



# **ALLIANT**

## **INTERNATIONAL UNIVERSITY**

### **MEMORANDUM OF UNDERSTANDING**

**Between**

### **ALLIANT INTERNATIONAL UNIVERSITY**

**And**

### **ALAMEDA UNIFIED SCHOOL DISTRICT**

Alliant International University ("University") and Alameda Unified School District ("District") agree to the following conditions that apply to Practicum Students, Student Teachers, and Interns who are or will be enrolled in the Teacher Credential Program, the MA/PPS: School Psychology Program or School Counseling Program through the Hufstedler School of Education at Alliant International University and will be serving their Practicum or Internship in the District. Interns nominated by either Alliant International University or the District shall be mutually acceptable by both Alliant International University and the District, and shall be subject to a mutually acceptable placement within the District. This Memorandum of Understanding shall become effective Alameda Unified School District for a period of five (5) calendar years. This Memorandum of Understanding may be terminated by either party with sixty (60) days written notice, unless both parties agree to an earlier termination date. Any termination of the Memorandum of Understanding by either party shall not affect the status of any intern who has been placed with the district prior to the effective date of termination.

#### **Alliant International University agrees and certifies that:**

1. Each Candidate shall have passed the California Educational Basic Skill Test (CBEST) and, for Student Teachers and Teacher Interns, required subject matter competency prior to assuming Intern services or responsibilities.
2. Each Candidate shall possess a B.A. Degree, documented by official transcripts with a minimum overall GPA of 3.0. Teacher Credential Interns shall have passed the subject matter requirement.
3. Each Teacher Intern shall have a minimum of 120 hours of verified pre-service experience with students in educational settings. Each School Psychology Intern shall have a minimum of 400 hours of verified Practicum experience and each School Counseling Intern shall have a minimum of 100 hours of verified Practicum experience.
4. Each Teacher Intern shall have passed U.S. Constitution coursework or examination.
5. Each Candidate shall be provided adequate supervision, advice, encouragement and support, as appropriate, by Alliant International University personnel, including but not limited to the University faculty and the University field supervisor as directed by California Commission on Teacher Credentialing Standards.
6. University Supervisors will observe and evaluate teacher interns at least six times during a semester and allocate time with each intern after each visit to discuss the observation.

7. The University shall defend, indemnify, and hold District, its officers, employees and agents harmless from and against any and all liability, loss, expense, including reasonable attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement (collectively, 'Claims') but only in proportion to and to the extent such Claims are caused by or result from the negligent or intentional acts or omissions, or violation of FERPA with respect to student records, by University, its officers, agents, or employees.

**Alameda Unified School District agrees and certifies that:**

1. The purpose of the Internship Program is to add to the pool of qualified teachers, school psychologists, or school counselors that the District has continually sought to maintain.
2. The Intern's services shall meet the instructional or service needs of the District.
3. Each Intern shall be assigned as an Intern under a contract with an appointment of at least .60 FTE of her/his workday, and placed in a job that shall allow for substantial experience in instructional or service duties.
4. No appointment shall be made unless the prospective employee provides proof of fingerprint clearance or photocopy of California teaching permit, and verification that he or she is free from tuberculosis.
5. No Intern shall displace any fully credentialed employee in the District.
6. Each Intern shall be provided adequate supervision, advice, encouragement and support, as appropriate, by District personnel, including but not limited to both an immediate field supervisor and an in-district mentor as directed by California Commission on Teacher Credentialing Standards.
7. The District and University, in partnership, must provide a total of 189 hours annually of support for each teacher intern (45 hours of which will be dedicated to ELL support).
8. The Intern's salary shall not be reduced to pay for the supervision of that Intern.
9. The Intern will apply to the Hufstedler School of Education at Alliant International University for the Intern Credential within the first semester of coursework.
10. The District shall defend, indemnify, and hold University, its officers, employees, and agents, harmless from and against any and all Claims arising out of the performance of this agreement but only in proportion to and to the extent such Claims are caused by or result from the negligent or intentional acts or omissions of District, its officers, agents, or employees.

### **Alliant International University:**

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**Dr. Geoffrey Cox, President  
Alliant International University**

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**Date**

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**Dr. Rhonda Brinkley-Kennedy, Interim Dean  
Hufstedler School of Education  
Alliant International University**

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**Date**

### **Alameda Unified School District:**

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**President, Board of Education, Alameda Unified School District**

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**Date**

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**Superintendent, Alameda Unified School District**

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**Date**