Co-Sponsor Agreement

TEACHER INDUCTION PROGRAM

2022 – 2024 Academic Years

Enclosed is a co-sponsor agreement for your educational agency official to sign and return. Teachers College of San Joaquin's Teacher Induction Program serves both general education and education specialist candidates and is two years in length. A one-year Early Completion Option (ECO) is available for candidates who qualify.

Terms of Agreement

The effective dates of this Co-Sponsor Agreement are for the academic years July 1, 2022 – June 30, 2024. Either party may terminate this agreement by submitting written notice to the other party no later than thirty (30) days prior to the start of the academic year.

***The district or employing agency understands and agrees to*:**

1. Inform general education and education specialist teachers who obtain a preliminary credential that they must enroll in an induction program within the first year of their preliminary credential. These teachers will be referred to as "candidate" in the following criteria.
2. Provide the TCSJ Teacher Induction Application link: https://apply.teacherscollegesj.edu/ to each candidate and require that each candidate complete the application by November 1. The enrollment period is from August 1 to November 1.
3. Candidates who are enrolled in TCSJ's Teacher Induction Program must:
   - Be employed as the teacher of record in an assignment that aligns with the clear credential being pursued (General Education – Multiple Subject, Single Subject; Education Specialist – Early Childhood Special Education, Mild/Moderate, Moderate Severe);
   - Be employed in a setting where video capture is permitted for candidate reflection;
   - Be employed in an instructional setting with the same group of students on a daily or weekly basis;
   - Be employed in a setting that ensures the presence of English Language Learners and students with special needs (California Standards for the Teaching Profession 3.6: *Addressing the needs of English learners and students with special needs to provide equitable access to the content*).
4. Apprise the TCSJ Teacher Induction Coordinator of any changes to a candidate's or mentor's status as follows:
   - Employment status;
   - Leave status;
   - Change in mentor/participating teacher pairing;
   - Change in site;
   - Change in assignment.

   A change in a candidate's status could result in an extension of the candidate's program into the next school calendar year or withdrawal from the program if their setting does not meet the required components as described above in #3 or if their employment is terminated.

5. Inform candidates of who is responsible for paying the per year Teacher Induction Program Fee.

6. If a candidate withdraws from TCSJ's Teacher Induction Program prior to December 31, 50% of the program fee must be paid. However, if a candidate withdraws from the program after December 31, the full program fee is due.

7. Ensure that the candidate is paired with a mentor within thirty (30) days of being enrolled in TCSJ's Teacher Induction Program.
   - The mentor and candidate are to be matched according to credentials held, grade level and/or subject area as appropriate to the candidate's employment;
   - It is recommended there be a 1:1 pairing of mentor to candidate.

8. Provide the Teacher Induction Mentor Application link to mentors and require that each mentor complete the application, once assigned to the teacher induction candidate. The Mentor Application link will be emailed to the Contact Person identified on page 4 of this Co-Sponsor Agreement by TCSJ staff by August 1.

9. Mentors are selected based upon the following minimum requirements:
   - Knowledge of the context and the content area of the candidate's teaching assignment;
   - Demonstrated commitment to professional learning and collaboration;
   - Possession of a Clear/Life Teaching Credential;
   - Ability, willingness, and flexibility to meet a candidate's needs for support;
   - Minimum of three years of effective teaching experience.

10. Provide sufficient resources, including protected time, for:
    - The collaborative development of the Individual Learning Plan (ILP) with input from the candidate, mentor, and consultation with the site administrator within sixty (60) days of the candidate's enrollment in the program;
    - The mentor and candidate to attend required TCSJ professional development opportunities;
    - The mentor to attend initial and ongoing training;
    - The candidate to implement their ILP;
    - The candidate to attend coursework as part of their ILP goals;
    - The mentor to provide a minimum of one hour per week of individualized support/mentoring to the candidate;
    - The mentor to assist the candidate in the implementation of their ILP goals;
    - Regular mentor and candidate interactions, e.g. observation of the candidate's practice, videotaping of the candidate, or observations of colleagues and peers.

11. Agree to use a candidate's ILP for the sole purpose of professional growth. The ILP may not be used as an evaluation for employment purposes.

12. Honor the confidentiality between the mentor and induction candidate.

13. Ensure that site administrators with induction candidates are aware of the shared responsibilities set forth in this agreement.

