Master Affiliation Agreement
FIAT Programs
2011-2012

The School Board of St. Lucie County 4204 Okeechobee Road Fort Pierce, FL 34947	Florida Atlantic University Board of Trustees College of Education 777 Glades Road Boca Raton, Florida 33431

I. PURPOSE

The School Board of St. Lucie County, Florida (hereafter referred to as "School District") and the Florida Atlantic University Board of Trustees (hereafter referred to as "FAU") desire to collaborate through the implementation of one or more programs of the FAU/Florida Institute for the Advancement of Teaching (hereafter referred to as "FIAT").

A FIAT site is an elementary, middle, high school, charter, special, or combination school in which School Board and FAU personnel work together to facilitate high levels of learning by children of the FIAT site. The FIAT programs are designed to promote an enhanced school environment for the preparation of teachers, while providing appropriate instructional support for school children. Through the collaborative efforts of pupils in the school, pre-service educators, practitioners in the school, mentors, and university faculty and students, a FIAT site becomes an exemplary learning environment for the enhancement of all levels of education.

The School District and FAU will combine resources and provide leadership for the initiation and development of the FIAT sites. Through collaborative pre-service and in-service education, institutions and their faculties provide improved learning environments for pupils and college students by:

- Improving the performance of respective students of each institution;
- Extending mutual research and grant capacity;
- Applying and modeling effective teaching practices;
- Promoting targeted pre-professional instruction and continuous professional development to improve student performance;
- Informing and improving school and university instruction; and
- Testing innovative means to develop new education professionals

II. FIAT PROGRAMS

The three FIAT programs currently available for implementation within the School District are set forth below. A Master Participation Addendum for the available FIAT Programs is attached as Appendix A.

A. Good FIT (First Introduction to Teaching) – Places college freshmen, sophomores, and other students interested in teaching into school classrooms as Instructional Interns one day per week to work with pupils under the direction of a model teacher from the School District for up to 12 weeks per semester. These students may be from FAU or Florida's state colleges. The students work in different settings or schools each semester for up to four semesters to try out teaching and find a "Good FIT" grade, subject or climate. College students and host School District teachers receive a stipend from FAU. The School Participation Addendum for the Good FIT Program is attached as Appendix B.

B. SMaRT (Substituting with Mentors and Realistic Teaching) – Places college juniors and seniors in a specific school for a semester as substitute teachers for one or more predetermined days per week with a FIAT mentor who oversees their induction and performance. The School District will provide substitute compensation to FAU as provided in Appendix C. FIAT uses the substitute compensation and other funds as necessary to pay stipends for the college students and mentors. The School Participation Addendum for the SMaRT Program is attached as Appendix C.

C. AIT (Accelerated Induction into Teaching) – Places highly qualified student teachers in unfilled classrooms as the instructor of record under the direct, daily ongoing supervision of a FIAT Mentor for one full semester. The School District pays FAU the same amount as it would normally pay a first year teacher as provided in Appendix D. This payment is used to provide a stipend for the student teacher and the master mentor. The School Participation Addendum for the AIT Program is attached as Appendix D.

III. FIAT MENTORS

The FIAT mentors are retired successful educators, prescreened by FAU, hired and paid by FAU and evaluated by all participants, site principals and FIAT administrators. Mentors are responsible for the supervision of the FIAT college students and their assigned classroom pupils. They receive training and ongoing support. The mentors may take control of a FIAT classroom situation as necessary. Mentors are expected to communicate in a timely, clear and respectful manner with the school site administrators, teachers, parents, FIAT administrators, and others as appropriate. FAU will also provide, train, and support local area coordinators.

IV. FIAT SUPPORT AND POLICIES

It is believed that all individuals who are engaged in work at the FIAT sites must be committed to ensuring that each and every child learns and develops to his or her full potential. In order for a school to be most effective as a FIAT site, the following conditions must exist:

- **Collaboration** - The school leadership and a majority of the faculty must be willing to collaborate with pre-service teacher education students.
- **Research and Development** - The school leadership, a majority of the school faculty and the university FIAT faculty and staff must embrace and support inquiry, research, and the exchange of professional knowledge.
- **Program Partnerships** - The university, district and school leadership and faculties must embrace the goals and responsibilities of the FIAT partnership as provided in this agreement and the related Appendices for each school site.

The parties agree to comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes. FAU/FIAT, its employees and agents, and FIAT students who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of School District funds shall, prior to providing any services under this Agreement, (i) file a complete set of fingerprints, and (ii) receive clearance from the criminal background check and , all in the same manner as required of School District employees whose positions involve direct contact with students. The initial security clearance and subsequent renewals shall be the responsibility of all FAU approved FIAT participants. Verification of compliance with

these requirements shall be provided to the School District. FAU/FIAT will provide a public information media package for School District use. FAU/FIAT will recruit and administer all FIAT students.

