

LETTER OF AGREEMENT

between

UNIVERSITY OF NORTHERN IOWA and
THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

To fulfill requirements for STUDENT TEACHING / INTERNSHIPS

1. Scope of Agreement

This letter of agreement sets forth the role, responsibilities, and rights of personnel associated with The School Board of Sarasota County, Florida (the "School Board"), personnel associated with the University of Northern Iowa ("university" or "UNI") and of any student enrolled in the university, while such teacher education major is assigned a student teacher in the Sarasota County School District.

2. Options for Student Teachers

Student teachers must register for a full semester experience in student teaching. Students seeking additional endorsement may register for four (4) hours of credit. Students are responsible for transportation and housing unless the district provides other arrangements during placement.

3. Placement of Student Teachers

Placement of student teachers shall be accomplished on a cooperative basis between the University of Northern Iowa and the School Board.

Placement shall be initiated by the university coordinator upon completion of an application from each student teacher setting out his/her qualifications/background and the assignment(s) needed to meet certification, endorsement, and approval area standards. The School Board reserves the right to refuse assignment to any given student teacher. However, said decision shall not be based on race, creed, color, sex, national origin, disability, age, religion, veteran status, or any basis protected by law.

4. Termination or Change of Assignment

The coordinator may, for good cause, terminate or change the assignment of any student teacher. Prior to reaching such a decision, the coordinator shall consult with the cooperating teacher and all other concerned parties regarding the reason(s) for termination or change of assignment.

5. Supervision of Student Teaching

A member of the university faculty or selected practitioners/administrators will serve as the coordinator of the student teaching program for the purpose of administering the program and supervising/evaluating the student teachers in cooperation with the cooperating teachers. The cooperating teachers shall guide and direct the students.

The identification, selection, and continued use of qualified cooperating teachers shall be made by the School Board. The student teachers shall be subject to the policies, rules, and regulations including the same tort liability protection provided to employees of the School Board. Student teachers should not be used as substitute teachers.

6. Evaluations

Evaluations of the student teachers shall be a shared responsibility. The cooperating teacher, college supervisor, and others knowledgeable about the performance of the student teacher shall be involved. Evaluation is comprehensive, continuous, specific, and individualized. Midterm and final evaluation conferences are necessary. The student teacher, cooperating teacher, and college supervisor shall participate. The cooperating teacher and college supervisor shall collaborate in the preparation of the final evaluation, which shall be to the UNI coordinator in a timely fashion. The UNI coordinator is responsible for assigning academic credit including grade.

7. Compensation to Cooperating Agency

The University of Northern Iowa agrees to pay a stipend for the student teaching placement. Payment is made to the cooperating teacher and/or school district at the completion of the student teaching assignment as indicated on the student teaching placements form completed by the school district.

8. Continuation of Contract

This Agreement will be valid for a period of three full academic years commencing 1/1/2012 and ending 12/31/2015. Both the School Board and the University of Northern Iowa agree that placement of student teachers will depend on availability of cooperating teachers and student teachers who mutually accept their responsibilities during this time period.

9. Fingerprinting and Background Checks

Assure that all any student teacher assigned hereunder will be fingerprinted and have their backgrounds checked as provided by Florida law. The School Board will conduct the fingerprinting/background check. The University of Northern Iowa will bear the cost of the fingerprinting/background checks. The School Board has the right to refuse entry onto its school grounds to any individual whose background check does not meet the requirements established by the School Board pursuant to Florida law.

10. Indemnification

The School Board of Sarasota County, Florida, to the extent allowed by law, shall indemnify and hold harmless the University of Northern Iowa and its agents and employees from and against all liabilities, claims, damages and expenses, including reasonable attorneys' fees, relating to or arising out of any act or omission of the School Board or its agents under this Agreement. This provision is not intended to and shall not be construed to waive the School Board's entitlement to sovereign immunity. The University of Northern Iowa, to the extent allowed by law, shall indemnify and hold harmless the School Board and its employees and agents against any liabilities, claims, damages and expenses, including reasonable attorney's fees, relating to or arising out of any act or omission of the University of Northern Iowa, or its students or agents under this Agreement. This provision shall survive termination of this Agreement and shall be binding on the parties, successors, representatives and assigns and cannot be waived or varied. This provision is not intended to and shall not be construed to waive any sovereign immunity to which the University of Northern Iowa may be entitled.

11. **Independent Contractor**

It is mutually understood and agreed that any student teacher assigned under this Agreement is at all times acting and performing as an independent contractor in the performance of all obligations hereunder. The School Board shall not pay University of Northern Iowa or any student teacher for services, nor shall the School Board withhold, or in any way be responsible for, the payment of any federal, state or local income or occupational taxes, FICA taxes, unemployment compensation or workers' compensation contributions or any other payments for or on behalf of any student teacher.

12. **Jurisdiction**

This Agreement shall be governed and construed in accordance with the laws of the State of Florida, and sole and exclusive jurisdiction for any action shall be in the Twelfth Judicial Circuit in and for Sarasota County, Florida.

APPROVED:

The School Board of Sarasota County, Florida

University of Northern Iowa

Frank Kovach, Chair

Nadene Davidson

Dr. Nadene Davidson, Head *db*
Department of Teaching

Date

10-25-11

Date

Approved for Legal Content
October 21, 2011, by Matthews, Eastmoore,
Hardy, Crauwels & Garcia, Attorneys for
The School Board of Sarasota County, Florida
Signed: ASH