

AGREEMENT # 16-41
SSU Account No. 613862-SO100-1100

**SONOMA STATE UNIVERSITY
STUDENT TEACHING AGREEMENT**

THIS AGREEMENT entered into by and between the Trustees of the California State University, on behalf of the State of California, through Sonoma State University, hereinafter called University and the San Rafael City Elementary/High School District, hereinafter called the District:

WITNESSETH

WHEREAS, the District is authorized to enter into agreements with the University, to provide teaching experience through practice teaching to students enrolled in teacher training curricula of the State University; and

WHEREAS, any such agreement may provide for the payment for the services rendered by the District of an amount not to exceed the actual cost to the District of the services rendered; and

WHEREAS, it has been determined between the parties hereto that the payments to be made to the District under this agreement do not exceed the actual cost to the District of the services rendered by the District; and

WHEREAS, the honorarium or payment provided herein is intended to be transmitted promptly by the District to the supervising teacher as compensation for and recognition of services performed for the student teacher in the supervisory teacher's charge;

NOW, THEREFORE, it is mutually agreed between the University and the District as follows:

SPECIAL PROVISIONS

The term of the Agreement is from July 1, 2016 through June 30, 2018.

Pending no further budget reductions, the University shall pay District for such completed services at the RATE AND AMOUNT OF \$100.00 per full-time student teacher (10 or more units).

GENERAL TERMS AND CONDITIONS

1. The District shall provide to Sonoma State University students, teaching experience through practice teaching in schools and classes of the District not to exceed the units of practice teaching set forth in the Special Provisions. Such practice teaching shall be provided in such schools or classes of the District, and under the direct supervision and instruction of such employees of the District, as the District and the University through their duly authorized representative may agree upon.

As required by State law, the student teacher will be participating in the Performance Assessment of California Teachers (PACT). The terms of this process will be provided to the District in a separate notice.

The District may, for good cause, refuse to accept for practice teaching any student of Sonoma State University assigned to practice teaching in the District, and upon request of the District, made for good cause, the University shall terminate the assignment of any student of Sonoma State University to practice teaching in the District.

"Practice teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid credentials issued by the State Board of Education authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.

2. The University will pay the District for the performance by the District of all services required to be performed under this agreement at the rates set forth in the Special Provisions for each semester unit of practice teaching.

3. An assignment of a student of Sonoma State University to practice teaching in schools or classes of the District shall be, at the discretion of the University, either for approximately nine (9) weeks or for approximately eighteen (18) weeks, but a student may be given more than one assignment by Sonoma State University to practice teaching in such schools or classes.

The assignment of a student of Sonoma State University to practice teaching in the district shall be deemed to be effective for purposes of this agreement as of the date the student presents to the proper authorities of the District the assignment card or other document given the student by Sonoma State University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

In the event the assignment of a student of Sonoma State University to practice teaching is terminated by Sonoma State University for any reason, the District shall receive payment on account of such student except that if such assignment is terminated before the end of the ninth week of the term of the assignment, the District shall receive payment for an assignment for nine (9) weeks only. If a student is assigned by Sonoma State University to another teacher of the District after an assignment has become effective, this shall be considered for payment purposes as an entirely new and separate assignment.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the semester units of practice teaching provided the student by the District.

4. Within a reasonable time following the close of each semester of Sonoma State University, Sonoma State University shall pay the District at the rate provided herein, for all units of practice teaching provided by the District under and in accordance with this agreement during said semester. The University will pay the amount of such invoice from monies made available for such purpose by or pursuant to the laws of the State of California.

5. Notwithstanding any other provisions of this agreement, the University shall not be obligated by this agreement to pay the District any amount in excess of the total sum set forth in the Special Provisions.

6. Workers' Compensation benefits as required by law. University agrees to provide Workers' Compensation coverage for students during a student teaching assignment with the District.

7. Before assigning student to District, Sonoma State University will instruct such student on applicable University and federal laws relating to unlawful discrimination (including harassment).

8. Sonoma State University (University) shall be responsible for damages caused by the negligence of its officers, agents and employees occurring in the performance of this event. District shall be responsible for damages caused by the negligence of its officers, agents and employees occurring in the performance of this event. It is the intention of University and School District that the provision of this paragraph be interpreted to impose on each party responsibility for the negligence of their respective officers, agents, and employees.

9. All new University credential program admits must present a valid negative TB test, file for a Certificate of Clearance and complete the Legal Seminar requirement prior to beginning the Credential Program and enrolling in participant observation. Proof of a substitute-teaching permit will suffice for Certificate of Clearance and TB requirements.

10. All University students advancing to Full Time Student Teaching, must have a Certificate of Clearance, a valid Negative TB test and documentation of completion of the Legal Seminar requirements on file with University, in the student's record prior to the first day of the semester of Full Time Student Teaching.

Pending no further budget reductions, all Master Teacher stipends will be paid at the rate of \$100 per full-time student teacher (10 or more units). Only the following courses will receive stipends:

Program	Course Number	Units	Amount \$
Single Subject	458	12	100.00
Special Education	465	10	100.00
Special Education	467	10	100.00
Multiple Subject	482	10	100.00

STATE OF CALIFORNIA
 TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY
 SONOMA STATE UNIVERSITY
 1801 East Cotati Avenue
 Rohnert Park, CA 94928

BY: _____
 Jenifer Barnett
 Administration and Finance

and

San Rafael City Elementary/High School District
 310 Nova Albion Way
 San Rafael, CA 94903

BY: _____

TITLE: _____

CERTIFICATION

I, the duly appointed and acting Clerk or Secretary of the Governing Board of the School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on _____ (month/day/year)

“It was moved, seconded and carried that the attached contract with Sonoma State University, whereby the University may assign students to the schools in the School District for practice teaching, be approved; and the _____ is hereby authorized to execute the same.”

