



## DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Department of Purchasing  
Michael J. Woodall, CPPO, Purchasing Agent  
813/794-2221 Fax: 813/794-2111  
727/774-2221 TDD: 813/794-2484  
352/524-2221 email: [mwoodall@pasco.k12.fl.us](mailto:mwoodall@pasco.k12.fl.us)

December 4, 2012

### MEMORANDUM

TO: Honorable School Board Members

FROM: Michael J. Woodall, CPPO, Purchasing Agent *MJW*

RE: Community, Career & Technical Education  
Cooperative Agreement  
Dr. Krishna Ravi  
City of Zephyrhills-Zephyrhills Fire Rescue

The School District has numerous cooperative agreements with various facilities in order to fulfill its constitutional obligations to educate the children of compulsory school age. Please reference the attached memo from Rob Aguis, Director of Community, Career & Technical Education for further information regarding these agreements. These agreements were reviewed and approved on October 23, 2012 by Nancy Alfonso, School Board Attorney.

At this time, we respectfully request your approval to enter into the first year of a three-year agreement with the above-referenced facilities. These agreements are renewable annually based on mutual agreement of both parties. The services are outlined in the agreements and are attached for your perusal. The first year of the agreements will cover the period of January 1, 2013 through December 31, 2013.

Should you have any questions regarding this matter, please contact me at your earliest convenience.

MJW/dam

Attachments

Date/Time: November 28, 2012 10:30:00



# District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent

[www.pasco.k12.fl.us](http://www.pasco.k12.fl.us)

Department of Community, Career and Technical Education  
Robert J. Aguis, Director  
(813) 794-2204 Fax: (813) 794-2794  
(727) 774-2204 TDD: (813) 794-2484  
(352) 524-2204 E-mail: [raguis@pasco.k12.fl.us](mailto:raguis@pasco.k12.fl.us)

## MEMORANDUM CCTE-057-12/13

December 4, 2012

To: Michael J. Woodall, Purchasing Agent

From: Rob Aguis, Director of Community, Career & Technical Education *RA*

Subject: **Cooperative Agreements for First Year of Three-Year Contract for Clinical Experience with Participating Agencies**

### **Description:**

Approval is requested for Cooperative Agreements with the following facilities:

**Dr. Krishna Ravi  
City of Zephyrhills-Zephyrhills Fire Rescue**

The Cooperative Agreements will allow students in the Pasco County Schools Health Occupations Program to participate in an internship experience with learning opportunities determined by the instructor and agreed upon by the various health care facilities. These learning experiences will be non-paid and will be done with the direction and guidance of the program instructor. The internship provides students in the Health Occupations Program with opportunities to apply skills mastered in the classroom in a real-world work setting.

### **Action Requested:**

School Board approval of Cooperative Agreements with the facilities listed above on December 4, 2012.

### **Recommendations:**

The staff respectfully requests approval of the Cooperative Agreements with the facilities listed above.

RA:rmh  
Attachment(s)



**RECEIVED**

11/2/12 *Dem*

**COOPERATIVE AGREEMENT  
BETWEEN**

**Dr. Krishna Ravi  
38220 Henry Drive  
Zephyrhills, FL 33542**

**AND**

**THE DISTRICT SCHOOL BOARD OF PASCO COUNTY**

**FOR**

**PROVIDING CLINICAL EXPERIENCE FOR HEALTH OCCUPATIONS STUDENTS**

**I. PARTICIPATING AGENCIES:**

The participating agencies in this agreement are Dr. Krishna Ravi and the District School Board of Pasco County.

**II. STATEMENT OF AGREEMENT:**

There is a mutual agreement between the Dr. Krishna Ravi (facility) and the District School Board of Pasco County (school), that Dr. Krishna Ravi will provide facilities and accept students from the Pasco County Schools Health Occupations Program for student experiences, in accordance with the provisions set forth in this agreement.

**III. GENERAL PROVISIONS OF THE AGREEMENT:**

1. The education of the student shall be the primary purpose of the education programs.
2. The District School Board of Pasco County shall be responsible for the formal classroom education of the student.
3. The faculty of the school shall be responsible for selecting overall clinical learning experiences for the students. However, the students will gain practical knowledge by following the routine of the facility's employees.
4. The students will observe the duties of the employees of the facility while at the site, and will perform only those competencies agreed upon by the Director of the facility or his/her designee and the instructor.
5. The District School Board of Pasco County agrees to comply with the established policies and practices of the facility when such policies and practices are made known to it and they are not in conflict with School Board policies or State Board of Education rules and law.
6. The student will be responsible for providing his/her own lunch and transportation during the clinical experience.
7. Under this agreement, the facility provides opportunities for practical/clinical experiences, but maintains responsibility for the care and treatment of its patients.
8. If the administration of the facility has a complaint about the program or an individual student, it should bring it to the attention of the instructor.

