

**AGREEMENT CONCERNING
CLINICAL FIELD EXPERIENCES
BETWEEN
GRAND VALLEY STATE UNIVERSITY AND
THE SCHOOL DISTRICT OF:**

1. Purpose and Duration of Agreement:

The _____ Schools may be utilized by Grand Valley State University for the purpose of clinical field experiences. This Agreement shall become effective as of _____ and shall continue thereafter until terminated by either party upon sixty (60) days written notice of termination, provided, however, that the students then receiving instruction in any program shall be given an opportunity to complete the full program during that instructional period.

2. Selection of Grand Valley State University Students:
 - A. Students have met all requirements for entry to the College of Education at Grand Valley and are eligible to begin their clinical field experience.
 - B. Approval or disapproval of students applying for Teacher Assisting, Pre-Teaching, or Student Teaching will be the responsibility of the Dean of the College of Education. No Grand Valley student will be placed in a school without a preliminary school interview which results in acceptance by that school's principal or designee.

3. University Responsibilities:
 - A. Grand Valley State University shall plan and administer the educational program for its students at the University.
 - B. GVSU shall maintain all educational records and reports relating to the educational program completed by individual students during the clinical field experience. The District shall have no responsibility respecting the same other than the agreed upon reports written by the Supervising Teacher. These reports are necessary to the University's monitoring and evaluation of student progress. The timing and nature of each report is described in the College of Education Handbook, distributed to each school.
 - C. All students placed in participating Districts for a clinical field experience will be assigned to a University Coordinator who makes periodic evaluations at the site. The minimum number of observations varies according to program, but all require at least three observations each instructional period.
 - D. GVSU shall have full responsibility for the conduct of any student disciplinary proceedings and shall conduct the same in accordance with all applicable statutes, rules, regulations and case law.

4. District Responsibilities:
 - A. The District is fully responsible for the conduct of its operations and this Agreement in no way confers upon Grand Valley State University the right to possess, to use, or to control any of the District's property or operations. The District will ensure that proper supervisory procedures are followed, complete with adequate evaluation and feedback, both to the student and to the University Coordinator. The District shall provide qualified supervision of Grand Valley State University students during their clinical field experiences.
 - B. Selection of specific personnel who will serve as Supervising Teachers is made by the participating District and in accordance with the biannually distributed standards, "Characteristics of Supervising Teachers." Teachers supervising student teachers must be certified for level(s) taught and have a minimum of two years of successful experience. It is preferable that they have expressed a willingness to work with a student teacher or teacher assistant and are recognized as excellent role models.
 - C. Teacher education students are expected to follow all rules and regulations established by the District. It will be the District's responsibility to inform students of such rules and regulations.
 - D. The District agrees to cooperate with the University, to the extent possible, in structuring the instructional environment to facilitate the best learning experience possible for the teacher education student.

5. General Provisions:
 - A. GVSU agrees that statutory and common law theories and principles of indemnification, contribution, and equitable restitution shall govern and apply to claims, costs, actions, causes of action, losses or expenses (including attorney's fees) resulting from or caused by the actions or omission of GVSU, its employees and students pursuant to this Agreement. The District agrees that statutory and common law theories and principles of indemnification, contribution, and equitable restitution shall govern and apply to claims, costs, actions, causes of action, losses or expenses (including attorney's fees) resulting from or caused by the actions or omissions of the District or its employees pursuant to this Agreement.
 - B. There shall be no monetary consideration paid by either party to the other party, it being acknowledged that the program provided hereunder is mutually beneficial. The parties shall cooperate in administering this program in a manner which will tend to maximize the mutual benefits provided to the District, GVSU, and the students.
 - C. Students of GVSU shall not be deemed to be employees of the District or of GVSU for purposes of compensation, fringe benefits, workers' compensation, unemployment compensation, minimum wage laws, income tax withholding, social security or any other purpose, because of their participation in the educational program. Each student is placed with the District to receive clinical field experience as a part of his or her academic curriculum; those duties performed by a student are not performed as an employee, but in fulfillment of these academic requirements and are performed under supervision. At no time

shall students replace or substitute for any employee of the District. This provision shall not be deemed to prohibit the employment of any such student by the District under a separate employment agreement for separate or additional duties. GVSU shall notify each student of the contents of this paragraph.

- D. Each party shall be separately responsible for compliance with all laws, including anti-discrimination laws, which may be applicable to their respective activities under this program.
- E. This Agreement is intended solely for the mutual benefit of the parties hereto and there is no intention, express or otherwise, to create any rights or interests for any party other than the District and GVSU; without limiting the generality of the foregoing, no rights are intended to be created for any student, parent or guardian of any student, employer, or prospective employer of any student.
- F. In the performance of their respective duties and obligations under this Agreement, each party is an independent contractor, and neither is the agent, employee or servant of the other, and each is responsible only for its own conduct. This Agreement is for the purpose of providing educational opportunities for students and is not a joint venture for the profit of either party.
- G. This Agreement constitutes the entire agreement between the parties and all prior discussions, agreements, and understandings, whether verbal or in writing, are hereby merged into this Agreement.
- H. No amendment or modification to this Agreement, including any amendment or modification of this paragraph, shall be effective unless the same is in writing signed by the party to be charged.

IN WITNESS WHEREOF, The parties execute this Agreement.

GRAND VALLEY STATE UNIVERSITY

Dean, GVSU College of Education

Date of Signature

THE DISTRICT OF:

District Official

Title of District Official

Date of Signature