

**AFFILIATION AGREEMENT BETWEEN THE UNIVERSITY OF CONNECTICUT  
AND A SCHOOL DISTRICT/NON-PROFIT AGENCY**  
School Psychology Program

**THIS AGREEMENT** is made this 23th day of August, 2013 by and between the University of Connecticut, (hereinafter referred to as "University"), an Institution of Higher Education, authorized as an agency of the State of Connecticut, and the school district/non-profit agency, [REDACTED] (hereinafter "School District/Agency"). The parties intend to be legally bound to the following terms:

**I. DUTIES AND RESPONSIBILITIES OF THE UNIVERSITY**

- a. *Selection of Students.* The University shall be responsible for the selection of qualified students to participate in the practicum or internship. Selected students must have the appropriate educational background and skills consistent with the contemplated practicum or internship offered by the School District/Agency.
- b. *Education of Students.* The University shall provide bi-weekly on campus supervisory practicum or internship meetings to discuss issues associated with school psychology practices and assist the student in the planning and implementation of relevant activities.
- c. *Services.* The University shall place [REDACTED] in the District/Agency. *The student will* provide services (2 or 4 days per week) in concert with the District/Agency's academic year calendar, and consistent with the training goals of the School Psychology Program.
- d. *Advising Students of Rights and Responsibilities.* The University will be responsible for advising the student of his or her own responsibilities under this Agreement. The student shall be advised of his or her obligations to abide by the policies and procedures of the School District/Agency and should any student fail to abide by any policy and/or procedure, after consultation with the University Faculty Advisor, he or she may be excluded from the placement.
- e. *Liability Insurance.* The School District/Agency understands that the University, as an agency of the State of Connecticut, is self-insured. Thus liability insurance is not required. Any claims against the University shall be filed with the Claims Commissioner pursuant to Chapter 53 of the Connecticut General Statutes.

**II. DUTIES AND RESPONSIBILITIES OF SCHOOL DISTRICT/AGENCY**

- a. *Establishment of Practicum or Internship.* The School District/Agency authorizes the use of its facilities as may be agreed upon by the School District/Agency and the University as a **Practicum or Internship placement**. The **practicum or internship is restricted to students enrolled in the University's School Psychology Program**.
- b. *Policies of School District/Agency.* The **School District/Agency** will review with each student, prior to the assignment any and all applicable policies, codes or confidentiality issues related to the **practicum or internship**.
- c. *Exclusion of Noncompliant Student.* The School District/Agency shall have the authority to immediately exclude a student who fails to comply with its policies and procedures.

Before such exclusion occurs, the School District/Agency shall inform the responsible University Faculty Advisor.

- d. *Supervision of Students.* The field-based supervision of practicum or internship students will be conducted by experienced licensed or certified school psychologists. The field-based supervisor, (name of supervisor), will meet formally with the student at least 2 hours a week to discuss issues associated with the student's assigned responsibilities.
- e. *Consideration/Payment Terms.* The School District/Agency shall pay University a fee for the services the student will provide. The fee shall be [REDACTED] payable in 2 equal payments at the beginning of each semester upon invoicing by the University. No reporting of expenditures is required.
- f. *Administration.* The School District/Agency will be responsible for and retain control over the organization, and operation of its programs.
- g. *Reporting of Student Progress.* The School District/Agency shall provide all reasonable information requested by the University on a student's work performance. If there are any student evaluations, they will be completed and returned according to any reasonable schedule agreed to by the University and the School District/Agency.
- h. *Student Records.* The School District/Agency shall protect the confidentiality of student records as dictated by the Family Educational Rights and Privacy Act (FERPA) and shall release no information absent written consent of the student unless required to do so by law or as dictated by the terms of this Agreement.

### III. MUTUAL TERMS AND CONDITIONS

- a. *Number of Participating Students.* The parties will mutually agree upon the number of students that shall be assigned to the School District/Agency for the practicum or internship.
- b. *Goals and Planned Activities.* The School District/Agency and the University are co-responsible for planning the student's activities. Such activities shall be designed to enhance the development of competencies and professionalism relative to the training goals of the school psychology program. The School District/Agency and the University shall furthermore ensure that the practicum or internship allows the student sufficient opportunities to integrate theory, course work, and research, in an applied supervised setting.
- c. *Administration.* The School District/Agency and the University will share authority and control over the student services.
- d. *Termination of Agreement.* The University or the School District/Agency may terminate this Agreement for any reason with ninety (90) days notice to the respective address in Section III.i. below. However, should the School District/Agency terminate this Agreement prior to the completion of an academic semester, all students enrolled at that time may continue their practicum or internship until the end of the academic semester.
- e. *Nondiscrimination.* The parties agree to adhere to nondiscrimination under Section 4a-60 of the Connecticut General Statutes, as amended to date, to ensure that employment practices under this Agreement will not permit discrimination against any person or group of persons on the grounds of race, color, religion, age, marital status, national origin, sex, mental retardation, physical disability, or sexual orientation in any manner prohibited by the

laws of the United States or the State of Connecticut.

- f. *Interpretation of the Agreement.* The laws of the State of Connecticut shall govern this Agreement.
- g. *Modification of Agreement.* This Agreement shall only be modified in writing with the same formality as the original Agreement.
- h. *Relationship of Parties.* The relationship between the parties to this Agreement to each other is that of independent contractors.
- i. *Liability.* Each party shall be responsible for its negligent acts or omissions of its employees, officers, or directors, to the extent allowed by law. Any claim which School/Agency has against the University shall be filed with the Claims Commissioner pursuant to Chapter 53 of the Connecticut General Statutes.
- j. *Notices.* Any notices to University shall be sent to the following address:

Antje Harnisch, Ph.D.  
 Interim Executive Director  
 Office for Sponsored Programs  
 University of Connecticut  
 438 Whitney Road Extension, Unit 1133  
 Storrs, CT 06269-1133

Any notices to the School District/Agency shall be sent to the following address:

[REDACTED]  
 [REDACTED]  
 [REDACTED]  
 [REDACTED]

- k. *Disputes.* The parties shall exercise all reasonable efforts to resolve any dispute arising between the two parties in connection with this agreement by good faith negotiation. If no resolution is reached within thirty (30) days, the parties shall mutually agree on another process to resolve the dispute.
- l. *Entire Agreement.* This Agreement represents the entire understanding between the parties. No other prior or contemporaneous oral or written understandings or promises exist in regards to this relationship.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Agreement as of the date previously indicated.

\_\_\_\_\_  
 [REDACTED]

A. COST OF EXECUTING CONTRACT

- 1. Two, half-time graduate assistantship, (level P) and fringe benefits at 20% (Fringes \$ [REDACTED])
- 2. Program Development Costs (faculty and student travel, recruitment and retention, publications, printing, assessment indices and protocols, research equipment, software, etc.)

B. INDIRECT COSTS

The University of Connecticut (20%)

Total costs (costs to be paid by the Glastonbury Public School to the University of Connecticut):

Randolph Township Schools:  
BY \_\_\_\_\_  
Michael Neves  
Business Administrator/Board Secretary  
Date: \_\_\_\_\_