

FLOYD COUNTY BOARD OF EDUCATION
Anna Whitaker Shepherd, Superintendent
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Linda C. Gearheart, Board Chair - District 1
William Newsome, Jr., Vice-Chair - District 3
Dr. Chandra Varia, Member - District 2
Keith Smallwood, Member - District 4
Steve Slone, Member - District 5

Consent Agenda Item (Action Item): Consider and approve Memorandum of Agreement between Floyd County Schools and Hazard Community and Technical College

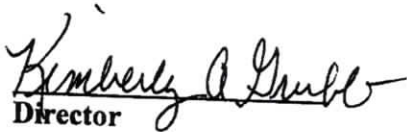
Applicable State or Regulations: KRS 162.90 Powers and Duties of the Local Board

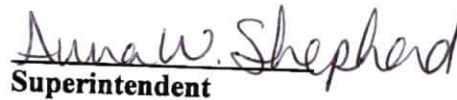
Fiscal/Budgetary Impact: None

History/Background: For the past several years, Floyd County Schools has supported the Hazard Community and Technical College Interdisciplinary Early Education Program by allowing HCTC students to observe and volunteer in classrooms. This provided potential early childhood teaching candidates with hands-on learning experiences in a school setting.

Recommended Action: Approve Memorandum of Agreement as presented

Contact Person(s): Kimberly Ann Grubb, Chief Early Childhood Officer, 606886-4555


Director


Superintendent

Date: September 16, 2022

One Community College Drive
Hazard, KY 41701
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or 1-800-246-7521
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Hazard Campus: (606) 436-5721
Technical Campus: (606) 436-5721
Lees College Campus: (606) 666-7521
Knott County Branch: (606) 785-4114
Leslie County Center: (606) 672-6800
Kentucky School of Craft: (606) 785-1055
Kentucky School of Bluegrass & Traditional Music: (606) 672-6800

August 25, 2022

Dear Ms. Shepherd:

Hazard Community and Technical College (HCTC) appreciates your support of the Interdisciplinary Early Childhood Education Program. We are in the process of updating our annual Memorandum of Agreement with local preschools, programs, and child care agencies. I am enclosing the MOA for your agency.

Our students benefit and gain invaluable learning experiences as well as insight from being able to observe and volunteer at your agency. I am enclosing two copies of the addendum/continuation for the Memorandum of Agreement, so after you sign and return them, our President, Dr. Lindon will sign them and I will return a copy to you for your records.

Again, we appreciate your support of our IEC program.

Best regards,



Penny Whitaker Smith
Hazard Community and Technical College
Program Coordinator for Interdisciplinary Early Childhood Education Program
One Community College Drive
Hazard, Kentucky 41701

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HCTC is an equal opportunity employer and education institution.

Kentucky Community and Technical College System

MEMORANDUM OF AGREEMENT

BETWEEN

THE KENTUCKY COMMUNITY AND TECHNICAL COLLEGE SYSTEM

Hazard Community & Technical College

(Community and/or Technical College Name)

AND

Floyd County Schools ("Affiliating Agency")

Purpose:

The purpose of this agreement is to establish guidelines and responsibilities of the clinical education component and/or off campus educational experiences for students in the Interdisciplinary Early Childhood Education program(s). (If for numerous programs, please attach names of programs.)

This agreement is effective as of 9/1/2022.
Month/Day/Year

General Responsibilities

1. KCTCS Colleges adhere to the policy of affirmative action to correct under-representation by minorities and do not discriminate on the basis of race, color, religion, national origin, marital status, disability, gender, sexual orientation, age, or political affiliation.
2. Student assignments, planned by the instructor in consultation with the appropriate supervisory personnel, will be designed to meet the educational needs of the students and in accordance with available opportunities and experiences.
3. Clinical schedules and/or off campus educational experiences shall be in accordance with the College curriculum and the Affiliating Agency's standard operating procedures.
4. It is understood and agreed to by all parties that students and faculty of the College are not employees or agents of the Affiliating Agency. As such, they are not entitled to wages, workers' compensation, medical or liability insurance, or any other employee benefits for activities related to the clinical experience provided for under this agreement.
5. Students are not entitled to jobs with the Affiliating Agency upon program completion.

