



SCHOOL AND COMMUNITY PARTNERSHIPS AGREEMENT between UNC Charlotte and Public/Charter Schools

This School and Community Partnerships Agreement (Agreement) is entered by and between the University of North Carolina at Charlotte, for its Cato College of Education (UNC Charlotte or IHE) and the Thomasville City Board of Education, a/k/a **Thomasville City Schools** (School System or LEA) (collectively, parties or partners) as of the date of the last signature below.

Recitals

Both the North Carolina State Board of Education and the Council for the Accreditation of Educator Preparation (CAEP) require formal field experiences agreements between Institutions of Higher Education (IHE) and Local Education Agencies (LEA). These agreements define the responsibilities of each agency in providing prospective teachers, administrators, counselors, and other school personnel (Candidates) with appropriate and high quality early clinical experiences, student teaching experiences, and graduate internships.

Effective partnerships and high-quality clinical practice are central to preparation so that Candidates develop the knowledge, skills, and professional dispositions necessary to demonstrate positive impact on all P-12 students' learning and development. Partners co-construct mutually beneficial P-12 school and community arrangements, including technology-based collaborations; co-select, prepare, evaluate, support, and retain high-quality educators who demonstrate a positive impact on Candidates' development and P-12 student learning and development; and co-design clinical experiences of depth, breadth, diversity, coherence, and duration to ensure that Candidates demonstrate their developing effectiveness and positive impact on all students' learning and development. (CAEP Standards 2.1, 2.2, and 2.3)

In recognition of the importance of experiential learning in developing professional competence and of collaboratively planned, supervised, and evaluated field experiences, the parties named above agree to collaborate and share responsibility for these experiences as described below.

Responsibilities of UNC Charlotte

Early Clinical Experiences

1. Designate the Assistant Dean for School and Community Partnerships as the IHE contact person to work collaboratively with the LEA to arrange appropriate, timely school experiences such as observing, assisting, tutoring, and instructing.
2. Provide LEA personnel with appropriate, timely information regarding the IHE Candidates, courses, dates, times, and requirements of each requested field experience.
3. Select Candidates who show promise of meeting the requirements of their IHE preparation programs and North Carolina licensure standards.
4. Provide teachers and principals with assessment documents necessary for effective completion of their responsibilities during early clinical experiences.

5. Consult with LEA personnel to negotiate a mutually acceptable decision if a situation arises indicating that a Candidate should be removed from an early clinical experience. If a mutually acceptable decision cannot be reached, the LEA, in its absolute and sole discretion, will determine whether the Candidate may continue his/her early clinical experience with the School System.
6. Apply UNC Charlotte grade appeal procedures, disciplinary procedures, and other appropriate procedures when applicable to protect Candidates' rights of due process.
7. Require Candidates to maintain health insurance for the duration of their early clinical experience and to comply with the policies and procedures of the LEA, including undergoing a criminal and sex offender registry background check if applicable, as set forth below.
8. Require that all Candidates undergo background checks prior to beginning the early clinical experience and provide the results to UNC Charlotte. Background checks shall include a basic criminal history search, as well as annual checks for each intern in the N.C. Sex Offender and Public Protection Registration Program, the N.C. Sexually Violent Predator Registration Program and the National Sex Offender Registry, as required by the Jessica Lunsford Act. The LEA's Board prohibits any persons listed on such registries from being on any property owned or operated by it and from having any direct interaction with students. UNC Charlotte shall provide all positive background checks to the LEA's Superintendent or designee.

Student Teaching and Graduate Internships

1. Designate the Assistant Dean for School and Community Partnerships as the IHE contact person to work collaboratively with the LEA to arrange appropriate student teaching and graduate internship placements. (For graduate internships for administrators and counselors, the chair of the appropriate department will be designated by the Assistant Dean for School and Community Partnerships as the primary IHE contact person.)
2. Select Candidates for student teaching and graduate internships who meet all requirements of their professional preparation programs, including the competencies and standards specified by state and national accrediting agencies.
3. Select UNC Charlotte supervisors who meet the following criteria:
 - a. Successful professional experience in the appropriate licensure area
 - b. Advanced knowledge of the professional area
 - c. Consistent professional growth and professionalism
 - d. Effective instructional, evaluation, and management skills
 - e. Effective communication and interpersonal skills
 - f. Application of learning theory and research findings to best professional practice
 - g. Effective mentoring and supervisory techniques.
4. Collaborate with LEA personnel to provide clinical educators and other site supervisors with orientation, materials, and on-going support for each Candidate.
5. Require UNC Charlotte supervisors to regularly observe and document the performance of Candidates throughout the student teaching or graduate internship experience. The evaluation is to be comprehensive, continuous, specific, and individualized. In consultation with clinical educators or other site supervisors, the UNC Charlotte supervisors will assign Candidates' final grades and determine whether or not to recommend the Candidate for licensure.
6. Consult with the LEA to negotiate a mutually acceptable decision if a situation arises indicating that a Candidate should be removed from the student teaching or graduate internship experience. If a mutually acceptable decision cannot be reached, the LEA, in its absolute and sole discretion, will

