

MEMORANDUM OF UNDERSTANDING
2013-2014 ACADEMIC YEAR
CLAY COUNTY SCHOOL BOARD – UNIVERSITY OF NORTH FLORIDA

The University of North Florida provides early field experiences, called preinternship, for those preparing to be teachers. During preinternship, students are assigned to a school and are actively engaged in a variety of experiences designed to help them understand the real world of the classroom and practice newly acquired teaching skills.

The Clay County Schools and the University of North Florida College of Education and Human Services (COEHS) agree to cooperatively participate in the Field Laboratory Preinternship Program during the 2013-2014 academic year. This program will provide Clay County School District with an opportunity to recognize excellence in teaching, provide professional growth for exemplary teachers, and provide assistance in addressing educational issues deemed critical by the school district.

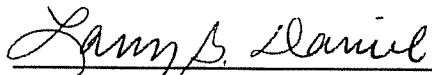
At the same time, this program provides an opportunity for the University to improve its preinternship program by forging stronger linkages with the participating school system and by providing opportunities for exemplary teachers to work with those preparing to enter the profession.

Participation will involve the following:

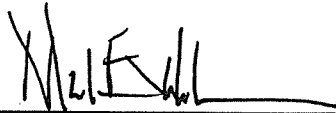
- (1) By the Summer 2013 term, the COEHS and officials to be designated by Clay County Schools will identify two experienced, exemplary teachers to serve as Field Laboratory Clinical Educators for the 2013-2014 academic year.
- (2) During the 2013-2014 academic year, each selected Field Laboratory Clinical Educator will hold a courtesy appointment as an Instructor, participate in a wide variety of professional growth activities, receive training in the areas of clinical supervision, action research, and various instructional strategies that are integrated into the Field Lab model. These teachers and others will constitute a professional cadre who will research, propose, and implement strategies to address identified problems in the district. Each Field Lab teacher will direct preinterns as they participate in field experiences through the use of on-site observation and on-campus seminars. The Field Lab program will be coordinated by a director who is employed by the University.
- (3) Each Field Laboratory Clinical Educator will remain a school district employee and not be an employee of the University. The University agrees to reimburse Clay County District for one-half of each teacher's salary and benefits for the 2013-2014 contract year. It is understood that Field Laboratory Clinical Educators will work the same number of days as specified in their regular contract, but they may require a modified schedule due to differences in the University and district calendars. The modified schedule must be acceptable to both the University and district personnel office.

- (4) The project will be evaluated by the University and Clay County School Board staff to determine the impact on the preinterns, the Field Laboratory Clinical Educators, and the district. Results will be disseminated to the district and to all members of the project.
- (5) Clay County Schools shall allow public access to all documents, papers, letters, or other materials subject to the provisions of Chapter 119, Florida Statutes, and made or received in connection with this Agreement.

University of North Florida



**Larry Daniel, Dean
College of Education and Human Services**



**Mark E. Workman
Provost and Vice President for
Academic Affairs**

Clay County Public Schools

**Charlie Van Zant
Superintendent of Schools**

**Carol Studdard, Chairman
Clay County School Board**

Approved as to form and legality



**Office of General Counsel
University of North Florida**