14. Apprise mentors and participating teachers regarding the acceptance of TCSJ's Professional Development Units (PDU) for their participation in TCSJ's Teacher Induction Program. Mentors and candidates can purchase up to six (6) PDUs each year, for a maximum of twelve (12) units.

15. Provide the required evaluation data, including survey completion and demographic information, as requested by the Commission on Teacher Credentialing (CTC) and/or the TCSJ Teacher Induction Program from stakeholders such as employers, site administrators, candidates, and mentors.
16. Assign a representative to participate in bi-annual/annual meeting(s) to receive updates regarding TCSJ's Teacher Induction Program.

The TCSJ Teacher Induction Program understands and agrees to:

1. Ensure that districts/employers have paired each participating teacher with a mentor according to credentials held, grade level and/or subject area within thirty (30) days of enrolling in TCSJ's Teacher Induction Program.
2. Provide the district with the TCSJ Teacher Induction Mentor Application link by August 1.
3. Ensure that each participating teacher has developed an Individual Learning Plan (ILP) within sixty (60) days of enrolling in TCSJ's Teacher Induction Program.
4. Provide the following:
   - Initial and ongoing training for mentors;
   - Required professional development, seminars and/or coursework for induction candidates tied to the creation and implementation of their ILP
   - Opportunities for candidates who need to complete teacher preparation assessments (e.g., Teacher Performance Assessments – CalTPA or edTPA, and/or Reading Instruction Competence Assessment, RICA) as a result of the Governor's Executive Order N-66-20
5. Apprise candidates of the availability and criteria for the Early Completion Option (ECO) for "experienced and exceptional" candidates.
6. Provide mentors and candidates the opportunity to purchase a maximum of twelve (12) Professional Development Units (PDUs) for their participation in TCSJ's Teacher Induction Program.
7. Apprise districts/employing agencies of the status of candidates and mentors, upon request.
8. Provide all program materials to both mentors and teacher induction candidates.
9. Provide the following credential service:
   - Follow CTC protocols for recommending candidates for their clear credential.
10. *If appropriate*, invoice the district/employing agency the yearly program fee for each induction candidate based upon the amount each district/employing agency will support; ***OR,*** establish a payment plan for induction candidates who are paying the program fee.

<u>Indemnification</u>

TCSJ shall defend, indemnify and hold the Employing Agency and its officials, employees, and agents harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising out of the performance of this agreement, but only in proportion to and to the extent such liability, loss, expense attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of TCSJ, its officials, agents or employees.

Employing Agency shall defend, indemnify and hold performance of TCSJ and its officials, employees, and agents harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising out of the this agreement, but only in proportion to and to the extent such liability, loss, expense attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Employing Agency, its officials, agents or employees.

TO BE COMPLETED BY THE EMPLOYING AGENCY:

Type of Educational Agency

☐ COE ☑ District ☐ Charter ☐ NPS ☐ Private

CDS Code (7 or 14 digit) 39685440000000

Name of Agency: Jefferson Elementary School District

Mailing Address: 1219 Whispering Wind Dr., Tracy, CA 95377

Contact Person: Emily Stroup

Telephone: 209-836-3388 Email: estroup@jsdtracy.com

The signatures below indicate that the educational agency has agreed to the conditions of the Co-Sponsor Agreement and will act as co-sponsors for the 2022-2024 academic years.

Name of Approving Official: James W Bridges

Position/Title: Superintendent

Signature of Approving Official: James W Bridges Date: 05/03/2022

Signature of TCSJ Teacher Induction Coordinator: _____ Date: _____

Signature of TCSJ President: _____ Date: _____

If you have any questions, please email:

Teacher Induction Coordinator
Myra Gardea-Hernandez, Ed.D.
Email: mgardeahernandez@sjcoe.net

Teacher Induction Support
Judene Violante
Email: jviolante@sjcoe.net

Candidates will not be enrolled in Teachers College of San Joaquin's Teacher Induction Program without a current Co-Sponsor Agreement from the sponsoring educational agency on file.

Document History

SignNow E-Signature Audit Log

All dates expressed in MM/DD/YYYY (US)

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Sender: jviolante@sjcoe.net
Signers: guest_signer_160600470103@no.reply, mgardeahernandez@sjcoe.net, ghale@sjcoe.net, jviolante@sjcoe.net
CC:

Client	Event	By	Server Time	Client Time	IP Address
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