

PRACTICUM EDUCATION AGREEMENT  
WITH  
PLEASANTON UNIFIED SCHOOL DISTRICT

This Practicum Education Agreement (this “Agreement”) is made and effective as of December 13, 2022 (the “Effective Date”), by and between Pleasanton Unified School District (“PUSD”) and Chabot-Las Positas Community College District, Las Positas College (“LPC”).

RECITALS

WHEREAS, Pleasanton Unified School District (PUSD) provides educational services at Transitional Kindergarten (T-K) and Elementary School sites, and

WHEREAS, LPC conducts an accredited training program in Elementary Teacher Education Associate in Arts Transfer Degree (AA-T) at Las Positas College which requires practicum hours for students enrolled in said program (collectively, the "Program"); and

WHEREAS, it is to the benefit of both LPC and PUSD that students enrolled in the Program have opportunities to gain practical experience and enhance their capabilities by participating in a student teaching experience at Transitional Kindergarten (T-K) and Elementary Schools with appropriate supervision and instruction;

NOW, THEREFORE, LPC and PUSD agree as follows:

I. RESPONSIBILITIES AND PRIVILEGES OF PUSD

A. PUSD shall appoint a person to be the Designee for the Program at T-K and Elementary Schools. The Designee shall have the authority to approve or disapprove any and all aspects of the Program as conducted at PUSD. PUSD reserves the right to appoint a different Designee at any time.

B. The Designee shall schedule student rotations, coordinate the use of PUSD facilities for the practicum experience of LPC's students, and participate in joint planning with representatives of all involved services and departments of PUSD at T-K and Elementary Schools. PUSD shall have the authority to approve or disapprove all aspects of the Program as conducted pursuant to this Agreement, including, but not limited to, limiting the number of Program students who may train at the PUSD at any given time. Any Program activity may be limited, or the use of any facility withdrawn when, in the opinion of the Designee, such activity or use could interfere with the effective operation of PUSD. The Designee shall promptly give oral notice, followed by written notice, to LPC regarding any such limitation or withdrawal.

C. PUSD shall at all times have ultimate responsibility for all aspects of the educational services, provided that this responsibility shall in no way limit the responsibility or obligations of LPC and its faculty and students under this Agreement.

D. Specifically identified members of the staff of PUSD may provide practicum instruction in the Program upon the request of LPC and approval by the Designee. Such approval shall be recognized in writing.

E. Students enrolled in the Program shall be permitted to use PUSD supplies and equipment that are determined by PUSD to be necessary (1) for the practicum in which the students are involved and (2) to meet the student teaching experience requirements of the Program.

F. Service and educational facilities (i.e., conference rooms) at PUSD will be made available to LPC's students and faculty at such times and to the extent such facilities are available and such use is approved in advance by the Designee.

G. In his/her sole discretion, but subject to the authority of PUSD to rescind any such action by the Designee and to take whatever action PUSD deems appropriate, the Designee may:

(a) require that LPC immediately remove any student or faculty member from PUSD facilities, whenever the Designee determines that a student or faculty member of LPC is not participating satisfactorily in the Program or that the student or faculty member's continued participation in the Program could be a detriment to the students of the PUSD and

(b) refuse access to any educational areas in PUSD to any or all of LPC's students or faculty, in the event such students or faculty are deemed by the Designee to have violated any PUSD policies, procedures or rules and regulations.

## II. RESPONSIBILITIES AND PRIVILEGES OF LPC

A. LPC shall obtain and continuously maintain full accreditation for the Program with the appropriate accrediting body.

B. LPC shall procure and maintain in effect worker's compensation and employer's liability insurance for the Program for any student assigned to PUSD under this Agreement who might be considered an employee of LPC under applicable law, or a qualified and approved self-insurance plan that Covers such liabilities, in the form and amount required by law. LPC shall be responsible for filing and defending any worker's compensation claims on behalf of LPC's directors, officers, agents, employees, representatives, students, faculty and volunteers. In addition, LPC shall procure and maintain in effect the liability coverage described in Article V of this Agreement.