CONTRACT REVIEWED  
AND APPROVED:

*WU 11-7-12*

#### **IV. THE SCHOOL'S RESPONSIBILITY:**

1. To maintain minimum standards required and adhere to the Program Standards and Curriculum Frameworks for each program as specified by the Florida Department of Education.
2. To employ qualified instructors (R.N.) who shall be responsible for implementing the philosophy, objectives and curricula of the school.
3. To provide concurrent related classroom instruction, as needed to meet the objectives of the program.
4. To maintain individual records of class and clinical instruction, and to evaluate the competency of each student.
5. To prepare and submit to the administrator of the facility a weekly schedule of training. The schedule will indicate the exact hours each student will work and will be posted. Any change in the schedule must be approved, in advance, and initialed by the facility's administrator or his/her designee.
6. To provide professional liability coverage for each student, the instructor, and the school in the amount agreed upon by both agencies during the course of the program.
7. Students will provide proof of medical insurance in case of accident or injury of the trainee. This proof must be on file with the instructor prior to performing the clinical training.
8. Student must provide evidence of current physical examination indicating that he/she is in good health and free of any communicable disease or any ailment which would hinder, in any way, the performance of his/her duties. A negative chest x-ray, or T.B. skin test is required as a part of this examination.
9. To provide identification (name tags and/or program patches) for each student trainee.
10. Students participating in the program must comply with the District School Board's Code of Student Conduct.
11. Students understand that this training does not guarantee employment at the facility.
12. Students will be FDLE Level II background screened and proof will be on file.

#### **V. THE FACILITY'S RESPONSIBILITY:**

1. To allow the instructor and students to work with an assigned employee of the facility while performing their duties, in accordance with the agreed upon schedule.
2. To insure that any employee to which a student is assigned/supervised by has been screened with the appropriate background check as part of his/her employment and/or through the professional license/certificate process related to his/her position.
3. Provide a copy of the work schedule of the facility's employees assigned to work with students so that the instructor knows where each student is at all times.

CONTRACT REVIEWED  
AND APPROVED

*J.W. 11-7-12*

4. To include members of the faculty of the school in facility meetings when policies to be discussed will affect or are related to the Health Occupations program.
5. The facility reserves the right to request the District School Board of Pasco County to withdraw any student from its facilities whose conduct and/or work with patients of the facility personnel is not in accordance with acceptable standards of performance, in the opinion of the facility's administrator.

**VI. JOINTLY, EACH AGENCY WILL:**

1. Be responsible for the orientation of the instructor and to initiate conferences between the instructor, and administrator(s) whenever there is a need.
2. Provide feedback on the clinical experience.
3. Share and assist in the supervision and guidance of students.

**VII. STANDARD TERMS AND CONDITIONS:**

**HIPAA.** Each of the parties hereby represents and warrants and covenants that it is presently taking and will continue to take all actions necessary to assure that it shall, on or before each applicable compliance date and continuously thereafter, comply with Public Law 104-191 of August 21, 1996, known as the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and its implementing regulations, including without limitation, the Standards for Electronic Transactions and Code Sets (45 CFR Parts 160 and 162), the Standards for Privacy of Individually Identifiable Health Information (45 CFR Parts 160 and 164), the Security Standards for the Protection of Electronic Protected Health Information (45 CFR Parts 160 and 164) and such other regulations that may, from time to time, be promulgated thereunder.

**VIII. MODIFICATION OF THE AGREEMENT:**

Modification of this agreement shall be made by mutual consent of both parties. A memorandum noting the modifications shall be attached to this agreement and shall include the date and signature of both parties agreeing to it.

**IX. DISCONTINUANCE OF AGREEMENT:**

If either party to this agreement wishes to terminate this agreement, it is understood that at least ninety days written notice shall be given by either participating agency, provided that students currently enrolled in the program shall be permitted to complete the course.

**X. RENEWAL OF AGREEMENT:**

The term of this agreement shall remain in effect for one (1) year and thereafter may be renewed annually for up to two (2) additional one (1) year terms by mutual agreement of the parties, until otherwise terminated by either party as provided herein. The first year of the agreement covers the period from January 1, 2013 through December 31, 2013. This agreement and subsequent renewals will be subject to final approval by the School Board. Any mutually agreed upon changes will be by written amendments and will be effective at the beginning of the renewal date(s).

CONTRACT REVIEWED  
AND APPROVED:

MW 11-7-12

**XI. VENUE:**

Venue for any and all legal action regarding or arising out of the transaction covered herein shall be solely in the appropriate Court in and for Pasco County, State of Florida.

