

**Student Teaching Affiliation Agreement**

**This Student Teaching Affiliation Agreement** (“Agreement”) is entered into between the Board of Trustees, St. Petersburg College (“SPC”), a state college, whose mailing address is PO Box 13489, St. Petersburg, Florida 33733, and the School Board of Suwannee County, (the “District”), whose mailing address is 1740 Ohio Avenue South, Live Oak, Florida 32064.

**1. Purpose.** The purpose of this Agreement is to establish the terms and conditions under which SPC students may participate in Student Teaching Internships, Practicums, and Observations at the schools located in the District.

**2. Student Placements.** The District shall accept SPC Students for placement in Student Teaching Internships, Practicums, and Observations on the terms and conditions set forth herein.

**3. Policies Governing Student Placements.**

a. Placements for all clinical field experiences will be arranged by the designated representatives of the District in collaboration with representatives of SPC. SPC Student applications for final internship will be submitted to the District by the appropriate representative according to the dates as agreed upon by the parties:

Submission of applications for final internships for Fall Semester due by: August 10, 2021.

Submission of applications for final internships for Spring Semester due by: January 4, 2022.

b. Under no circumstances will SPC Students be allowed to contact principals, administrators, or teachers to request a specific preferred placement.

c. SPC Student applicants for college practicums or final internships cannot be placed in a school in which the applicant has a relative who is an employee or a student.

**4. College Responsibilities.**

a. SPC will provide a college supervisor for each practicum student or final intern placed in a District school. Each college supervisor will meet the minimum qualification set forth by the Florida Department of Education which presently include the following:

- i. Three or more years of K-12 Teaching Experience
- ii. Evidence of Clinical Educator Training or commensurate clinical training

- iii. A master's degree or higher in an appropriate educational field.
- b. SPC supervisors will observe, evaluate, support, and provide feedback to SPC Students in field placements.
- c. SPC will provide to each cooperating teacher a packet of materials and information regarding policies, expectations, and responsibilities of practicum students and final internships.
- d. SPC will provide SPC Students with a field experience orientation in which they will be informed that they must a) abide by the policies, rules, and regulations of the placement school, b) follow the principles in the Educator's Code of Ethics and Principles of Professional Conduct, and c) recognize the confidential nature of information regarding K-12 students and their records.
- e. SPC will ensure that SPC Students placed in a District clinical field experience shall, at each SPC Student's own expense, submit to and pass a fingerprint-based background check as required by Florida Statutes prior to any direct contact with District students under this Agreement and prior to entering District school grounds when students are present.

**5. District Responsibilities.**

- a. In accordance with applicable Florida Statutes, District cooperating teachers who work with pre-service teachers in practicum or final internship field placements must meet the minimum qualification set forth by the Florida Department of Education which presently include the following:
  - i. have three years of K-12 teaching experience
  - ii. have a valid teaching certificate in the assigned teaching area
  - iii. have evidence of Clinical Educator Training
  - iv. demonstrate effective classroom management strategies
- b. The District school will make available to the practicum student or final intern the instructional materials required in the classroom in which he/she has been assigned.
- c. The District school will provide appropriate orientation for the practicum student or final intern in regard to policies, rules, and regulations for the assigned school and classroom.
- d. The District school will provide the practicum student or final intern appropriate feedback, timely evaluations, and scheduled meetings to discuss performance.

**6. Confidentiality.** SPC and the District shall inform Student of federal and state laws governing the confidentiality of District student information, including FERPA. The parties agree that any breach of confidentiality by an SPC Student shall be grounds for immediate termination of the student's clinical experience.

**7.** As provided for under common law, and to the extent specifically authorized by Section 768.28, Florida Statutes, SPC hereby agrees to indemnify and hold the District harmless from and against all damages of any nature whatsoever which are caused or materially contributed to by the negative acts of any officer, employee, and agent or other representative of SPC and which are not caused or materially contributed to by any officer, employee, agent or other representative of the District.

**8. Insurance.** During the term of this Agreement, SPC shall maintain in full force and effect professional liability insurance in the minimum amount of \$1,000,000 per occurrence and \$2,000,000 aggregate.

**9. Notices.** Notices under this Agreement shall be mailed or delivered to the parties as follows:

To the District:        Ted L. Roush, Superintendent  
                                 Suwannee County School District  
                                 1740 Ohio Avenue South  
                                 Live Oak, FL 32064

To:                        St. Petersburg College  
                                 P.O. Box 13489  
                                 St. Petersburg FL 33733-3489  
                                 Attn.: Dean Kim Hartman

**10. Term and Termination.** The term of this Agreement commences upon signature and ends on July 31, 2023. Either party may, upon thirty (30) days written notice to the other party, terminate this Agreement.

**11. Assignment.** The provisions of this agreement shall inure 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 hereunder may be transferred or assigned without prior written consent of the other party.

**12. Modification of Agreement.** This Agreement may be modified only by written amendment executed by all parties.

**13. 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.

**14. 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, pregnancy 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).

**In witness thereof**, 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.

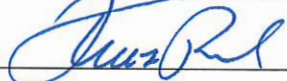
**St. Petersburg College**

By: 

Name: Matthew Liao-Troth

Title: Vice President, Academic Affairs

**The School Board of Suwannee County**

By: 

Name: Ted L. Roush

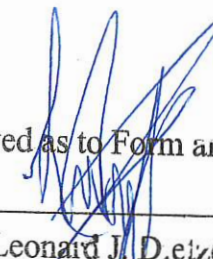
Title: Superintendent of Schools

By: 

Name: Tim Alcorn

Title: Board Chairman

General Counsel's Office:  
Appr. as to Form/Content MSps  
Appr. by ML on 5/17/21

 JUL 27 2021  
"Approved as to Form and Sufficiency  
BY \_\_\_\_\_  
Leonard J. Delzen, III  
Rumberger, Kirk & Caldwell, P.A.  
Suwannee School Board Attorney"