determine whether the Candidate may continue his/her student teaching or graduate internship with the School System.

7. Apply UNC Charlotte grade appeal procedures, disciplinary procedures, and other appropriate procedures when applicable to protect Candidates' rights of due process.
8. Require Candidates to maintain health insurance for the duration of their student teaching or graduate internship and to comply with the policies and procedures of the LEA, including undergoing a criminal and sex offender registry background check if applicable, as set forth herein.
9. All required background checks as provided for Early Clinical Experiences, as specified above.

Responsibilities of the School System

Early Clinical Experiences

1. Designate a central contact person to work collaboratively with the Assistant Dean for School and Community Partnerships to arrange appropriate, timely school experiences for Candidates, such as observing, assisting, tutoring, and instructing.
2. Select teachers and other school personnel who are endorsed by their principals and administrators as being strong professional role models and who are willing to facilitate early clinical experiences.
3. Provide Candidates with essential information about school policies and procedures that protect the health, safety, and privacy of all concerned.
4. Consult with the Assistant Dean for School and Community Partnerships to negotiate a mutually acceptable decision if a situation arises indicating that a Candidate should be removed from his or her early clinical experience. If a mutually acceptable decision cannot be reached, the LEA, in its absolute and sole discretion, will determine whether the Candidate may continue his/her early clinical experience with the School System.

Student Teaching and Graduate Internships

1. Designate a central contact person to work collaboratively with the Assistant Dean for School and Community Partnerships to arrange appropriate, timely assignments for student teaching and graduate internships, which shall be a minimum of sixteen (16) weeks.
2. Select clinical educators and other site supervisors who will provide high quality supervision of Candidates and who meet the following criteria:
 - a. Current licensure (at the continuing or professional level) in the field of licensure sought by the Candidate
 - b. Three or more years of successful experience in the appropriate subject and grade level areas
 - c. A Master's degree in the appropriate field (required only for selected graduate intern programs)
 - d. Full-time teaching responsibilities in the area of the Candidate's licensure
 - e. Effective instructional, management, communication, and interpersonal skills
 - f. Effective mentoring and supervision skills
 - g. Recent formal evaluation that rates them as at least the level required by North Carolina law, including but not limited to N.C.G.S. § 115C-296.11.
 - h. Demonstrated professionalism and on-going professional growth, such as intensive professional development, graduate-level coursework, or National Board Certification
 - j. Willingness to serve as a clinical educator or site supervisor.
3. Require clinical educators and site supervisors to observe regularly and document performance throughout the student teaching or graduate internship experience, using the supervision standards,

procedures, and documents provided by the IHE. The evaluation is to be comprehensive, continuous, specific, and individualized. This supervisory process will culminate in a collaborative decision, including the recommendation of the principal, regarding whether or not to recommend the Candidate for licensure. The final course grade will be assigned by the UNC Charlotte supervisor, in consultation with the clinical educator or site supervisor.

4. Share responsibility with UNC Charlotte for orienting, preparing, and providing on-going support to clinical educators and site supervisors.
5. Provide Candidates with essential information about school policies and procedures that protect the health, safety, and privacy of all concerned.
6. Provide Candidates with the protection of the law as required by North Carolina General Statutes Section 115C-269.25(f).
7. Consult with the Assistant Dean for School and Community Partnerships to negotiate a mutually acceptable decision if a situation arises indicating that a Candidate should be removed from his or her assigned classroom during the experience. If a mutually acceptable decision cannot be reached, the LEA, in its absolute and sole discretion, will determine whether the Candidate may continue his/her student teaching or graduate internship with the School System.
8. If Candidate participates in field experiences at LEA's facilities in person rather than remotely during any period of time when COVID-19 is being spread in the LEA community, LEA will promote behaviors that reduce the spread of COVID-19 and will maintain healthy environments, as recommended by the Centers for Disease Control and Prevention (CDC), including providing Candidate with sufficient appropriate personal protective equipment (PPE), including, but not limited to, face coverings and hand sanitizer, and instituting and enforcing health and safety protocols for all persons in the facility, including but not limited to physical distancing requirements for staff and students. See CDC Considerations for Operating Schools During COVID-19 at: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>.