The final determination of specific program participation by the School District shall be made by the Superintendent of the School District as set forth on the Master Participation Addendum attached as Appendix A. The final determination of specific schools within the School District to serve as FIAT sites will be made jointly by the School District and FIAT administrators. Each participating school shall be required to sign the applicable School Participation Addendum set forth in Appendices B, C and D. The School District will identify a primary contact person for communication with FAU/FIAT.

V. EVALUATION

FAU may develop site-specific reviews for assessment and evaluation of the FIAT programs with input provided by FAU and the respective school site. Four goals will be targeted by FIAT and will be the axis for assessment and evaluation:

- Both parties want the best-educated school students possible.
- Both parties want the next generation of teachers to be as well prepared as possible.
- Both parties want improvement in instructional practices by school and university faculty.
- Both parties want research evaluating the effectiveness of instructional practice modification.

The assessment and evaluation plan will serve the dual purpose of continuous program improvement and progress of reporting to the local school administrators in the School District, FIAT administrators, state policymakers, corporate/foundation officers and the general public.

VI. CONFIDENTIALITY

FIAT program participants may be exposed to confidential student information which is to be protected by FAU Institutional Review Board protocols, School District policies, Florida Statutes, State Board of Education Rules, and the Family Educational Rights and Privacy Act. FIAT program participants shall maintain the confidentiality of student records accessed in the course of their duties under this Agreement and shall sign and adhere to a Confidentiality Agreement in substantially the form attached hereto as Appendix E, incorporated herein by reference.

VII. PROFESSIONAL STANDARDS AND LIMITATIONS

Both parties to this Agreement have a right and an obligation to insist on standards of professional decorum on the part of participants that are consistent with prevailing standards in the school community and the educational profession. This Agreement will be governed by Florida law and all policies and regulations of the School District and FAU. Neither party will discriminate in the choice of schools, student interns or cooperating teachers on the basis of race, color, national origin, age, veteran status or sex. Nor shall such opportunity be denied on grounds that an FAU/FIAT student is blind, deaf or physically handicapped in some other manner, provided he or she is capable of

performing the responsibilities of the position for which the assignment is sought with reasonable accommodation.

VIII. TIMEFRAMES

The activities of the FIAT sites will begin in the 2011 Fall semester. Assessment and evaluation will commence with program planning and be continuous throughout the term of the Agreement. This Agreement will be effective from the last date of signature through June 30, 2012. Either party may terminate this Agreement with or without cause upon 90 days advance written notice to the other party. If the Agreement is terminated by the School District without cause during the middle of a school semester, all FIAT students participating in the AIT, SMaRT or Good FIT programs shall have the opportunity to complete their program for the current semester.

IX. RELATIONSHIP OF PARTIES

Neither party may, without the advance written approval of the other party, assign any right or delegate any duties under this Agreement, nor may it transfer, pledge, surrender or otherwise encumber or dispose of its interest in any portion of this Agreement. Nothing contained is intended, or should be construed, as creating or establishing the relationship of partners between the parties, or as constituting either party as the agent or representative of the other for any purpose in any manner whatsoever, or transferring any rights to the use of each party's name or trademarks. Neither party is authorized to bind the other to any contracts or other obligations, nor expressly or impliedly represent to any party that such parties are partners or agents or representatives of each other.

In witness whereof, the parties have executed this Master Affiliation Agreement on the date below:

The School Board of St. Lucie County, Florida

Chair_____ Date _____

Superintendent_____ Date _____

Florida Atlantic University Board of Trustees

Provost_____ Date _____
Dr. Brenda J. Claiborne

Dean_____ Date _____
Dr. Valerie J. Bristor

APPENDIX A

Master Participation Addendum for FIAT Programs

This Master Participation Addendum is entered into as part of the Master Affiliation Agreement between the School Board of St. Lucie County, Florida (hereafter referred to as "School District") and the Florida Atlantic University Board of Trustees (hereafter referred to as "FAU") and is subject to and governed by its terms and conditions.

The School District agrees to participate in the following selected FIAT programs during the 2011-2012 school year:

PROGRAM	Fall, 2011	Spring, 2012
Good FIT (Appendix B)	**X**	**X**
SMaRT (Appendix C)		
AIT (Appendix D)	**X**	**X**

Individual schools within the School District are authorized to participate in the above marked programs by having their respective principal's sign the appropriate School Participation Addendum attached to the Master Affiliation Agreement as Appendices B, C and D.

