**SCHOOL PSYCHOLOGY DEVELOPMENT PROGRAM**

The Mid-Ohio School Psychology Development Program (the “SP Program”) is a collaboration between the Mid-Ohio Educational Service Center (“MOESC”) Board of Governors (“Board”) and the University of Toledo (“UToledo”) to identify, recruit, and retain qualified candidates for School Psychology program completion from the UToledo’s School Psychology Educational Specialist Program (“UToledo Program”), including a commitment to working for the Board in the Mid-Ohio area for five (5) years beyond graduation. All SP Program applicants and participants are subject to the terms and conditions of this Policy.

**Eligibility and Acceptance:**

Candidates for the SP Program must apply and be accepted to the SP Program and to the UToledo Program. Applicants can obtain a SP Program Application from the MOESC Director of Student Services. Any Board employee may apply for the SP Program. Spouses and dependents of Board employees are not eligible for the SP Program.

Each application for the SP Program shall be reviewed by the Board’s designee(s). SP Program candidates may be required to interview with the MOESC Special Education Department prior to the designee(s) making any determination regarding the candidate’s admission. Candidates shall be notified in writing of the Board’s admission decision.

A candidate’s acceptance into the SP Program is conditioned on:

1. The candidate agreeing to follow the Board’s policies, rules, regulations, and Codes of Conduct related to the SP Program; and

2. The candidate entering a binding Program Agreement with the Board.

**Employment of Accepted Candidates:**

Upon acceptance into the SP Program, the accepted candidate (“Participant”) shall be employed by the Board as an Associate to the School Psychologist (“ASP”), which is a nonteaching position eligible for limited contracts. A Participant’s employment by the Board as an ASP is contingent upon a satisfactory criminal record check as required by law. The Participant is employed only on a conditional basis until such satisfactory report has been received.

A Participant’s employment as an ASP may be terminated as set forth in the Participant’s employment contract. A Participant’s obligation to reimburse the Governing Board for any portion of its tuition investment, set forth in the Tuition Reimbursement section below, shall survive any termination of Participant’s employment contract.

**SP Program Structure:**

A. Subject to the Participant meeting all requirements during his/her participation in the SP Program, the Governing Board will support the Participant through his/her graduation from the UToledo Program as follows:

1. Participant Year 1:

a. Participant is enrolled full time in the UToledo Program.

b. Participant is employed by the Governing Board as an ASP. Participant may be granted a leave of absence to attend UToledo full time.

2. Participant Year 2:

a. Participant is enrolled full time in the UToledoProgram.

b. Participant is employed by the Governing Board as an ASP and may be granted a leave of absence to attend UToledo for related course work.

c. Participant participates in the externship program through UToledo College of Graduate Studies (“COGS”) and is assigned bythe Governing Board to work twenty (20) hours per week for a member school district of MOESC (specific work to be determined).

3. Participant Year 3:

a. Participant is assigned by UToledo to complete his/her required internship at MOESC.

b. Participant is employed by MOESC as an ASP with duties of a School Psychologist Intern as assigned.

B. Participants who successfully complete the UToledo Program (“Practitioners”) must commit to employment with the Governing Board as a School Psychologist (“SP”) for a fixed term upon graduation from UToledo as follows:

1. Practitioners who entered the SP Program in Participant Year 1: five (5)-year term.

2. Practitioners who entered the SP Program in Participant Year 2: three (3)-year term.

3. Practitioners who entered the SP Program in Participant Year 3: two (2)-year term.

**Tuition Reimbursement:**

A. During a Participant’s participation in the SP Program, the Governing Board shall provide educational assistance to the Participant in the form of tuition reimbursement (“tuition investment”) as follows:

1. Participant Year 1:

a. The Governing Board shall reimburse the cost of tuition for the Participant for UToledo Programsemester hours (Fall, Spring, and Summer semesters) not to exceed a maximum of thirty (30) semester hours.

b. The Governing Board shall not pay the Participant a graduate stipend.

c. Participant is responsible for all fees (including room and board, if applicable), travel expenses, and applicable taxes.

2. Participant Year 2:

a. UToledo COGS shall reimburse the cost of tuition for the Participant for UToledo Program semester hours (Fall, Spring, and Summer semesters) not to exceed a maximum of thirty (30) semester hours.

b. UToledo designates MOESC as a placement site for the externship program. The Participant will receive a stipend through UToledo, paid for by the Governing Board, for externship program work.

c. Participant is responsible for all fees (including room and board, if applicable), travel expenses, and applicable taxes.

3. Participant Year 3:

a. The Governing Board shall reimburse the cost of tuition for the Participant for UToledo Program semester hours (Fall, Spring, and Summer semesters) not to exceed a maximum of sixteen (16) semester hours.

b. The Governing Board shall pay the Participant an internship salary.

c. Participant is responsible for all fees (including room and board, if applicable), travel expenses, and applicable taxes.

