CALIFORNIA STATE UNIVERSITY, STANISLAUS
SCHOOL ADMINISTRATION FIELD EXPERIENCE AGREEMENT

THIS AGREEMENT is effective upon execution between the State of California through the Trustees of The California State University on behalf of CALIFORNIA STATE UNIVERSITY, STANISALUS, all of which are hereinafter called "University", and **Jefferson School District**, hereinafter called the "District", collectively together called, "Parties".

1. The District shall provide to University School Administration candidates, work experience through practice administration in schools of the District. Such practice administration shall be provided in such schools, and under the direct supervision and instruction of such employees of the District, as the District and the University through their duly authorized representatives may agree upon.

   The District allows candidates to record interactions with faculty, staff, and P-K students, maintains a media release on file for all who are video recorded and the District shall have the right, after consultation with the University, to refuse to accept further placements of the University's School Administration candidates who in the District's judgment are not participating satisfactorily in the program.

   "School Administration Work Experience" means active participation in the duties and functions of the School Administrator. The School Administration candidate receives training in school administration under the supervision and instruction of employees of the District, hereinafter call Site Supervisor/Mentor. Qualification to serve as a site supervisor/mentor is based on the following criteria:

   a. possession of a California Administrative Services credential,
   b. service in a full-time (neither part-time nor interim) position that requires a California Administrative Services credential,
   c. successful experience in administering appropriate schools and grade levels,
   d. knowledgeable about changes in the profession and socioeconomic and cultural diversity of the student population,
   e. possession of knowledge and understanding of the academic content standards, California Standards for the Teaching Profession, California Administrator Performance Standards and the California Administrator Performance Assessment.
   f. skilled in observation and coaching techniques and in ways of successfully fostering learning in adults.

   The responsibilities and duties of the site supervisor/mentor include:

   Fall Semester

   - provide candidate access to district and site level quantitative and qualitative academic and student well-being data.

   - permit video recording by candidate, where designated, for candidate reflection and California Administrator Performance Assessment task completion.

   - observe (a minimum of 20 minutes each), three activities: (1) pre-observation peer coaching conference between the School Administration candidate and a teacher volunteer; (2) post-observation peer coaching conference between the School Administration candidate and a teacher volunteer; and (3) facilitation by the School Administration candidate of a professional learning community meeting or similar meeting that involves teacher collaboration on addressing a problem of practice.

Spring Semester

- observe (minimum of twenty minutes each) three activities that involve the School Administration candidate leading and/or facilitating administrative activities related to school (1) law, (2) personnel and (3) finance.

2. A semester unit of School Administration field experience is 45 clock hours of involvement in the school administration function at the designated school site.

3. An assignment of a School Administration candidate of the University to practice school administration in schools of the District shall be, at the discretion of the University. The program will determine the length of the assignment. The assignment of School Administration candidates of the University to practice school administration in the District shall be deemed to be effective for purposes of this agreement as of the date this agreement is executed.

4. The District shall not employ discriminatory practices in its performance hereunder on the basis of sex, sexual orientation, race, color, ancestry, ethnicity, religious creed, national origin, disability (including HIV and AIDS), medical condition, age, marital status, and denial of family care leave.

5. The State of California has elected to be self-insured for its general liability, vehicle liability, and workers' compensation and property exposures through an annual appropriation from the General Fund. As a State agency, the California State University, Office of the Chancellor, the Trustees, and its system of campuses are included in this self-insured program. Under this form of insurance, the State and its employees are insured for any tort liability that may develop through carrying out official activities, including state official operations on non-state property.

6. The District agrees to indemnify, defend, and hold harmless the State of California, the Trustees of The California State University, the Chancellor, California State University, Stanislaus and their Auxiliaries, employees, officers, directors, volunteers, representatives, and agents of each of them (collectively "University") from any and all loss, damage, or liability that may be suffered or incurred by University, caused by, arising out of, or in any way connected with the performance of this Agreement.

   The University agrees to indemnify, defend, and save harmless the employees, officers, directors, volunteers, representatives, and agents of them (collectively "District") from any and all loss, damage, or liability that may be suffered or incurred by District, caused by, arising out of, or in any way connected with the performance of this Agreement.

7. In cases in which the School Administration candidate is <u>not currently employed by the District, but approved for field experience at the site</u> by the District, the following subsections also apply:

   a. The parties agree that the University is not to assume nor shall it assume by this agreement any liability under the California Worker's Compensation Insurance and Safety Act for, by or on behalf of any University School Administration candidates while School Administration candidates are on the premises of the District or while performing any duty whatsoever under the terms of this agreement or while going to or from any of the District's facilities. University shall inform each School Administration candidate, not employed by the District, regarding the lack of coverage for Worker's Compensation Insurance by either party.

   b. University School Administration candidates must establish and maintain adequate public liability and property damage insurance covering all negligent acts or commissions under this agreement. Further, University School Administration candidates shall sign beforehand a Hold Harmless Statement, which shall relieve the District of any and all liability and responsibility in the event a University School Administration candidate's injury is caused by the District, and which shall be in effect for the term of this agreement.

8. District shall be aware of and informed about the hazards currently known to be associated with the novel coronavirus referred to as "COVID-19." District is familiar with and informed about the Centers for Disease Control and Prevention ("CDC") current guidelines regarding COVID-19 as well as applicable federal, state, and local governmental directives regarding COVID-19. District, to the best of its knowledge and belief, is in compliance with those current CDC guidelines and applicable governmental directives. If the current CDC guidelines or applicable government directives are modified, changed or updated, District will take steps to comply with the modified, changed or updated guidelines or directives. If at any time District becomes aware that it is not in compliance with CDC guidelines or an applicable governmental directive, it will notify University of that fact.

9. The term of this agreement shall become effective from the date of execution and continues for a period of five (5) years unless terminated by either party after giving the other party thirty (30) days written notice of the intent to terminate. Any such termination by the District shall not be effective, at the option of the University, for any School Administration candidate until such School Administration candidate has completed the program for the then current academic year.

10. This document contains the entire agreement and understanding of the Parties, and supersedes all the prior agreements, arrangements, and understandings with respect to the subject matter of this document. This agreement may at any time be altered, changed, or amended by mutual agreement of the parties in writing.

By signing below, each of the following represent that they have authority to execute this Agreement and to bind the party on whose behalf their signature is made.

Execution of this contract is hereby requested:

Trustees of the California State University
California State University, Stanislaus
One University Circle
Turlock, California 95382

By: _____ Date: _____
Rhonda Willson
Procurement & Contract Services

Jefferson School District
1219 Whispering Wind Drive
Tracy, CA 95377

By: _____ Date: _____
James Bridges
Superintendent

CERTIFICATION

I, 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 the Trustees of the California State University, whereby the University may assign School Administration candidates to the schools in the school district for practice administration, be approved; and the Jefferson School District hereby authorized to execute the same."

Jefferson School District

By:_____

(Clerk/Secretary of the Board)

"BOARD APPROVAL IS NOT REQUIRED"

By: _____

Title: _____

Print Name: _____

Date: _____