_____ _____

Superintendent
Name: _____
Date: _____

FAU/FIAT Administrator
Name: _____
Date: _____

Other special terms and conditions:

_____

_____

_____

_____

APPENDIX B

School Participation Addendum for Good FIT Program

1. The _____ School ("School"), a school of the School District of St. Lucie County ("School District"), agrees to obligate itself to place FIAT state college and university students in selected classrooms one day a week for up to twelve weeks per semester to work with model classroom teachers in their area of specialization.

2. The assigned day will be determined by student availability and hours will be driven by classroom teacher contractual hours.

3. The principal or designee will work closely with the local Good FIT coordinator to select host teachers, determine placements and oversee students.

4. Good FIT students will not be responsible for lesson plans, evaluating student performance, or work in classrooms without the presence of the teacher of record.

5. The majority of a Good FIT student's day will be spent in direct involvement with students in teaching and learning situations.

6. The School will receive a stipend of up to $150 per FIAT-hosted student per semester. Host teachers will be required to attend an orientation meeting, verify attendance records, and complete evaluation and feedback forms.

7. The School agrees to promptly contact an FAU/FIAT administrator should any problems arise.

8. This School Participation Addendum is entered into as part of the Master Affiliation Agreement for the FIAT Programs by and between the Florida Atlantic University Board of Trustees and School District and is subject to and governed by its terms and conditions.

_____	_____
Principal	FAU/FIAT Administrator
Name: _____	Name: _____
Date: _____	Date: _____

APPENDIX C

School Participation Addendum for SMaRT Program

1. The _____ School ("School"), a school of the School District of St. Lucie County ("School District"), agrees to obligate itself to permit the placement of FAU/FIAT junior and senior level students in classrooms as substitute teachers ("SMaRT Associate Teachers") with the oversight of a FIAT Mentor for the 2011-2012 school year.

2. SMaRT Associate Teachers will have a minimum of 60 college semester hours.

3. Primary oversight of the SMaRT Associate Teachers will be provided by an FAU Mentor. The Mentor will rotate among SMaRT Associate Teachers in their placement classrooms and hold daily debrief sessions to discuss instructional strategies, classroom management techniques and share successes and challenges.

4. SMaRT Associate Teachers will work one or two predetermined days per week. The Mentor will work with the local school principal or designee to set a schedule for each SMaRT Associate Teacher.

5. The school will collaborate with the Mentor to place SMaRT students as substitutes in classrooms rather than calling regular county substitutes on the days that SMaRT Associate Teachers are available.

6. School teachers will provide lesson plans, seating charts and related materials to the principal or designee for use by the FIAT/SMaRT site coordinator as far in advance of the projected absence as practicable.

7. The School District shall compensate FAU/FIAT for each SMaRT Associate Teacher that substitutes for an absent permanent teacher, per day, pursuant to current School District substitute teacher pay salaries for substitutes with 60 or more college semester hours. This compensation shall be inclusive of the services of both the FAU student and the FAU mentor. No compensation shall be required from the School District for reporting SMaRT Associate Teachers that are not substituting for absent permanent teachers that day.

8. The School District shall receive an invoice from FAU/FIAT by school site at the end of the semester which is payable in accordance with the provisions of the Florida Local Government Prompt Payment Act. The invoice will detail the actual number of substitute teacher days and the names of the SMaRT Associate Teachers providing services during the prior period.

9. This School Participation Addendum is entered into as part of the Master Affiliation Agreement for the FIAT Programs by and between the Florida Atlantic University Board of Trustees and School District and is subject to and governed by its terms and conditions.

_____	_____
Principal	FAU/FIAT Administrator
Name: _____	Name: _____
Date: _____	Date: _____

APPENDIX D

School Participation Addendum for AIT Program

1. The _____ School ("School"), a school of the School District of St. Lucie County ("School District"), agrees to obligate itself to permit the placement of qualified FAU/FIAT students in selected classrooms with the oversight of a FIAT Mentor for one semester during the 2011-2012 school year.

2. Qualified AIT teacher candidates will be selected from FAU's College of Education ("COE") teacher development program. Individual candidates who are selected will have advanced organization experience, academic or content knowledge, strong pedagogical skills and best fit the needs of the School District. The number of positions will be contingent on candidate availability and district need.

3. Prior to student teaching, AIT teacher candidates will participate in an intensive training orientation. This orientation addresses policies, procedures, programs, and any other training necessary to function independently in the classroom. These seminars will be conducted cooperatively between the faculty and staff of the COE and the School District.

