

Memorandum of Understanding

RICHLAND SCHOOL DISTRICT TWO

and

Coastal University

Whereas, Richland School District Two and *Coastal University* intend to promote quality environments and experiences for the training of future educators *Coastal University* (hereinafter referred to as the University) and Richland School District Two (hereinafter referred to as the District) have formulated this memorandum of understanding. This memorandum of understanding shall be in effect beginning with the 2019-20 school year and is contingent upon authorized signatures on behalf of the University and the District.

Roles and Responsibilities

The University agrees to:

1. Ensure the college/university program must be regionally accredited.
2. Ensure the program must be approved either by that state's licensing authority or by National Council for Accreditation of Teacher Education (NCATE) / Council for the Accreditation of Educator Preparation (CAEP).
3. Ensure the program must be approved for certification by the Department of Education in the state in which the college or university is located and transferrable to South Carolina certification through reciprocity or initial certification.
4. Provide information to the District regarding the types of experiences, the number of students, and the dates and times requested for clinical experiences.
5. Provide faculty to assume the responsibility for instructional supervision of the students' clinical learning experiences and notify the district of any personnel changes.
6. Provide and maintain the personal records and reports necessary for conducting the students' clinical learning experiences.
7. Enforce rules and regulations governing students.
8. Conduct background checks on student teachers who will be participating in the clinical program with the District and ensure that students present satisfactory background checks consistent with Richland School District Two's procedures.
9. Provide documentation on student teachers who will be participating in the clinical

program with the District which confirms the student has a negative TB test that is less than one year old from the date of the field experience.

10. Instruct its faculty members and students to abide by the rules, regulations, and requirements of the District and University, including understanding and complying with the requirement to maintain the confidentiality of student information as provided for in the Family Educational Rights and Privacy Act ("FERPA").
11. Withdraw any student from the placement at the request of the District for sufficient cause, subject to applicable University policies and statutes.
12. Assume responsibility for the evaluation of students, and of courses previously taken, to determine the applicability for degree and/or certification recommendations.
13. Ensure that all individuals pursuing undergraduate or graduate programs leading to initial teacher certification complete the student teaching requirement adopted by the South Carolina State Board of Education. The same requirement is applicable to students enrolled in on-line institutions.

The District agrees to:

1. Make available the clinical and related facilities agreed upon for the clinical learning experience by the students enrolled in courses with observation requirements, directed teaching courses, and advanced practicum/internship courses under the supervision of the University.
2. Arrange clinical learning experience schedules cooperatively with the University.
3. Designate a proper person to coordinate the students' clinical learning experience.
4. Permit, upon reasonable request, the review of the clinical and related facilities by agencies charged with the responsibility for accreditation of the University.
5. Provide survey data concerning the performance of University graduates employed in the District to the appropriate University personnel for accreditation purposes.
6. Have the final authority on placement of students in its schools or programs.

Status of Students

The students assigned to the District shall in no sense be considered employees of the District.

Policies and Procedures

The District and University agree 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 Discrimination in Employment Act of 1975, and the Americans with Disabilities Act of 1990.

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

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

The District reserves the right to limit the number of participants and reserves the right to limit participants to District employees.

This memorandum of understanding will be governed by and construed in accordance with the laws of the State of South Carolina. Jurisdiction for any claim, dispute, or lawsuit shall be in Richland County, South Carolina.

This agreement may be amended only by writing signed by authorized representatives of both parties.

Termination

This memorandum of understanding will remain in effect for the 2019-20 school year, through June 30, 2020, unless otherwise agreed in writing by the parties. Either party may terminate this agreement at any time by providing 30 days' prior written notice to the other party.

Revisions

This memorandum of agreement is meant to reflect an evolving professional relationship between the University and the 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.

RICHLAND SCHOOL DISTRICT TWO

_____ UNIVERSITY

[authorized representative's name]

[authorized representative's name]

Signature of Representative

Signature of Representative

Title

Date

Title

Date