C. LPC shall develop a proposed instructional agenda which identifies the staff, resources and facilities necessary to meet the Program's educational goals. The proposed instructional agenda shall be made available to the Designee at a time agreed upon by the Designee and LPC's faculty, but in no event less than sixty (60) days prior to the implementation of the proposed instructional agenda. The proposed instructional agenda shall be revised at the request of the Designee or as deemed necessary or appropriate by the Designee or PUSD in order to avoid conflict with PUSD educational responsibilities, policies and procedures. No instructional agenda shall be implemented by LPC without prior written approval by the Designee.

D. Prior to the beginning of each practicum of the Program, LPC shall provide the Designee with a list of student names and addresses for that practicum, along with any additional information requested by the Designee or PUSD

E. LPC shall provide a member of its faculty who is both a qualified teacher and a competent, licensed practitioner in the applicable educational discipline to coordinate the Program with the Designee and PUSD. LPC, and the assigned faculty member, shall be solely responsible for the assessment and assignment of grades and units to participating students.

F. LPC shall provide orientation for each of its faculty members to familiarize them with PUSD policies, practices and facilities before assigning such faculty to duties at PUSD.

G. LPC shall provide name badges to students designating student status, establish and enforce a dress code acceptable to PUSD and assure that other students, family and staff present are made fully aware of the student status.

H. Designee and LPC shall cooperate in setting regularly scheduled meetings consisting of the Designee and LPC and PUSD staff for the purpose of interpreting, discussing, and evaluating the Program and the practicum experience of the students.

I. LPC shall comply, and shall cause its directors, officers, agents, employees, representatives, students, faculty and volunteers to comply, with any and all applicable PUSD regulations, rules, policies and procedures, as well as any and all applicable state and federal law and regulations related to Program activities at PUSD in connection with this Agreement. LPC's faculty members shall be jointly responsible for such faculty members' compliance under this paragraph.

J. LPC shall notify students that the student, not PUSD, is solely responsible for providing transportation to and from PUSD, and assuming all expenses incurred in connection with the student's participation in the Program.

K. Ensure that all Students participating in the program have annual tuberculin clearances of either a negative PPD reading or, if there has been a positive PPD in the past, a chest x-ray within normal limits.

L. Ensure that all Students participating in the program shall comply with all applicable federal, state, and local laws, ordinances, rules and regulations regarding the operation of the Program, including laws, rules and regulations concerning the confidentiality of student records, including but not necessarily limited to, the Family Educational Rights and Privacy Act, the California Education Code, the Welfare and Institutions Code and the Child Abuse Reporting Act. The discussion, transmission or communication in any form of student information is forbidden except as expressly authorized by law.

M. LPC shall conduct a criminal background check of all Students participating in the program, in accordance with California Education Code Section 45125.1, and by execution of this Agreement, LPC warrants that no Student will be assigned to perform services under the terms of this Agreement who has been convicted of a violent or serious felony as specified in Penal Code Sections 668.5(c) and/or 1192.7).

### III. STATUS OF STUDENTS

A. In no event shall LPC's students be considered to be PUSD employees, nor shall they be utilized to replace PUSD staff. Students shall have no expectation of receiving compensation or future employment from PUSD or School by virtue of their participation in the Program.

B. During their practicum experience assignment, students must conform to the same standards as are set for PUSD employees in matters relating to the welfare of children and general PUSD operations.

### IV. PERIOD OF AGREEMENT

This Agreement shall commence on the Effective Date and continue in effect for a maximum of five (5) years, unless terminated by written notice of either party as provided in this Article IV.

A. Notice of termination by LPC must be received by PUSD no later than three (3) months prior to the last day of LPC's academic year, to become effective on the last day of that academic year.