B. The Governing Board is not responsible for reimbursing the cost of tuition for any course which the Participant fails to successfully complete or fails to complete within the time limitation set forth in the Participant’s Program Agreement. Participant shall submit a MOESC Tuition Reimbursement Form along with written proof of successful completion in the form of an official transcript in order to receive reimbursement.

C. Participant shall reimburse the Governing Board its tuition investment upon the occurrence of any of the following events in the following amounts:

1. If the Participant leaves the UToledo Program or fails to graduate from the UToledo Program within the time period specified in the Participant’s Program Agreement, the Participant shall reimburse the Governing Board one hundred percent (100%) of the Governing Board’s tuition investment.

2. If the Practitioner does not accept the offer of employment as a SP for the Governing Board upon graduating from the UToledo Program, the Practitioner shall reimburse the Governing Board one hundred percent (100%) of the Governing Board’s tuition investment.

3. If the Practitioner accepts the offer of employment as a SP for the Governing Board for a fixed term of employment, but does not complete his/her full term, the Practitioner shall reimburse the Governing Board its tuition investment as follows:

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| --- | --- | --- |
| Five (5)-Year Term | In Year 1 | Ninety percent (90%) of tuition investment |
| In Year 2 | Seventy percent (70%) of tuition investment |
| In Year 3 | Fifty percent (50%) of tuition investment |
| In Year 4 | Thirty percent (30%) of tuition investment |
| In Year 5 | Ten percent (10%) of tuition investment |
| Three (3)-Year Term | In Year 1 | Eighty percent (80%) of tuition investment |
| In Year 2 | Fifty percent (50%) of tuition investment |
| In Year 3 | Ten percent (10%) of tuition investment |
| Two (2)-Year Term | In Year 1 | Seventy percent (70%) of tuition investment |
| In Year 2 | Twenty percent (20%) of tuition investment |

D. Participant/Practitioner shall agree to have deductions taken from his/her Governing Board paycheck for any monies owed to the Governing Board if he/she should leave employment before the end of the full employment term. If such paycheck deduction does not fully reimburse the Governing Board for its tuition investment, or if no such paycheck deduction is possible, Participant/Practitioner agrees to reimburse the Governing Board its tuition investment within twelve (12) months pursuant to a written repayment plan with the Board (“Repayment Plan”). The Repayment Plan shall include a provision stating that if the Governing Board incurs any fees or costs in recouping its tuition investment from a Participant/Practitioner, Participant/Practitioner shall be responsible for such fees and costs, including the Board’s reasonable attorneys’ fees.

**Other SP Program Requirements:**

A. General Requirements

Participant/Practitioners must abide by the policies, rules, regulations, and Codes of Conduct adopted by the Board for the governance of its employees. Participant/Practitioners also must abide by the terms and conditions of their individual Program Agreements, which are entered at the time of admission to the SP Program.

B. Academic Standing

Admission to, and participation in, the SP Program is contingent upon the Participant maintaining good academic standing at UToledo as described by UToledo’s policies, rules, and regulations.

If a Participant fails to meet UToledo’s academic standards, the Participant shall be dismissed from the SP Program. A Participant may be readmitted to the SP Program upon a showing that the Participant has regained good academic standing at UToledo.

C. Non-Academic Dismissal from SP Program

In addition to academic dismissal (set forth above), a Participant may be dismissed from the SP Program for non-academic reasons, including but not limited to: failure to abide by the policies, rules, regulations, and/or Codes of Conduct adopted by the Board for the governance of its employees or for the SP Program; dishonesty; or other acts of misfeasance, malfeasance, or nonfeasance.

If the Board is considering non-academic dismissal of a Participant, the Board’s designee shall notify Participant of the basis for the intended dismissal. Within five (5) business days of providing such notice, the Board’s designee shall meet with Participant to provide Participant an opportunity to explain his or her conduct. After meeting with Participant, the Board’s designee shall make a recommendation to the Board regarding dismissal. The Board’s decision regarding a Participant’s dismissal shall be final and binding.

D. Externship and Internship Requirements

1. A Participant’s externship or internship with the Board shall be governed by the terms of the Educational Affiliation Agreement between UToledo and MOESC (“Affiliation Agreement”).

2. During Participant’s externship or internship, Participant agrees to abide by the policies, rules, regulations, and/or Codes of Conduct adopted by the Board.

3. Under the Affiliation Agreement, the Board may request removal of the Participant from his/her externship or internship “for cause.” “Cause” includes, but is not limited to: failure to abide by the policies, rules, regulations, and/or Codes of Conduct adopted by the Board for the governance of its employees; insubordination; neglect of duty; incompetency; inefficiency; dishonesty; or other acts of misfeasance, malfeasance, or nonfeasance.

4. The Board shall cooperate with UToledo in any UToledo investigation for a concern or allegation related to the Participant’s externship or internship or the Board’s request to remove a Participant.

Adopted: September 16, 2020