4. Primary oversight of the AIT teacher candidate will be provided by an experienced Mentor hired by FAU and reviewed by the School District. Mentoring by the FIAT Mentor will proceed in three phases: (1) direct supervision and observation of each AIT teacher every day for one- and-a-half to two hours during the first six weeks (2) supervision and observation three to five days a week for the second six weeks; and (3) supervision and observation tailored to individual needs of the AIT teacher for the final six weeks.

5. The FIAT Mentor will work collaboratively with the COE supervisor assigned to the AIT teacher candidate. Additionally, an in-school peer teacher from the School District will be identified to provide additional support as needed. COE, with the Mentors, will also conduct a weekly seminar to discuss classroom opportunities, events, problems, student achievement, parental conferences and the overall teaching process. The AIT program provides three levels of support (FIAT Mentor, University Supervisor, and Peer Teacher) to strive to insure that the AIT teacher candidate is a successful teacher and that the classroom instruction is of the highest quality possible.

6. An evaluation will be conducted at the conclusion of each semester. The evaluation will consist of a debriefing with the key participants in the program (e.g., the AIT teacher candidate, FIAT Mentor, Peer Teacher and the school principal). This evaluation will enable the COE to gather formative data on the effectiveness of the AIT program from key participants and enable FAU and the School District to adapt the AIT program to achieve its intended goals.

7. The FAU semester shall be co-terminus with the School District semester.

8. The School District shall pay one-half of a beginning teacher's annual salary (including benefits) per semester for each AIT teacher candidate placed, including compensation for paid holidays and teacher training days as follows using the 2011-2012 approved School District teacher salary scale:

A. School District's rate for a beginning teacher for one-half year	$ 17,678.00
B. Cost of benefits for a beginning teacher for one-half year	$ 5,762.29
C. Total amount payable by the School District per semester per AIT teacher (A + B) ("AIT Payment")	$ 23,440.29
D. Portion of the AIT Payment paid by the School District to each AIT teacher per semester.	($5,000.00)
E. Portion of the AIT Payment paid by the School District to FAU for each AIT teacher per semester (C - D)	$ 18,440.29

FAU will invoice at the end of each semester for each AIT teacher. Funds are payable by the School District after receipt of the invoice in accordance with the provisions of the Florida Local Government Prompt Payment Act. The portion of the AIT Payment designated for FAU is intended to defer the costs incurred by FAU in connection with the AIT Program, including the hiring of Mentors, conducting intensive in-service training, coordinating weekly seminars, and providing administrative oversight.

9. Upon successful completion of the program, if it is mutually agreeable to both the School District and the AIT teacher candidate, there is an expectation by FAU that the AIT teacher will be offered a teaching position by the School District.

10. This School Participation Addendum is entered into as part of the Master Affiliation Agreement for the FIAT Programs by and between the Florida Atlantic University Board of Trustees and School District and is subject to and governed by its terms and conditions.

_____	_____
Principal	FAU/FIAT Administrator
Name: _____	Name: _____
Date: _____	Date: _____

APPENDIX E

School District of St. Lucie County Confidentiality Agreement

I, the undersigned program participant in the FAU/Florida Institute for the Advancement of Teaching ("FIAT Program"), hereby acknowledge and agree to the following:

The types of activities to be performed under the FIAT Program involve access to records and information that are private and confidential under state and federal law and School Board policy. I understand that all personally identifiable records of students are confidential, and I agree to access such records in the course of providing services under the FIAT Program only if and to the extent I have a legitimate interest in the information contained in such records.

I acknowledge receiving instruction and training from the School District in the identification and handling of confidential records and information; acknowledge receiving and reviewing the following polices, manuals, and guides relating to the proper handling of such records and information: School Board Policy 5.70 (Student Records) and the Student Educational Records Manual ("Confidentiality Guidelines"); and acknowledge having an opportunity to ask questions of School District personnel concerning the Confidentiality Guidelines.

I shall at all times (i) maintain the confidentiality and assure the physical security of all student records accessed and used in the course of providing services under the FIAT Program; (ii) prohibit the release or disclosure of such records to anyone except as authorized by the FIAT Program, (iii) prevent any unauthorized access to such records, including preventing others from using my password or other access to School District records, and (iv) preclude the unauthorized use, release, or disclosure of the information contained in such records. In addition, I shall maintain the confidentiality of all personally identifiable information concerning students and shall only disclose such information as authorized under the FIAT Program.

In the event that I have any question concerning whether specific information is confidential, or whether a particular individual or organization is authorized to access, view, or receive such information, I agree not to disclose the information until receiving express direction from authorized School District personnel.

The School District reserves the right to monitor access to its records and to rescind authority to access records by any individual who misuses such access or otherwise violates this Agreement.

_____ _____

Signature Date

_____

Print Name