B. Any notice of termination by PUSD intended to be effective upon completion of the last day of LPC's academic year must be received by LPC no later than three (3) months prior to the last day of LPC's academic year. PUSD also has the right to terminate this Agreement immediately upon written notice in the event that LPC materially fails to perform any of its responsibilities described in this Agreement.

### V. INSURANCE AND INDEMNITY

A. PUSD shall maintain a program of insurance or self-insurance to provide general liability coverage, with limits of at least one million dollars (\$1,000,000) for each occurrence and three million dollars (\$3,000,000) in the annual aggregate. If such coverage is written on a claim made basis, coverage shall continue for a period of not less than three (3) years following termination of this Agreement. Upon request, PUSD shall provide LPC with certificate(s) evidencing the foregoing coverage. PUSD shall provide at least twenty-five (25) days prior written notice to LPC of any substantial change to or cancellation of said coverage.

B. LPC shall procure and maintain in full force and effect insurance with an insurance company acceptable to PUSD, or shall maintain a self-insurance program acceptable to PUSD, which provides coverage for the negligent or otherwise wrongful acts or omissions of LPC, its officers, directors, employees, agents, faculty and students. Such coverage shall have limits of at least One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) annual aggregate. LPC shall, upon request, provide PUSD with certificate(s) of the foregoing coverage. LPC shall provide at least twenty-five (25) days prior written notice to PUSD of any substantial change to or cancellation of said insurance.

C. PUSD shall indemnify and hold LPC harmless from and indemnify it against any and all liability, loss, cost, expense (including reasonable attorney's fees), damage or claims which LPC incurs as a result of the negligent or otherwise intentional acts or omissions of PUSD or their directors, employees or agents, in the performance of activities or PUSD's responsibilities and privileges under this Agreement. The obligations of PUSD pursuant to this paragraph shall not

extend to the proportion of any liability, loss, cost, expense (including reasonable attorney's fees), damage or claims which LPC may incur as a result of the negligence or other intentional acts or omissions of LPC or its officers, directors, employees, agents, faculty or students.

D. Notwithstanding the provisions of paragraph V.C above, LPC shall indemnify and hold PUSD and their directors, officers, employees, and agents harmless from and indemnify them against any and all liability, loss, cost, expense (including reasonable attorney's fees), damage or claims which they individually or collectively incur as a result of the negligent or otherwise intentional acts or omissions of LPC, its officers, directors, employees, agents, faculty or students in the performance of the activities or School's responsibilities and privileges under this Agreement. LPC shall also indemnify and hold PUSD and their directors, officers, employees, and agents harmless from and indemnify them against any and all liability, loss, cost, expense (including reasonable attorney's fees), damage or claims which they individually or collectively incur as a result of workers compensation claims by students. The obligations of LPC pursuant to this paragraph shall not extend to any proportion of liability, loss, cost, expense (including reasonable attorney's fees), damage or claims which PUSD their directors, officers, employees, or agents may incur as a result of the negligence or other intentional acts or omissions of PUSD or their officers, directors, employees or agents. For purposes of Section V of this Agreement, students and faculty of LPC assigned to PUSD under this Agreement shall be deemed to be the agents of LPC.

## VI. INDEPENDENT CONTRACTOR

The parties hereby acknowledge that they are independent contractors. Neither LPC nor any of its agents, representatives, students or employees shall be considered agents, representatives, or employees of PUSD. Similarly, neither PUSD nor any of its agents, representatives, students or employees shall be considered agents, representatives, or employees of LPC. In no event shall this Agreement be construed as establishing the relationship of agent, servant, employee, partnership, joint venture, or association between the parties hereto. As independent contractors, each party will be solely responsible for determining the means and methods for performing the services described herein. Each party understands and agrees that the other party is engaged in an independent business and the party shall have no right to direct or control in any way or to any degree the manner of the other party's performance hereunder. Each party further understands that it is not authorized and shall not make any agreement, contract or representation on behalf of the other party or create any obligation, expressed or implied, on the part of the other party.

