

Human Resources
Linda D. Littlefield
Executive Director of Human Resources



Date: March 5, 2013

To: Board of Directors

From: Linda Littlefield *LL*

RE: Memorandum of Agreement with the University of Washington for principal interns

According to Board Policy 5641, our district is to accept student's interning in our only from accredited institutions of higher learning with which we have a cooperative agreement approved by the Board.

I have attached an agreement for your review which will affirm an agreement with the University of Washington and allow our school district to work with the University to help prepare principal interns for certification.

If you have any questions, please contact me at your convenience. I am recommending your approval of the attached agreement.



UNIVERSITY of WASHINGTON BOTHELL

LEADERSHIP DEVELOPMENT FOR EDUCATORS - UWB LEDE PROGRAM

Box 358531* 18115 Campus Way NE; Bothell, WA 98011* (425) 352-5411

AGREEMENT BETWEEN

University of Washington Bothell
and

Stanwood Camano School District

THIS AGREEMENT is entered into of this 13th day of February 2013 by the University of Washington Bothell (the "University") and **Stanwood Camano** School District (the "District").

RECITALS

WHEREAS, it is the best interests of the University and the District to provide cooperative arrangements for student teaching and field experiences for students enrolled in the University; and
WHEREAS, the District has the facilities and staff to provide said educational services;
NOW, THEREFORE, it is agreed as follows:

**ARTICLE I
ASSIGNMENTS**

1. Students from the University may be assigned to certificated employees employed by the District for the purpose of principal intern. The District will accept for placement only those University students who have successfully completed a Washington State Patrol and FBI criminal background check pursuant to RCW 28A.400.303 and Chapter 43.43 RCW.

2. Placement of the principal interns with District administrators ("mentors") will be made jointly by the District Coordinator or designee, the appropriate school Principal, and by the University.

District Designee's Name and Title: Linda Littlefield, E.D., Dir. of Human Resources

University Program Director: Brad Portin
Pamela Hopkins

3. Principal interns will comply with all applicable laws and regulations and with District and building policies and procedures. Any reasonable accommodation needed by the LEDE candidate with a disability will be provided and/ or paid for by the University.

4. The District reserves the right to accept or decline the assignment of a principal intern when it is in the best interest of the District to do so.

**ARTICLE II
SCHOOL PERSONNEL EXPERIENCE AND TRAINING**

1. The District agrees that:

School personnel working with candidates for the required field experiences must have had experience in the role supervised (i.e., as a principal), have been oriented to their responsibilities, and have been given training by the college or university and/or school district on their roles and responsibilities.

2. Information and program support for Principal Mentors in Partner Schools will be provided by the University.

**ARTICLE III
PROFESSIONAL SERVICES AND COMPENSATION**

1. The District agrees to allow members of its staff to provide administrative and professional supervision of principal interns insofar as their presence affects provision of educational services and/or care of District students.
2. On-going evaluation of the principal intern by the Mentor Principal will include formative written and oral evaluations and official, summative written final evaluation.
3. Evaluation of the principal intern may be done collaboratively with the Principal and University Supervisor, or the University faculty.

**ARTICLE IV
INDEMNIFICATION AND INSURANCE**

The University will defend, indemnify, and hold harmless the District, its directors, employees, and agents from any loss, claim, or damage arising out of the negligent acts or omissions of University students or faculty. The University agrees to provide professional and general liability coverage for assigned University students and/or faculty. Evidence of such coverage is available on the web at: <http://f2.washington.edu/treasury/riskgmt/proof>

To the extent permitted by law, the District will defend, indemnify, and hold harmless the University, its directors, employees, students, and agents from any loss, claim, or damage arising out of the negligent acts or omissions of District employees or agents. The District agrees to provide professional and general liability coverage for District employees and agents and to deliver a certificate or other evidence of such coverage to the University prior to execution of the Agreement and as requested thereafter.

**ARTICLE V
TERMINATION**

Either party may terminate the Agreement by written notice to the other party at least thirty (30) days in advance of the beginning of any University term. The District reserves the right to terminate the placement of any principal intern when it is in the best interest of the District to do so, but will consult with the University Program Director before doing so.

**ARTICLE VI
GOVERNING LAW**

This agreement shall be interpreted, construed, and enforced in accordance with the laws of the State of Washington.

**ARTICLE VII
TERM OF AGREEMENT**

The term of this Agreement shall be for five (5) years from the date of this Agreement. This Agreement may be renewed for additional periods for five (5) years if approved by both parties in writing.

DISTRICT: Stanwood Camano School District

Please Print

Name Linda Littlefield

Title Executive Director of Human Resources

Signature _____

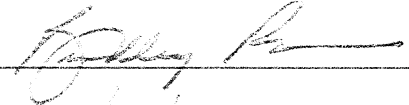
Date _____

UNIVERSITY

Please Print

Name Bradley Fortia

Title Director

Signature 

Date 2/25/13