



UNIVERSITY  
OF  
CALIFORNIA

Memorandum of Understanding

This Memorandum of Understanding (hereinafter "Agreement") is entered into this 30<sup>th</sup> day of October 2020 by and between The Regents of the University of California, on behalf of the Department of Counseling, Clinical, and School Psychology at the Gevirtz Graduate School of Education at the Santa Barbara campus, ("CCSP") and Santa Barbara Unified School District (hereinafter the "District").

WITNESSETH

**WHEREAS**, the University provides options within CCSP for the purpose of providing students ("Students") with real-life experience ("Field Placement") in local agencies, and;

**WHEREAS**, Field Placement of those Students in an District setting is a requirement to graduate from CCSP, and;

**WHEREAS**, District has Field Placement positions for Students involved in CCSP where they can obtain practical fieldwork experience and provide psychological services to the District.

**NOW THEREFORE**, it is mutually agreed between the parties hereto as follows:

I

**DISTRICT RESPONSIBILITIES.** The District shall provide school psychology experience through supervised fieldwork in a school setting at the District for Students assigned by CCSP as mutually agreed upon by CCSP supervisors and appropriate authorities within the District. The Field Placement shall be provided at the District and under the direct supervision and instruction of District employees as agreed upon by authorized representatives of the District and CCSP. District employees supervising Students shall provide feedback to Students as much as possible to ensure Student's growth in the program and clinical or counseling experience.

The District may, for good cause, refuse to accept for supervised fieldwork any Student assigned to supervised fieldwork at the District, and upon request of the District, made for good cause, CCSP shall terminate the assignment of any Student to a Field Placement at the District.

If District requires Students to have an appropriate background check, District will work with Student(s) directly to obtain such background check(s).

II

**CCSP RESPONSIBILITIES.** CCSP will assign Students as mutually agreed upon by the appropriate authorities within the District. CCSP will work with Students to ensure that Students are in compliance with Attachment A, Student Responsibilities. CCSP supervisors will consult with the District on a regular basis to review and assess the Student's progress in their Field Placement.

III

**DESCRIPTION OF FIELD PLACEMENT PROGRAM.** CNCSP 274 is an advanced fieldwork course for students in the school psychology emphasis in CCSP. Students participate in advanced supervised fieldwork in a District setting approved by CCSP supervisors, and approved by the District. Students are enrolled in the course for nine (9) consecutive months for ten (10) to fifteen (15) hours per week, including their work with students, group and individual supervision, and preparation for working with students. Enrollment is restricted to students admitted to CCSP with appropriate prior experience and prerequisites.

Each fieldwork site provides for a breadth of experience across the 10 National Association of School Psychologists (NASP) Standards of practice including assessment, consultation, counseling, crisis response, and school wide prevention activities.

The District must provide individual face-to-face supervision by a credentialed school psychologist. A supplemental seminar is provided by the CCSP supervisor.

The CCSP supervisor will coordinate with the School Psychologist Supervisor at the District in order to provide quarterly evaluations of each Student's work. A grade of satisfactory in the course is contingent upon a satisfactory supervisor evaluation. Quarterly evaluations must be based on at least one observation (either live or by video-recording) of the Student. Audio-recordings and student self-report are not acceptable forms of observation to meet this requirement.

#### IV

**INDEMNIFICATION AND INSURANCE.** The District shall defend, indemnify and hold University, 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 MOU but only in proportion to and to the extent such liability, loss, expense, attorneys' fees or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of District, its officers, employees, or agents.

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 MOU but only in proportion to and to the extent such liability, loss, expense, attorneys' fees or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of University, its officers, employees or agents.

Notwithstanding anything to the contrary herein, the parties acknowledge that neither the District nor the University is responsible for the intentional or negligent acts or omissions of Students.

Each party, at its sole cost and expense, shall insure or self-insure its activities in connection with this MOU, and obtain, keep in force and maintain, insurance or equivalent programs of self-insurance, to adequately cover its potential general and automobile liability, workers compensation, property, and professional liability exposures and liabilities hereunder.

#### V

**TERM.** This MOU shall commence on November 1, 2020 and terminate on June 30, 2026. The assignment of a Student to Field Placements in the District shall be effective as of the date determined by CCSP, in agreement with the District. Notwithstanding anything herein contained to the contrary, this MOU may be terminated by either party by providing written notice.

#### VI

**MODIFICATIONS.** The provisions of this MOU may be altered, changed, or amended, by mutual written consent of the parties hereto.

This MOU is hereby signed below by the parties' duly authorized representatives.

#### For the DISTRICT

By

\_\_\_\_\_  
Name: (Date)  
Title:

#### For the Regents of the University of California

By

\_\_\_\_\_  
Karen Jeffers (Date)  
Contracts Analyst, UCSB Business & Financial Services

## Attachment A

### Student Responsibilities

Students placed at the District shall adhere to this list of responsibilities. Students will:

1. Uphold their commitment of 10-15 hours/week of field work participation for a minimum of the 9 month school district calendar.
  - a. If the Student agreed to a longer commitment (e.g. a full calendar year), that commitment will be honored.
  - b. Keep their School Psychologist Supervisor informed of unexpected absences (e.g. due to illness) and obtain permission from the School Psychologist Supervisor when planning vacation or travel out of town.
2. Maintain open communication with the District Administrator(s), District School Psychologist Supervisor, and CCSP supervisors.
3. Uphold all relevant legal and ethical standards as put forth by the National Association of School Psychologists ([www.nasponline.org/standards-and-certification/professional-ethics](http://www.nasponline.org/standards-and-certification/professional-ethics)), the American Psychological Association ([www.apa.org/ethics/code/index](http://www.apa.org/ethics/code/index)) and the California Department of Education ([www.cde.ca.gov/sp/se/lr/](http://www.cde.ca.gov/sp/se/lr/)).
4. Provide school psychological services across the breadth of the ten NASP standards.
5. Attend District staff meetings, trainings, didactics, case assignment meetings, and/or case consultations as directed by their School Psychologist Supervisor.
6. Attend group and/or individual supervision on a minimum of a weekly basis, arriving on time and prepared to:
  - a. Present their cases, including an update on student welfare.
  - b. Actively participate in the supervision process by engaging in discussion and giving and receiving feedback appropriately.
7. Maintain confidentiality of student information (unless there are clear safety risks to client, child, or elderly/disabled adult).
8. Immediately consult with the School Psychologist Supervisor or other school district employee designated by the District in case of crisis/emergency.
9. Not take recordings of students or any other identifiable student-related material out of the District.
10. Maintain proper documentation of services and communications related to students' care as directed by their School Psychologist Supervisor.
11. Inform the School Psychologist Supervisor of the quarterly evaluation process and meet with the School Psychologist Supervisor to discuss the evaluation on a quarterly basis.
12. Complete an evaluation of the School Psychologist Supervisor and the District at the end of the Field Placement.
13. Students must sign a "UC Waiver of Liability, Assumption of Risk & Indemnity Agreement", as a condition of their field placement.