Each party shall be liable for its own debts, obligations, acts and omissions, including the deduction of all federal, state and local income taxes, social security, FICA and other charges, if any, to be deducted from the compensation of its own employees. Nothing in this Agreement shall be interpreted as creating or establishing a relationship of employer and employee between the LPC and PUSD or their respective employees or agents.

Each and every person providing services to LPC under this Agreement shall, at all times, remain an employee of PUSD. PUSD's employees shall not, at any time, or in any way, be entitled to sick leave, vacations, retirement, or other fringe benefits from LPC, nor shall they be

entitled to overtime pay from LPC. PUSD is solely responsible for paying all necessary State or Federal tax for itself and its employees. LPC will make no State or Federal unemployment insurance or disability insurance contributions on behalf of PUSD and/or its agents or employees. Neither PUSD nor its employees shall be included in the classified or faculty service, have any property rights to any position, or have any of the rights an employee of LPC may otherwise have in the event of termination of this Agreement.

Each and every person providing services to PUSD under this Agreement shall, at all times, remain an employee of LPC. LPC's employees shall not, at any time, or in any way, be entitled to sick leave, vacations, retirement, or other fringe benefits from the PUSD, nor shall they be entitled to overtime pay from PUSD. LPC is solely responsible for paying all necessary State or Federal tax for itself and its employees. PUSD will make no State or Federal unemployment insurance or disability insurance contributions on behalf of LPC and/or its agents or employees. Neither LPC nor its employees shall have any property rights to any position, or have any of the rights an employee of PUSD may otherwise have in the event of termination of this Agreement.

The provisions set forth herein shall survive expiration or other termination of this Agreement regardless of the cause of such termination.

## VII. NON-DISCRIMINATION

There shall be no discrimination on the basis of race, national origin, religion, creed, sex, age, sexual orientation, veteran status, disability or other legally protected classification in either the selection of students, or as to any aspect of the practicum; provided, however, that with respect to disability, the disability must not be such as would, even with reasonable accommodation, in and of itself preclude the student's effective participation in the Program.

## VIII. GENERAL

A. Non-Exclusive Agreement. This Agreement is non-exclusive and both parties expressly reserve the right to contract with other entities for the same or similar services covered by this Agreement.

B. Waiver. No delay or failure to require performance of any provision of this Agreement shall constitute a waiver of that provision as to that or any other instance. Any waiver of any term or condition hereof granted by a party must be in writing and signed by the party and shall apply solely to the specific instance expressly stated in the writing. No such waiver shall be construed as a waiver of any other term or condition of this Agreement.

C. Assignment. Neither party shall assign its rights, duties, or obligations under this Agreement, either in whole or in part, without the prior written consent of the other party. Any such attempted assignment shall be null and void.

D. Severability. Should any provision of this Agreement for any reason be declared by a court of competent jurisdiction to be void, unenforceable or invalid, such decision shall not affect the validity of any remaining portion, which remaining portion shall remain in full force and effect as if this Agreement had been executed with the invalid portion eliminated, and it is hereby

declared that each party would have executed the remaining portions of this Agreement without including any such part, parts, or portions which may, for any reason, be hereafter declared invalid.

E. Modifications and Amendments. This Agreement may be amended or modified at any time by mutual written consent of the authorized representatives of both parties. LPC and PUSD agree to amend this Agreement to the extent the amendment (1) is required by an applicable regulatory authority and (2) does not materially affect the provisions of this Agreement.

F. Integration. This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof and contains all covenants and agreements between the parties with respect to said subject matter, and each party to this Agreement acknowledges that any representations, inducements, promises or acknowledgements, oral or otherwise, which have been made by any party or anyone acting on behalf of any party but which are not embodied herein, or in a later amendment which complies with paragraph VI.E, above, are not binding.