Mutual Responsibilities

If a Candidate is placed with the LEA as part of the School Administrator Preparation Program, the rights and obligations of Appendix 1 are hereby incorporated into this Agreement.

Appropriate LEA personnel may share in the evaluation of Candidates' achievement regarding objectives of the field experiences, as indicated by the IHE. Full responsibility for the academic content of the field experiences and the credit granted to participating student teachers or graduate interns upon satisfactory completion of the field experiences is at all times controlled by the IHE.

Both parties shall comply with the Family Educational Rights and Privacy Act (FERPA) and any LEA or University policies related to FERPA, including maintaining confidentiality of LEA students' education records as well as the education records of participating Candidates.

For the purposes of this Agreement, both the IHE and the LEA are independent contractors. Neither the IHE nor the LEA is authorized nor permitted to act as an agent or employee of the other. Each party shall be responsible for its own acts and omissions and shall not be responsible for the acts and omissions of the other party.

There shall be no monetary exchange between the parties for services rendered by the LEA or services rendered by participating student teachers or graduate interns pursuant to this Agreement. It is expected

that as a result of the field experiences, the LEA and the IHE will be mutually enriched through the stimulus of participating in the field experiences.

During the performance of this Agreement, neither party shall deny the benefits of this Agreement to any person on the basis of race, color, national origin, religion, sex, sexual orientation, age, disability, or any basis protected by law.

This Agreement is entire and all negotiations and understandings have been merged herein. No modifications shall be valid unless in writing and executed by the parties hereto.

Periodic communication between the IHE and the LEA shall occur at least annually to discuss any problems encountered in the field experiences and any changes or revisions desired in this Agreement. All amendments to this Agreement shall be in writing and signed by authorized representatives of both parties.

The parties acknowledge that LEA classes or other academic exercises, and therefore IHE students' professional experiences, may be conducted in part or in whole remotely/online, if necessitated or recommended by state or local government or agency orders or guidelines.

This Agreement shall be in force as soon as signed by the parties hereto and until such time as it may be modified by mutual consent or terminated with 90 days written notice by either party hereto. Any notice to be given hereunder shall be given in writing and delivered personally or by registered or certified mail, postage prepaid as follows:

To the LEA: _____

To the IHE: Teresa Petty, Interim Dean
Cato College of Education
UNC Charlotte
9201 University City Boulevard
Charlotte, NC 28223-001

Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement on behalf of his or her organization.

Approved:

UNC Charlotte

LEA

Teresa Petty
Interim Dean of the Cato College of Education

Superintendent or Designee

Tisha Greene (Contact)
Assistant Dean for School and Community
Partnerships
tisha.greene@uncc.edu
704-687-0759

School/District Liaison for School and
Community Partnerships

Title:

Email:

Phone:

Date

Date

Rev. January 2020

APPENDIX 1
SCHOOL AND COMMUNITY PARTNERSHIPS AGREEMENT
Between UNC Charlotte and Thomasville City Schools

Addendum for School Administrator Preparation Program

Responsibilities of UNC Charlotte

1. The UNC Charlotte contact person who works collaboratively with School System personnel will be the coordinator of the school administrator preparation program, as designated by the chair of the Department of Educational Leadership.

Responsibilities of the School System

1. Provide Candidates with meaningful activities that are aligned with the North Carolina School Executive Standards.
2. Do not place Candidates in positions of decision-making authority for the school, including but not limited to the following situations: (1) making decisions to suspend a child (in school or out of school); (2) serving as the LEA representative position on Individualized Education Plan teams; or (3) acting as the school official in observing or evaluating school personnel for the purpose of formal observations or evaluations.
3. Do not utilize Candidates in non-administrative positions, including but not limited to the following positions: (1) bus drivers or (2) substitute teachers except that an intern can be used for brief periods of time to cover classes.

Mutual Responsibilities

1. Provide appropriate training for the school leaders who agree to accept and supervise Candidates.
2. Collaborate to help ensure a Candidate's success once retained.

Approved:

UNC Charlotte

School System

Teresa Petty
Interim Dean of the Cato College of Education

Superintendent or Designee