 (DISTRICT)

 (COUNTY)

By: _____
 Clerk, Secretary (strike one) of the Governing Board of the School District



SONOMA STATE UNIVERSITY

Office of the Dean
School of Education
(707) 664-2132
(707) 664-2483 FAX

April 11, 2016

**To: All School Districts Hosting Student Teachers from
Sonoma State University**
**From: Carlos C. Ayala, Interim Dean, School of Education, Sonoma State
University**
Re: PACT Requirements

In compliance with the state requirement that all student teachers in Multiple Subject and Single Subject Credential programs complete a Teacher Performance Assessment, pursuant to SB 2042 and SB 1209, Sonoma State University has adopted the Performance Assessment of California Teachers Program (PACT), a performance assessment model approved by CCTC. Under PACT credential candidates submit a Teaching Event portfolio as part of their student teaching experience. The student teachers are all trained on the necessities of the teaching event portfolio and the related requirements. As part of this portfolio the student teacher must discuss their teaching experience and describe their understanding and knowledge of how individual students are learning and how to approach them. In addition, there is a required video clip of the student teacher providing direct instruction to students. In light of these components Sonoma State would like to advise school districts, schools, and their professional staff of the following:

1. The student teachers have been trained and understand that in their written descriptions of the student learning process they may not use information that would individually identify any student. The confidentiality rights of students are understood and will be fully honored.
2. Video Clip. As part of this portion of the teaching event, students will undoubtedly appear in the videotape of the demonstrated lesson. Therefore it will be important that parents have given their permission for their students to participate and be viewed in the video clip. Many districts already have in place a release from parents for children to participate in photo events by way of

a general release that parents sign at the beginning of the school year. In the event that your district does not have that process in place or it is unclear about its application to this situation we have attached a release that can be distributed to children so that they can take it home and have their parents review and authorize their being viewed in the video clip. The releases will be maintained in the students' cumulative files. The student teacher in coordination with their resident/mentor teacher will be responsible for ensuring that the only children that are seen in the video clip are those children for whom an authorization has been received.

3. Another aspect of the video clip is the actual taping of the demonstrated lesson. Student teachers will work with their resident/mentor teachers to determine the best practice for doing this. Student teachers will have access to appropriate equipment through Sonoma State and the actual videotaping can either be done by way of a tripod or a volunteer camera person which might include the resident/mentor teacher. Again, the process for this will be done in a coordinated effort between the student teacher and the resident/mentor teacher.

Should you have any questions concerning the teaching event requirement of the California Department of Education and the Commission on Teacher Credentialing, I encourage you to call CDE at 916-319-0800 or CCTC at 916-445-7254.

Copies of the Video Permission form, in English and Spanish are enclosed. We thank you in advance for your wonderful cooperation in providing our student teachers with this important opportunity to learn and develop their skills as teachers.

RELEASE FORM

Sonoma State University School of Education

PARENT/GUARDIAN RELEASE FORM FOR PHOTOGRAPHS,
FILMS, SLIDES, VIDEO AND AUDIO TAPE RECORDINGS OF
PUPILS ENROLLED IN _____ SCHOOLS

Pupil's Name: _____

Classroom Teacher: _____ Grade: _____

School: _____

School Year: _____

You have my permission for film, video and audio tape recordings, slides and photographs to be made of my son/daughter in classroom activities, assessment and other school activities. I understand that the films, video and audio tape recordings, slides and/or photographs are being produced for educational purposes for the student teacher working in my student's classroom. Such records shall only be used for the following: to record and evaluate the Student Teacher/Credential Candidate teaching students in their classroom placement. Such record will be used as part of a performance assessment of the candidate by Sonoma State University that is required by State law.

_____ Yes, I give my consent.

_____ No, I do not give my consent.

Parent/Guardian Signature: _____

Date: _____

After signing, please return to your child's teacher. Thank you.

FORMA DE PERMISO

Universidad Estatal de Sonoma
Escuela de Educación

FORMA DE PERMISO PARA PADRES/GUARDIANES PARA FOTOGRAFIA,
PELICULAS, DIAPOSITIVAS, GRABACIONES DE AUDIO CASETE Y VIDEO
DE ESTUDIANTES MATRICULADOS EN ESCUELAS DE _____

Nombre del Estudiante: _____

Maestro/a: _____ Grado: _____

Escuela: _____

Año Escolar: _____

Usted tiene mi permiso para tomar película, grabaciones de audio y de vídeo, diapositivas y fotografías de mi hijo/a en las actividades del salón de clase, evaluaciones y otras actividades escolares. Entiendo que las películas, las grabaciones de audio y de vídeo, las diapositivas y/o fotografías se producirán solamente con propósito educativo para el estudiante que está haciendo su práctica en el salón de clase de mi hijo/a. Tales expedientes serán utilizados únicamente para lo siguiente: para registrar y evaluar a los estudiantes que son candidatos para maestros quienes son colocados en el salón de clase. Tal expediente será utilizado como parte de una evaluación del desempeño del candidato por la Universidad Estatal de Sonoma que es requerido por ley Estatal.

_____ Si, doy mi permiso.

_____ No doy mi permiso.

Firma del Padre/Guardián: _____

Fecha: _____

Favor de devolver después de firmar al maestro de su hijo/a. Gracias.