G. Governing Law and Forum. This Agreement shall be governed in all respects by the laws of the State of California ( except for the conflict of laws). Any dispute arising out of this Agreement shall be brought in a court located in the County of Alameda, in the State of California. School hereby consents to the jurisdiction of such a court solely for purposes of this Agreement.

H. Required Notices. Any notice required to be given pursuant to this Agreement shall be in writing and shall be served by personal service or first-class mail. When served by first class mail, service shall be conclusively deemed effective three (3) days after deposit thereof in the United States mail, postage prepaid, addressed to the party to whom such notice is to be given as herein provided:

Notice to LPC shall be addressed and mailed as follows:

Stuart McElderry, Ph. D., Dean of Business, Social Sciences and Learning Resources  
Las Positas College  
3000 Campus Hill Drive  
Livermore, CA 94551

Notice to PUSD shall be addressed and mailed as follows:

Julio Hernandez, Assistant Superintendent, Human Resources  
Pleasanton Unified School District, 4665 Bernal Ave. Pleasanton, CA 94566

I. Ownership and Use of Health Information. The parties acknowledge that PUSD is a "covered entity," as such term is defined in the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the regulations regarding the privacy and security of individually

identifiable health information promulgated thereunder at 45 C. P.R. Parts 160 and 164 (the "HIPAA Regulations"), and accordingly that PUSD has certain obligations to protect the privacy and security of "protected health information" thereunder. To the extent that LPC students and faculty have access to protected health information by virtue of their participation in the Program at PUSD, the parties agree that such students and faculty shall be subject to, and at all times shall abide by, all PUSD policies and procedures governing the use and disclosure of such protected health information to the same extent that such policies and procedures apply to PUSD's employees and other staff members. Without limiting the generality of the foregoing, LPC hereby agrees, on behalf of itself and the students and faculty assigned to PUSD under this Agreement, that student and faculty participating in the Program will access and use protected health information only as minimally necessary to provide practicum instruction to students pursuant to his or her participation in the Program. LPC shall obtain the written agreement of each student and faculty member to comply with the provisions of this paragraph VI.I. The provisions of this paragraph VI.I shall survive the termination of this Agreement.

J. Use of Names and Logos. LPC may not use the name, logo or corporate identity of Pleasanton Unified School District for any purpose without the prior written consent of the entity whose name, logo or corporate identity is proposed to be used; provided, however, that nothing herein shall prohibit LPC, during the term of this Agreement, from using the PUSD name, solely to identify PUSD as the location of LPC's Program under this Agreement to students. Further, LPC understands and agrees that:

- (1) any use of the PUSD name requires the prior written approval of the Assistant Superintendent, Human Resources of PUSD or designee;
- (2) PUSD has the right to terminate, with or without cause, any right to use the PUSD name by LPC upon thirty (30) days prior written notice to LPC.

The same extent, PUSD may not use the name, logo or identity of Chabot-Las Positas Community College District, Chabot College, or Las Positas College for any purpose without the prior written consent of LPC; provided, however, that nothing herein shall prohibit PUSD, during the term of this Agreement, from identifying LPC's Program at PUSD under this Agreement to students. Further, PUSD understands and agrees that any use of LPC's name requires the prior written approval of School's Vice-Chancellor of Business Services or his designee;

K. Counterparts: This Agreement may be executed in any number of counterpart copies, all of which shall constitute one and the same Agreement and each of which shall constitute an original.



WHEREFORE, the parties have executed this Agreement as set forth below.

Las Positas College

BY: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: Jonah Nicholas

Title: Vice-Chancellor, Business Services

Chabot-Las Positas Community College District  
7600 Dublin Blvd., 3rd Floor, Dublin, CA 94568  
Ph: 925.485.5201

PUSD

BY: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: Julio Hernandez

Title: Assistant Superintendent, Human Resources

Pleasanton Unified School District  
4665 Bernal Avenue, Pleasanton, CA 94566  
Ph: 925.426.4346