The signature is written in a cursive style and is enclosed within a thin rectangular border.