

**DATE:**

12/4/2023

**AGENDA ITEM (ACTION ITEM):**

**Consider/Approve the Memorandum of Agreement between Xavier University and the Kenton County School District (KCSD) for Xavier aspiring school counselors to perform field experience in KCSD schools going forward.**

**APPLICABLE BOARD POLICY:**

**01.11 General Powers and Duties of the Board**

**HISTORY/BACKGROUND:**

**The Kenton County School District and Xavier University have previously partnered to allow Xavier's College of Education students to serve as student teachers and practicum students within our district. This agreement extends a partnership with the university in the same manner with aspiring school counselors. Not only will the continued partnership grow the education profession, it will serve as a first-hand recruiting tool for administrators who have the opportunity to observe the potential of the counselors while under their supervision.**

**FISCAL/BUDGETARY IMPACT:**

**\$0 cost to the district**

**RECOMMENDATION:**

**Approval to the Memorandum of Agreement between Xavier University and the Kenton County School District (KCSD) for Xavier aspiring school counselors to perform field experience in KCSD schools going forward.**

**CONTACT PERSON:**

**Malina Owens**

\_\_\_\_\_  
*Principal/Administrator*

*Malina Owens*  
\_\_\_\_\_  
*District Administrator*

\_\_\_\_\_  
*Superintendent*

*Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.  
Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.*

# *Xavier University*

COUN 670

## GRADUATE COUNSELING INTERNSHIP AFFILIATION AGREEMENT BETWEEN KENTON COUNTY SCHOOL DISTRICT AND XAVIER UNIVERSITY

This agreement is entered into this 9<sup>th</sup> day of January, 2024, by and between Xavier University (hereinafter "University" and Kenton County School District Kentucky, (hereinafter "School District") for the purpose of providing Counseling Internship Experiences for School Counseling Graduate students at the University.

Both parties recognize the need for counseling experiences at school sites providing assistance to students needing a wide range of services. The purpose of these experiences is to provide Graduate Counseling students opportunities for extended observation and participation, with the understanding that these experiences will be integrated with course work within the Graduate Counseling Program curriculum. In order to accomplish this purpose, the following practices will be observed:

1. The University will be responsible for establishing objectives for the experiences, and for providing these to the Facility.
2. The University will schedule the student for these experiences in collaboration with the Facility and consistent with accepted non-discriminatory practices.
3. The School District will provide supervision of the student on site by qualified, competent, and appropriately credentialed personnel; these persons will be designated as "on-site supervisors."
4. The University will provide the student with information regarding expectations for the experiences and with general instruction in information needed to participate in these experiences.
5. On-site supervisors will provide the student additional instruction as needed for the student to perform specific assigned tasks.
6. The University will provide the on-site supervisor with forms to be used in evaluating student performance. Supervisors will complete the forms and return them to the University, to be used in assigning the student grades for the experiences.
7. The School District will hold itself available at all reasonable times, as designated by the University in consultation with the School District, for the Internship experiences of the Graduate Counseling student of the University.

8. The University (including both faculty and student) agrees to respect the confidentiality of the clients of the Facility.
9. The University shall provide evidence of professional liability insurance coverage in the amount of \$1,000,000/\$3,000,000 for all its students, employees and agents who are assigned supervisory or administrative duties in the Facility in connection with the affiliation of the University's students.

This agreement will be deemed in effect indefinitely unless one or both parties submit 30 days written notice for cancellation. In the event of cancellation, both parties will observe all obligations under the agreement until the end of the University's academic semester during which cancellation occurs.

The signatures below attest to agreement to abide by the described practices:

University Representative:

Dr. Dennis Long,  
Interim Dean, College of Professional Sciences  
Xavier University

Signature 

Date 12-6-23

Site Representative Information:

Site Representative \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_