**XII. HOLD HARMLESS:**

As provided for under common law, and to the extent specifically authorized by Section 768.28, Florida Statutes, each of the parties to this Agreement hereby agrees to indemnify and hold the other party hereto harmless from and against all damages of any nature whatsoever which are caused or materially contributed to by the negligent acts of any officer, employee, and agent or other representative of the indemnifying party acting within the course and scope of his/her employment and which are not caused or materially contributed to by any officer, employee, agent or other representative of the indemnified party acting within the course and scope of his/her employment. It is further agreed that liability and exposure for indemnification (including, but not limited to the amounts of any indemnification owed by a governmental entity) will be limited to and governed by the provisions of Section 768.28 (5), Florida Statute.

**XIII. FORCE MAJEURE:**

This contract is subject to Act of God or government regulation, disaster, strikes, civil disorder, or other emergency, including the Department of Homeland Security issuing a "Red Alert" making it illegal or impossible to provide services.

**XIV. CIVIL RIGHTS**

The School and the Facility complies with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, and related regulations, assures that it does not and will not, discriminate against any student who is a potential employee in the on-the-job training program because of race, color, creed, sex, national origin or handicap.

**XV. COPIES OF THIS AGREEMENT:**

Copies of this agreement shall be placed on file, and be available to the following:

1. Dr. Krishna Ravi
2. Supervisor, Career and Technical Education
3. Health Occupations Instructor

**Dr. Krishna Ravi**

Signature: \_\_\_\_\_



Print Name: \_\_\_\_\_

Krishna Ravi, M.D.

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

10/16/12

Signed and sealed in the presence of:

**District School Board of Pasco County**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

CONTRACT REVIEWED AND APPROVED:

*MW 11.7.12*



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11/02/12  
Ren

COOPERATIVE AGREEMENT  
BETWEEN

City of Zephyrhills-Zephyrhills Fire Rescue  
5335 8<sup>th</sup> Street  
Zephyrhills, FL 33542

and

THE DISTRICT SCHOOL BOARD OF PASCO COUNTY

for

Providing Program Experiences for Emergency Medical Responder Students

**I. PARTICIPATING AGENCIES:**

The participating agencies in this agreement are City of Zephyrhills-Zephyrhills Fire Rescue and the District School Board of Pasco County.

**II. STATEMENT OF AGREEMENT:**

There is a mutual agreement between the Administration, City of Zephyrhills-Zephyrhills Fire Rescue (facility) and the District School Board of Pasco County (school), that City of Zephyrhills-Zephyrhills Fire Rescue will provide facilities and accept students from the Pasco County Emergency Medical Responder Program for student Ride-Along Program experiences, in accordance with the provisions set forth in this agreement.

**III. GENERAL PROVISIONS OF THE AGREEMENT:**

1. The District School Board of Pasco County shall be responsible for the formal classroom education of the student.
2. The students will observe the duties of the employees of the facility while at the site, and will perform only those competencies agreed upon by the Director of the facility or his/her designee and the instructor.
3. The District School Board of Pasco County agrees to comply with the established policies and practices of the facility when such policies and practices are made known to it and they are not in conflict with School Board policies or State Board of Education rules and law.
4. The student will be responsible for providing his/her own lunch during the experience.
5. The student will be responsible for providing his/her own transportation during the experience.
6. Under this agreement, the facility provides opportunities for practical experiences, but maintains responsibility for the care and treatment of its clients/employees.

CONTRACT REVIEWED  
AND APPROVED:

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7. The District School Board of Pasco County will provide professional liability coverage for each student, the instructor, and the school in the amount of \$1,000,000 each incident or occurrence and \$3,000,000 in the aggregate.
8. Student must provide evidence of current physical examination indicating that he/she is in good health and free of any communicable disease or any ailment which would hinder, in any way, the performance of his/her duties. A negative chest x-ray, or T.B. skin test is required as a part of this examination.
9. District School Board of Pasco County will conduct background checks on students prior to entering Ride-Along Program. Should the background check disclose adverse information as to any student, District School Board of Pasco County will remove said student from the program.
10. If the administration of the facility has a complaint about the program or an individual student, it should bring it to the attention of the instructor.