College Responsibilities

College Faculty will:

1. become familiar with the Affiliating Agency and its policies prior to activation of student experiences;
2. provide staff time for planning with faculty for suitable student experiences;
3. provide faculty orientation to the Agency's setting and its policies; and
4. retain full responsibility for the care of patients.
5. be covered, and require students to be covered, by limited professional liability insurance with minimum limits of \$1,000,000 per occurrence and \$3,000,000 aggregate (or, if required, a greater amount of _____) while assigned to the clinical areas of the Affiliating Agency;
6. provide student orientation to, and require compliance with, standards of conduct and dress set by the Affiliating Agency;
7. require students to have all health screening and evaluations required by the affiliating agency prior to beginning experience in the facility;
8. remove, without notice, any student from the clinical area for violation of the Affiliating Agency's policies, standards, or procedures, when such violations present a danger to patients, staff, visitors, or the premises;
9. provide training to the student prior to assignment to the clinical area in the U.S. Occupational Safety and Health Administration (OSHA) guidelines on bloodborne pathogens and the use of standard precautions and the HIPAA privacy rules (requirements);
10. plan with agency representatives to evaluate the Program as needed; and
11. if required by the affiliating agency and/or college policy, require criminal background checks and/or drug screening on all students; verify negative status of Kentucky Board of Nursing Abuse check on all students prior to clinical date.

Affiliating Agency Responsibilities

Affiliating agency will:

1. serve as a laboratory in which students may be assigned for educational experiences;
2. provide personal protective equipment, e.g., gloves, masks, etc., to students to enable them to practice Standard Precautions and other safety procedures; and
3. render any necessary emergency care to students as is available on site. Students are responsible for any cost incurred unless and until another party is found to be responsible.

Duration and Review

This Memorandum of Agreement shall be effective from the date of its execution and shall be reviewed annually. Subject to such revisions as are mutually agreeable at the time of annual review, the duration of the agreement shall be continuous. Either party may terminate the agreement at the end of any year (as measured from the date of execution) upon written notice of at least six (6) months in advance.

Students participating in a clinical affiliation and/or off campus educational experiences at a Facility at the time of notice of termination shall be given the opportunity to complete their educational experiences at the Facility, such completion not to exceed six months.

Applicable Law

This agreement shall be construed in accordance with the laws of the Commonwealth of Kentucky. Each party understands and agrees that the College is a Kentucky public agency and any and all allegations and claims for negligence against the college arising from actions taken under this agreement shall be brought before the Kentucky Board of Claims pursuant to KRS 44.070 et seq.

In Testimony whereof, Witness the duly authorized signatures of the parties hereto:

Affiliating Agency

Kentucky Community and
Technical College System

Floyd County Schools
(Agency Name)

Card Community & Technical College
(College Name)



(Signature/Title/Date)

(President's Signature/Date)

STATEMENT OF UNDERSTANDING

Student Name:	
Program:	
College:	

As a student of this program, I agree to the rules, regulations, policies and procedures as stated below.

1. The program requires a period of assigned, guided clinical experiences either in the college or other appropriate facility in the community.
2. For educational purposes and practice on "live" models, I will allow other students to practice procedures on me and I will practice procedures on them under the guidance and direct supervision of my instructor. The nature and educational objectives of these procedures have been fully explained to me. No guarantee or assurance has been given to me by any representative of the college as to any problem that might be incurred as a result of these procedures.
3. These clinical experiences are assigned by the instructor for their educational value and thus no payment (wages) will be earned or expected.
4. It is understood I will be a student within the clinical facilities that affiliate with my college and will conduct myself accordingly. I will follow all required and published personnel policies, standards, philosophy, and procedures of these agencies. I will agree, at my own expense, to obtain all health screenings, immunizations, criminal background checks, and drug screenings as required by the affiliating agency.
5. I have been provided a copy of, read, and agree to adhere to the college's policies, rules, and regulations related to the program for which I am applying.
6. I understand that information regarding a patient or former patient is confidential and may be used only for clinical purposes within an educational setting according to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
7. I understand the educational experiences and knowledge gained during the program do not entitle me to a job; however, if all educational objectives and licensure requirements are successfully attained, I will be qualified for a job in this occupation.
8. I understand any action on my part inconsistent with the above understandings may result in suspension of training.
9. I understand that I am liable for my own medical and hospitalization expenses.
10. I understand that I will be accountable for my own actions; therefore, I will carry a minimum \$1,000,000/\$3,000,000 (or a greater amount of _____ as required by the Facility) limited professional liability insurance during the clinical phase of the program.

I have read and understand each term above, and agree to abide by this statement of understanding.

To be signed by legal guardian if applicant is a minor.

Student Signature:	
Date:	

As the legal guardian of the student named above, I agree to the above conditions.