

MEMORANDUM OF UNDERSTANDING
FLORENCE 3 COUNTY SCHOOL DISTRICT/COASTAL CAROLINA
UNIVERSITY
SPADONI COLLEGE OF EDUCATION

This Memorandum of Understanding is between the Florence 3 County School District and Coastal Carolina University regarding the preparation and continued professional development of highly effective educators. This specific agreement focuses on the Clinical Field Experiences and Internships that prepare pre-service educators to develop and examine the knowledge, skills, and dispositions relevant for contemporary teaching positions. Clinical field placements follow a scope and sequence of developmentally appropriate experiences from the freshman through senior year that culminates in a specific internship.

This agreement will remain in effect through the 2017-2019 school year and may be modified by a written amendment agreed upon and signed by authorized Coastal Carolina University and Florence 3 County School District representatives.

Coastal Carolina University agrees to:

- collaborate with school/district representatives to identify and develop mutually beneficially school/university partnerships
- provide information to the District regarding the types of experiences, the number of students, and the dates and times requested for clinical field experiences.
- provide faculty to assume the responsibility for instructional supervision of the students' clinical field learning experiences.
- communicate with school/district personnel any information that facilitate clear expectations of the clinical field experiences
- provide and maintain the personal records and forms required for students participating in clinical field experiences.
- establish and administer the rules and regulations governing clinical field experiences.
- withdraw any student from the placement at the request of the District for sufficient cause, subject to applicable University policies and statutes.
- assume responsibility for the evaluation of teacher candidates to determine successful completion of degree and/or certification recommendations.
- meet with school/district representatives to review the clinical field experiences at the end of each semester
- provide conference space for teacher candidates, cooperating teachers, and university supervisors to meet for formative and summative debriefing evaluations.
- provide school district personnel with opportunities for professional development that may result in advanced degrees, certifications, endorsements, and licensure renewal.

Florence 3 County School District agrees to:

- collaborate with College representatives to identify and develop mutually beneficially school/university partnerships
- provide information to the College regarding the specific placements requested for clinical field experiences.

- provide cooperating teachers to assume the responsibility for instructional supervision of the students' clinical field learning experiences.
- communicate with College personnel any information that facilitate clear expectations of the clinical field experiences
- provide and maintain any records and forms required for students participating in clinical field experiences.
- collaborate with the College to establish and administer the rules and regulations governing clinical field experiences.
- collaborate with the College to withdraw any student from the placement at the request of the District for sufficient cause, subject to applicable University policies and statutes.
- cooperating teachers assume responsibility for the evaluation of teacher candidates during internship
- meet with College representatives to review the clinical field experiences at the end of each semester
- provide conference space for teacher candidates, cooperating teachers, and university supervisors to meet for formative and summative debriefing evaluations.
- permit, upon reasonable request, the review of the clinical and related facilities by agencies charged with the responsibility for accreditation of the University.
- allow access to classrooms to conduct research projects with prior approval by the appropriate personnel in the school system.

Reduced Tuition Partnership

With the above agreement, Coastal Carolina University and Florence 3 County Schools will collaborate to assist district employees to complete select advanced graduate degrees, certificates, and add-on endorsements in coursework offered through the Spadoni College of Education.

In collaboration with the Florence 3 County School District, Coastal Carolina University (CCU) is offering eligible school district personnel the opportunity to register for graduate level coursework taught through the Spadoni College of Education at a payment rate of 40% discount of stated graduate tuition. Teachers and other school district instructional personnel may qualify for the discounted rate if they meet acceptance requirements for graduate study at CCU.

This discounted rate will take effect Summer I Semester, 2017.

Cooperating Teacher Compensation

Cooperating Teachers provide an important service to the education profession by mentoring the future generation of teachers. This is especially significant to partnering school districts in which the internship experience also provides opportunities for preparing potential new faculty. With that in mind, Cooperating Teachers who supervise an internship may elect to receive a non-transferable certificate for one graduate course (value of current graduate tuition), or twenty licensure renewal credits. Cooperating teachers who mentor and supervise clinical field experiences associated with a course may elect to receive a non-transferable certificate for one graduate course (value of current graduate tuition), or twenty licensure renewal credits following two semesters of supervision.

Principals of partnering schools who assist in identifying and placing our teacher candidates for two consecutive semesters may elect to receive a transferable certificate for one graduate course (value of current graduate tuition), or twenty licensure renewal credits.

These compensation agreements will take effect Summer I Semester, 2017. Certificates or renewal credits must be submitted for reimbursement or credit within two years of service completion.

Coastal Carolina University is a public institution of higher education and is obligated to abide by, and fully comply with, all applicable federal, state, and local laws, rules, and regulations. Florence 3 County School District agrees to fully comply with all applicable federal, state, and local laws, rules and regulations including, but not limited to, the Civil Rights Act of 1964 (as amended in 1991), Title IX of the Education Amendments of 1972, and the Rehabilitation Act of 1973, the Age of Discrimination in Employment Act of 1975, and the Americans with Disabilities Act of 1990.

Furthermore, Coastal Carolina University does not discriminate on the basis of race, color, gender, national or ethnic origin, age, religion, disability, marital status, veteran status, sexual orientation, or pregnancy in educational programs and activities as required by Title VII and Title IX. Protection from retaliation is also covered under Title IX. As outlined in the Violence Against Women Act, Coastal Carolina University prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking. If a Student makes a report to The Agency, believing he or she has experienced or witnessed discrimination including sexual harassment, domestic violence, dating violence, sexual assault or stalking, the Agency must report such incidents to the Title IX Coordinator. Reports can be made to the Title IX Coordinator by: Phone: 843-333-6229; Email: titleix@coastal.edu; www.coastal.edu/titleix

In order to obtain records that contain personally identifiable information about a student who is enrolled in an educational institution, the Federal Education Rights and Privacy Act [34 Code of Federal Regulations Part 99.33(a)(1)] requires that the party receiving the information agree not to disclose that information to any party without the prior consent of the personally identified student.

It is agreed and understood that Coastal Carolina University shall not be held responsible for the Florence 3 County School District's failure to comply with the above referenced laws or any other applicable laws, rules, or regulations.

Coastal Carolina University and Florence 3 County School District agree to the policies set forth in the *Coastal Carolina University Spadoni College of Education Internship Handbook*. This manual delineates the responsibilities of students, University supervisors, and District supervisors.

This memorandum of understanding will remain in effect for a period of three (3) years from the date of signing by the parties, unless sooner renewed or terminated by mutual written agreement.

This memorandum of understanding is meant to reflect an evolving professional relationship between Coastal Carolina University and the Florence 3 County School District. Therefore, it must be premised upon continuous assessment of the activities and services with the responsibility of articulation residing with the respective liaison persons. In addition, an annual meeting between representatives of the Dean's Office and representatives of the Superintendent's Office will be held as needed to discuss problems and make necessary revisions to meet changing conditions.

AFFIRMED BY:

Coastal Carolina University

David A. DeCenzo Date
President

Coastal Carolina University

Ralph Byington Date
Provost

Spadoni College of Education
Coastal Carolina University

Florence Three County Schools

Laura Hickson 04-25-2017

Laura Hickson Date
Superintendent

Florence Three County Schools

Edward Jadallah 3-13-17

Edward Jadallah Date
Dean

Spadoni College of Education
Coastal Carolina University