**IV. THE SCHOOL'S RESPONSIBILITY:**

1. To maintain minimum standards required and adhere to the Program Standards and Curriculum Frameworks for each program as specified by the Florida Department of Education.
2. Students participating in the program must comply with the District School Board's Code of Student Conduct while involved in the program.
3. To provide concurrent related classroom instruction (formal and informal), as needed to meet the objectives of the program.
4. To maintain individual records of class and clinical instruction, and to evaluate the competency of each student.
5. To prepare and submit to the administrator of the facility a schedule of training. The schedule will indicate the exact hours each student will attend the facility and will be posted. Any change in the schedule must be approved, in advance, and initialed by the facility's administrator or his/her designee.
6. To provide identification (name tags and/or program patches) for each student trainee.
7. Students understand that this training does not guarantee employment at the facility.

**V. THE FACILITY'S RESPONSIBILITY:**

1. To allow the instructor and students to work with an assigned employee of the facility while performing their duties, in accordance with the agreed upon schedule.
2. To insure that any employee to which a student is assigned/supervised by has been screened with the appropriate background check as part of his/her employment and/or through the professional license/certification process related to his/her position.

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*AMW 11.7.12*



3. Provide a copy of the work schedule of the facility's employees assigned to mentor students so that the instructor knows where each student is at all times.
4. To include members of the faculty of the school in facility meetings when policies to be discussed will affect or are related to the Emergency Medical Responder program.
5. The facility reserves the right to request the District School Board of Pasco County to withdraw any student from its facilities whose conduct is not in accordance with acceptable standards of performance, in the opinion of the facility's administrator.

**VI. JOINTLY, EACH AGENCY WILL:**

1. Be responsible for the orientation of the instructor and to initiate conferences between the instructor, and administrator(s) whenever there is a need.
2. Provide feedback on the experience.
3. Share and assist in the supervision and guidance of students.

**VII. MODIFICATION OF THE AGREEMENT:**

Modification of this agreement shall be made by mutual consent of both parties. A memorandum noting the modifications shall be attached to this agreement and shall include the date and signature of both parties agreeing to it.

**VIII. DISCONTINUANCE OF AGREEMENT:**

The cooperative agreement may be terminated when it is the best interest of the District with 30 days written notice. Agreements canceled by the School or Facility because of nonperformance by either party may result in exclusion from participating on any other similar agreement offered by any public school in Pasco County, Florida. Agreements canceled because of nonperformance will be excluded from future business with the District for the full term of the agreement plus one year.

**IX. RENEWAL OF AGREEMENT:**

*(rh)* DECEMBER 3, The cooperative agreement covers the period from <sup>DECEMBER 4, *(rh)*</sup> ~~November 22,~~ 2012 through ~~November 21,~~ 2013. This agreement and subsequent renewals will be subject to final approval by the School Board. Any mutually agreed upon changes will be by written amendments and will be effective at the beginning of the renewal date(s).

**X. VENUE:**

Venue for any and all legal action regarding or arising out of the transaction covered herein shall be solely in the appropriate Court in and for Pasco County, State of Florida.

**XI. HOLD HARMLESS:**

As provided for under common law, and to the extent specifically authorized by Section 768.28, Florida Statutes, each of the parties to this Agreement hereby agrees to indemnify

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AND APPROVED:

*WWS 11/7/12*

and hold the other party hereto harmless from and against all damages of any nature whatsoever which are caused or materially contributed to by the negligent acts of any officer, employee, and agent or other representative of the indemnifying party acting within the course and scope of his/her employment and which are not caused or materially contributed to by any officer, employee, agent or other representative of the indemnified party acting within the course and scope of his/her employment. It is further agreed that liability and exposure for indemnification (including, but not limited to the amounts of any indemnification owed by a governmental entity) will be limited to and governed by the provisions of Section 768.28 (5), Florida Statute.

**XII. FORCE MAJEURE:**

This contract is subject to Act of God or government regulation, disaster, strikes, civil disorder, or other emergency, including the Department of Homeland Security issuing a "Red Alert" making it illegal or impossible to provide services.

**XIII. CIVIL RIGHTS:**

The School and the Facility complies with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, and related regulations, assures that it does not and will not, discriminate against any student who is participating in a work-based experience program because of race, color, creed, sex, national origin or handicap.

**XIV. COPIES OF THIS AGREEMENT:**

Copies of this agreement shall be placed on file, and be available to the following:

1. Administrator, City of Zephyrhills-Zephyrhills Fire Rescue
2. Supervisor, Career and Technical Education
3. Emergency Medical Responder Instructor

**CITY OF ZEPHYRHILLS-ZEPHYRHILLS FIRE RESCUE**

By: *Kenneth V. Compton*

Print Name: KENNETH V. COMPTON, Council President

Date: 10-22-2012

**DISTRICT SCHOOL BOARD OF PASCO COUNTY**

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

Signed and sealed in the presence of: \_\_\_\_\_

CONTRACT REVIEWED  
AND APPROVED:  
LAW 11-7-12