

Agreement Between
_____ Independent School District
And
The University of Houston
Regarding
UH Alternative Certification Program

This Agreement is executed effective _____ between the University of Houston for the benefit of its College of Education (hereinafter "the University") and the _____ Independent School District (hereinafter "the District") with regard to an internship program for University students for the completion of an Alternative Certification Program required by the State of Texas and the State Board for Educator Certification for the certification of teachers.

The District agrees to:

1. Provide an appropriate intern placement that allows the intern to meet all certification requirements for student teachers via an Alternate Certification Program.
2. Provide a highly qualified mentor teacher with appropriate certification and at least three years' successful teaching experience.
3. Provide a District contact person that will serve as the main point of contact between the District and the University. The District contact person may co-develop and co-deliver candidate training and will assist the University to gain access to district resources such as curriculum as needed.
4. Provide the University with a final participant list of interns (hereinafter, "Participants") who are participating in the Alternative Certification Program (the "List") during each academic year within the duration of the agreement. The District further agrees to maintain and update the List throughout the school year, as may be required, and to deliver any updated copies of the List to the University as soon as reasonably practicable. The District has final approval for all Participant hires.
5. Allow digital video recording of Participants in the classroom setting to facilitate reflection and feedback between the Participant and the University supervisor. The video documentation will be shared only among the Participant, the District's mentor teacher, and the University supervisor. Digital files will not be stored on a central server. Students will not be recorded without parent/guardian consent.
6. The University shall be entitled to "Certification Costs" in the amount of \$_____ for each Participant through district payroll deduction. The District shall deduct individual Certification Costs on a monthly basis from each Participant's paycheck, as with any other alternative certification program, and remit all such sums to the University quarterly. The University hereby agrees to provide the District with an invoice for each of the quarterly payments of Certification Costs, with each invoice reflecting a payment obligation of (\$_____) for each Participant. The District shall remit each payment within thirty (30) days from the date the District receives the invoice.
7. As consideration for its participation in the Alternative Certification Program, the District agrees to pay the University a per Participant "District Contribution" in the amount of

\$_____ for each Participant who is a teacher candidate enrolled in the Alternative Certification Program. The District contribution shall be payable in two (2) equal installments, with the first installment being due and owing on June 15th of each academic year and the final installment becoming due on January 31st each academic year. The University hereby agrees to provide the District with an invoice for each of the two (2) payments, with each invoice reflecting a payment obligation of \$_____ for each Participant enrolled in the Alternative Certification Program. The District shall remit each payment within (30) days from the date the District receives the invoice.

8. The District hereby acknowledges that the University shall be entitled to a pro rata share of District Contributions and Certification Costs for any month during which a Participant receives, in whole or in part, coaching and/or professional development from the University. Should a Participant withdraw from the University before completion of the school year, the University agrees to invoice the District only for that portion of the District Contribution and Certification Costs attributable to the months during which such withdrawing Participant received, in whole or in part, coaching and/or professional development from the University. Except as described in this agreement, neither the District nor any non-withdrawing Participant shall be entitled to a reduction in costs owed to the University due to any such Participant's ultimate failure to obtain certification from the State of Texas.
9. If a Participant fails to complete certification requirements during year 1 of being placed as a Participant in the Alternative Certification Program and the District chooses to continue employment, Certification Costs shall continue to be deducted in year 2 as described in paragraph 6 of this agreement.

The University agrees to:

10. Recommend for placement in the Alternative Certification Program only those Participants who have earned a satisfactory record and have met the requirements established by the University.
11. Inform all Participants that they must complete all appropriate paperwork and applications for placement with the District and return them to the District in accordance with all deadlines set by the District.
12. Provide Participants training on their responsibilities regarding participation in the Alternative Certification Program, including professional conduct, rules set by the University, and state and federal laws relating to education with specific attention to the Family Educational Rights and Privacy Act ("FERPA") and Texas Educator Code of Ethics.
13. Provide the District, the Participant, the mentor teacher, and the University supervisor access to curriculum requirements, evaluation forms, project descriptions, handbooks, calendars, schedules, or any other documentation or material necessary to effectively facilitate and support the Participant during this experience.

The University and the District jointly agree to:

14. Establish ongoing, open communication between the University staff and the District.
15. Comply with all state and federal laws and regulations.

Term of Agreement, Modification, Termination and Governing Law:

This agreement shall be effective when executed by both parties and shall remain in effect for a period of 5 years, with annual renewals of up to 10 years or until terminated by 30 days written notice by either party.

This agreement may be modified in writing upon approval of both parties.

This agreement will be governed by the laws of the State of Texas without regard to choice of law principles.

Nondiscrimination:

The University is committed to an inclusive education and work environment that provides equal opportunity and access to all qualified persons. The University, to the extent not in conflict with federal or state law, prohibits discrimination or harassment on the basis of race, color, national origin, age, sex, religion, disability, veterans' status, sexual orientation, gender identity or expression.

In their execution of this agreement, all contractors, subcontractors, their respective employees, and others acting by or through them shall comply with all federal and state policies and laws prohibiting discrimination, harassment, and sexual misconduct. Any breach of this covenant may result in termination of this agreement.

EXECUTED EFFECTIVE as of the date listed above by:

UNIVERSITY OF HOUSTON
for the benefit of its College of Education

By: _____

Name: _____

Title: _____

_____ INDEPENDENT SCHOOL DISTRICT

By: _____

Name: _____

Title: _____