

PUBLIC SCHOOL DISTRICT AFFILIATION AGREEMENT

This Public School District Affiliation Agreement (hereinafter "Agreement"), is made this 5th day of October, 2022 and between Washington & Jefferson College (hereinafter referred to as the "College"), a higher education institution in the Commonwealth of Pennsylvania and Baldwin-Whitehall School District (hereinafter "School District").

WHEREAS, the College requires public school districts to provide sites so that the College's qualified students can participate in practicums, externships, and student teaching experiences; and,

WHEREAS, School District is willing to make available such sites in its academic facilities, all subject to the terms and conditions set forth in this Agreement; and,

WHEREAS, the parties, intending to be legally bound, agree as follows:

I. Duties and Responsibilities of the College

- a. Selection of Students. The College shall select qualified students to participate in the practicum, externship, or student teaching experience. Selected students will have the appropriate educational background and skills consistent with the contemplated education experience requested by the School District.
- b. Education of Students. The College shall assume full responsibility for the education and preparation of its students. The College shall be responsible for the administration of the program, the curriculum content and the requirements for matriculation, grading and graduation.
- c. Submission of Candidates. The College shall submit the names of the students to the designated representative of the School District at least four weeks prior to the beginning of the practicum, externship or student teaching experience.
- d. Advising College Students of Rights and Responsibilities. The College will be responsible for advising its students of his or her own responsibilities under this Agreement. The College's students shall be advised of his or her obligations to

- c. Policies of School District. The School District will provide to the College an accessible online link for review of School District policies. These policies will be provided at least two weeks in advance of any student's participation.
- d. Removal of Noncompliant Student. The School District shall have the authority to immediately remove a student who fails to comply with its policies and procedures. If such a removal is necessary, the School District shall immediately contact the Washington & Jefferson College Education Department Chair.
- e. Designation of Representative. The School District shall designate a person to serve as a liaison between the parties who will meet periodically with representatives of the College in order to discuss, plan and evaluate the experience of the student(s).
- f. Supervision of Students. The School District shall provide either a practicum site supervisor or a cooperating teacher who will supervise the College students' activities during practicum, externship or student teaching.
- g. Reporting of Student Progress. The School District shall provide all reasonable information requested by the College on each student's work performance. If there are any student evaluations, they will be completed and returned according to any reasonable schedule agreed to by the College and the School District.
- h. Student Records: The School District shall protect the confidentiality of the College students' records as dictated by the Family Education Rights and Privacy Act (FERPA) and shall release no information absent written consent of the College student candidate unless permitted or required to do so by law or as dictated by the terms of this Agreement.
- i. Supervisor Eligibility Requirements. Each cooperating teacher selected to supervise the student teacher shall hold a current Pennsylvania certificate in the subject area/ grade level to which the student teacher is assigned.

III. Mutual Terms and Conditions

- a. Number of Participating Students. The parties will mutually agree upon the number of students that shall be assigned to the School District for this practicum, externship or student teaching experience.
- b. Term of Agreement. The term of this Agreement shall be three (3) years from the date of execution. This Agreement may be renewed or extended by mutual written agreement of the parties.

IN WITNESS WHEREOF, the authorized representatives of the parties have entered into and executed this Agreement as of the date first entered above.

WASHINGTON & JEFFERSON COLLEGE

SCHOOL DISTRICT - PRINT

Kristin Nelson

Authorized Signature

Authorized Signature

Kristin Nelson / Chair

Print Name/Title

Print Name/Title

9/23/22
Date

Date